

**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, February 15, 2011
Board Room
6:30 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

IVCC teaches those who seek and is enriched by those who learn.

BOARD AGENDA ITEMS

January

Strategic Plan Update
Student Demographic Profile

February

Authorize Budget Preparation
Tenure Recommendations
Non-tenured Faculty Contracts
Reduction in Force
Tuition and Fee Review
Five-year Financial Forecast

March

President's Evaluation

April

IT Strategic Plan
Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
Bid Approval for Spring and Summer/Fall
Schedules
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses

July

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

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance (every 3 years)
Program Review Report

September

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

October

Authorize Preparation of Levy
Audit Report
Key Performance Indicators
ICCTA Award Nominations

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, February 15, 2011 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Campus Update – Budget to Projected Comparison (Cheryl Roelfsema and Patrick Berry)
7. 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.
 - 7.1 Approval of Minutes – January 18, 2011 Board Meeting and February 3, 2011 Audit/Finance Committee Meeting (Pages 1-8)
 - 7.2 Approval of Bills - \$1,669,367.29
 - 7.2.1 Education Fund - \$1,128,702.18
 - 7.2.2 Operations & Maintenance Fund - \$99,019.49
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$146,410.61
 - 7.2.4 Auxiliary Fund - \$213,838.99
 - 7.2.5 Restricted Fund - \$75,203.28
 - 7.2.6 Liability, Protection & Settlement Fund - \$6,192.74
 - 7.3 Treasurer's Report (Pages 9-26)
 - 7.3.1 Financial Highlights (Pages 10-11)
 - 7.3.2 Balance Sheet (Pages 12-13)
 - 7.3.3 Summary of FY11 Budget by Fund (Page 14)
 - 7.3.4 Budget to Actual Comparison (Pages 15-22)
 - 7.3.5 Budget to Actual by Budget Officers (Page 23)
 - 7.3.6 Statement of Cash Flows (Page 24)
 - 7.3.7 Investment Status Report (Page 25)
 - 7.3.8 Check Register - \$5,000 or more (Page 26)

- 7.4 Personnel - Stipends for Pay Periods Ending January 15, 2011 and January 29, 2011 (Pages 27-36)
8. President's Report
9. Committee Reports
10. FY12 Budget (Pages 37-40)
 - 10.1 Resolution to Designate a Fiscal Year (Page 38)
 - 10.2 Resolution to Designate a Person to Prepare a Tentative Budget (Page 39)
 - 10.3 Budget Calendar (Page 40)
11. Tuition Rate Adjustment (Page 41-42)
12. Course Fees/Adjustments (Pages 43-52)
13. Tenure Recommendations (Pages 53-61)
 - 13.1 Richard J. Serafini (Pages 53-55)
 - 13.2 Jeffrey A. Spanbauer (Pages 56-58)
 - 13.3 Promise K. Yong (Pages 59-61)
14. Faculty Contract - Sheridan Correctional Center (Page 62)
15. Reduction in Force – Sheridan Correctional Center (Page 63)
16. Reduction in Force – Joint Apprenticeship and Training committee (JATC Local Union 176 (Page 64)
17. Staff Appointment – Mark J. Grzybowski, Director of Admission and Records (Pages 65-66)
18. Faculty Resignation – Scot L. Allen, EMS Instructor and Program Coordinator (Pages 67-68)
19. Resolution for Membership in the Illinois Valley Crime Prevention Commission (Pages 69-71)
20. Transfer of Funds – Capital Development Board Trust Account (Pages 72-74)
21. Information Items (Pages 75-95)
 - 21.1 Renewal of Non-tenured Faculty for 2011/2012 (Page 75)
 - 21.2 Part-time Faculty Resignation – John Petrakis (Page 76)
 - 21.3 Illinois Community College Board – Approval of Paramedic Certificate (Page 77)
 - 21.4 Matthew Johll Sabbatical Report (Pages 78-92)
 - 21.5 Building Trades Expo – Friday, March 18, 2011 (Pages 93-94)
 - 21.6 Staff Retirement – Kenneth Sangston, Director of Safety Services (Page 95)
22. Trustee Comment

23. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiating matters between the public body and its employees or their representatives; 3) imminent litigation; and 4) closed session minutes
24. Other
25. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

January 18, 2011

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, January 18, 2011 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Thomas C. Setchell, Vice Chair
Michael C. Driscoll
Leslie-Anne Englehaupt
Larry D. Huffman
David O. Mallery, Secretary
Melissa M. Olivero

Members Absent: David S. Zallis, Student Trustee

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Rick Pearce, Vice President for Learning and Student Development
Lori Scroggs, Vice President for Planning and Institutional Effectiveness
Walt Zukowski, Attorney

APPROVAL OF AGENDA

It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the agenda as presented. Motion passed by voice vote.

MOMENT OF SILENCE

Mr. Thompson led a moment of silence for Isabel Corcoran, mother of Dr. Jerry Corcoran, who passed away on January 5, 2011.

PUBLIC COMMENT

None.

CONSENT AGENDA

It was moved by Mr. Setchell and seconded by Mr. Mallery to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – November 16, 2010 Closed Session Minutes Committee Meeting and December 20, 2010 Board Meeting

Approval of the Bills - \$1,633,082.94

Education Fund - \$762,367.77; Operations and Maintenance Fund - \$154,322.63; Operations and Maintenance (Restricted Fund) - \$24,050.40; Auxiliary Fund - \$581,477.06; Restricted Fund - \$99,640.60; and Liability, Protection and Settlement Fund - \$11,224.48.

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending December 18, 2010 and January 1, 2011.

Articulation/Dual Credit Agreement

Approved, effective immediately, the new articulation agreement between Illinois Valley Community College and the Starved Rock Associates for Vocational and Technical Education for dual credit in Graphic Design Technology.

PRESIDENT'S REPORT

Cheryl Roelfsema, Gary Johnson, and Dominick Demonica have submitted a grant application to the Illinois Clean Energy Community Foundation for \$90,000 to help offset some of the costs associated with the closed-loop geothermal system to be installed in the Community Technology Center, and are optimistic about the likelihood of the proposal being viewed favorably. Dr. Corcoran thanked Cheryl, Gary, and Dominick for their hard work on IVCC's behalf, and thanked the IVCC Board of Trustees for allowing the College to incorporate a number of energy-efficient features into the new building, which sends a clear message across the District about the College's commitment to sustainability. Dr. Corcoran was happy to report the College has been advised by the Capital Development Board that the Community Technology Center project was included on the list approved by the legislature last week for construction bonds. Thus, everything is still on schedule. Cheryl Roelfsema also reported that the College has received a \$6,000 grant from the Department of Commerce and Economic Opportunity (DCEO) for the lighting upgrades recently made to the gymnasium. Paul Basalay and his staff took the lead on this project along with Gary Johnson and their hard work paid off. At last month's meeting, instead of voting on a contract with Demonica Kemper Architects for updating the master plan, the Board tabled the proposal with the hope being the administration could scale back the role of the architects and still meet the minimum requirements by ICCB. After several discussions with Dominick Demonica, the contract now stands at approximately \$9,800; thus, Mr. Demonica has been directed to begin his work, and the administration will begin arranging meetings with stakeholders in the near future. Each Board member received a memo prepared by Reed Wilson with an update on the LaSalle County Broadband Initiative-implementation schedule. Dr. Corcoran noted the work that is underway by Northern Illinois University, on the College's behalf, attempting to bring high schools in the College's district but outside of La Salle County, into the network so two goals that were set for the administration this fiscal year can be achieved: (1) strive for improved transitions for high school students to college; and (2) stretch the presence of the College by developing partnerships with all educational entities.

Dr. Corcoran congratulated Heidi Molthen and the entire IVCC-Ace Learning Ladder staff on having their accreditation renewed. This accreditation is valid until February 2016 and means that the Learning Ladder has met all of the accrediting body's Early Childhood Program

Standards. Marianne Dzik also reported that the Illinois Network of Child Care Resources and Referral Agencies (INCCRRA) has approved IVCC's Early Childhood Education Program as a Gateway to Opportunity-Entitled Institution for the Infant Toddler Credential Level 4. This credential allows IVCC students to qualify for the Infant Toddler Credential as they successfully complete the Early Childhood Education Program. The credential is valid through December 2015. Dr. Corcoran commended Jeanne Hayden and Bob Hunter for their work on posting the revised Board Policy and Procedures Manual on the Board of Trustees website. Soon the administration will be asking for the Board's Planning Committee to meet and review a draft of Section 4 of the revised manual along with a number of reports from the Integrated Postsecondary Education Data System, National Community College Benchmarking Project, Noel Levitz Student Satisfaction Inventory, and our own Student Transfer Patterns report prepared by our Institutional Research office using the Student Tracker tool from the National Student Clearinghouse. Also, in an effort to reduce costs associated with copying Board agendas and packets, all of the information for tonight's meeting was posted on the intranet for employees and the administration would like to post it on the Internet beginning next month. It is important that everyone understands that the agenda and minutes have not yet been approved. If no one sees a problem with that plan, the administration will implement it next month. Dr. Corcoran noted that a former administrator asked a few months ago about the Board's interest in adopting a policy that would award emeritus status and when he brought that request forward, he stated that the administration would like some time to look into how other community colleges address this matter before making a recommendation. The administration's recommendation is not to pursue awarding emeritus to anyone at this time. The Foundation is already doing a fine job of recognizing outstanding retirees for their service as well as those who have stayed connected to the College to help carry out the College's mission. Unless Dr. Corcoran is directed otherwise, he will get back to the individual that requested this appointment with a letter informing him of the decision. Dr. Corcoran thanked the members of the Board of Trustees and Foundation Board of Directors who were able to attend the holiday luncheon on December 21. IVCC's food service provider, Country Catering, did an excellent job of preparing the meal, and with Norm Engstrom leading everyone in the singing of Christmas carols, a good time was had by all. The Institutional Research office is reporting that credit enrollments for the fall semester ended approximately 2 percent higher on headcount and 3 percent higher on credit hours. Early numbers for the spring semester indicate a slight decline from one year ago, however, this may be a timing issue and Bob Mattson expects credit hours to end up being flat when compared to spring 2010. Enrollments at the Ottawa Center are outstanding; the total unduplicated headcount should exceed 500.

