



ILLINOIS VALLEY
COMMUNITY COLLEGE

**815 North Orlando Smith Road
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Thursday, January 18, 2024
Board Room
6:00 p.m.**

NOTE: If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Tuition and Fee Review
Three-year Financial Forecast
Tenure Recommendations
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Reappointment of Non-tenured Faculty
President's Evaluation
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session
Minutes
College Insurance

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing
Athletic Insurance

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget

September

Protection, Health, and Safety Projects
Cash Farm Lease
Approval of College Calendar (even years)

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy
Student Fall/Employee Demographic Reports

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

Tentative Board Committee Meetings

Audit Finance Committee: January, April, June, and November

Planning Committee: February and October

Facilities Committee: May and August

Closed Session Meeting Minutes Committee: June and December

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, January 18, 2024 – 6:00 p.m. – Board Room (C-307)

The meeting can be accessed by the public at link <https://ivcc-edu.zoom.us/j/87920654409> and meeting ID number 879 2065 4409. For dial-in, call 1 (312) 626-6799.

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. Agriculture Building Update – Kathy Ross
8. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 8.1 Approval of Minutes – December 6, 2023 Planning Committee Meeting, December 7 Closed Session Minutes Review Committee Meeting, December 14, 2023 Decennial Committee Meeting, and December 14, 2023 Board Meeting (Pages 1-12)
 - 8.2 Approval of Bills - \$1,741,598.18
 - 8.2.1 Education Fund - \$869,534.35
 - 8.2.2 Operations and Maintenance Fund - \$89,198.89
 - 8.2.3 Operations and Maintenance Fund (Restricted) - \$367,653.96
 - 8.2.4 Auxiliary Fund - \$354,577.21
 - 8.2.5 Restricted Fund - \$13,320.83
 - 8.2.6 Liability, Protection, and Settlement Fund – \$47,312.94
 - 8.3 Treasurer’s Report (Pages 13-34)
 - 8.3.1 Financial Highlights (Pages 14-15)
 - 8.3.2 Balance Sheet (Pages 16-17)
 - 8.3.3 Summary of FY24 Budget by Fund (Pages 18-25)
 - 8.3.4 Budget to Actual by Budget Officers (Page 26)
 - 8.3.5 Statement of Cash Flows (Page 27)
 - 8.3.6 Investment Status Report (Pages 28-32)
 - 8.3.7 Disbursements - \$5,000 or more (Pages 33-34)
 - 8.4 Personnel – Stipends for Pay Periods Ending December 2, 2023, December

16, 2023, and December 30, 2023 and Part-Time Faculty and Staff Appointments
December 2023 (Pages 35-39)

9. President's Report
10. Student Trustee's Report
11. Committee Reports
12. Board Policy 01.06 Core Values, Vision, Mission, Purposes, Principles, and Goals (Pages 40-42)
13. Board Policy 01.09 Election of Officers (Pages 43-44)
14. Board Policy 01.11 Duties of the Vice Chair (Pages 45-46)
15. Board Policy 02.05 Accreditation (Pages 47-48)
16. Board Policy 02.11 Degrees and Certificates (Pages 49-50)
17. Board Policy 02.25 Tuition and Fees (Pages 51-53)
18. Resolution for Revised Use of Bond Funds (Pages 54-59)
19. Staff Resignation – Patrice Hess, Director of Learning Resources (Pages 60-61)
20. Staff Resignation – Gary Roberts, Vice President for Academic Affairs (Pages 62-63)
21. Staff Resignation – Shane Lange, Dean of Workforce Development (Pages 64-65)
22. Staff Appointment – Isamar Taylor, Director of Financial Aid (Pages 66-67)
23. Revised Board Meeting Date – September 2024 (Page 68)
24. Items for Information (Pages 69-87)
 - 24.1 HLC Staff Analysis of Interim Report (Pages 69-73)
 - 24.2 Board Policy 01.10 Duties of the Board Chair (Page 74)
 - 24.3 Board Policy 01.12 Duties of the Secretary (Page 75)
 - 24.4 Board Policy 01.13 Duties of the Treasurer (Page 76)
 - 24.5 Board Policy 02.21 Repeating a Class (Page 77)
 - 24.6 Reclassification of Part-Time Counselors (Page 78)
 - 24.7 Staff Appointment – Beth Hammock, Assessment Center Specialist (Page 79)
 - 24.8 Staff Appointment – Louis Lukacsy, Financial Aid Advisor (Page 80)
 - 24.9 Staff Appointment – Christopher Teason, Financial Aid and Veterans Benefit Advisor (Page 81)
 - 24.10 IRS 2024 Mileage Rate (Page 82)
 - 24.11 Fall 2023 Athletic Department GPA (Page 83)
 - 24.12 Thank you – Lostant Grade School (Page 84)
 - 24.13 Thank you – Family of Joan Moyle (Page 85)

- 24.14 Thank you – Family of Mary Ann Loebach (Page 86)
- 24.15 Thank you – Family of Ed Herrmann (Page 87)
- 25. Trustee Comment
- 26. Closed Session – 1) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; 2) pending or imminent litigation; and 3) closed session minutes.
- 27. Possible Approval of Employee Retirements – Retirement Planning Program
- 28. Approval – Closed Session Minutes
- 29. Other
- 30. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees**

**Planning Committee Meeting
December 6, 2023**

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4:00 p.m. on Wednesday, December 6, 2023 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Jane E. Goetz, Committee Chair
Physically Present: Amy L. Boyles

Committee Members
Virtually Present: Rebecca Donna

Committee Members
Absent:

Board Members
Present:

Board Members
Virtually Present:

Others Physically Present: Tracy Morris, President
Gary Roberts, Vice President for Academic Affairs
Kathy Ross, Vice President for Business Services and Finance
Mary Beth Herron, Director of Human Resources

Others Virtually Present:

The meeting was called to order at 4:00 p.m. by Ms. Goetz.

PUBLIC COMMENT

None

REVIEW OF BOARD POLICY 03.16 FAMILY MEDICAL LEAVE (LEAVE OF ABSENCE)

Dr. Morris noted several laws changed this year that have a significant impact on policies and are effective 1/1/2024. Dr. Morris asked Mary Beth Herron, who has done a fantastic job with these updates, to give an overview of the changes. Mary Beth stated policy 03.16 Family Medical Leave was retitled to Leave of Absence to be inclusive of all federal and state laws, not just FMLA. Procedures under this policy include:

- 03.16.00 Leave of Absence – FMLA. Moved from policy to procedure.

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- 03.16.01 Leave of Absence – Bereavement Leave. It is now a procedure under the policy and includes changes made to the Child Care Bereavement Act and the Family Bereavement Leave Act.
- 03.16.02 Victims’ Economic Security and Safety Act (VESSA). Includes change made to the VESSA Act.
- 03.16.03 Leave of Absence – Blood Organ Donation. This is a new procedure that complies with the Illinois Employee Blood and Organ Donation Leave Act by allowing full-time employees to take time off with pay to donate blood or organs.

Dr. Morris noted that although the Board does not approve procedures, the policy is now high level but she wanted to make you aware that procedures are being cleaned up or created to comply with the changes in the laws. A procedure for the Family Military Leave Act still needs to be created.

REVIEW OF BOARD POLICY 03.30 VACATION REGULATIONS

Dr. Morris stated the requirements for paid benefit time have changed in the legislature. A key piece of the legislation is if there is a current collective bargaining in place, we do not have to implement until the bargaining is over. Mary Beth stated policy 03.30 Vacation Regulations is changing to Paid Benefit Time and is a high level reference that we are complying with all applicable state and federal laws. Procedures for benefit time were brought in under the policy so employees have one place they need to look for their paid benefit time. Procedures under the Paid Benefit time include:

- 03.30.00 Paid Benefit Leave. This is an overall summary of paid benefit time in table format and broken down by employee class.
- 03.30.01 Paid Benefit Time – Vacation
- 03.30.02 Paid Benefit Time – Personal. Now a procedure under the policy.
- 03.30.03 Paid Benefit Time – Sick. Now a procedure under the policy.
- 03.30.04 Paid Benefit Time – Bereavement. Now a procedure under the policy.
- 03.30.05 Paid Benefit Time – Holidays. New procedure and it puts clarity to the major holidays and the designated college-closed holidays.
- 03.30.06 Paid Benefit Time – Jury Duty. Formalized into a procedure.

Mary Beth noted Robbins Schwartz reviewed the policy and procedures and made suggestions for a few minor tweaks to some of the procedures.

REVIEW OF BOARD POLICY 06.13 SEXUAL MISCONDUCT, SEXUAL AND OTHER HARASSMENT

Dr. Morris stated the original policy included everything as that is what we were required to do. After review, it was determined it could be in policy or procedure. The majority of the policy was moved to procedure. A full vet of the procedure was not done as we are expecting changes to the regulations soon. Mary Beth stated the policy is now overarching and references the law. The procedure, 06.13.00, includes everything else previously in the policy plus the integration of the Gender Violence Act.

UPDATE ON STRATEGIC PLANNING

Dr. Morris gave an update on Strategic Planning. Board Policy 01.06 Core Values, Mission, Vision, Purposes, and Principles of Work. As previously reported, the core values, mission

statement, and vision statement are complete. Next steps are to bring the current purposes and goals, as well as other opportunities pulled from a mission statement that wasn't chosen and the results of the SWOT analysis, to the Strategic and Leadership and Planning Council this week. They will look at what are the three goals to guide what we do. The Principles of Work will be discussed to determine if they are still applicable and should we take them out of the policy and, as an institution, take the time to discuss them further and not to delay the update of Policy 01.06.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 4:50 p.m.

Jane E. Goetz, Planning Committee Chair

Everett J. Solon, Board Chair

Angela M. Stevenson, Board Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees**

**Closed Session Minutes Committee Meeting
December 7, 2023**

The Closed Session Minutes Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 3:00 p.m. on Thursday, December 7, 2023 in the Board Room (C-307) at Illinois Valley Community College.

Committee Members Angela M. Stevenson, Chair
Physically Present: Jane E. Goetz

Committee Members
Absent: Rebecca Donna

Others Physically
Present: Tracy Morris, President

The meeting was called to order at 3:58 p.m. by Ms. Stevenson.

PUBLIC COMMENT

None

CLOSED SESSION

It was moved by Ms. Goetz and seconded by Ms. Stevenson to convene a closed session at 4:00 p.m. to review and discuss the minutes of meetings lawfully closed under the Open Meetings Act. Roll Call Vote: “Ayes” – Ms. Goetz, and Ms. Stevenson. “Nay” – none. Motion carried.

It was moved by Ms. Goetz and seconded by Ms. Stevenson to return to regular session. Roll Call Vote: “Ayes” – Ms. Goetz, and Ms. Stevenson. “Nay” – none. Motion carried. The regular meeting resumed at 4:23 p.m.

ADJOURNMENT

On a motion by Ms. Goetz, seconded by Ms. Stevenson, and carried unanimously, the meeting was adjourned at 4:24 p.m.

Angela M. Stevenson, Committee Chair
& Board Secretary

Everett J. Solon, Board Chair

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Decennial Committee Meeting
December 14, 2023

The Decennial Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4:30 p.m. on Thursday, December 14, 2023 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Everett J. Solon, Chair
Jay K. McCracken, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
Jane E. Goetz
Maureen O. Rebholz
Diane Kreiser, Foundation Director
Frank Zeller, Foundation Director

Members Virtually Present:

Members Telephonically Present:

Members Absent: Rebecca Donna
Elizabeth G. Boyles, Student Trustee

Others Physically Present: Tracy Morris, President
Gary Roberts, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Kathy Ross, Vice President for Business Services and Finance
Mary Beth Herron, Director of Human Resources

Others Virtually Present:

PUBLIC COMMENT

None

REPORT ON REQUESTED OPTIONS

Dr. Morris stated this is the second meeting of the Decennial Committee. The process will be to go over the options with an opportunity for feedback. Dr. Morris will then send out a survey, as required by statute, to see if participants feel their voices were heard. Finally, the report will be sent out in January. The third meeting will be to approve the report so it can be submitted.

Options identified include 1) mental health service sharing – could look at consortium pricing down the road. 2) professional development sharing – already in progress with neighboring colleges with the first session related to Artificial Intelligence, led by IVCC’s Brian Pichman, to be offered in January. 3) compliance officer shared position – this option has changed slightly and now the consideration is sharing a person who monitors legislation, helps us to interpret it, and

tells us what we need to be doing. More details to come. 4) grant officer shared position – recommending as a parking lot item for the group of Presidents. Sharing a position could get challenging if we are all applying for the same grant. An additional option could be to work with a commission-type grant writer. 5) expanded offerings in the trades and pre-apprenticeships – not coming forward as decennial as colleges are in different places with this topic. IVCC is looking at three stackable credentials and vetting them through the unions as a pre-apprenticeship. 6) guided pathways – all colleges are in different places, but they could be resources for us. Katie Shevokas built our pathways and now funding to create them on the web and how to make them part of the culture needs to be determined. It will not be in the decennial report, but Dr. Morris committed to moving it forward. 7) sharing course/faculty for difficult to staff and fill courses – tabled for discussion because colleges have different unions. 8) textbook costs/resources – colleges of similar size are in different places but with the changing landscape of Open Educational Resources (OERs), this could be a topic for future consideration.

FEEDBACK ON INITIATIVES

Dr. Morris asked if there were any suggestions for consideration. No further suggestions were brought forward.

NEXT STEPS

Dr. Morris will send out the survey to the committee and will send the report by the end of January. The third meeting will then be scheduled to approve the report and will then be submitted to the LaSalle County Clerk’s Office.

OTHER

None

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 5:13 p.m.

Everett J. Solon, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

December 14, 2023

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 5:30 p.m. on Thursday, December 14, 2023 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present:

Everett J. Solon, Chair
Jay K. McCracken, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
Jane E. Goetz
Maureen O. Rebholz
Elizabeth G. Boyles, Student Trustee

Members Virtually Present:

Members Telephonically Present:

Members Absent:

Rebecca Donna

Others Physically Present:

Tracy Morris, President
Gary Roberts, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Kathy Ross, Vice President for Business Services and Finance
Mary Beth Herron, Director of Human Resources
Walt Zukowski, Attorney

Others Virtually Present:

MOMENT OF SILENCE

There was a moment of silence to remember Russell Greene of Peru, who was a mathematics faculty member for over 30 years plus time as a tutor; Joan Moyle of Oglesby, who worked as a Division Secretary for three divisions until her retirement; Edmund Herrmann of Spring Valley, who worked in the IT department until his retirement in 2001; and Gerald Scott of Oglesby, a longtime mayor of Oglesby.

APPROVAL OF AGENDA

It was moved by Ms. Goetz and seconded by Dr. Rebholz to approve the agenda.

Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. "Nay" – none. Motion carried.

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

It was moved by Ms. Goetz and seconded by Mr. McCracken to approve the consent agenda, as presented.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. The following items were approved in the consent agenda:

Approval of Minutes –November 9, 2023 Audit Finance Committee Meeting and Board Meeting.

Approval of Bills - \$1,376,748.72

Education Fund - \$837,905.85; Operations and Maintenance Fund - \$84,461.22; Operations and Maintenance (Restricted Fund) - \$15,453.75; Auxiliary Fund - \$195,659.39; Restricted Fund - \$120,848.40; Audit Fund - \$28,000.00; Liability, Protection, and Settlement Fund - \$97,347.58; and Grants, Loans, and Scholarship Fund - \$72.53.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending November 4, 2023 and November 18, 2023 and Part-Time Faculty and Staff Appointments November 2023.