COMMITTEE REPORTS

None.

COMMUNITY INSTRUCTIONAL CENTER PROJECT PHASE 2 CONSTRUCTION DOCUMENTS

It was moved by Mr. Setchell and seconded by Dr. Huffman to authorize Basalay, Cary & Alstadt to proceed with the Community Instructional Center Phase 2 Construction Documents to 50 percent completion at an estimated cost of \$210,000. Mr. Mallery questioned approval of 75 percent of the costs for 50 percent of the work. Cheryl Roelfsema noted that Mr. Basalay will incur 75 percent of the costs but will be paid 50 percent from the Capital Development Board. It

was suggested to only authorize the completion of 50 percent of the documents. The motion was changed to authorize Basalay, Cary & Alstadt to proceed with the Community Instructional Center Phase 2 Construction Documents to 50 percent completion. Motion passed by voice vote.

TRANSFER OF FUNDS

It was moved by Ms. Olivero and seconded by Dr. Driscoll to transfer \$15,000 within Fund 06 (Restricted Purposes Fund) from the ICCB Workforce Development Grant to the Small Business Development Center. In past years, \$25,000 has been transferred. The grant period changed from July 1 fiscal year to January 1 calendar year. The SBDC has incurred \$15,000 in expenditures from July 1 to December 31. If the grant is approved for calendar year 2011, an additional transfer of \$10,000 will be made. Motion passed by voice vote.

INTERIM DIRECTOR OF PURCHASING APPOINTMENT – LAURIE PITTMAN

It was moved by Dr. Huffman and seconded by Mr. Mallery to appoint Laurie Pittman as the Interim Director of Purchasing at an annualized salary of \$33,550 effective from January 5, 2011 until the Director of Purchasing position can be filled. All other benefits would remain the same. Motion passed by voice vote.

FACULTY RETIREMENT – JANICE W. SHARP, CWT/BRIDGE INSTRUCTOR-SHERIDAN

It was moved by Ms. Olivero and seconded by Ms. Englehaupt to accept with regret Janice W. Sharp's request for retirement effective April 30, 2011 and wish her a long, happy, and healthy retirement. Motion passed by voice vote.

IBEW AGREEMENT

It was moved by Ms. Englehaupt and seconded by Dr. Driscoll to approve, effective immediately, the new Contractual Agreement between the Joint Apprenticeship Training Committee (JATC) Local 176, as presented. Motion passed by voice vote.

ITEMS FOR INFORMATION

A revised sabbatical leave application process has been added to the faculty handbook. Faculty and administrators on the Educational Excellence Committee (EEC) used the interest-based bargaining model to develop a new application process. The faculty union has been involved and approves of the new process.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Ms. Englehaupt and seconded by Dr. Huffman to convene a closed session to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) imminent litigation; and 3) closed session minutes. Roll Call Vote: "Ayes" – Mr. Setchell, Dr. Driscoll, Dr. Huffman, Ms. Olivero, Ms. Englehaupt, Mr. Mallery, and Mr. Thompson. "Nays" – None, motion carried.

The Board recessed at 7:02 p.m. The Board entered closed session at 7:15 p.m. On a motion by Dr. Huffman and seconded by Dr. Driscoll, the regular meeting resumed at 8:35 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Ms. Olivero and seconded by Dr. Huffman to approve and retain the minutes of the Closed Session meeting on December 20, 2010, as amended. Motion passed by voice vote.

It was moved by Ms. Olivero and seconded by Dr. Driscoll to approve and retain the minutes of the Closed Session meeting of the Closed Session Committee on November 15, 2010. Motion passed by voice vote.

OTHER

It was moved by Ms. Englehaupt and seconded by Dr. Driscoll to accept the position of the American Federal of Teachers Local 1810 as expressed in their letter of December 17, 2010 and attached grievance language. Motion passed by voice vote.

Mr. Mallery noted that he was asked how he voted on a certain item at last month's meeting. It is hard to ascertain how a board member votes when the voice vote system is used. Mr. Mallery suggested taking a roll call vote on important items as the tax levy, budgets, etc. Mr. Thompson reassured him that a board member can request a roll call vote on any item at any time. Dr. Driscoll suggested the Board have a general philosophy of when a roll call vote should be taken or maybe a policy. Mr. Thompson felt it is the nature of the Board. If it is all "ayes" and no "nays," he did not see the point of taking roll call each time. Dr. Huffman attended a legal seminar and an attorney had noted that when a board member abstains, it counts as an "aye" vote and when a board member does not vote, it counts as an "aye" vote. If a board member wants to vote against the majority, he/she should say it and ask for it to be recorded.

ADJOURNMENT

It was moved by Dr. Driscoll, seconded by Ms. Englehaupt, and carried unanimously to adjourn the meeting at 8:44 p.m. Motion passed by voice vote.

Dennis N. Thompson, Chair

David O. Mallery, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
February 3, 2011

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5 p.m. on Thursday, February 3, 2011 in the Board Room (C307) at Illinois Valley Community College.

| | |
|-----------------------------------|--|
| Committee Members | Michael C. Driscoll |
| Physically Present: | Melissa M. Olivero |
| Committee Members Absent: | Thomas C. Setchell, Chair |
| Other Board Members | Dennis N. Thompson |
| Physically Present: | Larry D. Huffman |
| Others Physically Present: | Jerry Corcoran, President Cheryl Roelfsema, Vice President for Business Services and Finance Rick Pearce, Vice President for Learning and Student Development Lori Scroggs, Vice President for Planning and Institutional Effectiveness Patrick Berry, Controller |

The meeting was called to order at 5 p.m. by Mr. Thompson.

FINANCIAL FORECAST FOR FY 2012-2016

Cheryl Roelfsema and Patrick Berry prepared the five-year financial forecast using conservative estimates for tax and tuition revenues. They continue to be optimistic in regards to state funding and project state revenues to be flat for the next five years. Even in tough times, IVCC continues to maintain a healthy financial position. The forecast assumes a balanced budget for the Operating Fund which includes the Education and Operations and Maintenance Funds. The current fund balances in the Operating Fund exceeds the target of 25 percent. At the end of the forecast the fund balances still exceed the 25 percent target. Fund balance is a term used to describe net assets and serves as a measure of the financial resources available to the College. The Government Finance Officers Association recommends a minimum fund balance for operating funds to be no less than two months of regular operating expenditures. At 25 percent, IVCC is well over this minimum. The fund balances are projected to decrease in the Operations & Maintenance Restricted Fund due to the construction of the Community Technology Center and in the Liability, Protection, and Settlement Fund due to a decrease in the tax levy. Both reductions are part of the College's plan. The forecast also includes a bond issue for the Community Technology Center which could be issued in the future. This will have no effect on the current tax rate or the fund balances. Mr. Pat Berry reviewed the five-year financial forecast covering fiscal years 2012 through 2016. The following factors, assumptions, and findings were included in the forecast:

- 2010 EAV projected to increase by 4.9 percent and then remain flat
- Exelon's EAV constant at \$525,000,000 for all five years.
- Tax levy constant for all funds except the Bond and Interest levy and the Liability, Protection and Settlement levy.
- Bond and Interest levy will continue for tax year 2010 at \$1,265,000 and then change to \$1,250,000 for the new Community Technology Center bond payments.
- Credit hours were projected to decrease at a rate of one percent.
- Tuition will increase by \$7.77 in FY2012 in order to qualify for an equalization grant and additional tax levy. Tuition will then increase by \$8.00 in FY2013, \$9.50 in FY2014, and \$8.50 in FY2015 and FY2016. These increases may be necessary to balance the operating funds.
- State funding is forecasted to remain flat for all five years.
- Salaries to increase 3.5 percent for all five years – two new positions being added in FY2014.
- Benefits to increase 7.5 percent for all five years.
- Total salaries and benefits in FY2016 are approximately 23 percent higher than the FY2011 budget.
- Capital equipment approximately \$400,000 per year between Fund 01 and Fund 02 in order to satisfy capital investment requirements for TIF agreements.
- Utilities increased by \$125,000 annually for the Community Technology Center beginning in FY2013.
- Payments for the CTC were planned as \$1,000,000 in FY2011 and FY2012 with the final payment of \$3,000,000 in FY2013.
- A \$200,000 contingency is included for the Operations and Maintenance Fund each year for all five years.
- Remaining expenditures are adjusted each year in order to balance the budget. Compared to the FY2011 budget, the overall five-year average for contractual services increased 0.7 percent, materials and supplies decreased 1.0 percent, and travel and conferences decreased 8.7 percent.
- The historical \$400,000 transfer from the operating funds to the Operation and Maintenance Restricted Fund is not included for any of the five years projected.
- Interest from the Working Cash Fund is transferred to the operating funds each year.

The question was asked how the increase of \$125,000 in utilities was determined. This is a very rough estimate and is based on the current square footage. Energy savings could reduce this amount. It was also asked if there are any concerns regarding the assumptions made. State funding is a concern, but the administration is hopeful that the increase in state income tax will provide for level state funding. Mr. Thompson noted that IVCC has the lowest tuition and universal fee rate of all community colleges in the State and the increases have been tied to qualifying for equalization. Another question was asked about the rationale for leaving the EAV flat. The College received an increase in EAV this year from the new wind farms. It is not anticipated that there will be much development outside of the TIF districts or much increase in residential property. Farm land is anticipated to continue to increase, but this is a small part of IVCC's tax base. There has been an increase in property tax objections, but a lot of commercial property is in TIF districts and does not affect the College. Grand Bear will not have a big impact on IVCC. There was a question on the bullet point of remaining expenditures adjusted each year in order to balance the budget. It was explained that this was the average the

expenditures increased or decreased each year. It was then asked how travel and conferences could decrease by 8.7 percent. This is not what the administration would like, but this would be the least harmful to the overall operation of the College if cuts were needed.

TUITION RATE ADJUSTMENT

The administration recommended increasing tuition from \$68.36 to \$76.13 per credit hour. The College had received a letter from the Illinois Community College Board stating that IVCC must set its tuition and universal fee rate at 85 percent of the statewide average in order to qualify for equalization. Qualifying for equalization means approximately \$2,600,000 to IVCC. Other concerns for raising tuition included the anticipation of State funding being reduced by at least two percent for fiscal year 2012 and grant payments are not being made in a timely fashion, which may create a cash flow problem. By raising the standard tuition rate to \$76.13, high school students in the E²C program in fiscal year 2012 would pay \$38.07 per credit hour. The Audit/Finance Committee was in support of the increase.

COURSE FEES/ADJUSTMENTS

Course fee guidelines were established in October 2005 based on the supplies used and course-specific software and licenses needed. Courses taught in a dedicated instructional computer lab have a technical support fee included in the final course fee. The ITS Department recalculated this fee and determined that it should decrease by \$2 per credit hour. This change was factored into the fees presented. All significant changes (more than a \$5 increase) had a brief rationale listed after the proposed new fee. Based on these guidelines, the administration recommended adjusting course fees for 252 courses. This included adding course fees for 12 new courses and 12 existing courses, increased fees for 199 courses, and reduced fees for 29 courses. Dr. Driscoll wanted to discuss the quality process of identifying the method of calculating the course fees. Dr. Pearce noted that during the most recent review of fees, it became evident that fees related to some courses were out of line with the actual cost of supplies and had not be adjusted in some time. As a safeguard in the future, Dr. Pearce is asking the Institutional Research department to run a report as part of the Program Review that will compare revenue from fees to expenditures on instructional supplies. When a disparity is found, this will automatically trigger a review of that course's fee structure. Dr. Driscoll liked the idea of the formula because it gives the students an accurate account of the cost. Dr. Driscoll asked for a copy of the course fee guidelines for the February board meeting. The Audit/Finance Committee was in support of the course fee adjustments.

ADJOURNMENT

The meeting adjourned at 5:24 p.m.

Thomas C. Setchell
Audit/Finance Committee Chair

Dennis N. Thompson, Board Chair

David O. Mallery, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JANUARY 2011

Cheryl Roelfsema, CPA
Vice President for Business Services and Finance/Treasurer

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – January 2011

Revenues

- As of February 4, the headcount for spring semester 2011, excluding Sheridan Correctional Center, decreased to 4,421, which is 76 students less than at that same point in time last year. Credit hours for spring 2011 decreased by 570, or 1.41 percent, for a total of 39,399.
- The EAV of the Exelon Generating Plant was set by the LaSalle County Assessor at the same value as 2009, approximately \$525,000,000. Exelon appealed to the LaSalle County Board of Review and the Board of Review will announce their decision on February 15. Whitt Law is representing the taxing bodies at this hearing.
- So far we have only received two monthly payments (July and August 2010) from the State of Illinois for our operating grant monies. We did receive the \$123,540 Student Success Grant Payment in mid-December. A bill was introduced in the senate in January to provide funding for the State's backlog of payments which is estimated at \$13 billion.

Expenditures

Some of the more significant variances in expenditures for the seven-month period ending January 31, 2011 include the following:

- Fund 01 – Education – Instruction – Fixed Charges – includes \$66,000 for the Ottawa Center rent for January – July 2011 and \$54,220 for equipment rental for the truck driver training program.
- Fund 01 – Education – Academic Support – Contractual Services – includes annual software support licenses including Blackboard;
- Fund 01 - Education – Public Service/Continuing Education – Contractual Services – includes services for the Elderhostel program and continuing education bus trips which will be offset by revenues;
- Fund 01 – Education – Institutional Support – Contractual Services – includes annual payment for administrative software support – Datatel \$174,940, iStrategy \$15,000, IBM support \$15,850, other desktop software;
- Fund 01 – Education – Scholarships, Grants and Waivers – includes tuition waivers for summer and fall semesters;

- Fund 02 – Operations and Maintenance – Plant Maintenance – Fixed Charges – includes insurance premium for property casualty insurance. This line item was included in tort liability for the FY2011 budget, however, it is an operations and maintenance expenditure;
- Fund 02 – Operations and Maintenance – Plant Maintenance – Capital Outlay – includes John Deere tractor (\$30,850), water line replacement (\$68,300), and repaving (\$24,180);
- Fund 05 – Auxiliary Enterprises Fund – Materials and Supplies – includes bookstore purchases for fall and spring semesters;
- Fund 06 – Restricted Purposes Fund – Public Service - Conferences and Meetings – includes \$74,500 paid for Dislocated Workers Center participants for mileage;
- Fund 06 – Restricted Purposes Fund – Institutional Support – Federal Work Study – includes federal funds for student workers for summer and fall semesters;
- Fund 12 – Liability, Protection, & Settlement Fund – Fixed Charges – includes general liability and workers’ compensation insurance premiums for September 1, 2010 through September 1, 2011;
- Fund 03 – Operations and Maintenance Fund (Restricted) – Capital Outlay:

Projects in progress:

- Security Office Relocation/Fire Alarm Upgrade – construction of the security office has begun in room C103; alarm systems are being relocated. The contractors have identified a change order for the truck driver training center fire alarm. The bid specifications were written as if the truck driver training center had a stand-alone digital system, but when the truck driver training center was constructed it was decided to stay with analog to avoid the extra cost at that time. The additional cost to the Security Office Relocation/Fire Alarm Upgrade is estimated at \$8,865. The project will still be under budget.
- Chemistry Lab renovation – the pre-bid meeting was held February 10, 2011.
- Other Projects:
 - The Community Instructional Center Project continues to move forward. The 100 percent construction documents review meeting with the CDB was held February 4. There were only minor changes. At this time it is estimated that bid documents will be released March 10 with a pre-bid meeting on March 17 in the cultural centre. Of course, these dates are dependent on the release of state funds which will be more certain after the Governor’s budget address on February 16, 2011.

**Illinois Valley Community College District #513
 Combined Balance Sheet
 All Fund Types and Account Groups
 January 31, 2011**

| | Governmental Fund Types | | | Proprietary Fund Types | Fiduciary Fund Types | Account Groups | | Total (Memorandum Only) |
|--|-------------------------|----------------------|---------------------|---------------------------|------------------------------|----------------------------|------------------------------|-------------------------------|
| | General | Special Revenue | Debt Service | Enterprise | Trust and Agency Funds | General Fixed Assets | General Long-Term Debt | |
| Assets and Other Debits | | | | | | | | |
| Cash and cash equivalents | \$ 876,275 | \$ 727,435 | \$ 326,200 | \$ 226,977 | \$ 572,917 | \$ - | \$ - | \$ 2,729,804 |
| Investments | 6,297,946 | 13,979,621 | 1,736,384 | 2,006,424 | - | | | 24,020,375 |
| Receivables | | | | | | | | |
| Property taxes | 7,835,167 | 1,734,922 | 1,233,154 | | | | | 10,803,243 |
| Governmental claims | (28,353) | 3,261 | | | 722,214 | | | 697,122 |
| Tuition and fees | 2,081,019 | - | | 3,864 | | | | 2,084,883 |
| Due from other funds | 739,379 | 54,437 | - | 162,045 | - | - | - | 955,861 |
| Bookstore inventories | | | | 611,334 | | | | 611,334 |
| Other assets | 48,068 | (2,719) | (1,549) | 7,520 | - | - | | 51,320 |
| Fixed assets - net where applicable | | | | 35,750 | | 61,022,305 | | 61,058,055 |
| Other debits | | | | | | | | |
| Amount available in Debt Service Fund | | | | | | | 3,294,189 | 3,294,189 |
| Amount to be provided to retire debt | | | | | | | (944,226) | (944,226) |
| Total Assets and Other Debits | \$ 17,849,501 | \$ 16,496,957 | \$ 3,294,189 | \$ 3,053,914 | \$ 1,295,131 | \$ 61,022,305 | \$ 2,349,963 | \$ 105,361,960 |