PRESIDENT’S REPORT

Dr. Morris highlighted the holiday displays around campus with hopes of expanding these in the future. Our food bank continues to grow and thank you to Ronnie Uebel, who donated a refrigerator in memory of her husband, Bill Uebel, for our students to have access to more healthy foods. Two displays for the 100th Anniversary have been created to highlight the areas of athletics and academic and curriculum based information. Student research posters on antibiotics were recently presented in Green Bay, Wisconsin by two of our students. Project Success led a drive to collect items for animal shelters with 166 items as well as monetary donations, including donations by the Sigma Kappa Delta, the Hispanic Leadership Team, and the Project Success Leadership Team. Numerous musical performances took place in the last month.

Congratulations to the 21st Century Scholars, who are amazing group of students and thank you to the Foundation for a job well done on this event. IVCC faculty members Sue Caley-Opsal, Lauri Carey, LeeAnn Johnson, and Keith King attended the Illinois Association of Community College Biologists (IACCB) meeting recently at Starved Rock Lodge. IVCC Agriculture Faculty Jennifer Timmers, was one of 6 speakers at the event.

The campus continues to celebrate retirements, core values, and the faculty and staff recognized in the Thank a Teacher, Thank a Staff initiative. The food box drive, with the help of employees and the Men’s Baseball team, created 100 boxes of food before Thanksgiving with over 60 boxes distributed. Dr. Morris also highlighted the impact Eagles Peak and YMCA Little Eagles is having on our students and their families. Kudos to Mike Phillips for being a local earthquake resource; Jay McCracken for being named Interim Executive Director of the Ottawa Area Chamber of Commerce; and Lirim Neziroski, Dean of Humanities, Fine Arts, and Social Sciences for being a guest in the Intercultural Communications course. Dr. Morris noted all the events and happenings

in the last month as well as the upcoming holiday brunch, Jingle All the Way performances, and the State of Illinois Capital Development Board general information outreach session being held at IVCC on January 11, 2024. IVCC donated unused desks and chairs to district schools.

Monthly updates highlighted that enrollment is looking very strong. Headcount from spring to spring is currently up 43.46%; credit hours are up 23.34%; and the Ottawa Center is down slightly. Dr. Morris announced the spring tuition deadline has been extended to January 3, 2024, giving students nearly three additional weeks to make financial arrangements. Strategic Planning update shared that the Institutional Goals are with the Strategic Leadership and Planning Council (SLPC); Policy 01.06 will come forward for a vote in January and will include the mission, vision and values; goals will be the frame of the strategic plan; purposes will be evaluated further; and principles of work will be discussed at a later date. SWOT results for weakness and threats have been shared with SLPC. The Employee Giving campaign has already raised over \$11,000 and continues to grow. The campus closes for the holiday break at 4:30 p.m. on Tuesday, December 19th.

STUDENT TRUSTEE'S REPORT

Ms. Boyles highlighted that the Student Government Associated provided free drinks and snacks for all students throughout final exams. Coach Herman, the Men's Basketball team, and the Men's Baseball team participated in the Oglesby Holiday Parade. Men's Basketball is currently 5-6 with a game tonight at College of DuPage and Saturday at home. Cross Country runner, Christian Yepson and coach Matt Baker ran in the annual Oglesby Thanksgiving Turkey Trot. Women's Volleyball players Katie Bates and Ella Sibert were named to the Arrowhead Conference All-Conference Team for the 2023 Season. Congratulations to this year's 21st Century Scholars. Andrew Knipper was the winner; Logan Brandner, Caleb Savitch, and Elizabeth Boyle were finalists; and merit award winners were Elizabeth Browder, Madeline Klicker, Isabella Lambert, Erick Lockwood, and Earl Pantig. Finally, the latest edition of the IV Leader is available electronically.

COMMITTEE REPORTS

None

2023 TAX LEVY

It was moved by Mr. McCracken and seconded by Ms. Goetz to adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Increase Tax Levy, and Certificate of Compliance with the Truth and Taxation Act, as presented.

Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. "Nay" – none. Motion carried. Mr. McCracken thanked Kathy Ross and her team for all their work in preparing the tax levy.

BOARD POLICY 03.16 FAMILY MEDICAL LEAVE

It was moved by Dr. Boyles and seconded by Dr. Rebholz to approve Board Policy 03.16, as presented.

Student Advisory Vote: "Aye" – Ms. Boyles. Roll Call Vote: "Ayes" – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. "Nay" – none. Motion carried.

Dr. Morris noted the policy is high level and Mary Beth Herron and her team has done a tremendous amount work on procedures as we roll this out. Changes are highly tied to the Paid Leave for All Act and will have significant impact for some of our staff. It does not apply currently to anyone in a corrective bargaining agreement. The procedure drafts were shared with the Board Planning Committee for feedback.

BOARD POLICY 03.30 VACATION REGULATIONS

It was moved by Ms. Stevenson and seconded by Ms. Goetz to approve Board Policy 3.30, as presented.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. Dr. Morris noted this policy will have a title change that will be more inclusive.

BOARD POLICY 06.13 SEXUAL MISCONDUCT, SEXUAL AND OTHER HARASSMENT

It was moved by Dr. Rebholz and seconded by Dr. Boyles to approve Board Policy 06.13, as presented.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

BUSINESS OFFICE REORGANIZATION – DIRECTOR OF AUXILIARY SERVICES AND PURCHASING

It was moved by Mr. McCracken and seconded by Ms. Goetz to approve the reorganization in the Business Services and Finance division that includes the appointment of Michelle Carboni as Director of Auxiliary Services and Purchasing at an annualized salary of \$81,705, retroactively effective September 24, 2023.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. Dr. Morris stated this position is a result of what we have learned over the last 9-10 months, it leans to Michelle’s strengths and she has done a tremendous job in this role. Ms. Carboni expressed her appreciation.

STAFF APPOINTMENT – HEATHER SEGHI, DEAN OF HEALTH PROFESSIONS

It was moved by Dr. Rebholz and seconded by Ms. Stevenson to approve the appointment of Heather Seghi as the Dean of Health Professions at an annualized salary of \$87,303, effective December 31, 2023.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. Dr. Morris stated Heather has been holding this position on an interim basis. She has grown tremendously and given stability the division. Dr. Morris is very pleased with the work she has done and is very excited to make this recommendation.

STAFF RETIREMENT – RETIREMENT PLANNING PROGRAM

It was moved by Dr. Rebholz and seconded by Dr. Boyles to approve the retirement as submitted through the Retirement Planning Program and reported on the memorandum.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

APPROVAL TO SUBMIT LETTER FOR ICCB RECOGNITION

It was moved by Mr. McCracken and seconded by Ms. Stevenson to approve the letter to ICCB, which is the first requirement for the ICCB recognition process. The administration will complete and submit the self-assessment, as required.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

2024 BOARD MEETING DATES AND TIME

It was moved by Ms. Goetz and seconded by Ms. Stevenson to approve the meeting dates for 2024 and will provide public notice of this schedule. All meetings will take place at the designated time in Room C-307 (the Board Room) on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

FARM TILING PROJECT

It was moved by Dr. Rebholz and seconded by Ms. Goetz to approve McCoy and Sons LLC for the additional costs associate with the Farm Tiling at a cost not to exceed \$30,000. Any funding not obtained in FY24 will be taken from surplus O & M funds currently held by the district.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

ITEMS FOR INFORMATION

Mr. Solon pointed out the information items on pages 59-76 of the Board book.

Dr. Morris noted 01.16 does not have the correct date but it will be updated, she is very excited about the ICCB approval of the AAS Paramedic degree, and the Employee Separations Report is being used for the first time.

TRUSTEE COMMENT

Dr. Boyles gave an update from the ICCTA meeting in November. Governor Pritzker received an award from the ICCTA for helping with budgeting and funding for higher education. Secretary of State, Alexi Giannoulias, spoke about Illinois being the first in the nation with a law that prohibits state funding for any library that bans books. There is a new branding campaign for the ICCTA and ICCB, which is For Every Student, For Every Community. The Professional Learning focus this month was on enterprise resource planning where the acronym LEFT (Lifelong Learning, Earn It vs. Learn It, Fit for Purpose, and Timeless) was introduced. The next meeting will be held in Washington, DC.

CLOSED SESSION

Mr. Solon requested a motion and a roll call vote at 6:05 p.m. to enter into a closed session to discuss: 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending or imminent litigation; 3) collective negotiations; and 4) closed session minutes.

It was moved by Ms. Stevenson and seconded by Dr. Boyles to enter into a closed session. Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. The Board entered closed session at 6:08 p.m.

It was moved by Ms. Goetz and seconded by Dr. Boyles to return to the regular meeting. Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried. The regular meeting resumed at 6:21 p.m.

CLOSED SESSION MINUTES

It was moved by Ms. Goetz and seconded by Ms. Stevenson to approve and retain the closed session minutes of the November 9, 2023 Board Meeting.

Student Advisory Vote: “Aye” – Ms. Boyles. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, and Mr. Solon. “Nay” – none. Motion carried.

OTHER

Dr. Morris stated the annexation for the Ag complex is being discussed at the Oglesby Planning Council meeting next week. Mr. Zukowski is having conversations with the Oglesby attorney on issues with the annexation. The location for the building needs to be annexed into Oglesby and the draft agreement is being negotiated.

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 6:33 p.m.

Everett J. Solon, Board Chair

Angela M. Stevenson, Secretary



**ILLINOIS
VALLEY
COMMUNITY
COLLEGE**

DISTRICT NO. 513

TREASURER'S REPORT

December 2023

Kathy Ross
V.P. for Business Services and Finance/Treasurer

Eric Johnson
Controller

FINANCIAL HIGHLIGHTS – December 2023

Revenues

- As of December 15, Spring 2024 credit hours are 19,913 or 15.23 percent more than Spring 2023. Total credit hours are 46,106 or 99.1 percent of the total FY2024 budgeted credit hours of 46,532. The decision was made to move the first drop date to January 4, 2024 to allow more retention efforts to happen prior to the break.
- Total tax collections as of December 31 are \$14,239,224 of the \$14,329,964 levy.
- As reported in the August Financial Highlights, IDOR has posted that the anticipated adjustments to the Corporate Personal Property Replacement Tax will be made to the October 2023, January 2024, April 2024, May 2024 and June 2024 disbursements. Our first payment with the adjustment was received in October. This payment was \$529,771, or 62 percent of the October 2022 payment of \$857,073. Year to date comparison is \$1,271,976, or 81 percent of FY2023 year to date payments of \$1,566,035.
- ICCB released the FY2024 CTE allocations in October. IVCC's allocation will be \$233,038. This is \$6,038 more than the \$227,000 FY2024 budget. We received the first half, \$116,519 in November.
- We continue to try to maximize Investment income and transfer (or hold) to higher percentage investment accounts such as IL Funds and ISDLAF. Investment income as of December 31 is \$749,900 or 193.4 percent of the budgeted \$387,700.

Expenses

- Overall, expenses are running at 47.2 percent of budget halfway through the fiscal year. However, the H.S.A. contributions will occur in January and faculty overload will occur in February.
- Facilities includes \$115,500 annual rent for the Ottawa Center.
- Information Technologies running at 59.7 percent; however, several annual software support renewals are paid in July, including Ellucian Colleague for \$429,971.
- ECACE Early Childhood Grant is running at 102.4 percent of budgeted amount of \$219,684. Total allocation awarded is now \$377,170.
- Financial Aid running at 63.0 percent; Fall disbursement of financial aid was in September and Spring disbursement of financial aid will be in February.
- Bookstore running at 210.8 percent; this is the first full fiscal year with books outsourced through e-Campus. While expenses are running higher than expected, revenues are also running higher than expected. As of December 31, net profit is \$86k.

Protection, Health & Safety Projects

- The D201 project is in substantial completion. The elevator was installed in December with the inspection set for the first week in January 2024. We are hoping CETLA can finally occupy the space in early February 2024. The rest of the technology for the space may take until April 2024.
- The exterior sealing project is progressing nicely; substantial completion date was October 25, 2023. A punch list item was approved. Final completion date was scheduled for December 13, 2023 but had to be postponed. It is anticipated this will be rescheduled for late January 2024. This is a CDB funded project.
- The lighting and security upgrades are progressing nicely. The lots were closed beginning on December 13th through the winter break. The lighting portion of the project was completed and lots were re-opened prior to the campus re-opening on January 2, 2024. The security camera

portion of the project is set to begin. The projected schedule has a substantial completion date of February 2, 2024.

- The salt shed site preparation, demolition and installation of storm water utilities has been completed. The footings for the foundation have been poured. The pre-engineered fabricated structure is due to arrive in early December. The current schedule has a substantial completion date of May 6, 2024.

Other Building and Grant Work

- Design work is complete for the Agricultural Educational Center. The Board of Trustees will be provided an update at the January 18, 2024 meeting with both exterior and interior architectural renderings. We are continuing to work through the permit and annexation paperwork with the City of Oglesby. We are planning for a February 5, 2024 Out for Bid and an April 1, 2024 ground-breaking. We are currently looking at a substantial completion date of June 2025 and a final completion date/occupancy of early August 2025.
- Farm Tiling project is in substantial completion. We are set to do our final completion walk-through in January 2024.
- A concept package for the Indigenous People Display was received during winter break. We are scheduling a meeting in late January to discuss the concept prior to design phase of this project.
- An informational meeting for the Distance Learning Grant with all participating schools will be in mid-January to share information on all participating schools, the equipment and functionality, the match funding, and other key information.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2023
 Unaudited

	Governmental Funds Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt				
Assets and Other Debits											
Cash and cash equivalents	\$ 3,109,451	\$ 6,127,527	\$ 223,506	\$ 161,818	\$ 564,490	\$ -	\$ -	\$ -	\$ -	\$ -	10,186,792
Investments	17,980,348	6,763,117	640,877	-	767,158	-	-	-	-	-	26,151,499
Receivables											
Property Taxes	11,225,557	3,098,803	-	-	-	-	-	-	-	-	14,324,360
Governmental claims	-	60,217	-	-	23,516	-	-	-	-	-	83,733
Tuition and fees	1,893,346	-	-	215,741	-	-	-	-	-	-	2,109,087
Lease	292,734	-	-	-	-	-	-	-	-	-	-
CCHC Dividend	2,170,140	-	-	-	-	-	-	-	-	-	-
Due from other funds	4,454,966	1,806	-	-	11,110	-	-	-	-	-	4,467,881
Due to/from student groups	-	-	-	-	116,187	-	-	-	-	-	116,187
Bookstore inventories	-	-	-	108,697	-	-	-	-	-	-	108,697
Other assets	57,481	102,082	3,619	-	-	-	-	-	-	-	163,183
Deferred Outflows	-	-	-	-	-	-	-	386,693	-	-	386,693
Fixed assets - net	-	-	-	46,687	-	59,850,109	-	-	-	-	59,896,796
Other debits											
Amount available in											
Debt Service Fund	-	-	-	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	-	12,112,693	-	-	12,112,693
Total assets and deferred outflows	\$ 41,184,024	\$ 16,153,553	\$ 868,002	\$ 532,944	\$ 1,482,460	\$ 59,850,109	\$ 12,499,386	\$ -	\$ 12,499,386	\$ -	\$ 132,570,478