**Illinois Valley Community College District #513
Combined Balance Sheet
All Fund Types and Account Groups
January 31, 2011**

| | Governmental Fund Types | | | Proprietary Fund Types | Fiduciary Fund Types | Account Groups | | Total (Memorandum Only) |
|--|-------------------------|---------------------|---------------------|---------------------------|------------------------------|----------------------------|------------------------------|-------------------------------|
| | General | Special Revenue | Debt Service | Enterprise | Trust and Agency Funds | General Fixed Assets | General Long-Term Debt | |
| Liabilities | | | | | | | | |
| Accounts payable | \$ 14,330 | \$ 3,780 | \$ - | \$ 13,092 | \$ 6,200 | \$ - | \$ - | \$ 37,402 |
| Accrued Salaries & Benefits | 1,340,331 | 34,148 | - | 15,118 | - | - | - | 1,389,597 |
| Post Retirement Benefits & Other | 131,142 | 1,140 | - | - | 30 | - | - | 132,312 |
| Unclaimed Property | 2,054 | 401 | - | - | 41 | - | - | 2,496 |
| Due to other funds | - | 82,217 | - | - | 873,644 | - | - | 955,861 |
| Due to student groups/deposits | 8,152 | - | - | - | 415,216 | - | - | 423,368 |
| Deferred revenue | | | | | | | | - |
| Property taxes | 4,019,094 | 889,910 | 632,532 | - | - | - | - | 5,541,536 |
| Tuition and fees | - | - | - | - | - | - | - | - |
| Grants | - | - | - | - | - | - | - | - |
| Bonds payable | - | - | - | - | - | - | 2,349,963 | 2,349,963 |
| Total liabilities | 5,515,103 | 1,011,596 | 632,532 | 28,210 | 1,295,131 | - | 2,349,963 | 10,832,535 |
| Equity and Other Credits | | | | | | | | |
| Investment in general fixed assets | | | | | | 61,022,305 | | 61,022,305 |
| Contributed capital | | | | | | | | - |
| Retained earnings | | | | 3,025,704 | | | | 3,025,704 |
| Fund balance | | | | | | | | - |
| Reserved for grant purposes | | (425,165) | | | | | | (425,165) |
| Reserved for building purposes | | 5,406,879 | | | | | | 5,406,879 |
| Reserved for debt service | | | 2,661,657 | | | | | 2,661,657 |
| Reserved for Liab.,Prot.,Settl. | | 5,829,657 | | | | | | 5,829,657 |
| Unreserved | 12,334,398 | 4,673,990 | | | | | | 17,008,388 |
| Total equity and other credits | 12,334,398 | 15,485,361 | 2,661,657 | 3,025,704 | - | 61,022,305 | - | 94,529,425 |
| Total Liabilities, Equity and Other Credits | \$17,849,501 | \$16,496,957 | \$ 3,294,189 | \$ 3,053,914 | \$ 1,295,131 | \$61,022,305 | \$ 2,349,963 | \$ 105,361,960 |

*Student accounts receivable are adjusted on a monthly basis. However, Taxes receivable and Inventories are only adjusted at fiscal year end.

**Illinois Valley Community College District #513
Summary of Fiscal Year 2011 Revenues & Expenditures by Fund
Seven Months Ended January 31, 2011**

| | Education Fund | Operations & Maintenance Fund | Operations & Maintenance Fund (Restricted) | Bond & Interest Fund | Working Cash Fund | Auxiliary Enterprises Fund | Restricted Purposes Fund | Liability Protection & Settlement Fund | Audit Fund | Total (Memorandum Only) |
|--|---------------------|--|--|----------------------------|-------------------------|----------------------------------|--------------------------------|---|------------------|-------------------------------|
| Actual Revenues | \$ 14,659,250 | \$ 2,465,372 | \$ 1,549,797 | \$ 1,222,763 | \$ 19,636 | \$ 2,093,254 | \$ 4,555,010 | \$ 224,206 | \$ 160 | \$ 26,789,448 |
| Actual Expenditures | (10,605,211) | (1,404,808) | (1,785,558) | - | - | (2,665,029) | (5,144,525) | (789,469) | (31,500) | (22,436,100) |
| Other Financing Sources (Uses) | (3,226) | - | - | - | - | - | 3,226 | - | - | - |
| Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses | 4,050,813 | 1,060,564 | (235,761) | 1,222,763 | 19,636 | (571,775) | (586,289) | (575,263) | (31,340) | 4,353,348 |
| Fund balances July 1, 2010 | 5,778,463 | 1,444,558 | 5,642,640 | 1,438,894 | 4,643,718 | 3,597,479 | 161,124 | 6,404,920 | 41,976 | 29,153,772 |
| Fund balances January 31, 2011 | <u>\$ 9,829,276</u> | <u>\$ 2,505,122</u> | <u>\$ 5,406,879</u> | <u>\$ 2,661,657</u> | <u>\$ 4,663,354</u> | <u>\$ 3,025,704</u> | <u>\$ (425,165)</u> | <u>\$ 5,829,657</u> | <u>\$ 10,636</u> | <u>\$ 33,507,120</u> |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| EDUCATION FUND REVENUES | | | | | | |
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 6,778,669 | \$ 6,500,860 | 95.9% | \$ 5,980,846 | 95.9% | \$ 6,234,013 |
| Corporate Personal Property Replacement Tax | 850,000 | 544,471 | 64.1% | 359,763 | 38.0% | 1,000,000 |
| TIF Revenues | 300,000 | 268,130 | 89.4% | 239,143 | 82.5% | 290,000 |
| Total Local Government | 7,928,669 | 7,313,461 | 92.2% | 6,579,752 | 87.5% | 7,524,013 |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 1,785,165 | 147,096 | 8.3% | 1,011,853 | 49.9% | 2,026,000 |
| Equalization | 170,118 | - | 0.0% | 49,884 | 11.7% | 425,000 |
| Career/Technical Education Formula Grant | 120,000 | 84,570 | 70.5% | 89,860 | 74.9% | 120,000 |
| Dept of Corrections | 31,513 | - | 0.0% | - | 0.0% | 20,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total State Government | 2,086,796 | 231,666 | 11.1% | 1,151,597 | 44.4% | 2,591,000 |
| Federal Government | | | | | | |
| PELL Administrative Fees | 8,000 | 595 | 7.4% | 530 | 9.6% | 5,500 |
| ARRA Grant | - | - | 0.0% | - | 0.0% | - |
| Total Federal Government | 8,000 | 595 | 7.4% | 530 | 9.6% | 5,500 |
| Student Tuition and Fees: | | | | | | |
| Tuition | 5,915,228 | 5,685,642 | 96.1% | 5,181,066 | 107.7% | 4,810,610 |
| Fees | 1,048,468 | 1,005,122 | 95.9% | 960,939 | 114.2% | 841,621 |
| Total Tuition and Fees | 6,963,696 | 6,690,764 | 96.1% | 6,142,005 | 108.7% | 5,652,231 |
| Other Sources: | | | | | | |
| Investment Revenue | 40,000 | 41,946 | 104.9% | 21,230 | 20.2% | 105,000 |
| Public Service Revenue | 1,099,707 | 341,977 | 31.1% | 536,232 | 51.7% | 1,037,962 |
| Nongovernmental Gifts | 48,000 | 24,000 | 50.0% | 24,000 | 45.3% | 53,000 |
| Other | 88,202 | 14,841 | 16.8% | 13,668 | 88.2% | 15,500 |
| Total Other Sources | 1,275,909 | 422,764 | 33.1% | 595,128 | 49.1% | 1,211,462 |
| TOTAL EDUCATION FUND REVENUE | 18,263,070 | 14,659,250 | 80.3% | 14,469,012 | 85.2% | 16,984,206 |
| EDUCATION FUND EXPENDITURES | | | | | | |
| Instruction: | | | | | | |
| Salaries | 8,740,223 | 4,878,711 | 55.8% | 4,685,829 | 58.1% | 8,069,091 |
| Employee Benefits | 1,381,825 | 866,094 | 62.7% | 761,343 | 67.1% | 1,133,809 |
| Contractual Services | 158,595 | 46,287 | 29.2% | 84,257 | 53.9% | 156,230 |
| General Materials & Supplies | 431,112 | 203,968 | 47.3% | 203,396 | 44.3% | 458,803 |
| Conference & Meeting Expenses | 114,743 | 37,172 | 32.4% | 35,813 | 19.9% | 180,103 |
| Fixed Charges | 171,000 | 120,221 | 70.3% | 69,952 | 64.8% | 108,000 |
| Utilities | 1,000 | 444 | 44.4% | 263 | 26.3% | 1,000 |
| Capital Outlay | - | 27,950 | 0.0% | 2,690 | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Instruction | \$ 10,998,498 | \$ 6,180,847 | 58.2% | \$ 5,843,543 | 57.8% | \$ 10,107,036 |

**Illinois Valley Community College District #613
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| EDUCATION FUND EXPENDITURES (continued) | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Academic Support: | | | | | | |
| Salaries | \$ 654,144 | \$ 380,197 | 58.1% | \$ 388,135 | 60.5% | \$ 638,115 |
| Employee Benefits | 102,973 | 68,818 | 66.8% | 67,781 | 57.9% | 117,052 |
| Contractual Services | 136,324 | 112,647 | 82.6% | 109,040 | 75.2% | 145,051 |
| General Materials & Supplies | 391,808 | 252,167 | 64.4% | 198,341 | 73.5% | 269,958 |
| Conference & Meeting Expenses | 11,035 | 2,164 | 19.6% | 6,697 | 21.5% | 31,160 |
| Fixed Charges | 4,880 | - | 0.0% | - | 0.0% | 4,880 |
| Utilities | 46,148 | 29,544 | 64.0% | 16,252 | 45.9% | 35,375 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | 10,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Academic Support | 1,347,112 | 845,535 | 62.8% | 784,246 | 62.7% | 1,251,391 |
| Student Services: | | | | | | |
| Salaries | 1,106,619 | 678,585 | 61.3% | 654,908 | 61.8% | 1,059,148 |
| Employee Benefits | 240,204 | 159,074 | 66.2% | 134,508 | 56.8% | 236,866 |
| Contractual Services | 18,150 | 1,063 | 5.9% | 7,885 | 47.6% | 16,580 |
| General Materials & Supplies | 55,475 | 28,713 | 51.8% | 28,367 | 56.5% | 50,200 |
| Conference & Meeting Expenses | 26,600 | 3,184 | 12.0% | 7,650 | 27.2% | 28,100 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Student Services | 1,447,048 | 870,619 | 60.2% | 833,318 | 59.9% | 1,390,994 |
| Public Services/Continuing Education: | | | | | | |
| Salaries | 362,361 | 206,606 | 57.0% | 197,977 | 52.7% | 375,807 |
| Employee Benefits | 33,156 | 23,029 | 69.5% | 27,171 | 78.8% | 34,462 |
| Contractual Services | 234,500 | 168,814 | 72.0% | 94,026 | 48.0% | 195,800 |
| General Materials & Supplies | 200,350 | 54,558 | 27.2% | 136,979 | 51.2% | 267,500 |
| Conference & Meeting Expenses | 10,865 | 5,841 | 53.8% | 5,398 | 40.0% | 13,500 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | 250 | - | 0.0% | - | 0.0% | 250 |
| Total Public Services/Continuing Education | 841,482 | 458,848 | 54.5% | 461,551 | 52.0% | 887,319 |
| Institutional Support: | | | | | | |
| Salaries | 1,840,630 | 1,068,460 | 58.0% | 1,056,306 | 64.1% | 1,648,913 |
| Employee Benefits | 475,844 | 295,392 | 62.1% | 271,069 | 60.4% | 448,860 |
| Contractual Services | 374,590 | 296,978 | 79.3% | 242,216 | 69.2% | 349,838 |
| General Materials & Supplies | 484,722 | 256,397 | 52.9% | 313,730 | 48.6% | 646,142 |
| Conference & Meeting Expenses | 84,970 | 20,404 | 24.0% | 32,847 | 23.5% | 139,596 |
| Fixed Charges | 37,500 | 17,708 | 47.2% | 14,827 | 39.5% | 37,500 |
| Utilities | 15,458 | 10,773 | 69.7% | 7,901 | 63.8% | 12,384 |
| Capital Outlay | 28,416 | - | 0.0% | 40,871 | 64.2% | 63,700 |
| Other | (1,700) | (1,877) | 98.6% | 1,012 | -101.2% | (1,000) |
| Total Institutional Support | 3,340,430 | 1,964,435 | 58.8% | 1,980,779 | 59.2% | 3,345,933 |
| Scholarships, Grants and Waivers | 348,500 | 284,927 | 81.8% | 255,066 | 63.5% | 401,533 |
| TOTAL EDUCATION FUND EXPENDITURES | \$ 18,323,070 | \$ 10,605,211 | 57.9% | \$ 10,158,503 | 58.4% | \$ 17,384,206 |
| INTERFUND TRANSFERS - NET | \$ (340,000) | \$ (3,228) | 0.9% | \$ 2,136 | | |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| OPERATIONS & MAINTENANCE FUND REVENUES | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 1,281,479 | \$ 1,230,498 | 96.0% | \$ 1,130,734 | 96.0% | \$ 1,178,452 |
| Corporate Personal Property Replacement Tax | 150,000 | 96,083 | 64.1% | 63,488 | 38.3% | 175,000 |
| TIF | 100,000 | 89,377 | 89.4% | 79,714 | 83.9% | 95,000 |
| Total Local Government | 1,531,479 | 1,415,958 | 92.5% | 1,273,936 | 88.0% | 1,448,452 |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 311,498 | 25,958 | 8.3% | 178,562 | 46.4% | 385,000 |
| Total State Government | 311,498 | 25,958 | 8.3% | 178,562 | 46.4% | 385,000 |
| Student Tuition and Fees: | | | | | | |
| Tuition | 929,274 | 930,420 | 100.1% | 832,452 | 116.7% | 713,280 |
| Total Tuition and Fees | 929,274 | 930,420 | 100.1% | 832,452 | 116.7% | 713,280 |
| Other Sources: | | | | | | |
| Facilities Revenue | 119,000 | 74,730 | 62.8% | 59,025 | 45.4% | 130,000 |
| Investment Revenue | 5,000 | 2,812 | 56.2% | 2,584 | 12.3% | 21,000 |
| Non-Governmental Gifts & Grants | - | 260 | 0.0% | - | 0.0% | - |
| Other | - | 15,234 | 0.0% | 74 | 0.0% | - |
| Total Other Sources | 124,000 | 93,036 | 75.0% | 61,683 | 40.8% | 151,000 |
| TOTAL OPERATIONS & MAINTENANCE FUND REVENUES | \$ 2,896,251 | \$ 2,465,372 | 85.1% | \$ 2,346,633 | 87.0% | \$ 2,697,732 |

| OPERATIONS & MAINTENANCE FUND | Annual Budget FY2011 | Actual 01/31/11 | Act/Budget 58.3% | Actual 01/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|---|---------------------------------|----------------------------|-----------------------------|----------------------------|----------------------------|---------------------------------|
| Operations & Maintenance of Plant: | | | | | | |
| Salaries | \$ 813,862 | \$ 460,399 | 56.6% | \$ 475,571 | 61.3% | \$ 776,017 |
| Employee Benefits | 197,843 | 125,283 | 63.3% | 109,633 | 74.1% | 147,898 |
| Contractual Services | 159,592 | 94,784 | 59.4% | 111,248 | 68.3% | 162,910 |
| General Materials & Supplies | 372,200 | 232,851 | 62.6% | 132,350 | 38.4% | 345,000 |
| Conference & Meeting Expenses | 6,000 | 228 | 3.8% | 286 | 2.5% | 11,300 |
| Fixed Charges | 7,800 | 35,819 | 459.2% | 34,918 | 1396.7% | 2,500 |
| Utilities | 902,150 | 339,867 | 37.7% | 379,293 | 44.0% | 862,500 |
| Capital Outlay | 156,500 | 135,805 | 86.8% | 6,342 | 5.4% | 117,348 |
| Facility Charges to Other Funds | - | (63,000) | 0.0% | - | 0.0% | - |
| Provision for Contingency | 200,000 | - | 0.0% | - | 0.0% | 200,000 |
| Total Operations & Maintenance of Plant | 2,815,947 | 1,362,036 | 48.4% | 1,249,641 | 47.6% | 2,625,471 |
| Institutional Support: | | | | | | |
| Salaries | 53,754 | 31,538 | 58.7% | 30,601 | 63.0% | 48,564 |
| Employee Benefits | 7,950 | 5,453 | 68.6% | 4,611 | 69.4% | 6,647 |
| Contractual Services | 1,000 | 2,395 | 239.5% | 2,395 | 0.0% | - |
| General Materials & Supplies | 4,600 | 683 | 14.8% | 2,438 | 60.2% | 4,050 |
| Conference & Meeting Expenses | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | 13,000 | 2,703 | 20.8% | 1,754 | 13.5% | 13,000 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | 80,304 | 42,772 | 53.3% | 41,799 | 57.8% | 72,281 |
| TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES | \$ 2,896,251 | \$ 1,404,808 | 48.5% | \$ 1,291,440 | 47.9% | \$ 2,697,732 |

**Illinois Valley Community College District #613
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,589,936 | \$ 1,518,992 | 95.5% | \$ 1,367,875 | 94.7% | \$ 1,444,846 |
| State Government Sources | - | - | 0.0% | - | 0.0% | - |
| Investment Revenue | 55,000 | 30,805 | 56.0% | 52,317 | 55.1% | 95,000 |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES | 1,644,936 | 1,549,797 | 94.2% | 1,420,192 | 92.2% | 1,539,846 |
| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | | | | | | |
| Operations & Maintenance | | | | | | |
| Contractual Services | - | - | 0.0% | 184,277 | 0.0% | - |
| Capital Outlay | 1,617,500 | 1,785,558 | 110.4% | 984,422 | 68.1% | 1,445,000 |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES | 1,617,500 | 1,785,558 | 110.4% | 1,168,699 | 80.9% | 1,445,000 |
| Transfer In (Out) | \$ 400,000 | \$ - | 0.0% | \$ 400,000 | 100.0% | \$ 400,000 |

Fiscal Year 2011 Budget to Actual Comparison

| BOND & INTEREST FUND | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,265,000 | \$ 1,216,545 | 96.2% | \$ 1,263,319 | 99.9% | \$ 1,265,000 |
| Investment Revenue | 5,000 | 6,218 | 124.4% | 5,257 | 21.0% | 25,000 |
| TOTAL BOND & INTEREST FUND REVENUES | 1,270,000 | 1,222,763 | 96.3% | 1,268,576 | 98.3% | 1,290,000 |
| BOND & INTEREST FUND | | | | | | |
| Institutional Support: | | | | | | |
| Debt Principal Retirement | 1,265,000 | - | 0.0% | 1,270,000 | 100.0% | 1,270,000 |
| Interest on Bonds | - | - | 0.0% | - | 0.0% | - |
| Fees | 400 | - | 0.0% | 400 | 80.0% | 500 |
| TOTAL BOND & INTEREST EXPENDITURES | \$ 1,265,400 | \$ - | 0.0% | \$ 1,270,400 | 100.0% | \$ 1,270,500 |