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2023
 Unaudited

	Governmental Funds Types		Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Assets	Fixed Assets	Long-Term Debt		
Liabilities										
Accounts payable	8,865	64,902	-	-	7,857	-	-	-	-	81,624
Accrued salaries & benefits	1,752,670	7,332	-	15,277	-	-	-	-	-	1,775,280
Post-retirement benefits & other	157,118	18,866	-	-	-	-	-	-	-	175,984
Unclaimed property	315	-	-	-	-	-	-	-	-	315
Due to other funds	2,046	2,991,233	-	-	1,474,603	-	-	-	-	4,467,882
Due to student groups/deposits	119,186	-	-	-	-	-	-	-	-	119,186
Current Portion-Capital Lease	-	-	-	17,323	-	-	-	12,551	-	29,873
Accrued Interest	-	-	-	-	-	-	-	98	-	98
Capital Lease Payable	-	-	-	131	-	-	-	12,265	-	12,396
Deferred inflows	-	-	-	-	-	-	-	-	-	-
Property taxes	5,614,975	1,550,008	-	-	-	-	-	-	-	7,164,983
Tuition and fees	18,074	-	-	50,378	-	-	-	-	-	68,452
Grants	-	-	-	-	-	-	-	-	-	-
Lease Receivable	292,734	-	-	-	-	-	-	-	-	292,734
OPEB	-	-	-	-	-	-	-	8,130,432	-	8,130,432
OPEB long term debt	-	-	-	-	-	-	-	4,344,040	-	4,344,040
Total Liabilities	7,965,982	4,632,342	-	83,109	1,482,460	-	-	12,499,386	-	26,663,279
Net Position/Net Assets										
Net investment in general fixed assets	-	-	-	-	-	59,850,109	-	-	-	59,850,109
Fund balance	-	-	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	11,521,211	-	-	-	-	-	-	-	11,521,211
Reserved for debt service	-	-	868,002	-	-	-	-	-	-	868,002
Unreserved	33,218,042	-	-	449,835	-	-	-	-	-	33,667,877
Total liabilities and net position	\$ 41,184,024	\$ 16,153,553	\$ 868,002	\$ 532,944	\$ 1,482,460	\$ 59,850,109	\$ 12,499,386	\$ 12,499,386	\$ 132,570,478	

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Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxiliary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 19,219,077	\$ 2,463,769	\$ 1,546,023	\$ 14,458	\$ 1,062,429	\$ 3,142,313	\$ 111,765	\$ 44,026	\$ 1,550,776	\$ 29,154,637
Actual Expenditures	10,804,770	1,544,441	769,716	408	1,189,127	3,121,748	983	43,000	668,381	18,142,574
Other Financing Sources (Uses)										
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	8,414,306	919,328	776,308	14,050	(126,697)	20,565	110,782	1,026	882,395	11,012,063
Fund balances July 1, 2023 (est.)	17,919,402	4,069,635	3,067,178	856,471	542,329	69,614	5,064,158	41,332	1,103,623	30,975,799
Fund balances December 31, 2023	\$ 26,333,708	\$ 4,988,963	\$ 3,843,486	\$ 870,521	\$ 415,631	\$ 90,179	\$ 5,174,940	\$ 42,358	\$ 1,986,018	\$ 41,987,862

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
 Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 9,581,498	\$ 9,820,615	97.6%	\$ 9,254,575	\$ 9,530,789	97.1%
Corporate Personal Property Replacement Tax	1,081,179	2,716,250	39.8%	1,569,702	2,294,700	68.4%
Tax Increment Financing Distributions	186,220	440,000	42.3%	227,169	450,000	50.5%
Total Local Government	10,848,897	12,976,865	83.6%	11,051,446	12,275,489	90.0%
State Government:						
ICCB Credit Hour Grant	974,645	1,832,250	53.2%	885,872	1,798,075	49.3%
Equalization Grant	25,000	52,500	47.6%	25,000	50,000	50.0%
Career/Technical Education Formula Grant	116,519	227,000	51.3%	113,412	220,500	51.4%
Other	-	-	-	-	-	-
Total State Government	1,116,164	2,111,750	52.9%	1,024,284	2,068,575	49.5%
Federal Government						
PELL Administrative Fees	-	7,950	0.0%	-	7,825	0.0%
Total Federal Government	-	7,950	0.0%	-	7,825	0.0%
Student Tuition and Fees:						
Tuition	5,969,065	6,189,780	96.4%	5,535,382	5,811,200	95.3%
Fees	761,982	843,315	90.4%	732,679	687,900	106.5%
Total Tuition and Fees	6,731,047	7,033,095	95.7%	6,268,060	6,499,100	96.4%
Other Sources:						
Public Service Revenue	118,266	256,050	46.2%	144,793	244,050	59.3%
Other Sources:	404,703	311,884	129.8%	178,648	151,361	118.0%
Total Other Sources	522,969	567,934	92.1%	323,440	395,411	81.8%
TOTAL EDUCATION FUND REVENUE	\$ 19,219,077	\$ 22,697,594	84.7%	\$ 18,667,231	\$ 21,246,400	87.9%
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	3,911,922	8,443,208	46.3%	3,770,307	8,281,122	45.5%
Employee Benefits	773,785	1,680,112	46.1%	788,944	1,834,306	43.0%
Contractual Services	64,446	114,182	56.4%	61,743	120,175	51.4%
Materials & Supplies	156,311	596,178	26.2%	181,578	451,389	40.2%
Conference & Meeting	44,358	178,713	24.8%	26,896	169,594	15.9%
Fixed Charges	51,896	92,000	56.4%	22,934	58,000	39.5%
Capital Outlay	11,137	87,811	0.0%	93,668	114,000	0.0%
Other	301	-	0.0%	250	-	0.0%
Total Instruction	5,014,156	11,192,204	44.8%	4,946,320	11,028,586	44.8%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
 Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget 50.0%
Academic Support:						
Salaries	635,791	1,350,414	47.1%	569,041	1,161,476	49.0%
Employee Benefits	87,086	246,975	35.3%	89,143	189,892	46.9%
Contractual Services	73,877	175,990	42.0%	61,793	135,277	45.7%
Materials & Supplies	95,487	271,555	35.2%	111,597	246,620	45.3%
Conference & Meeting	3,990	20,095	19.9%	2,773	18,875	14.7%
Utilities	13,800	-	#DIV/0!	9,000	26,445	34.0%
Capital Outlay	-	24,495	0.0%	-	-	-
Other	-	-	0.0%	-	-	-
Total Academic Support	910,032	2,089,524	43.6%	843,347	1,778,585	47.4%
Student Services:						
Salaries	708,414	1,690,670	41.9%	652,949	1,527,744	42.7%
Employee Benefits	147,255	419,426	35.1%	159,013	431,688	36.8%
Contractual Services	26,488	78,657	33.7%	17,675	46,702	37.8%
Materials & Supplies	25,763	106,390	24.2%	34,012	93,215	36.5%
Conference & Meeting	6,837	56,562	12.1%	8,393	43,505	19.3%
Utilities	250	-	0.0%	-	-	-
Total Student Services	915,006	2,351,705	38.9%	872,042	2,142,854	40.7%
Public Services/Continuing Education:						
Salaries	205,578	383,399	53.6%	199,323	339,647	58.7%
Employee Benefits	48,224	107,740	44.8%	47,251	105,920	44.6%
Contractual Services	110,392	128,000	86.2%	52,085	111,000	46.9%
Materials & Supplies	37,119	75,850	48.9%	31,802	75,300	42.2%
Conference & Meeting	4,015	17,800	22.6%	2,968	4,950	60.0%
Utilities	-	-	0.0%	-	-	-
Other	-	-	0.0%	9,459	-	-
Total Public Services/Continuing Education	405,327	712,789	56.9%	342,888	636,817	53.8%
Institutional Support:						
Salaries	1,064,368	2,440,995	43.6%	1,011,853	2,051,151	49.3%
Employee Benefits	342,829	742,516	46.2%	318,789	767,396	41.5%
Contractual Services	1,035,211	1,117,108	92.7%	231,606	691,913	33.5%
Materials & Supplies	243,995	399,548	61.1%	328,850	340,789	96.5%
Conference & Meeting	19,789	90,614	21.8%	20,546	67,370	30.5%
Utilities	9,509	12,290	77.4%	9,577	10,715	89.4%
Capital Outlay	-	281,223	0.0%	9,472	125,000	-7.7%
Other	(179)	24,700	-0.7%	870	(11,300)	0.0%
Provision for Contingency	-	152,506	0.0%	-	621,083	0.0%
Total Institutional Support	2,715,522	5,261,500	51.6%	1,931,562	4,664,117	41.4%
Scholarships, Grants and Waivers	844,727	800,400	105.5%	624,155	698,000	89.4%
TOTAL EDUCATION FUND EXPENDITURES	\$ 10,804,770	\$ 22,408,122	48.2%	\$ 9,560,314	\$ 20,948,959	45.6%
INTERFUND TRANSFERS - NET	\$ -	\$ (289,472)	0.0%	\$ -	\$ (297,441)	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
 Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget 50.0%
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,579,021	\$ 1,619,895	97.5%	\$ 1,471,011	\$ 1,537,224	95.7%
Corporate Personal Property Replacement Tax	190,796	544,968	35.0%	277,006	404,900	68.4%
Tax Increment Financing Disbursements	62,073	125,000	49.7%	75,723	140,000	54.1%
Total Local Government	1,831,890	2,289,863	80.0%	1,823,740	2,082,124	87.6%
State Government:						
ICCB Credit Hour Grant	167,597	318,132	52.7%	151,491	307,029	49.3%
Total State Government	167,597	318,132	52.7%	151,491	307,029	49.3%
Student Tuition and Fees						
Tuition	344,661	350,662	98.3%	437,112	450,300	97.1%
Total Tuition and Fees	344,661	350,662	98.3%	437,112	450,300	97.1%
Other Sources:						
Facilities Revenue	38,318	115,000	33.3%	53,301	120,000	44.4%
Investment Revenue	80,410	65,000	123.7%	26,240	15,000	174.9%
Other	893	5,000	17.9%	1,600	3,000	53.3%
Total Other Sources	119,620	185,000	64.7%	81,140	138,000	58.8%
TOTAL OPERATIONS & MAINTENANCE REVENUES	\$ 2,463,769	\$ 3,143,657	78.4%	\$ 2,493,484	\$ 2,977,453	83.7%
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	537,067	1,068,967	50.2%	495,045	1,038,766	47.7%
Employee Benefits	139,846	330,353	42.3%	139,280	340,760	40.9%
Contractual Services	58,837	178,700	32.9%	45,279	219,900	20.6%
Materials & Supplies	137,648	290,250	47.4%	82,900	265,750	31.2%
Conference & Meeting	399	1,300	30.7%	-	1,200	0.0%
Fixed Charges	212,555	173,100	122.8%	197,460	172,300	114.6%
Utilities	284,123	780,900	36.4%	466,368	623,550	74.8%
Capital Outlay	117,938	193,000	61.1%	92,828	216,000	43.0%
Provision for Contingency	-	23,573	0.0%	-	50,000	0.0%
Other	-	-	#DIV/0!	-	(56,700)	0.0%
Total Operations & Maintenance of Plant	1,488,413	3,040,143	49.0%	1,519,159	2,871,526	52.9%
Institutional Support:						
Salaries	30,095	50,087	60.1%	15,926	52,384	30.4%
Employee Benefits	17,105	41,219	41.5%	11,897	42,894	27.7%
Contractual Services	2,773	2,700	102.7%	2,615	2,700	96.9%
Materials & Supplies	1,990	5,308	37.5%	1,895	3,750	50.5%
Fixed Charges	4,066	-	#DIV/0!	4,199	4,199	100.0%
Other	-	4,200		-	-	
Total Institutional Support	56,029	103,514	54.1%	36,533	105,927	34.5%
TOTAL OPERATIONS & MAINTENANCE EXPENDITURES	\$ 1,544,441	\$ 3,143,657	49.1%	\$ 1,555,692	\$ 2,977,453	52.2%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
 Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget 50.0%
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources:						
Current Taxes	1,496,824	1,784,074	83.9%	1,163,275	1,115,918	104.2%
State Government Sources	6,100	240,788	0.0%	-	-	0.0%
Federal Government Sources	-	3,500,000	0.0%	-	-	0.0%
Investment Revenue	43,099	48,000	89.8%	52,103	50,000	104.2%
Other	-	-	0.0%	-	-	0.0%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,546,023	\$ 5,572,862	27.7%	\$ 1,215,377	\$ 1,165,918	104.2%
OPERATIONS & MAINTENANCE FUND RESTRICTED EXPENDITURES						
Contractual Services	\$ 9,669	\$ 625,827	0.0%	\$ 28,024	\$ -	0.0%
Materials and Supplies	\$ 24,300	\$ -	0.0%	\$ 18,921	\$ -	0.0%
Fixed Charges	-	-	0.0%	-	-	0.0%
Capital Outlay	735,746	4,605,771	16.0%	960,657	2,874,558	33.4%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 769,716	\$ 5,235,598	14.7%	\$ 1,007,602	\$ 2,874,558	35.1%
DEBT SERVICE FUND						
Investment Revenue	\$ 14,458	\$ 8,000	180.7%	\$ (5,472)	\$ 2,000	-273.6%
TOTAL DEBT SERVICE FUND REVENUES	\$ 14,458	\$ 8,000	180.7%	\$ -	\$ 2,000	0.0%
TOTAL DEBT SERVICE FUND EXPENDITURES	\$ 408	\$ -	0.0%	\$ 590	\$ -	0.0%
AUXILIARY ENTERPRISES FUND REVENUE						
Service Fees	\$ 1,059,701	\$ 723,727	146.4%	\$ 1,033,093	\$ 1,288,125	80.2%
Investment Revenue	193	200	96.6%	72	25,500	0.3%
Other Revenue	2,535	31,500	8.0%	944	1,000	94.4%
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	\$ 1,062,429	\$ 755,427	140.6%	\$ 1,034,109	\$ 1,314,625	78.7%
AUXILIARY ENTERPRISES FUND EXPENSES						
Salaries	\$ 175,026	\$ 368,206	47.5%	\$ 171,334	\$ 377,906	45.3%
Employee Benefits	30,276	77,480	39.1%	36,038	77,266	46.6%
Contractual Services	556,022	274,302	202.7%	149,387	53,149	281.1%
Materials & Supplies	384,454	301,846	127.4%	643,812	981,291	65.6%
Conference & Meeting	27,859	29,196	95.4%	15,305	28,788	53.2%
Fixed Charges	14,785	49,452	29.9%	29,283	44,380	66.0%
Capital Outlay/Depreciation	-	-	0.0%	-	-	#DIV/0!
Other	705	-	#DIV/0!	-	92,700	0.0%
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 1,189,127	\$ 1,100,482	108.1%	\$ 1,045,160	\$ 1,655,480	63.1%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ -	\$ 366,239	0.0%	\$ -	\$ 348,855	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget
RESTRICTED PURPOSE FUND REVENUES						
State Government Sources	\$ 696,298	\$ 874,788	79.6%	\$ 482,192	\$ 550,541	87.6%
Federal Government Sources	2,261,352	4,310,895	52.5%	5,099,428	8,584,119	59.4%
Nongovernmental Gifts or Grants	146,734	-	0.0%	-	-	#DIV/0!
Other Revenue	37,929	2,000	1896.5%	44,265	34,000	0.0%
TOTAL RESTRICTED PURPOSE FUND REVENUES	\$ 3,142,313	\$ 5,187,683	60.6%	\$ 5,625,886	\$ 9,168,660	61.4%
RESTRICTED PURPOSE FUND EXPENDITURES						
Instruction:						
Salaries	\$ 304,768	\$ 703,243	43.3%	\$ 237,123	\$ 622,412	38.1%
Employee Benefits	78,730	266,294	29.6%	71,882	202,001	35.6%
Contractual Services	59,137	92,241	64.1%	21,241	59,115	35.9%
Materials & Supplies	176,393	100,897	174.8%	36,179	63,704	56.8%
Conference & Meeting	6,577	69,580	9.5%	5,607	72,091	7.8%
Utilities	-	-	#DIV/0!	-	900	0.0%
Capital Outlay	97,840	314,028	-	50,160	-	0.0%
Other	962	-	-	25,237	-	0.0%
Total Instruction	724,407	1,546,283	46.8%	447,429	1,020,223	43.9%
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Employee Benefits	-	-	0.0%	-	-	0.0%
Contractual Services	-	-	0.0%	-	-	#DIV/0!
Materials and Supplies	2,584	-	0.0%	-	-	#DIV/0!
Conference & Meeting	-	-	0.0%	-	-	0.0%
Total Academic Support	2,584	-	0.0%	-	-	#DIV/0!
Student Services:						
Salaries	\$ 108,294	\$ 223,904	48.4%	\$ 106,252	\$ 222,081	47.8%
Employee Benefits	29,321	80,330	36.5%	32,781	80,328	40.8%
Contractual Services	4,520	4,781	94.6%	48,300	4,781	1010.3%
Materials & Supplies	6,221	1,900	327.4%	6,009	2,800	214.6%
Conference & Meeting	1,926	5,175	37.2%	5,419	6,100	88.8%
Utilities	-	-	0.0%	10,714	-	0.0%
Capital Outlay	102,379	-	0.0%	-	-	#DIV/0!
Tuition Waivers (TRIO Grant)	15,010	28,000	53.6%	19,772	28,000	70.6%
Total Student Services	267,671	344,090	77.8%	229,248	344,090	66.6%
Public Services/Continuing Education:						
Salaries	19,067	-	0.0%	1,849	-	0.0%
Employee Benefits	3,402	-	0.0%	27	-	0.0%
Materials and Supplies	2,700	-	0.0%	103	-	0.0%
Contractual Services	37,985	-	0.0%	2,995	-	0.0%
Total Public Services:	63,154	-	0.0%	4,974	-	0.0%
Operations & Maintenance of Plant:						
Contractual Services	-	-	#DIV/0!	20,992	45,450	0.0%
Capital Outlay	239	-	#DIV/0!	-	195,338	0.0%
Maintenance supplies	-	-	0.0%	-	-	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023

Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget 50.0%
Total Operations & Maintenance of Plant	239	-	0.0%	20,992	240,788	0.0%
Institutional Support:						
Salaries (Federal Work Study)	61,333	99,574	61.6%	64,193	129,761	49.5%
Contractual Services	500	78,650	0.6%	428,772	2,006,361	21.4%
Institutional Support	-	7,300	0.0%	-	-	0.0%
SURS on-behalf	-	-	0.0%	-	-	0.0%
Other	1,735	-	#DIV/0!	945,126	501,881	188.3%
Total Institutional Support	63,568	185,524	34.3%	1,438,091	2,638,003	54.5%
Student Grants and Waivers (PELL & SEOG & HEERF)	2,000,126	3,119,786	64.1%	3,615,907	4,933,556	73.3%
TOTAL RESTRICTED FUND EXPENDITURES	\$ 3,121,748	\$ 5,195,683	60.1%	\$ 3,606,624	\$ 8,132,698	44.3%
RESTRICTED INTERFUND TRANSFERS - NET	\$ -	\$ 200	0.0%	\$ -	\$ 2,000	0.0%
WORKING CASH FUND REVENUES						
Investment Revenue	\$ 111,765	\$ 75,000	149.0%	\$ (3,714)	\$ 55,000	-6.8%
TOTAL WORKING CASH FUND EXPENDITURES	\$ 983	\$ -	0.0%	\$ 1,322	\$ -	0.0%
WORKING CASH INTERFUND TRANSFERS - NET	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2024 Revenues & Expenditures by Fund
For the six months ended December 31, 2023
Unaudited

	12/31/2023	Annual Budget FY2024	Actual/Budget 50.0%	12/31/2022	Annual Budget FY2023	Actual/Budget 50.0%
AUDIT FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 43,528	\$ 46,899	92.8%	\$ 42,870	\$ 42,273	101.4%
Investment Revenue	498	500	99.7%	378	150	252.1%
TOTAL AUDIT FUND REVENUES	44,026	47,399	92.9%	43,248	42,423	101.9%
AUDIT FUND EXPENDITURES						
Contractual Services	43,000	46,500	92.5%	29,622	41,000	72.2%
TOTAL AUDIT FUND EXPENDITURES	\$ 43,000	\$ 46,500	92.5%	\$ 29,622	\$ 40,000	74.1%
LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE						
Local Government Sources:						
Current Taxes	\$ 1,538,354	\$ 1,552,546	99.1%	\$ 1,539,461	\$ 1,525,695	100.9%
Investment Revenue	12,422	13,000	95.6%	10,888	2,000	544.4%
Other Revenue	-	-		-	-	0.0%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE	1,550,776	1,565,546	99.1%	1,550,349	1,527,695	101.5%
LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES						
Student Services:						
Salaries	48,339	86,210	56.1%	40,941	81,824	50.0%
Employee Benefits	11,909	29,273	40.7%	12,332	28,819	42.8%
Contractual Services	701	125,500	0.6%	1,358	125,500	1.1%
Materials & Supplies	737	500	147.3%	562	200	280.9%
Total Student Services	61,686	241,483	25.5%	55,192	236,343	23.4%
Operations & Maintenance of Plant:						
Contractual Services	266,425	512,000	52.0%	214,463	461,600	46.5%
Materials & Supplies	1,248	100	1247.7%	432	100	431.8%
Utilities	191	500	38.3%	318	500	63.6%
Total Operations & Maintenance of Plant	267,864	512,600	52.3%	215,213	462,200	46.6%
Institutional Support:						
Salaries	41,474	90,922	45.6%	43,248	81,940	52.8%
Employee Benefits	9,314	262,251	3.6%	8,203	218,974	3.7%
Contractual Services	86,343	140,000	61.7%	126,520	142,000	89.1%
Materials & Supplies	6,708	1,500	447.2%	-	1,500	0.0%
Conference & Meeting	-	4,500	0.0%	-	4,500	0.0%
Fixed Charges	194,992	255,000	76.5%	202,376	240,200	84.3%
Total Institutional Support	338,832	754,173	44.9%	380,347	689,114	55.2%
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES	\$ 668,381	\$ 1,508,256	44.3%	\$ 650,751	\$ 1,252,337	52.0%

Illinois Valley Community College District No. 513
Fiscal Year 2024 Budget to Actual Comparison
All Funds - By Budget Officer
as of December 31, 2023

Unaudited

Department	FY2024	Actual	Annual Budget FY2024	Actual/Budget 50.0%
President	214,915	333,745	64.4%	
Board of Trustees	12,653	14,900	84.9%	
Marketing and Communications	50,094	373,532	13.4%	
Foundation	54,805	136,919	40.0%	
Continuing Education	413,980	712,789	58.1%	
Facilities	1,874,824	4,534,953	41.3%	
Information Technologies	1,681,097	2,814,297	59.7%	
Institutional Effectiveness	17,401	161,704	10.8%	
Academic Affairs	224,970	376,202	59.8%	
ATOMAT (Grant)	-	270,000	0.0%	
Carl Perkins (Grant)	70,888	233,510	30.4%	#DNV/OI
CCPE (Grant)	4,768	-		
ECACE Early Childhood (Grant)	224,922	219,684	102.4%	
PATH (Grant)	244,527	468,974	52.1%	
Adult Education	251,436	520,292	48.3%	
Learning Resources	804,763	1,775,791	45.3%	
Workforce Development Division	986,280	2,207,970	44.7%	
Natural Sciences & Business Division	1,539,874	3,197,753	48.2%	
Humanities & Fine Arts/Social Science Division	1,518,498	3,095,051	49.1%	
Health Professions Division	1,103,904	2,690,930	41.0%	
Admissions & Records	176,924	484,134	36.5%	
Counseling	313,346	729,829	42.9%	
Student Services	154,398	405,509	38.1%	
Financial Aid	2,160,930	3,429,320	63.0%	
Career Services	24,802	51,099	48.5%	
Athletics	173,399	352,751	49.2%	
TRIO (Student Success Grant)	161,696	344,090	47.0%	
Ottawa Center	48,190	105,292	45.8%	
Campus Security	264,859	510,600	51.9%	
Business Services/General Institution	599,956	1,334,419	45.0%	
Innovative Bridge (Grant)	3,062	108,650	2.8%	
DCEO-Ag Site work (Grant)	8,681	240,788	3.6%	
Ag. Ed Center (Grant)	347,600	3,500,000	9.9%	
Risk Management	341,836	756,173	45.2%	
Tuition Waivers	844,727	825,400	102.3%	
Food Service	133,733	225,000	59.4%	
Purchasing	66,705	136,538	48.9%	
Human Resources	104,957	221,276	47.4%	
Bookstore	823,335	390,515	210.8%	
Shipping & Receiving	55,376	103,514	53.5%	
Copy Center	39,463	68,327	57.8%	
Total FY24 Expenditures	18,142,574	38,462,218	47.2%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended December 31, 2023

	EDUCATION	OP/MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 2,891,730.10	\$ 536,384.92	\$ 1,583,001.14	\$ 213,001.77	\$ (871,491.44)	\$ 993,243.98	\$ 20,251.16	\$ 1,080,946.24	\$ 185,257.33	\$ 6,558,368.27
Total Receipts	813,558.81	69,477.39	33,928.43	424.07	68,849.99	-	810.91	28,602.61	9,282.50	\$ 1,024,934.71
Total Cash	3,705,288.91	605,862.31	1,616,929.57	213,425.84	(871,491.44)	993,243.98	21,062.07	1,109,548.85	194,539.83	7,583,302.98
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,400,000.00	40,000.00	-	-	60,000.00	-	-	-	-	1,500,000.00
Expenditures	(1,460,000.93)	(200,840.80)	(367,553.96)	-	(387,797.14)	-	-	(67,234.62)	-	(2,593,243.54)
ACCOUNT BALANCE	3,645,287.98	445,021.51	1,249,275.61	213,425.84	(921,207.53)	993,243.98	21,062.07	1,042,314.23	194,539.83	6,490,059.44
Deposits in Transit	(30,277.93)	-	-	-	-	-	-	-	-	(30,277.93)
Outstanding Checks	443,100.58	-	-	-	-	-	-	-	-	443,100.58
BANK BALANCE	4,058,110.63	445,021.51	1,249,275.61	213,425.84	(921,207.53)	993,243.98	21,062.07	1,042,314.23	194,539.83	6,902,882.09
Certificates of Deposit	-	-	-	-	-	462,859.00	-	-	-	462,859.00
Illinois Funds	10,679,694.23	2,213,573.56	507,199.44	20,373.53	437,380.84	60,068.72	-	-	767,157.82	14,685,448.14
ISDLAF+ Funds	459,541.35	217,073.35	554,419.43	-	-	504,326.82	-	-	-	1,735,360.95
ISDLAF+ CD's	1,195,150.00	236,900.00	683,450.00	-	-	930,650.00	-	-	-	3,046,150.00
PMA Holdings- MM	51,264.83	25,632.42	-	16,020.26	-	56,391.31	-	-	-	149,308.82
PMA Holdings-CD's/Govt Securities	1,966,915.00	986,325.00	613,586.00	-	-	2,167,621.00	-	-	-	5,734,447.00
Capital Dev. Fund-MID	-	486,180.66	-	-	-	-	-	-	-	486,180.66
Total Investment	\$ 14,352,565.41	\$ 3,679,504.33	\$ 2,231,249.53	\$ 649,879.79	\$ -	\$ 4,181,916.85	\$ -	\$ -	\$ 767,157.82	\$ 26,299,754.57
LaSalle State Bank	\$ 473,038.98	-	-	-	-	-	-	-	-	-
Midland States Bank	6,429,843.11	-	-	-	-	-	-	-	-	-
	\$ 6,902,882.09	-	-	-	-	-	-	-	-	-

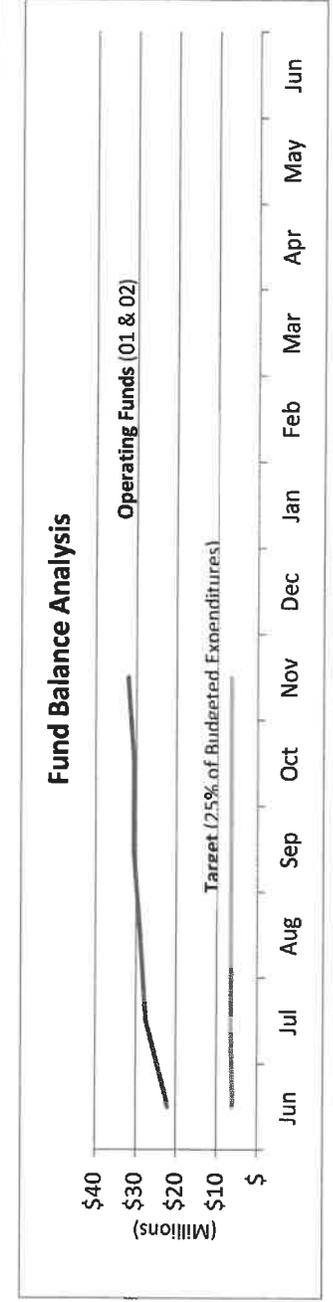
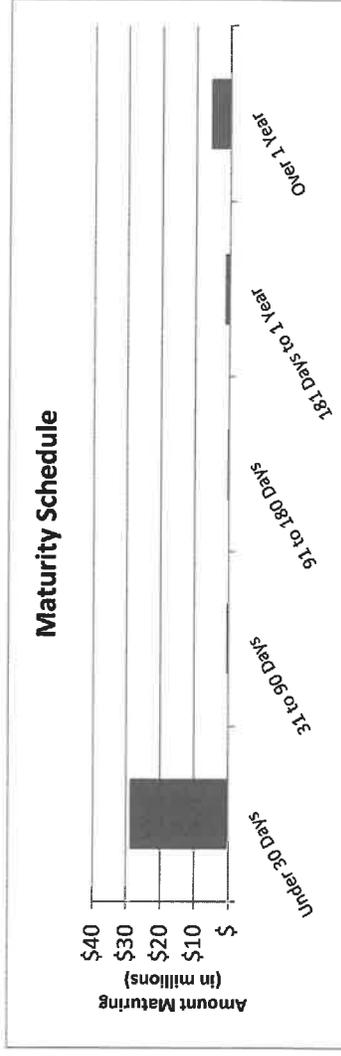
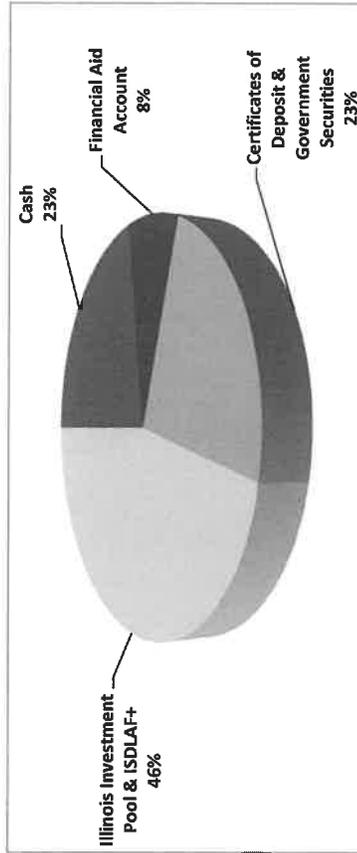
Respectfully submitted,


Eric Johnson
Controller

Illinois Valley Community College District No. 513
Investment Status Report
All Funds
December 31, 2023

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	22.6%	\$ 8,307,789	4.027%
Financial Aid Account	7.8%	2,874,705	4.200%
Certificates of Deposit & Government Securities	23.0%	8,434,543	3.755%
Illinois Investment Pool & ISDLAF+	46.6%	17,118,847	5.532%
Total		\$ 36,735,884	4.679%