Fiscal Year 2011 Budget to Actual Comparison

| WORKING CASH FUND | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|------------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Investment Revenue | \$ 60,000 | \$ 19,636 | 32.7% | \$ 40,947 | 40.9% | \$ 100,000 |
| TOTAL WORKING CASH REVENUES | 60,000 | 19,636 | 32.7% | 40,947 | 40.9% | 100,000 |
| Transfers In (Out) | \$ (60,000) | \$ - | 0.0% | \$ (400,000) | 100.0% | \$ (400,000) |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| AUXILIARY ENTERPRISES FUND | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Student Fees | \$ - | \$ - | 0.0% | \$ 80 | 0.0% | \$ - |
| Service Fees | 3,254,475 | 2,080,541 | 63.9% | 1,996,672 | 77.7% | 2,571,250 |
| Data Processing Rentals | 1,672 | - | 0.0% | 172,255 | 44.4% | 387,650 |
| Other Revenue | - | 1,310 | 0.0% | 930 | 0.0% | - |
| Investment Revenue | 10,000 | 11,403 | 114.0% | 983 | 1.0% | 100,000 |
| TOTAL AUXILIARY ENTERPRISES FUND REVENUES | 3,266,147 | 2,093,254 | 64.1% | 2,170,920 | 71.0% | 3,058,900 |
| AUXILIARY ENTERPRISES FUND | | | | | | |
| Salaries | 601,776 | 361,774 | 60.1% | 423,423 | 52.1% | 812,196 |
| Employee Benefits | 196,490 | 122,051 | 62.1% | 118,763 | 54.0% | 220,055 |
| Contractual Services | 36,260 | 31,190 | 86.0% | 57,580 | 66.2% | 86,930 |
| Materials & Supplies | 2,395,922 | 2,045,781 | 85.4% | 1,755,383 | 94.8% | 1,851,135 |
| Conference & Meeting | 22,885 | 16,728 | 73.1% | 16,982 | 63.1% | 26,920 |
| Fixed Charges | 48,000 | 18,882 | 39.3% | 1,515 | 0.0% | - |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay/Depreciation | 1,325 | 2,700 | 203.8% | 19,500 | 143.9% | 13,550 |
| Other | 63,000 | 65,923 | 104.6% | - | 0.0% | 68,000 |
| TOTAL AUXILIARY ENTERPRISES EXPENDITURES | 3,365,658 | 2,665,029 | 79.2% | 2,393,146 | 77.7% | 3,078,786 |
| Transfer In (Out) | \$ 62,000 | \$ - | 0.0% | \$ 63,414 | 103.3% | \$ 61,414 |

Fiscal Year 2011 Budget to Actual Comparison

| RESTRICTED PURPOSES FUND | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| State Government Sources | \$ 938,668 | \$ 287,953 | 30.7% | \$ 495,701 | 46.5% | \$ 1,065,490 |
| Federal Government Sources | 7,721,710 | 4,266,616 | 55.3% | 3,831,192 | 69.8% | 5,488,702 |
| Service Fees | - | 420 | 0.0% | - | 0.0% | 2,100 |
| Other Revenue | 5,000 | 21 | 0.4% | (4,684) | -93.7% | 5,000 |
| TOTAL RESTRICTED PURPOSES FUND REVENUES | 8,665,378 | 4,555,010 | 52.6% | 4,322,209 | 65.9% | 6,581,292 |
| RESTRICTED PURPOSES FUND | | | | | | |
| Instruction: | | | | | | |
| Salaries | 779,528 | 367,555 | 47.2% | 403,443 | 53.5% | 753,940 |
| Employee Benefits | 174,121 | 98,313 | 56.5% | 98,097 | 46.6% | 210,478 |
| Contractual Services | 126,408 | 71,562 | 56.6% | 90,095 | 102.2% | 88,143 |
| Materials & Supplies | 208,936 | 55,382 | 26.5% | 74,429 | 65.3% | 113,898 |
| Conference & Meeting | 75,500 | 29,079 | 38.5% | 18,343 | 35.9% | 51,046 |
| Fixed Charges | 1,900 | - | 0.0% | 750 | 42.9% | 1,750 |
| Utilities | 1,250 | 1,152 | 92.2% | 1,186 | 53.9% | 2,200 |
| Capital Outlay | 194,000 | 20,447 | 10.5% | 15,098 | 0.0% | - |
| Other (P-16 Grant Waivers) | 31,286 | 909 | 2.9% | 1,728 | 16.6% | 10,410 |
| Total Instruction | \$ 1,592,929 | \$ 644,399 | 40.5% | \$ 703,169 | 57.1% | \$ 1,231,863 |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| RESTRICTED PURPOSES FUND | Annual Budget FY2011 | Actual 1/31/11 | Act/Budget 58.3% | Actual 1/31/10 | Act/Budget FY10 | Annual Budget FY2010 |
|---------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Academic Support | | | | | | |
| Salaries | \$ 89,838 | \$ 45,215 | 50.3% | \$ 67,019 | 70.3% | \$ 95,399 |
| Employee Benefits | 27,732 | 6,346 | 22.9% | 13,215 | 48.2% | 28,574 |
| Contractual Services | - | 1,353 | 0.0% | 1,770 | 0.0% | - |
| Materials & Supplies | 4,490 | 2,620 | 58.4% | 100 | 0.8% | 11,990 |
| Conference & Meeting | 4,000 | 836 | 20.9% | 1,152 | 28.8% | 4,000 |
| Fixed Charges | 5,200 | 2,152 | 41.4% | 1,860 | 35.8% | 5,200 |
| Total Academic Support | 131,260 | 58,522 | 44.6% | 85,116 | 58.6% | 145,163 |
| Student Services | | | | | | |
| Salaries | 175,415 | 91,551 | 52.2% | 89,236 | 38.8% | 230,132 |
| Employee Benefits | 41,143 | 24,244 | 58.9% | 22,458 | 29.6% | 75,959 |
| Contractual Services | 2,000 | 9,056 | 452.8% | 12,599 | 53.9% | 23,392 |
| Materials & Supplies | 15,100 | 9,831 | 65.1% | 31,471 | 95.4% | 32,992 |
| Conference & Meeting | 26,431 | 6,847 | 25.9% | 4,585 | 17.4% | 26,300 |
| Capital Outlay | - | - | 0.0% | 3,457 | 7.0% | 49,505 |
| Tuition Waivers (TRIO Grant) | 22,500 | 24,354 | 108.2% | 24,700 | 176.4% | 14,000 |
| Total Student Services | 282,589 | 165,883 | 58.7% | 188,506 | 41.7% | 452,280 |
| Public Service | | | | | | |
| Salaries | 495,671 | 298,126 | 60.1% | 278,057 | 61.4% | 453,202 |
| Employee Benefits | 110,187 | 70,545 | 64.0% | 56,578 | 61.9% | 91,390 |
| Contractual Services | 489,670 | 245,435 | 50.1% | 386,526 | 59.6% | 648,870 |
| Materials & Supplies | 214,347 | 111,559 | 52.0% | 115,250 | 37.3% | 308,729 |
| Conference & Meeting | 94,994 | 89,474 | 94.2% | 95,421 | 67.8% | 140,714 |
| Fixed Charges | 29,130 | 23,896 | 82.0% | 7,667 | 6.9% | 110,600 |
| Utilities | 7,305 | 2,841 | 38.9% | 3,687 | 42.9% | 8,600 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | 190 | 79 | 41.6% | 336 | 0.0% | 3,000 |
| Total Public Service | 1,441,494 | 841,955 | 58.4% | 943,522 | 53.5% | 1,765,105 |
| Auxiliary Services | | | | | | |
| Salaries | 4,000 | 575 | 14.4% | 316 | 6.3% | 5,000 |
| Employee Benefits | 320 | 10 | 3.1% | - | 0.0% | 75 |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Materials & Supplies | 19,680 | 709 | 3.6% | 4,623 | 39.6% | 11,675 |
| Conference & Meeting | 1,000 | 25 | 2.5% | 425 | 42.5% | 1,000 |
| Other (Child Care Subsidies) | 10,000 | 5,800 | 58.0% | 11,053 | 85.0% | 13,000 |
| Total Auxiliary Services | \$ 35,000 | \$ 7,119 | 20.3% | \$ 16,417 | 53.4% | \$ 30,750 |

**Illinois Valley Community College District #613
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

| | <u>Annual Budget FY2011</u> | <u>Actual 1/31/11</u> | <u>Act/Budget 58.3%</u> | <u>Actual 1/31/10</u> | <u>Act/Budget FY10</u> | <u>Annual Budget FY2010</u> |
|---|---------------------------------|----------------------------|-----------------------------|----------------------------|----------------------------|---------------------------------|
| Institutional Support | | | | | | |
| Salaries (Federal Work Study) | \$ 75,496 | \$ 63,853 | 84.6% | \$ 57,626 | 63.6% | \$ 90,630 |
| Employee Benefits | - | - | 0.0% | - | 0.0% | - |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Materials & Supplies | - | - | 0.0% | - | 0.0% | - |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>75,496</u> | <u>63,853</u> | <u>84.6%</u> | <u>57,626</u> | <u>63.6%</u> | <u>90,630</u> |
| Student grants and waivers (PELL & SEOG) | <u>5,111,610</u> | <u>3,382,794</u> | <u>65.8%</u> | <u>2,508,600</u> | <u>88.0%</u> | <u>2,850,500</u> |
| TOTAL RESTRICTED FUND EXPENDITURES | <u>\$ 8,670,378</u> | <u>\$ 5,144,525</u> | <u>59.3%</u> | <u>\$ 4,502,956</u> | <u>68.6%</u> | <u>\$ 8,566,291</u> |
| Transfer In (Out) | <u>\$ -</u> | <u>\$ 3,226</u> | <u>0.0%</u> | <u>\$ (2,136)</u> | <u>0.0%</u> | <u>\$ -</u> |

Fiscal Year 2011 Budget to Actual Comparison

| LIABILITY, PROTECTION, & SETTLEMENT FUND | <u>Annual Budget FY2011</u> | <u>Actual 1/31/11</u> | <u>Act/Budget 58.3%</u> | <u>Actual 1/31/10</u> | <u>Act/Budget FY10</u> | <u>Annual Budget FY2010</u> |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Local Government Sources | \$ 200,250 | \$ 192,742 | 96.3% | \$ 274,158 | 97.9% | \$ 280,000 |
| Investment Revenue | 85,000 | 29,737 | 35.0% | 88,886 | 104.6% | 85,000 |
| Other | - | 1,727 | 0.0% | - | 0.0% | - |
| TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES | <u>285,250</u> | <u>224,206</u> | <u>78.6%</u> | <u>363,042</u> | <u>99.5%</u> | <u>365,000</u> |

**LIABILITY, PROTECTION, & SETTLEMENT FUND
EXPENDITURES**

| | | | | | | |
|---|--------------------------|--------------------------|---------------------|--------------------------|---------------------|--------------------------|
| Operations & Maintenance of Plant | | | | | | |
| Salaries | 311,885 | 139,358 | 44.7% | 155,786 | 58.1% | 268,213 |
| Employee Benefits | 72,561 | 35,667 | 49.2% | 40,867 | 95.6% | 42,765 |
| Contractual Services | 3,500 | 3,316 | 94.7% | 6,248 | 189.3% | 3,300 |
| Material & Supplies | - | 2,442 | 0.0% | 5,402 | 36.0% | 15,000 |
| Conference & Meeting | 550 | 445 | 80.9% | 463 | 30.9% | 1,500 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | 414 | 0.0% | 634 | 63.4% | 1,000 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | 23,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total for Operations & Maintenance of Plant | <u>\$ 388,496</u> | <u>\$ 181,642</u> | <u>46.8%</u> | <u>\$ 209,400</u> | <u>59.0%</u> | <u>\$ 354,778</u> |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Seven Months Ended January 31, 2011**

**LIABILITY, PROTECTION, & SETTLEMENT FUND
EXPENDITURES (continued)**

| | <u>Annual Budget FY2011</u> | <u>Actual 1/31/11</u> | <u>Act/Budget 58.3%</u> | <u>Actual 1/31/10</u> | <u>Act/Budget FY10</u> | <u>Annual Budget FY2010</u> |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| Institutional Support | | | | | | |
| Salaries | \$ 357,629 | \$ 189,624 | 53.0% | \$ 197,581 | 54.8% | \$ 360,269 |
| Employee Benefits | 319,702 | 39,123 | 12.2% | 42,997 | 12.5% | 344,186 |
| Contractual Services | 16,500 | 18,309 | 111.0% | 15,128 | 77.6% | 19,500 |
| Material & Supplies | 250 | 180 | 72.0% | 11,520 | 2560.0% | 450 |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | 700 |
| Fixed Charges | 317,000 | 370,591 | 116.9% | 314,227 | 67.8% | 465,000 |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>1,011,081</u> | <u>617,827</u> | <u>61.1%</u> | <u>581,453</u> | <u>48.9%</u> | <u>1,190,105</u> |
| TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES | <u>\$ 1,399,577</u> | <u>\$ 799,469</u> | <u>57.1%</u> | <u>\$ 790,853</u> | <u>51.2%</u> | <u>\$ 1,544,883</u> |

Fiscal Year 2011 Budget to Actual Comparison

| | <u>Annual Budget FY2011</u> | <u>Actual 1/31/11</u> | <u>Act/Budget 58.3%</u> | <u>Actual 1/31/10</u> | <u>Act/Budget FY10</u> | <u>Annual Budget FY2010</u> |
|--------------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| AUDIT FUND | | | | | | |
| Local Government Sources | \$ 18,034 | \$ - | 0.0% | \$ 31,027 | 103.4% | \$ 30,000 |
| Investment Revenue | 200 | 160 | 80.0% | 183 | 16.3% | 1,000 |
| TOTAL AUDIT FUND REVENUES | <u>18,234</u> | <u>160</u> | <u>0.9%</u> | <u>31,190</u> | <u>100.6%</u> | <u>31,000</u> |
| AUDIT FUND | | | | | | |
| Contractual Services | <u>32,500</u> | <u>31,500</u> | <u>96.9%</u> | <u>30,500</u> | <u>100.0%</u> | <u>30,500</u> |
| TOTAL AUDIT FUND EXPENDITURES | <u>\$ 32,500</u> | <u>\$ 31,500</u> | <u>96.9%</u> | <u>\$ 30,500</u> | <u>100.0%</u> | <u>\$ 30,500</u> |

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
All Funds**

Seven Months Ended January 31, 2011

| <u>Department</u> | <u>Annual Budget FY2011</u> | <u>Actual 1/31/2011</u> | <u>Act/Budget 58.33%</u> | <u>Explanation</u> |
|--|-------------------------------------|-----------------------------|------------------------------|---|
| President | \$ 271,275 | \$ 166,538 | 61.39% | |
| Board of Trustees | 21,000 | 12,492 | 59.49% | |
| Community Relations | 437,733 | 226,568 | 51.76% | |
| Development Office | 68,202 | 22,847 | 33.50% | |
| Continuing Education | 1,076,324 | 614,648 | 57.11% | |
| Facilities | 4,433,447 | 3,147,593 | 71.00% | Capital Projects |
| Information Technologies | 1,651,428 | 1,070,364 | 64.81% | |
| Academic Affairs | 256,467 | 155,772 | 60.74% | |
| Academic Affairs (AVPCE) | 1,591,734 | 659,576 | 41.44% | |
| Adult Education | 479,230 | 286,210 | 59.72% | |
| Dislocated Workers Center | 1,276,998 | 728,058 | 57.01% | |
| Learning Technologies | 720,282 | 435,695 | 60.49% | |
| Career & Tech Education Division | 2,435,307 | 1,214,528 | 49.87% | |
| Natural Science & Business Division | 1,894,421 | 1,093,945 | 57.75% | |
| Humanities & Fine Arts/Social Science Division | 2,074,729 | 1,155,401 | 55.69% | |
| Health Professions Division | 2,017,306 | 1,119,659 | 55.50% | |
| English, Mathematics, Education Division | 2,819,055 | 1,671,726 | 59.30% | |
| Admissions & Records | 345,154 | 202,802 | 58.76% | |
| Student Development | 777,745 | 470,618 | 60.51% | |
| Financial Aid | 5,480,655 | 3,602,412 | 65.73% | Increase in PELL grants |
| Athletics | 228,443 | 147,665 | 64.64% | |
| TRIO (Student Success Grant) | 282,589 | 165,684 | 58.63% | |
| Safety Service | 384,217 | 181,107 | 47.14% | |
| Business Services/General Institution | 2,209,602 | 579,206 | 26.21% | |
| Risk Management | 1,015,360 | 618,362 | 60.90% | |
| Tuition Waivers | 348,500 | 284,927 | 81.76% | Under budgeted. Actual is consistent with historical. |
| Human Resources | 199,398 | 98,212 | 49.25% | |
| Bookstore | 2,544,701 | 2,176,092 | 85.51% | Increase in volume |
| Shipping & Receiving | 80,304 | 42,772 | 53.26% | |
| Copy Center | 148,728 | 84,621 | 56.90% | |
| Total FY11 Expenditures | \$ 37,570,334 | \$ 22,436,100 | 59.72% | |

Illinois Valley Community College

Statement of Cash Flows for the Month ended January 31, 2011

| | EDUCATION | OP/MAINT | OP / MAINT. RESTRICTED | BOND & INTEREST | AUXILIARY | RESTRICTED | WORKING CASH | AUDIT | LIAB, PROT, & SETTLEMENT | TOTAL |
|-------------------------|---------------------|--------------|---------------------------|--------------------|--------------|--------------|-----------------|----------|-----------------------------|----------------|
| Balance on Hand | 1,869,661.87 | 331,196.76 | 497,063.39 | 315,537.04 | 87,906.33 | (644,657.71) | 396,585.28 | 6,321.98 | 471,840.42 | 3,331,455.36 |
| Total Receipts | 399,452.47 | 47,898.95 | 9,386.52 | 10,663.37 | 410,748.74 | 312,205.23 | 2,477.27 | 11.74 | 10,723.67 | 1,203,567.96 |
| Total Cash | 2,269,114.34 | 379,095.71 | 506,449.91 | 326,200.41 | 498,655.07 | (332,452.48) | 399,062.55 | 6,333.72 | 482,564.09 | 4,535,023.32 |
| Due To/From Accts | (11,485.80) | (48.32) | - | - | 14,342.73 | (2,697.07) | - | - | (111.54) | 0.00 |
| Transfers/Bank CDs | - | - | - | - | - | - | - | - | - | - |
| Expenditures | (1,584,134.32) | (178,466.17) | (146,410.61) | - | (286,420.67) | (208,032.70) | - | - | (59,890.22) | (2,463,354.69) |
| ACCOUNT BALANCE | 673,494.22 | 200,581.22 | 360,039.30 | 326,200.41 | 226,577.13 | (543,182.25) | 399,062.55 | 6,333.72 | 422,562.33 | 2,071,668.63 |
| Deposits in Transit | (10,088.00) | | | | | | | | | (10,088.00) |
| Outstanding Checks | 213,059.45 | | | | | | | | | 213,059.45 |
| BANK BALANCE | 876,465.67 | 200,581.22 | 360,039.30 | 326,200.41 | 226,577.13 | (543,182.25) | 399,062.55 | 6,333.72 | 422,562.33 | 2,274,640.08 |
| Certificates of Deposit | 2,500,000.00 | - | 1,000,000.00 | 500,000.00 | 2,000,000.00 | - | 4,250,000.00 | - | 5,050,000.00 | 15,300,000.00 |
| Illinois Funds | 2,572,569.68 | 1,225,376.03 | 713,663.03 | 1,236,383.54 | 6,424.26 | 98,136.39 | 17,389.58 | 4,302.07 | 265,506.50 | 6,139,751.08 |
| CDB Trust Fund CTC | | | 1,499,589.52 | | | | | | | 1,499,589.52 |
| Bldg Reserve-ILLFund | | | 1,081,034.36 | | | | | | | 1,081,034.36 |
| Total Investment | 5,072,569.68 | 1,225,376.03 | 4,294,286.91 | 1,736,383.54 | 2,006,424.26 | 98,136.39 | 4,267,389.58 | 4,302.07 | 5,315,506.50 | 24,020,374.96 |
| Midland States Bank | 18,801.16 | | | | | | | | | |
| LaSalle State Bank | 285,410.72 | | | | | | | | | |
| Peru Savings Bank | 1,970,428.20 | | | | | | | | | |
| | <u>2,274,640.08</u> | | | | | | | | | |