Institution	Illinois Investment Pool ISDLAF+	Certificates of Deposit Government Securities	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 15,383,486	-	-	15,383,486	42%
ISDLAF+ Funds	1,735,361	3,049,400	-	4,784,761	13%
Midland States Bank	-	-	6,467,904	6,467,904	18%
Midland States-F/A	-	-	2,874,705	2,874,705	8%
Midland States-Bldg	-	-	540,390	540,390	1%
LaSalle State Bank	-	-	287,829	287,829	1%
Commerce Bank	-	-	-	-	0%
Multi Bank Securities	-	455,146	-	455,146	1%
Hometown Nil Bank	-	-	-	-	0%
PMA Holdings	-	4,929,996	867,211	5,797,207	16%
Heartland Bank	-	-	144,455	144,455	0%
Marseilles Bank	-	-	-	-	0%
	\$ 17,118,847	\$ 8,434,543	\$ 11,182,495	\$ 36,735,884	100%



ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
December 31, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
3/15/2025	225,437	113,047	70,326	248,441				657,251	Nomura Securities	91282CED9	1.75%	Govt Treasuries
9/25/2025	16,354	8,201	5,102	18,023				47,680	FHLMC	3137BS6F5	2.74%	Govt Treasuries
12/1/2023	44,203	22,166	13,789	48,713				128,871	FNMA	3138LSRN2	3.97%	Govt Treasuries
12/1/2025	33,182	16,639	10,351	36,568				96,740	FNMA	3140HR4Y6	3.61%	Govt Treasuries
3/31/2026	103,764	52,033	32,369	114,352				302,518	J.P. Morgan	91282CBT7	0.75%	Govt Treasuries
4/1/2026	29,147	14,616	9,093	32,122				84,978	FNMA	3138LDSW4	2.67%	Govt Treasuries
5/25/2026	17,808	8,930	5,555	19,625				51,919	FHLMC	3137BQYS0	2.53%	Govt Treasuries
7/1/2026	42,445	21,284	13,241	46,776				123,747	FNMA	3138LDY80	2.53%	Govt Treasuries
9/1/2026	29,473	14,779	9,194	32,480				85,926	FNMA	3140LDB65	1.10%	Govt Treasuries
1/25/2027	24,647	12,360	7,689	27,162				71,858	FHLMC	3137BVZ82	3.43%	Govt Treasuries
3/31/2027	134,634	67,513	41,999	148,372				392,518	J.P. Morgan	91282CEF4	2.50%	Govt Treasuries
6/25/2027	80,938	40,587	25,249	89,197				235,970	FHLMC	3137FLJ33	3.12%	Govt Treasuries
7/25/2027	40,491	20,305	12,631	44,623				118,050	FHLMC	3137FAWS3	3.19%	Govt Treasuries
9/25/2027	24,262	12,166	7,569	26,737				70,734	FHLMC	3137FBU79	3.19%	Govt Treasuries
12/25/2027	44,826	22,478	13,984	49,400				130,688	FNMA	3136AY7L1	2.99%	Govt Treasuries
5/31/2028	207,620	104,113	64,768	228,806				605,307	Bofa Securities	91282CHE4	3.63%	Govt Treasuries
6/25/2028	34,094	17,097	10,636	37,573				99,400	FHLMC	3137HACX2	4.82%	Govt Treasuries
9/25/2028	51,318	25,734	16,009	56,554				149,615	FHLMC	3137HAST4	4.85%	Govt Treasuries
10/25/2028	34,504	17,302	10,764	38,025				100,594	FHLMC	3137HB3D4	0.00%	Govt Treasuries
1/1/2029	23,409	11,739	7,303	25,798				68,248	FNMA	3140HSK59	3.99%	Govt Treasuries
9/25/2029	17,144	8,597	5,348	18,893				49,982	FHLMC	3137H9D71	3.00%	Govt Treasuries
5/3/2024	33,984	17,041	10,601	37,451				99,078	American Express	025816CV9	3.38%	Corporate Issue
6/27/2024	33,687	16,893	10,509	37,125				98,213	American Honda	02665WCZ2	2.40%	Corporate Issue
10/26/2024	33,370	16,734	10,410	36,775				97,288	Bb T Corporation	05531FBB8	2.85%	Corporate Issue
2/4/2025	34,025	17,062	10,614	37,497				99,199	Bank of America	06051GKG3	1.84%	Corporate Issue
3/10/2025	33,165	16,631	10,346	36,550				96,692	Charles Schwab	808513AL9	3.00%	Corporate Issue

ILLINOIS VALLEY COMMUNITY COLLEGE
PMA INVESTMENT STATUS REPORT
December 31, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
3/15/2025	33,392	16,745		10,417		36,799		97,353	Abbott Labs	002824BBS	2.95%	Corporate Issue
3/25/2025	33,490	16,794		10,447		36,908		97,639	Intel Corporation	458140BP4	3.40%	Corporate Issue
5/13/2025	33,481	16,789		10,444		36,897		97,611	Caterpillar	14913R2Y8	3.40%	Corporate Issue
7/15/2025	33,558	16,828		10,469		36,983		97,838	JP Morgan Chase	46625HMIN7	3.90%	Corporate Issue
8/18/2025	33,431	16,764		10,429		36,843		97,467	Toyota Corp	89236TKF1	3.65%	Corporate Issue
9/9/2025	25,319	12,696		7,898		27,902		73,815	Wal-Mart	931142EW9	3.90%	Corporate Issue
11/10/2025	17,260	8,655		5,384		19,022		50,322	Pepsico	713448FV5	5.25%	Corporate Issue
11/10/2025	17,169	8,610		5,356		18,921		50,056	Wisconsin Pub Svc	976843BF6	5.35%	Corporate Issue
3/3/2026	34,476	17,288		10,755		37,994		100,514	John Deere Capital	24422EWT2	5.05%	Corporate Issue
5/15/2026	16,963	8,506		5,292		18,694		49,456	Florida Pwr Lt Co	341081GR2	4.45%	Corporate Issue
8/3/2026	34,283	17,191		10,695		37,781		99,950	State Str Corp	857477CD3	5.27%	Corporate Issue
11/21/2026	32,467	16,281		10,128		35,780		94,657	Abbvie	00287YBV0	2.95%	Corporate Issue
5/1/2026	49,787	24,966		15,531		54,867		145,151	Wisconsin	977100GY6	2.10%	Municipal Issue
3/1/2027	17,062	8,556		5,322		18,802		49,742	California	13063D3N6	4.85%	Municipal Issue
5/1/2027	18,889	9,472		5,892		20,816		55,069	Massachusetts	575831EZ1	2.39%	Municipal Issue
5/15/2027	32,474	16,284		10,130		35,788		94,676	University Ca	91412GQJ7	3.28%	Municipal Issue
6/1/2027	30,486	15,288		9,510		33,597		88,881	Connecticut	20772KNY1	1.50%	Municipal Issue
6/30/2027	30,317	15,203		9,458		33,411		88,388	Multnomah Cnty	625517NG8	1.25%	Municipal Issue
1/1/2029	14,681	7,362		4,580		16,179		42,801	Birmingham,AL	091096N26	1.61%	Municipal Issue
Total PMA	1,966,915	986,325	-	613,586	-	2,167,621	-	5,734,447				

ILLINOIS VALLEY COMMUNITY COLLEGE
ISDLAF+ Investments
December 31, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
1/8/2024	246,550							246,550	Pacific National Bank	5.39%	5.39%	1354336-1
4/8/2024	243,350							243,350	5 Star Bank	5.41%	5.41%	1354335-1
4/12/2024		236,900						236,900	Eagle Bank	5.44%	5.44%	1354407-1
5/20/2024			200,000					200,000	Cornerstone Bank	5.34%	5.34%	1352514-1
6/13/2024			243,250					243,250	Western Alliance Bank	5.41%	5.41%	1356996-1
9/9/2024						236,550		236,550	Vibrant Credit Union	5.53%	5.53%	1353179-1
9/9/2024						236,750		236,750	Financial Federal Bank, TN	5.50%	5.50%	1353178-1
9/13/2024			240,200					240,200	Servis First Bank	5.36%	5.36%	1356995-1
10/8/2024	236,700							236,700	Consumers Credit Union	5.60%	5.60%	1354337-1
10/11/2024	236,900							236,900	Nex Bank	5.48%	5.48%	1354408-1
4/7/2025						231,350		231,350	Baxter Credit Union	5.33%	5.33%	1354334-1
4/14/2025	231,650							231,650	Truxton Trust Company	5.19%	5.19%	1354409-1
10/9/2025						226,000		226,000	First National Bank	5.18%	5.18%	1354333-1
Total CD	1,195,150	236,900	683,450	-	-	930,650	-	3,046,150				

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 December 31, 2023

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>Certificate Number</u>
8/12/2024						238,473		238,473	MBS	0.70%	Sallie Mae Bank
2/25/2026						224,386		224,386	MBS	0.65%	State Bank of India
Total CD						462,859		462,859			

MBS Multi-Bank Securities, Inc.

\$5,000 and Over Disbursements
12/01/23 - 12/31/23

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
788369	12/5/2023	209546	Allied Universal Security Serv	\$ 10,345.52	Security Services
788380	12/5/2023	1169	City of Oglesby	7,773.96	Oglesby Police Protection; Water and Sewer Service
788393	12/5/2023	1389	Illinois Valley YMCA	7,155.00	Childcare Partnership
788406	12/5/2023	117010	Patterson Dental Supply, Inc	12,162.67	Forest Monitor
788417	12/5/2023	240228	TouchNet Information Systems	51,050.00	TouchNet Subscription/Professional Services
788420	12/5/2023	126119	Vissering Construction Company	85,968.90	Salt Storage Facility*
788442	12/7/2023	82897	SURS	56,784.92	Payroll Deductions
ACH	12/7/2023		Internal Revenue Service	59,919.63	Federal Payroll Taxes
ACH	12/7/2023		Illinois Department of Revenue	24,195.59	State Payroll Taxes
ACH	12/7/2023		TSA EPARS	7,501.55	403(b) and 457(b)Payroll
788458	12/13/2023	209546	Allied Universal Security Serv	10,286.84	Security Services
788465	12/13/2023	235388	Arbor Management	26,659.72	Food Service Program
788481	12/13/2023	209567	Delta Dental of Illinois	22,377.93	Delta Insurance Premium
788483	12/13/2023	174412	Demonica Kemper Architects	281,735.06	Agriculture Ed; Site Lighting; Reimbursables; Credit*
788484	12/13/2023	209907	Ellucian Company, L.P.	28,769.00	TouchNet Implementation; Ellucian Payment Center
788494	12/13/2023	1335	Henricksen and Company, Inc	15,509.30	Office Furniture for VP Offices
788509	12/13/2023	233357	Mansfield Power and Gas, LLC	8,256.71	Utilities-Oglesby: Gas
788536	12/13/2023	209460	Ferrilli	5,865.00	System Support: CORE
788551	12/13/2023	187871	The Chicago Tour Company	6,048.00	CEC-Bus Trip (Chicago)
E0000003	12/13/2023	209871	Community College Health Consortium	269,556.60	IVCC 2023 December
ACH	12/18/2023		Quadient-USPS	5,000.00	Postage for Meter
788583	12/19/2023	236879	A Book Company, LLC	286,119.31	Fall '23 Inclusive Access
788586	12/19/2023	209546	Allied Universal Security Serv	10,318.60	Security Services
788595	12/19/2023	239014	National Office Works, Inc	13,519.27	Copy Paper
788596	12/19/2023	223371	Central Truck Leasing, LLC	6,990.00	Monthly Tractor Lease
788597	12/19/2023	214499	Constellation NewEnergy, Inc	28,547.74	Electricity
788599	12/19/2023	102229	Elan Cardmember Services	7,055.36	Monthly Credit Card Charges
788643	12/19/2023	240049	Your-Type 3D Event Letters	5,535.00	Pre-Payment
788644	12/19/2023	82897	SURS	17,603.37	#62 SURS Penalty- Anthony Ruda
788645	12/19/2023	1927	Walter J Zukowski and Assoc	6,759.25	Legal Services
ACH	12/19/2023		Prudential	5,793.54	Life Insurance (December 2023)
788580	12/21/2023	82897	SURS	57,949.57	Payroll Deductions

\$5,000 and Over Disbursements
12/01/23 - 12/31/23

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH 12/21/2023	12/21/2023		Internal Revenue Service	64,703.40	Federal Payroll Taxes
ACH 12/21/2023	12/21/2023		Illinois Department of Revenue	25,568.64	State Payroll Taxes
ACH 12/21/2023	12/21/2023		TSA EPARS	7,501.55	403(b) and 457(b) Payroll
			EBC	13,629.13	H.R.A., F.S.A., Cobra (November 2023)
				\$ 1,539,384.95	*Protection, Health, and Safety (PHS) Projects



IVCC Stipend Board Report for Payroll Ending 12/02/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Ferrari, Ryan	FY24 Clothing Allowance	11/28/2023	12/07/2023	12/07/2023	TF	150.00	027110471052900			
Hannon, Cory Shawn	FY24 Clothing Allowance	11/28/2023	11/28/2023	12/07/2023	TF	150.00	027110471052900			
Mantermach, Emily S	Intro to Yoga @Nell's Woodland	10/12/2023	11/30/2023	12/07/2023	ST	262.50	014110394151320			
Pyfel, Kyle Edwin	LaSalle CO Driver Improvement	12/02/2023	12/02/2023	12/07/2023	ST	200.00	014110394251320			
Villameal, Nora Lynn	Dev Pay for LIT2003 Intro2LIT	08/01/2023	11/27/2023	12/07/2023	OV	2,550.00	0111206500051340			
Williamson, Patricia A	Interim FA Director 11/20 & 21	11/20/2023	11/21/2023	12/02/2023	ST	630.00	013430031051110			

3,942.50


 Kathy Ross
 VP of Business Services and Finance


 Dr. Tracy Morris
 President

* Earn Types
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SUERS Exempt
 Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
 MI=Miscellaneous, SS=Summer School



IVCC Stipend Board Report for Payroll Ending 12/16/2023

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Boughton, Christina A.	Clinical Instructor Man Pymt#2	08/27/2023	09/09/2023	12/21/2023	OV	850.00	011420730051340			
Boyle- Bruch, Ida Lee	PM Yoga Unique 2U/In-Per&Onlin	12/11/2023	12/11/2023	12/21/2023	ST	100.00	014110394151320			
Bruch, Anna Marie Faletti	Makeup Clinicals for 2 Student	12/05/2023	12/14/2023	12/21/2023	OV	1,275.00	011420730051340			12/5/23 - 8 hrs; 12/13/23 8 hrs; 12/14/23 8 hrs
Engelman, John Arthur	SABIC Welding Training	12/08/2023	12/08/2023	12/21/2023	ST	150.00	014210331051320			
Engelman, John Arthur	SABIC Welding Training	12/14/2023	12/14/2023	12/21/2023	ST	150.00	014210331051320			
Fish, Nicholas R	BLS/CPR Trng-M. Theisinger IP	12/06/2023	12/06/2023	12/21/2023	ST	25.00	014110394151320			
Francisco, Marjorie Lynn	Clinical Instructor Man Pymt#2	08/27/2023	09/09/2023	12/21/2023	OV	850.00	011420730051340			
Gillio, Steve Anthony	FY24 Clothing Allowance	12/05/2023	12/05/2023	12/21/2023	TF	49.41	027110471052900			
Grubar, Scott James	SABIC Welding Training	12/07/2023	12/08/2023	12/21/2023	ST	300.00	014210331051320			
Grubar, Scott James	SABIC Welding Training	12/14/2023	12/14/2023	12/21/2023	ST	150.00	014210331051320			
Guilfoyle, Patrick Allan	Men's Head Golf Coach	12/03/2023	05/04/2024	05/09/2024	ST	8,320.00	056430360451900			
Harsted, Nicholas John	Men's Head Baseball Coach	12/03/2023	05/04/2024	05/09/2024	ST	8,000.00	056430360151900			
Henry, Jerrid Patrick	Men's Asst Baseball Coach	12/03/2023	05/04/2024	05/09/2024	ST	4,000.00	056430360151900			
Herrman, Christopher W	Men's Head Basketball Coach	12/03/2023	02/24/2024	02/29/2024	ST	9,084.40	056430360251900			
Jennrich, Chuck	TransWrd ISO Int Audit & Surv	12/01/2023	12/14/2023	12/21/2023	ST	2,750.00	014210331051320			
Klieber, Tracie Marie	AM Yoga Unique 2U/In-Per&Onlin	11/06/2023	12/04/2023	12/21/2023	ST	320.00	014110394151320			
Klieber, Tracie Marie	PM Yoga Unique 2U/In-Per&Onlin	11/06/2023	12/04/2023	12/21/2023	ST	320.00	014110394151320			
Klieber, Tracie Marie	Strength, Cardio, Core	11/07/2023	12/05/2023	12/21/2023	ST	320.00	014110394151320			
Knowlton, Amber Sue	Cvrd NUR 2201 Exam for Taylor	12/05/2023	12/05/2023	12/21/2023	OV	161.50	011420730051340			
Legrenzi, Sara Lyn	NUR-1200 Mantee Dr. Rbts	08/16/2023	12/15/2023	12/21/2023	OV	2,125.00	011420730051340			
McKee-Strong, Rahim Malik	Men's Assit Basketball Coach	12/03/2023	02/24/2024	02/29/2024	ST	4,000.00	056430360251900			
McManus, Douglas Edward	Score Clock 6 Men's Games	11/01/2023	12/16/2023	12/21/2023	ST	240.00	056430360251900			
Milota, Julie Kristine	Men's Head Tennis Coach	12/03/2023	05/04/2024	05/09/2024	ST	4,160.00	056430360851900			
Mollin, Theresa Marie	SABIC Welding Testing & Lab As	12/07/2023	12/07/2023	12/21/2023	ST	112.50	014210331051320			
Monroe, Susan Marie	Mfg Expo Prep & Execution '23	12/04/2023	12/04/2023	12/21/2023	SG	445.60	061320152751900			Dates of 7-31-23 - 10-24-23 is time period for stipend payment
Monarity, Brittney Lee	Womens Assit Basketball Coach	12/03/2023	02/24/2024	02/29/2024	ST	5,616.00	056430360351900			
Myers, Taylor Marie	HESI Exam Cvng for C.Boughton	12/11/2023	12/11/2023	12/21/2023	OV	110.50	011420730051340			
Pytel, Kyle Edwin	Driver Impvrmt-LaSalle County	12/16/2023	12/16/2023	12/21/2023	ST	200.00	014110394251320			
Retoff, Dan J	Breathing for Life	11/13/2023	12/04/2023	12/21/2023	ST	140.00	014110394151320			
Salz, Richard Allan	TDT 40hr Equip Refresh-City SP	12/13/2023	12/13/2023	12/21/2023	ST	387.00	014210331051320			
Schneider, Gregg A	Driver Impvrmt-LaSalle County	12/06/2023	12/06/2023	12/21/2023	ST	160.00	014110394251320			

Schneider, Gregg A	Driver Imprvmt-LaSalle County	12/13/2023	12/13/2023	12/21/2023	ST	160.00	014110394251320		
Schomas, Jane Elizabeth	Beginning Swing Dance	10/24/2023	12/12/2023	12/21/2023	ST	450.00	014110394151320		
Shirley, Scott Andrew	Women's Asst Softball Coach	12/03/2023	05/04/2024	05/09/2024	ST	5,371.60	056430360751900		
Tomasson, Cory J	Score Clock 6 Men's Games	11/01/2023	12/16/2023	12/21/2023	ST	240.00	056430360251900		
Tomasson, Cory J	Women's Head Softball Coach	12/03/2023	05/04/2024	05/09/2024	ST	10,901.28	056430360751900		
Vecchia, Ryan Perry	FY24 Clothing Allowance	12/05/2023	12/05/2023	12/21/2023	TF	275.00	027110471052900		
Vogelgesang, Eugene Edward	Scorebook 6 Men's Games	11/01/2023	12/16/2023	12/21/2023	ST	240.00	056430360251900		
Whalen, Patrick Eugene	Announcer 5 Men's Games	11/01/2023	12/16/2023	12/21/2023	ST	200.00	056430360251900		
Williamson, Patricia A	Interim Dir of Financial Aid	12/04/2023	12/15/2023	12/21/2023	ST	3,150.00	013430031051110		

\$ 75,859.79


Kathy Ross

VP of Business Services and Finance


Dr. Tracy Morris

President

*Earn Types
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
MI=Miscellaneous, SS=Summer School

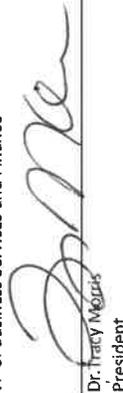


**IVCC Stipend Board Report for Payroll Ending
12/30/2023**

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Carboni, Michelle Lynn	Retro Pay 9/24 - 12/16	09/24/2023	12/16/2023	01/04/2024	ST	3375.00	018440568051110			
Klieber, Tracie Marie	AM Ynique 2U in-per/online	12/06/2023	12/18/2023	01/04/2024	ST	160.00	014110394151320			
Klieber, Tracie Marie	PM Ynique 2U in-per/online	12/06/2023	12/18/2023	01/04/2024	ST	160.00	014110394151320			
Klieber, Tracie Marie	Strength, Cardio, Core	12/07/2023	12/19/2023	01/04/2024	ST	160.00	014110394151320			
Moskalewicz, James P	Overload x 14 Hours	12/18/2023	12/19/2023	01/04/2024	OV	743.76	013230030851540			
Williamson, Patricia A	Infer Dir of Financial Aid	12/19/2023	12/19/2023	01/04/2024	ST	315.00	013430031051110			

\$ 4,913.76


Kathy Ross
VP of Business Services and Finance


Dr. Tracy Morris
President

*Earn Types
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
Stipend, OV=Overload, VA=Vacation Payout, ML=Commuting Mileage
MI=Miscellaneous, SS=Summer School

**Part-time Faculty/Staff Appointments
January 18, 2024 Board of Trustees Meeting**

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
NEW APPOINTMENTS				
Lunken, Eugene	Faculty	WFD		\$688.00
Simeone, Todd	Faculty	WFD		\$702.00
Harlow, Gary	Faculty and Welding Lab Assistant	WFD	\$25.63	\$761.00
Taylor, David	Faculty	WFD		\$688.00

WFD - Workforce Development
NSB - Natural Sciences & Business
HFSS - Humanities, Fine Arts & Social Sciences
CEBS - Continuing Ed & Business Services
HLT - Health Professions

*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.


Kathy Ross
Vice President for Business Services and Finance


Dr. Tracy Morris
President

Board Policy (approval)

Board Policy 01.06 – Core Values, Vision, Mission, Purposes, Principles and Goals is an update to the policy based on the work the College is doing for our Strategic Plan. With this recommendation, the name of the policy will be changed to Core Values, Vision, and Mission to be more inclusive of the changes. The sections on Purposes, Principles and Goals have been removed from this policy and will be incorporated into the Strategic Plan, where appropriate. This policy was shared in draft with the full Board and reviewed by the Planning Committee in January, 2024 and are being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: ~~Board Core Values, Vision, and Mission,~~ Effective Date: 02/25/2010
~~Purposes, Principles, and Goals~~ Last Reviewed: 02/25/2010
Number: 01.06 Last Revised: 10/01/2018

The Board of Trustees will act in accord with all applicable laws, rules, and regulations in the performance of their governance of Illinois Valley Community College. The Board will always act in the best interest of the college and the community as a District. The Board is committed to excellence in educational programs and other services provided by the College. The following shall be the College's ~~Board's~~ Core Values, Vision, and Mission, ~~Purposes, Principles, and Goals~~:

COLLEGE CORE VALUES

~~Responsibility Caring Honesty Fairness Respect~~
Achieving Excellence through our Core Values (acronym is I-CARE)
~~Integrity Compassion Accountability Respect Equity~~

VISION STATEMENT

~~Illinois Valley Community College will foster personal and professional growth and well-being for our students and community through growing programs, updated facilities, and educational innovation.~~

~~Illinois Valley Community College is the preferred gateway to advance individual and community success.~~

MISSION STATEMENT

~~Illinois Valley Community College is dedicated to creating opportunities for students and our community by providing access to affordable, high-quality higher education and life-long learning.~~

~~Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.~~

THE PURPOSES OF IVCC ARE TO PROVIDE:

- ~~* Courses and degrees required for effective transfer to baccalaureate degree programs;~~
- ~~* Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs;~~

- * ~~Courses and academic support services designed to prepare students to succeed in college-level coursework;~~
- * ~~Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community;~~
- * ~~Student support services to assist in developing personal, social, academic and career goals; and~~
- * ~~Academic and student support programs designed to supplement and enhance teaching and learning.~~

PRINCIPLES OF WORK

~~Illinois Valley Community College is a system of programs, services and people—the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization’s work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.~~

COLLEGE GOALS

- ~~1. Raise community appreciation for post-secondary education and the opportunities it provides.~~
- ~~2. Provide resources and support systems that cultivate success for our students, employees, and community.~~
- ~~3. Serve as responsible stewards of college, community, state, and donor resources.~~

Board Policy (approval)

Board Policy 01.09 – Election of Officers is an update to the policy to be reflective of the current and past practice, where elections are held on the odd years. This policy was shared with the Planning Committee in January, 2024 and is being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Election of Officers**

Effective Date: **02/25/2010**

Last Reviewed: **02/25/2010**

Number: **01.09**

Last Revised: **02/25/2010**

At the ~~annual~~ organizational meeting held in odd years, the Board shall elect a Chair, Vice Chair, and Secretary and appoint a Treasurer. The terms of office for the Board Chair, Vice Chair, and Secretary shall be two years. There may be a progression through the offices, but no officer may serve for more than two consecutive terms in any one office.

Board Policy (approval)

Board Policy 01.11 – Duties of the Vice Chair is an update to the policy to be reflective of the current and past practice, to include the wording related to vacancies. This policy was shared with the Planning Committee in January, 2024 and is being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Duties of the Vice Chair**

Effective Date: **02/25/2023**

Last Reviewed: **02/25/2023**

Number: **01.11**

Last Revised: **02/25/2023**

In the absence of the Board Chair or in the event that the office becomes vacant, the Vice Chair shall assume the duties of the Board Chair, shall have the same powers as the duly elected Board Chair, and shall serve until the Board Chair resumes his/her/their duties or a new Board Chair can be elected to fill a vacancy.

Board Policy (approval)

Board Policy 02.05 – Accreditation is an update to the policy to be reflective of the current status of our accreditation with the Higher Learning Commission (HLC). The statement about accreditation since 1967 was removed, because it is confusing and in contradiction to the HLC page. This policy was shared with the Planning Committee in January, 2024 and is being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Accreditation**

Effective Date: **10/19/2010**

Last Reviewed: **10/19/2010**

Number: **02.05**

Last Revised: **10/19/2010**

The College will comply with the program evaluation cycle requirements as they are established by the Board of Higher Education, the Illinois Community College Board, and the Higher Learning Commission (HLC) ~~of the North Central Association (NCA) of Colleges and Schools. IVCC has been affiliated with the Higher Learning Commission since August 1967. In November 2002, the HLC accepted IVCC's application to join the Academic Quality Improvement Program (AQIP), an alternative accreditation process. As of 2017, Illinois Valley Community College participates in the Open Pathway toward accreditation, focusing on quality assurance and institutional improvement. The next reaffirmation of accreditation is scheduled for 2026-2027.~~

Board Policy (approval)

Board Policy 02.11 – Degrees and Certificates is an update to the policy to be reflective of the current status of our programs. This policy was shared with the Planning Committee in January, 2024 and is being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Degrees and Certificates**

Effective Date: **10/19/2010**

Last Reviewed: **10/19/2010**

Number: **02.11**

Last Revised: **10/19/2010**

The College is authorized to grant the following degrees to students who successfully complete the requirements of certain prescribed two-year curricula:

Associate in Arts

Associate in Engineering Science

Associate in Science

Associate in General Studies

Associate in Applied Science

~~Associate of Arts in Teaching~~

Certificates are awarded in a number of career and general studies fields to students who complete the required courses in accordance with prescribed standards developed by the College. Certificates vary in the number of credit hours and are designed to be stackable credentials whenever possible.

Board Policy (approval)

Board Policy 02.25 – Tuition and Fees is an update to the policy to be reflective of the current legislation, which now has eliminated chargebacks. This policy was shared with the Planning Committee in January, 2024 and is being brought forward for approval due to the nature of the revisions and changes.

Recommendation:

Approve Board Policy, as presented.

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: Tuition and Fees	Effective Date: 10/19/2010
	Last Reviewed: 04/14/2016
Number: 02.25	Last Revised: 04/14/2016

Tuition and fees for resident and nonresident students will be charged as permitted by law and as established by action of the Board of Trustees.

Fees

Three types of fees may be established by action of the Board of Trustees: by course, by credit hour, and by student. Course fees may be established to support special course expenditures which are atypical and not common across all courses. Credit hour fees may be established to support activities and services which are generally available to all students and enhance the quality of their educational and college experience. Student fees may be established to support the cost of special testing designed to improve student success. The basic principle to be applied in determining per course and per student fees is that students should pay a fair share of the cost of providing instruction. Guidelines used to calculate course fees are available upon request from the Office of Academic Affairs.

Senior Citizen Tuition

By State law, legal residents of Community College District 513 who are 65 years of age or older may enroll in classes tuition free, provided classroom space exists and that tuition paying students enrolled constitute the minimum number required for the class to be taught.

Trustee Tuition Waivers

Trustee Tuition Waivers may be created by Board action and awarded to students who are involved in athletic programs, co-curricular activities, or other programs associated with academic and student activities.

Cooperative Agreements

Illinois Valley Community College has cooperative educational program agreements with other Illinois community colleges which will allow IVCC residents to enroll in a degree or certificate program in a vocational/career/technical area which is not available at IVCC. Students are able to enroll in such programs at the cooperating college's in-district tuition rate.

Partial Student Support

~~Requests for partial tuition support must be filed with the Office of Academic Affairs at least 30 days prior to the semester, term, or quarter for which support is being sought.~~

Commented [TM1]: The change in the law will make this null and void

~~To be considered for partial tuition support, students must be enrolling in a program at another Illinois public community college not offered by Illinois Valley Community College. Enrollment~~

~~in individual courses without an appropriate degree major will not qualify for partial tuition support.~~

~~All claims for partial tuition support monies filed by an institution must include enrollment verification with completed data on the name of the student, the program in which the student is enrolled, the listing of courses, and credit hour value for each course. The student is responsible for the in-district tuition and fees and IVCC is responsible for the difference between the out-of-district tuition and the in-district tuition. Payments will not be made in those instances where students have changed majors without Illinois Valley Community College approval.~~

~~Cooperative Education Agreements shall take precedence.~~

Tuition Residency Exceptions

International students who are live-in guests of the sponsor who is a legal resident of the Illinois Valley Community College district shall be charged in-district tuition and fees.

All on-line students will be considered in-district residents and charged tuition as in-district students.

Continuing Education Courses, Fees and Refunds

Illinois Valley Community College's mission is to offer a wide range of educational opportunities for individuals in the district. Aside from the traditional programs and classes offered, flexibility and adaptability are key elements that allow the College to be responsive to the needs and interests of individuals, businesses, and professional organizations. To fulfill this mission and for the purpose of life-long, personal, and professional growth, IVCC offers many classes, workshops, seminars, and other educational activities on a self-sustaining basis. Thus, the non-credit/credit tuition rates within Continuing Education must be a variable rate set separately for each course, depending upon the course's direct cost. This policy will allow flexibility in determining the rate for programming within the following framework:

- a. ~~Courses or programs offered by the Office of Continuing Education and Business Services programs~~ in the aggregate must be self-supporting.
- b. ~~Tuition~~ The cost for each course will be determined based upon the following considerations: the participants, the cost of instruction, required materials and supplies and marketing.
- c. Credit and non-credit courses offered by the Office of Continuing Education and Business Services will not be subject to the Senior Citizen Tuition Waiver.

The Office of Continuing Education and Business Services will publish course tuition rates and refund/cancellation procedures in each Continuing Education Schedule publication.

Tuition Refunds

Tuition refund policies for credit courses will be determined by action of the Board of Trustees, and the procedures associated with refunds will be published in the College Catalog.

Resolution for Revised Use of Bond Funds

In August 2011, the Board adopted a resolution authorizing the issue of \$5,000,000 Debt Certificates, Series 2011, with the proceeds being used to build and equip the Community Instructional Center (now the CTC). Now that the project is complete, it has been determined that the original project can be amended to allocate a portion of the remaining funds from the Debt Certificates to assist with financing the cost of an Agricultural Education Center.

Recommendation:

It is recommended that the Board of Trustees adopt the resolution as presented to authorize a portion of the proceeds of the Debt Certificates, Series 2011 to assist with financing the cost of building the Agricultural Education Center.

KPI 6: Resource Management

RESOLUTION amending the resolution authorizing and providing for the issue of Debt Certificates, Series 2011, of Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, to revise the purposes for which the proceeds of such certificates may be used.

* * *

WHEREAS, the Board of Trustees (the "*Board*") of Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois (the "*District*"), on the 23rd day of August, 2011, adopted a resolution entitled:

RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of purchasing real or personal property, or both, in and for Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, and authorizing and providing for the issue of \$5,000,000 Debt Certificates, Series 2011, evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates.

(the "*Certificate Resolution*"), pursuant to which the District issued its Debt Certificates, Series 2011 (the "*Certificates*"); and

WHEREAS, the Board in the Certificate Resolution authorized the use of the proceeds of the Certificates to build and equip a Community Instructional Center (the "*Original Project*"); and

WHEREAS, the Original Project is complete; and

WHEREAS, the Board has determined that it is in the best interests of the District that the Original Project be amended to authorize the use of a portion of the proceeds of the Certificates to help finance the cost of building the Agricultural Education Center (the "*Revised Project*");

NOW, THEREFORE, Be It Resolved by the Board of Trustees of Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Amendment of Certificate Resolution. The definition of the term “Project” in the second preamble of the Certificate Resolution and in the form of Installment Purchase Agreement contained in the Certificate Resolution is hereby amended to read as follows to reflect the inclusion of the Revised Project: complete capital improvements in and for the District, including, but not limited to, improving the Agricultural Education Center, including, in connection with said work, acquisition of all land or rights in land, mechanical, electrical, and other services necessary, useful or advisable thereto.

Section 3. Use of Certificate Proceeds. The Board hereby authorizes the use of Certificate Proceeds at an amount not to exceed \$870,000 for the Revised Project.

Section 4. Filing. A certified copy of this Resolution shall be filed with the Secretary and Treasurer of the Board; and the Secretary shall in the future attach a certified copy of this Resolution to the Certificate Resolution whenever the Secretary makes available a copy of the Certificate Resolution.

Section 5. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

Section 6. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted January 18, 2024.

Chairman, Board of Trustees

Secretary, Board of Trustees

Trustee _____ moved and Trustee _____
seconded the motion that said resolution as presented and read by title be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon
the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: _____

_____.

The following Trustees voted NAY: _____

Whereupon the Chairman declared the motion carried and said resolution adopted,
approved and signed the same in open meeting and directed the Secretary to record the same in
the records of the Board of Trustees of Community College District No. 513, Counties of LaSalle,
Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, which was
done.

Other business not pertinent to the adoption of said resolution was duly transacted at the
meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF LASALLE)

CERTIFICATION OF MINUTES AND RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois (the “Board”), and as such official am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 18th day of January, 2024, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION amending the resolution authorizing and providing for the issue of Debt Certificates, Series 2011, of Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, to revise the purposes for which the proceeds of such certificates may be used.

A true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 18th day of January, 2024.

Secretary, Board of Trustees

Staff Resignation – Dr. Patrice Hess, Director of Learning Resources

Dr. Patrice Hess, Director of Learning Resources, submitted a letter of resignation effective December 31, 2023 (attached).

We thank Dr. Hess for her dedicated service and wish her well in her future endeavors.

Recommendation:

Accept with regret the resignation of Dr. Patrice Hess, Director of Learning Resources, effective December 31, 2023.

KPI 4: Support for Employees

Dr. Patrice Hess
1850 Cedar Lane
Peru, Illinois 61354

December 8, 2023

Dr. Gary Roberts, Vice President of Academic Affairs
Illinois Valley Community College
815 Orlando Smith Road
Oglesby, Illinois 61348

Dear Gary:

I accepted the position of Dean of Transfer Programs and Academic Support Services at Sauk Valley Community College. My last day employed by Illinois Valley Community College will be December 31, 2023. I am grateful for the opportunity to serve as the Director of Learning Resources for six years. I am excited about this next step in my community college career. I gained a great deal of experience and knowledge leading academic support services for Illinois Valley. I appreciate all of the leadership and guidance you provided over the few years we had together.

I realize the college closes December 19. I commit to preparing as much as I am able between now and December 31 so you may sustain Learning Resources operations until you are able to fill the position.

I wish you all the best.

Sincerely,


Patrice Hess

RECEIVING

DEC 11 2023

HUMAN RESOURCES

Staff Resignation – Dr. Gary Roberts, Vice President for Academic Affairs

Dr. Gary Roberts, Vice President for Academic Affairs, submitted a letter of resignation effective March 1, 2024.

We thank Dr. Roberts for his dedicated service and wish him well in his future endeavors.

Recommendation:

Accept with regret the resignation of Dr. Gary Roberts, Vice President for Academic Affairs, effective March 1, 2024.

KPI 4: Support for Employees



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

815 N. Orlando Smith Road
Oglesby, IL 61348-9692
Telephone: 815-224-2720
Fax: 815-224-3033

January 2, 2024

Dr. Morris:

Please accept this letter as notice of my intent to resign from Illinois Valley Community College effective Friday, March 1, 2024. This is bittersweet for me as I truly love IVCC. I will miss the many colleagues and friends I have both within the College as well as out in the community. IVCC has been very good to me. However, being so far away from home has been stressful on my family. Please know that when I came to IVCC, it was never my intent to leave in two years. And -- while I never anticipated moving into a presidency so early in my tenure, I am very excited about the next steps in my career. I owe so much to both Dr. Corcoran and to Dr. Morris. I consider both to be true mentors and friends. Although I left Lake Michigan College to come to IVCC, I never left my colleagues and friends, as we often still email and zoom. I anticipate the same will happen with my colleagues and friends at IVCC, including Dr. Corcoran and Dr. Morris. I foresee great things in the future for the College under Dr. Morris' leadership. She has so many great ideas, many of which are already being put into place. And -- she has a great team to help her with this work, including both Kathy Ross and Mark Grzybowski.

In the next couple months, I have a lot of work to do in order to establish a strong foundation for the successor of my position. I am committed to getting this work done, no matter how long it takes me in the time I have left. I will not leave anything open ended. Dr. Morris will always have my contact information should she need to reach out to me with questions and/ or concerns. And -- I hope we can occasionally zoom to just stay in contact 😊.

Thank you for everything,

Gary C. Roberts, Ph.D.
Vice President for Academic Affairs
Illinois Valley Community College

Staff Resignation – Dr. Shane Lange, Dean of Workforce Development

Dr. Shane Lange, Dean of Workforce Development, submitted a letter of resignation effective June 30, 2024 (attached).

We thank Dr. Lange for his dedicated service and wish him well in his future endeavors.

Recommendation:

Accept with regret the resignation of Dr. Shane Lange, Dean of Workforce Development, effective June 30, 2024.

KPI 4: Support for Employees

Shane Lange

January 2, 2024

Dear Dr. Morris,

I am submitting my resignation as Dean of Workforce Development, effective on June 30, 2024.

I am grateful for the opportunity to serve as a faculty member, and then a member of the administration, for what will be a total of 12 years. Please let me know how I can help during the time of transition, as the success of the division is still very important to me.

I look forward to a continued collaborative relationship as we move forward in the coming years.

Sincerely,



Shane Lange

RECEIVING

JAN - 2 2024

HUMAN RESOURCES

Staff Appointment – Isamar Taylor, Director of Financial Aid

The search committee has selected Isamar Taylor as Director of Financial Aid to fill the vacancy created by the internal transfer of Eric Johnson. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Isamar Taylor as Director of Financial Aid at an annualized salary of \$71,500, effective January 22, 2024.

KPI 4: Support for Employees

KPI 5: District Population Served



**RECOMMENDED FOR STAFF APPOINTMENT
FISCAL YEAR 2024**

Position To Be Filled: Director of Financial Aid	Number of Applicants: 4	Number of Applicants Interviewed: 4
Applicants Interviewed By: <ul style="list-style-type: none">• Mark Grzybowski, Vice President for Student Services• Eric Johnson, Controller• Jill Wohrley, Financial Aid Reconciliation and Compliance Specialist• Alysha Anderson, Financial Aid Advisor• Kathy Ross, Vice President for Business Services and Finance		
Applicant Recommended: Isamar Taylor		
Educational Preparation: <ul style="list-style-type: none">• Northern Illinois University, Dekalb, IL - BA, Public Administration and Services• Illinois Valley Community College, Oglesby, IL - AS, Business Administration		
Experience: <ul style="list-style-type: none">• Aurora University, Aurora, IL - Financial Aid Counselor• Illinois Valley Community College, Oglesby, IL - Financial Aid and Veterans Benefit Advisor; Financial Aid Student Worker• Northern Illinois University, Dekalb, IL - Financial Aid Student Worker• The Agency Staffing / Peoplelink, Peru, IL - Account Coordinator		
This candidate is being recommended for employment for the following reasons: <ol style="list-style-type: none">1. Past experience in different roles within financial aid; familiarity with FAFSA2. Displayed a strong understanding of the demands of the position3. Experience with Colleague and audit and financial reporting.		
Recommended Salary: \$71,500 annualized	Effective Date: 01/22/2024	
Mary Beth Herron Director of Human Resources		

Board Meeting Date Change

At the December meeting, the dates and times for CY2024 were approved. After approval, it was discovered that the September meeting was incorrect. Please approve the modified list of dates, with the change for September in bold.

In accordance with the Illinois Public Community College Act and the Illinois Open Meetings Act, the Board shall provide public notice of the schedule of regular meetings at the beginning of each calendar year.

Recommendation:

Approve updated meeting dates and times, as presented.

The administration recommends Board approval of the updated dates for 2024 and will provide public notice of this schedule. All meetings will take place at the designated time in Room C-307 (the Board Room) on the campus of Illinois Valley Community College at 815 Orlando Smith Road, Oglesby, IL.

- Thursday, January 18 at 6 p.m.
- Thursday, February 8 at 5:30 p.m.
- Thursday, March 14 at 5:30 p.m.
- Thursday, April 11 at 5:30 p.m.
- Thursday, May 9 at 5:30 p.m.
- Thursday, June 6 at 5:30 p.m.
- Thursday, July 11 at 5:30 p.m.
- Thursday, August 15 at 5:30 p.m.
- Thursday, September 12 at 5:30 p.m.**
- Thursday, October 10 at 5:30 p.m.
- Thursday, November 14 at 5:30 p.m.
- Thursday, December 12 at 5:30 p.m.

KPI 5: District Population Served



230 South LaSalle Street, Suite 7-500
Chicago, IL 60604
312.263.0456 | 800.621.7440
Fax: 312.263.7462 | hlcommission.org

December 15, 2023

Dr. Tracy Morris
President
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348-9692

Dear President Morris:

Illinois Valley Community College's interim report has been reviewed. The staff analysis of the report is attached.

On behalf of the Higher Learning Commission, staff received the report on the following: An update on the results of the new pilot assessment project (4.B); and evidence of how the college establishes its goals and strategies to improve retention, persistence, and completion rates (4.C). At the time of the next reaffirmation of accreditation, 2026-2027, the college should document continued progress regarding the issues above.

As stated above, preparation for the 2026-27 reaffirmation of accreditation should include updates of the activities and initiatives focused on the assessment of student learning.

No further reports are required.

The institution's next reaffirmation of accreditation is scheduled for 2026-27.

For more information on the interim report process, contact HLC at interimreports@hlcommission.org. Your HLC staff liaison is Anthea Sweeney.

Thank you,
Higher Learning Commission

cc: Gary Roberts, Accreditation Liaison Officer
Anthea Sweeney, HLC Staff Liaison

STAFF ANALYSIS OF INSTITUTIONAL REPORT**DATE:** December 15, 2023**STAFF LIAISON:** Anthea Sweeney**REVIEWED BY:** Sherilyn W. Poole**INSTITUTION:** Illinois Valley Community College, Oglesby, IL**EXECUTIVE OFFICER:** Tracy Morris, President**PREVIOUS HLC ACTION AND SOURCES:**

A report on the following: An update on the results of the new pilot assessment project (4.B); and evidence of how the college establishes its goals and strategies to improve retention, persistence, and completion rates (4.C). At the time of the next reaffirmation of accreditation, 2026-2027, the college should document continued progress regarding the issues above.

REPORT PRESENTATION AND QUALITY: The interim report was organized into sections which described the activities and initiatives IVCC implemented to strengthen its processes for assessing student learning. The activities and initiatives which resulted in the new Pilot Assessment Project and Revised Learning Outcomes were also described. The descriptions included information about the groups and individuals who participated in the planning and implementing of the pilot assessment project. The information in the interim report was presented clearly. A lengthy Appendix included materials and documents to support the activities.

REPORT SUMMARY: The introduction of the interim report explained the process of moving to Institutional Learning Outcomes. Illinois Valley Community College (IVCC) developed eight general education goals in 2014. Assessment of these goals was conducted using rubrics on rotation through 2019. Each course master outline showed the alignment of the General Education goals with competencies. The Assessment Committee, assisted by faculty focus groups, identified three General Education Goals as priorities and faculty were asked to assess one of the three goals each term. The review of the five-year pilot use of the general education goals resulted in the decision to transition to four Institutional Learning Outcomes (ILOs). Faculty were actively involved refining the 8 goals into the ILOs. The Assessment Committee submitted the new ILOs and updated rubrics to the Teaching and Learning Committee (TLC). Approvals from the TLC and from the Strategic Leadership and Planning Council occurred in 2020.

Assessment of the ILOs began in Fall 2020 using the Educational Assessment Corporation outcomes assessment add-on in the Blackboard Learning Management System. The assessment processes and data stayed the same from Fall 2020 through Spring 2023. IVCC moved from Blackboard to Brightspace in May 2023. The move to Brightspace resulted in four Institutional Learning Goals (ILGs) and ten Institutional Learning Outcomes (ILOs) with each ILO aligned with a goal. Another revision to the process is that only one rubric is used for all goals and outcomes. The master course outline was revised by a collaboration between the Assessment and

Curriculum Committees “*to replace the outline’s General Education Goals with the ILOs.*” The Curriculum Committee is responsible for maintaining the outline updates on a three-year schedule with the goal of having all outlines updated by December 2023. The revival of the Program Assessment process began in March 2022 and started with a program coordinator training in-service activity. An initial activity was to connect program review and program assessment. The Illinois Community College Board requires a review of career and technical educational programs, academic disciplines, and student and academic support services on a five-year rotational cycle. Internal reviews for all Career and Technical Education are done annually. Program coordinators received guidance to help them “*...through creating new goals or reviewing/revising/affirming existing program goals.*” The Assessment Committee leadership changed from an administrator and a full-time faculty member to both positions being filled by full-time faculty with the Committee membership including representation of one or two full-time faculty members from each of IVCC’s four academic divisions. The Assessment Committee manages the Assessment Plan which includes the alignment between institutional goals and course competencies. Faculty document course section level assessment methods which are included in an Assessment Report. “*The report describes the assessment method, results, and plans for improvements as a result of assessment.*” In November 2022, the Assessment Committee was presented with a pilot project for Co-Curricular Learning and Assessment from the Learning Resources division “*where a number of co-curricular programs are offered each semester.*” A Co-Curricular Planning Guide and a Planning Worksheet supported the pilot project. After the pilot program plans were submitted to the Assessment Committee, the organizers “*assessed, collected feedback, and prepared reports for the May 2023 Assessment Committee meeting.*” The results of the data collected from the pilot project identified several areas needing focus:

- reimagine the Connect to Complete program
- enhancing partnerships in the One Book, One College program
- advocating for support to expand tutoring services, and
- maintaining a commitment to promoting student health and wellness through co-curricular learning.

Two findings from the Co-Curriculum pilot program included the need to refine the co-curricular guide and worksheet and all/most of the assessment of student learning in co-curricular is indirect. Using direct means of assessing student learning in co-curricular activities is a goal for the future. IVCC’s participation in the HLC Student Success Academy is identified as an opportunity to create initiatives to strengthen co-curriculum assessment of student learning.

Recognizing that full-time faculty are the majority of the participants in the assessment of student learning, the Center for Excellence in Teaching, Learning, and Assessment (CETLA) promoted outreach and engagement to faculty. One initiative developed by CETLA was an online, self-paced training course for using Brightspace to align and assess ILOs. The online course was available to all full-time, part-time, and dual credit faculty beginning in the Fall 2023 semester. A trendline included in the interim report showed an increase in faculty participation in assessment of student learning from Fall 2020 with a dip in participation in Spring 2023.

REPORT ANALYSIS: The interim report provided clear, comprehensive descriptions of the activities and initiatives IVCC developed and implemented to address the area of focus (Core Component 4.B). A timeline included in the report provided a summary of the highlights of the student assessment activities:

- *2014-2019 General Education Goal Assessment; eight goals, eight rubrics*
- *Fall 2020-Spring 2023 ILO Assessment in Blackboard; four ILOs, four rubrics*
- *Fall 2023 Institutional Learning Goals (ILGs)/ILO Assessment in Brightspace; four Institutional Learning Goals, ten Institutional Learning Outcomes, one Rubric*

Findings from the five-year Pilot Assessment Project “*indicated general education goals needed to be refined and reduced, and IVCC needed more faculty participation in assessment of student learning.*” IVCC committed to increasing “*professional development for assessment faculty champions and staff.*” In May 2019, three full-time faculty and two administrators participated in the HLC Assessment Workshop. IVCC’s intention to begin ILO assessment in Spring 2020 was interrupted by the pandemic and a cybersecurity attack. The four new Institutional Goals (ILGs) and ten Institutional Learning Outcomes (ILO) are connected in the assessment process. “*Each ILO is aligned to a goal and each outcome is supported by evidence with keywords and descriptors.*” A new rubric for all the goals and outcomes was developed. The new rubric measures the goal outcomes for students using one of two indicators “Proficient” or “Not Yet Proficient.” The change to these rubric’s measures was the result of suggestions from faculty. Also, under consideration by the faculty is to add a third measurement as a “middle” option. Another identified goal is to analyze students’ learning across their time at IVCC using the new technology available.

Assessing ILOs has been conducted every fall and spring since Fall 2020, however “*there has not been an opportunity for collaboration between program and general education faculty on analyzing results.*” Members of the Assessment Committee reach out to their colleagues “*providing information, training, and encouragement for assessment of student learning.*” Instead of reporting assessment at the faculty-specific course section level, consideration is being given to conduct assessment reports at the subject and/or course level. IVCC’s assessment results are widely communicated in faculty meetings, in-service activities, newsletters, and on the Assessment Committee website.

ANALYSIS CONCLUDING STATEMENT: The interim report from IVCC was a comprehensive, informative, and well-organized document. The report described the activities and initiatives IVCC implemented to address the area of focus identified by the team. IVCC is using the findings and results of activities to identify and address additional initiatives focused on student learning assessment. The report identified the groups and individuals who participated in and are leading IVCC’s efforts to strengthen the processes which guide the collection, analysis, and utilization of student learning assessment data. IVCC has positioned itself to continue a clear path to effective and efficient monitoring of student learning assessment.

STAFF FINDING:

Note the relevant Criterion, Core Component(s) or Assumed Practice(s) 4.B

Statements of Analysis (check one below)

- Evidence demonstrates adequate progress in the area of focus.
- Evidence demonstrates that further organizational attention is required in the area of focus.
- Evidence demonstrates that further organizational attention and HLC follow-up are required.
- Evidence is insufficient and a HLC focused visit is warranted.

STAFF ACTION: Receive the report on the following: An update on the results of the new pilot assessment project (4.B); and evidence of how the college establishes its goals and strategies to improve retention, persistence, and completion rates (4.C). At the time of the next reaffirmation of accreditation, 2026-2027, the college should document continued progress regarding the issues above.

As stated above, preparation for the 2026-27 reaffirmation of accreditation should include updates of the activities and initiatives focused on the assessment of student learning

No further reports are required.

The institution's next reaffirmation of accreditation is scheduled for 2026-27.

Illinois Valley Community College Board Policy			
Subject:	Duties of the Board Chair	Effective Date:	02/25/2010
		Last Reviewed:	02/25/2010
Number:	01.10	Last Revised:	02/25/2010

The Board Chair is the only Board member authorized to officially speak for the Board (beyond simply reporting Board decisions), other than in rare and specifically authorized instances.

The duties of the Board eChair shall be as follows:

1. Preside at all meetings of the Board or meetings held for Board purposes in an efficient and effective manner and shall set the tone for each meeting through positive leadership.
2. Call, subject to provisions of the Illinois Public Community College Act, regular or special meetings.
3. Appoint special Board committees or appoint members to ICCTA and campus committees.
4. Represent the Board at meetings and events on and off campus.
5. Initiate annual evaluations of the President, as well as Board self-evaluations.
6. Sign, when authorized by the Board, all official documents and orders as an agent of the Board.

Illinois Valley Community College Board Policy			
Subject:	Duties of the Secretary	Effective Date:	02/25/2010
		Last Reviewed:	02/25/2010
Number:	01.12	Last Revised:	02/25/2010

The duties of the Secretary shall be as follows:

1. To have the power to appoint a person to perform all duties of the secretary.
2. To attend all Board meetings and record a full and accurate account of all votes and acts of the Board.
3. To provide accurate minutes of all Board meetings to all Board members and the College President.
4. To see that all records and documents relating to Board action or responsibility are properly maintained and safely stored.

Illinois Valley Community College Board Policy

Subject: **Duties of the Treasurer**

Effective Date: **02/25/2010**

Last Reviewed: **02/25/2010**

Number: **01.13**

Last Revised: **02/25/2010**

The Treasurer shall be appointed by the Board and shall be required to execute a bond per the guidelines set forth in the Public Community College Act. The duties of the Treasurer shall be as follows:

1. Keep an accurate record of all functions and transactions appropriate for the office.
2. Furnish the Board with such reports as may be required.

Illinois Valley Community College Board Policy

Subject: Repeating a Class	Effective Date: 10/19/2010
	Last Reviewed: 10/19/2010
Number: 02.21	Last Revised: 10/19/2010

Students may repeat any course, regardless of the grade previously received (including “withdrawal”). However, credit will only be granted once, except as noted in the “Course Descriptions” section of the [College’s](#) catalog. Only the highest grade earned for any repeated course will be calculated into the grade point average. Students should be aware that, for transfer purposes, other schools may not calculate grade point average in this manner.



TO: Dr. Tracy Morris, President
Mr. Mark Grzybowski, Vice President for Student Services

FROM: Mary Beth Herron, Director of Human Resources

DATE: January 8, 2024

SUBJECT: Reclassification of Part-Time Counselor

In FY2023, the College began a review of the Paid Leave for All Workers Act (820 ILCS 192/) for implementation. At that time of the review, it became apparent that the classification of the part-time counselors had created inequity for this group in terms of leave time. This would have been exacerbated by the proposed leave time that was being implemented for the campus.

Vice President for Student Services Mark Grzybowski and President Dr. Morris met with both the full-time and part-time counselors to discuss the proposed change, which would reclassify the part-time counselors as staff, as opposed to part-time faculty. This is reflective of their scheduling and is in alignment with the change made previously for professional tutors. The full-time counselors, who are faculty, were supportive of this change. The part-time counselors were also supportive of this change.

This change is not intended to change any compensation, scheduling or the alignment of full-time faculty with the bargaining unit. It is intended to accurately provide the appropriate leave time, in accordance with the spirit of the Paid Leave for All Act.



**RECOMMENDED FOR STAFF APPOINTMENT
FISCAL YEAR 2024**

<p>Position To Be Filled: Position: Assessment Center Specialist Department/Division: Learning Resources</p>	<p>Number of Applicants: 9</p>	<p>Number of Applicants Interviewed: 3</p>
<p>Applicants Interviewed By:</p> <ul style="list-style-type: none"> • Sarah Trager, Vice President for Student Services • Laura Kilmartin, Writing Center Coordinator • Luke Olivero, ESL/GED Program Manager 		
<p>Applicant Recommended: Beth Hammock</p>		
<p>Educational Preparation:</p> <ul style="list-style-type: none"> • Illinois State University, Normal, IL – BS, Education • Illinois Valley Community College, Oglesby, IL – AA; AS 		
<p>Experience:</p> <ul style="list-style-type: none"> • L.W. Schneider, Princeton, IL– Level 2 CNC Machine Operator • Western CUSD#12, Barry, IL – Fifth Grade Teacher • Bureau Valley CUSD#340, Manlius, IL – Pre-K Aide and Parent Coordinator 		
<p>This candidate is being recommended for employment for the following reasons:</p> <ol style="list-style-type: none"> 1. Experience and attention to detail. 2. Strong organizational skills. 3. Displayed understanding of the needs and services being offered in the Assessment Center. 4. Provided thoughtful examples of her experiences with policies and procedures. 		
<p>Recommended Salary: \$22.41/hour</p>	<p>Effective Date: 01/08/2024</p>	
<p align="center">Mary Beth Herron Director of Human Resources</p>		



**RECOMMENDED FOR STAFF APPOINTMENT
FISCAL YEAR 2024**

<p>Position To Be Filled: Position: Financial Aid Advisor Department/Division: Financial Aid</p>	<p>Number of Applicants: 4</p>	<p>Number of Applicants Interviewed: 3 (4 invited, one did not show)</p>
<p>Applicants Interviewed By:</p> <ul style="list-style-type: none"> • Mark Grzybowski, Vice President for Student Services • Eric Johnson, Controller • Jill Wohrley, Financial Aid Reconciliation and Compliance Specialist • Sarah Goetz, Records and International Student Specialist 		
<p>Applicant Recommended: Louis Lukacsy</p>		
<p>Educational Preparation:</p> <ul style="list-style-type: none"> • University of South Florida, Saint Petersburg, FL – BS, Early Childhood Education • Saint Petersburg College, Saint Petersburg, FL – AA 		
<p>Experience:</p> <ul style="list-style-type: none"> • Clover Imaging Group, Ottawa, IL – Key Account Manager • Country Financial, La Salle, IL – Licensed Insurance Agent • Clover Technologies, Ottawa, IL – Key Account Manager / Pricing Coordinator • Raymond James and Associates, Saint Petersburg, FL – Training Operations Support / Portfolio Reviewer 		
<p>This candidate is being recommended for employment for the following reasons:</p> <ol style="list-style-type: none"> 1. Strong customer service background; displayed outgoing personality; approachable. 2. Experience with a number of proprietary software systems. 3. Displayed a strong understanding of the demands of the position and shared how his skills and experiences with Raymond James would translate seamlessly to Financial Aid. 		
<p>Recommended Salary: \$21.50/hour</p>	<p>Effective Date: 01/02/2024</p>	
<p align="center">Mary Beth Herron Director of Human Resources</p>		



RECOMMENDED FOR STAFF APPOINTMENT

FISCAL YEAR 2024

Position To Be Filled: Position: Financial Aid and Veterans Benefits Advisor Department/Division: Financial Aid		Number of Applicants: 5	Number of Applicants Interviewed: 3
Applicants Interviewed By: <ul style="list-style-type: none"> • Mark Grzybowski, Vice President for Student Services • Eric Johnson, Controller • Jill Wohrley, Financial Aid Reconciliation and Compliance Specialist • Sarah Goetz, Records and International Student Specialist 			
Applicant Recommended: Christopher Teason			
Educational Preparation: <ul style="list-style-type: none"> • United States Airforce, Aerospace Maintenance • Henry-Senachwine High School, Henry, IL – Diploma 			
Experience: <ul style="list-style-type: none"> • Nielsen TV Ratings, New York, NY – Membership Representative • United States Air Force, Fairchild AFB, WA – Group Training Manager • Walmart Distribution Center, Spring Valley, IL – Warehouse Loader / Yard Driver 			
This candidate is being recommended for employment for the following reasons: <ol style="list-style-type: none"> 1. Displayed a strong understanding of the demands of the position. 2. Strong desire to assist military veterans and directly referenced the GI Bill and Illinois Veterans Grant. 3. Experience with a number of proprietary software systems. 4. Polite; approachable; strong customer service experience. 			
Recommended Salary: \$22.27/hour		Effective Date: 01/02/2024	
Mary Beth Herron Director of Human Resources			



**ILLINOIS
VALLEY
COMMUNITY
COLLEGE**

MEMORANDUM

TO: Dr. Tracy Morris
FROM: Kathy Ross *KR*
DATE: January 5, 2024
SUBJECT: IRS 2024 Mileage Rate

The Business Office has received notice that effective January 1, 2024, the IRS Standard Mileage Rate has been increased by 1.5 cents to \$0.67 cents per mile. Board Procedure 03.04.00 will be updated accordingly.



Memorandum

To: Dr. Tracy Morris, President

From: Mark Grzybowski, Vice President for Student Services *MG*

Date: January 8, 2024

Subject: Fall 2023 Athletic Department GPA

Upon final grade submission and eligibility calculations performed by Athletic Director Cory Tomasson, I am pleased to share that our student athletes achieved a collective 3.10 GPA for the 2023 Fall term.

I am extremely proud of our students, coaches, the athletic department, faculty, and student support network for working collaboratively to assure that our student athletes excel academically.

Michelle-

A HUGE thank you
from Lostant School. Your
generous donation of desks
and chairs. Our students and
staff are so appreciative of
the "upgrade." Happy Holidays
and many thanks from all
of us at Lost School!

Thank-you for Joan Moyles
Celebration of Life services
The plant will be taken
care of. ♡

Kathy Woff, Connie Loden, Tai Linnak,
John Moyle, Gary Moyle.



Thank you

WE DEEPLY APPRECIATE
YOUR EXPRESSION OF SYMPATHY.
WE ARE GRATEFUL FOR FRIENDS LIKE YOU
AT THIS TIME OF SORROW.

FROM THE FAMILY OF
Mary Ann Loebach

Thank you so much
for the plant in Ed's honour.
Your thoughtfulness &
generosity are much
appreciated by the entire
family.

*Your sympathy and
thoughtfulness
will always be gratefully
remembered
and deeply appreciated*

*The family of
Ed Herrmann*

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community.
3. Serve as responsible stewards of college, community, state, and donor resources.