Respectfully Submitted,



Cheryl Roelfsema

Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
January 31, 2011

| <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> |
|-----------------|------------------|-------------------------|-------------------------------|-----------------------|------------------|---------------------|--|-------------------|-------------|-------------------|------------------|-------------------------------|
| 2/17/2011 | | | | | | | 250,000 | 250,000 | MSB | 1.700 | 1.700 | Various |
| 3/23/2011 | | | | | | 1,000,000 | | 1,000,000 | FSB | 0.700 | 0.700 | 25523 |
| 4/22/2011 | | | | | | | 100,000 | 100,000 | MB | 1.900 | 1.900 | 914161 |
| 5/16/2011 | | | | | | | 200,000 | 200,000 | LSB | 0.550 | 0.550 | 80014656 |
| 7/7/2011 | 1,000,000 | | | | 500,000 | | 500,000 | 2,000,000 | FSB | 0.650 | 0.650 | 1011428351 |
| 7/30/2011 | | | | | | | 2,000,000 | 2,000,000 | FSB | 1.150 | 1.150 | 19170 |
| 9/17/2011 | 1,000,000 | | | | | 500,000 | | 1,500,000 | FSB | 1.000 | 1.000 | 25440 |
| 9/23/2011 | | | 500,000 | | | | 500,000 | 1,000,000 | FSB | 1.000 | 1.000 | 25522 |
| 11/7/2011 | | | | | | 150,000 | | 150,000 | MB | 1.250 | 1.250 | 15192 |
| 11/18/2011 | | | | | | 1,500,000 | | 1,500,000 | FSB | 0.900 | 0.900 | 22857 |
| 11/22/2011 | | | | | 1,500,000 | | | 1,500,000 | FSB | 0.900 | 0.900 | 24553 |
| 12/10/2012 | | | | | | | 1,000,000 | 1,000,000 | CB | 0.750 | 0.750 | 2041022024 |
| 12/15/2012 | 500,000 | | 500,000 | | | | | 1,000,000 | FSB | 1.100 | 1.100 | 24670 |
| 12/18/2012 | | | | 500,000 | | 1,000,000 | 500,000 | 2,000,000 | FSB | 1.100 | 1.100 | 1011466946 |
| 1/30/2011 | | | | | | 100,000 | | 100,000 | NCB | 1.000 | 1.000 | 35803 |
| Total CD | 2,500,000 | - | 1,000,000 | 500,000 | 2,000,000 | 4,250,000 | 5,050,000 | 15,300,000 | | | | |

| | | | |
|------|------------------------------|-----|---------------------------|
| CB | Centrue Bank | LSB | LaSalle State Bank |
| CBNA | Commerce Bank, NA | MB | Marseilles Bank |
| CFNB | Citizens First National Bank | MSB | Midland State Bank |
| FSB | First State Bank of Mendota | NCB | North Central Bank - Ladd |
| HNB | Hometown National Bank | PFS | Peru Federal Savings |

** Current IL Funds interest rate: 0.118%

ca

Check Register \$5,000 or More

01/01/11 - 01/31/11

| Check Number | Check Date | Vendor Number | Payee | Check Amount | Description |
|--------------|------------|---------------|-------------------------------------|--------------|---|
| 513244 | 01/06/11 | 0002577 | AT&T | \$ 6,118.41 | Telephone |
| 513243 | 01/06/11 | 0166018 | Assessment Technologies Institute | 9,300.00 | Nursing Online Learning Systems |
| 513254 | 01/06/11 | 0108916 | CCIC | 285,034.58 | Health Insurance (January) |
| 513257 | 01/06/11 | 0115159 | City of Ottawa | 66,000.00 | Facility Rental |
| 513263 | 01/06/11 | 0004117 | Gallagher Benefit Services, Inc. | 6,195.04 | Life Insurance (January) |
| 513270 | 01/06/11 | 0079038 | IVCC Student Activity | 24,297.46 | Veteran Chapter 33 Awards |
| 513271 | 01/06/11 | 0041932 | IVCC Tuition | 5,093.63 | Veteran Rehabilitation Awards |
| 513319 | 01/06/11 | 0000001 | Illinois Valley Community College | 76,117.81 | Federal & State Payroll Taxes (01/06/11) |
| 513326 | 01/06/11 | 0082897 | SURS | 46,584.51 | Payroll (01/06/11) |
| 513307 | 01/06/11 | 0001275 | United Visual Aids, Inc. | 15,607.00 | LCD Projectors |
| 513336 | 01/13/11 | 0001369 | Ameren Illinois | 12,181.69 | Electricity (11/08/10-12/09/10) |
| 513337 | 01/13/11 | 0001369 | Ameren Illinois | 11,395.68 | Electricity (11/08/10-12/09/10) |
| 513362 | 01/13/11 | 0001139 | CDW Government, Inc. | 10,693.73 | Toner, Computer Software and Hardware, Electronics for Resale, Projector Supplies, Printer Repair |
| 513361 | 01/13/11 | 0128254 | Cargill Inc. Salt Division | 5,582.78 | Road Salt |
| 513363 | 01/13/11 | 0001520 | Cengage Learning Inc. | 42,321.75 | Books for Resale |
| 513364 | 01/13/11 | 0142736 | Central Illinois Trucks, Inc. | 13,953.94 | Tractor/Trailer Rental & Maintenance |
| 513368 | 01/13/11 | 0169822 | Constellation NewEnergy - Gas | 19,452.58 | Natural Gas (12/01/10-12/31/10) |
| 513385 | 01/13/11 | 0173079 | Excel Electric, Inc. | 125,020.61 | Electrical Bldg G* |
| 513399 | 01/13/11 | 0142157 | Governet | 10,700.00 | Software Maintenance-CurricUNET |
| 513438 | 01/13/11 | 0001634 | MPS | 7,327.40 | Books for Resale |
| 513441 | 01/13/11 | 0001659 | NACSCORP | 5,033.55 | Books for Resale |
| 513492 | 01/13/11 | 0066555 | United States Postal Service | 6,000.00 | Reimburse Postage Meter |
| 513612 | 01/20/11 | 0001317 | Elsevier, Inc. | 21,501.11 | Books for Resale |
| 513625 | 01/20/11 | 0079038 | IVCC Student Activity | 196,469.37 | Student Activity Fees |
| 513651 | 01/20/11 | 0091568 | Pearson Education, Inc. | 69,977.22 | Books for Resale |
| 513664 | 01/20/11 | 0003282 | Specialty Floors, Inc. | 11,580.00 | Repair Floor-Main Gym |
| 513678 | 01/20/11 | 0001927 | Walter J. Zukowski & Assoc | 8,694.00 | Legal Services |
| 513756 | 01/21/11 | 0000001 | Illinois Valley Community College | 93,770.34 | Federal & State Payroll Taxes (01/20/11) |
| 513761 | 01/21/11 | 0082897 | SURS | 51,530.00 | Payroll (01/20/11) |
| 513769 | 01/27/11 | 0147539 | Anaca Technologies Ltd. | 7,935.00 | Site License: Career Cruising (Program Improvement Grant) |
| 513775 | 01/27/11 | 0126547 | Basalay, Cary, & Alstadt Architects | 19,250.00 | Remodel Chemistry Lab*, Relocate Security/Alarm System Upgrade* |
| 513795 | 01/27/11 | 0140900 | CollegeNET, Inc. | 6,493.50 | Software Renewal-R25 |
| 513864 | 01/27/11 | 0000179 | Dr. Rose M. Lynch | 5,188.43 | Winter ICT Conference-Six Attendees (NSF Grant) |
| 513848 | 01/27/11 | 0001499 | John Wiley & Sons, Inc. | 21,371.62 | Books for Resale |
| 513857 | 01/27/11 | 0052363 | Lewis University | 7,100.00 | Tuition and Fees (DWC) |
| 513897 | 01/27/11 | 0171125 | Sleep Health Management Resources | 10,863.00 | Presenter-Continuing Education Class |

\$ 1,341,735.74

*Protection, Health, & Safety (PHS) Projects

Stipends for Pay Period
Ending 1/15/11

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|-------------------------------|--------------------------------|------------|------------|---------------|------------|------------|-------------------|--------------|--------------------------------|---|
| Abbott, Mark D | MTH 0907-301 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,700.00 | 1-15-209100-51320 | MTH-0907-301 | Intermediate Algebra | |
| Abernathy, Jennifer P | MUS 1000-506, -630 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-11-206500-51320 | MUS-1000-506 | Music Appreciation | |
| Aleksy, Donald J | MGT 1230-, 2220-300, 2230-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,750.00 | 1-12-205700-51320 | MGT-1230-300 | Owning & Operating Small Bus. | |
| Alvarado, Ruben Joseph | SPN 1002-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,300.00 | 1-11-206500-51320 | SPN-1002-01 | Elementary Spanish II | |
| Anderson, Lacey Ann | PSY 1000-301 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | PSY-1000-301 | General Psychology | |
| Argubright, Brian Christopher | Assistant Softball Coach | 1/10/2011 | 5/15/2011 | 5/21/2011 | ST | \$3,861.00 | 5-64-303607-51900 | | | |
| Ayers, Irwin Logan | WLD Series 301 & Multi-Preps | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$1,725.00 | 1-13-204100-51320 | | | |
| Baker, Kathryn June | CSP 1203-01, -630 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,550.00 | 1-13-204100-51320 | CSP-1203-01 | Microsoft Office Profess I | |
| Bhattacharya, Abhijeet | Development of ECN 2003 online | 1/15/2011 | 1/15/2011 | 1/15/2011 | ST | \$1,920.00 | 1-11-205700-51340 | | | |
| Black, Mary A | MTH 0906-08, 0907-100 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,850.00 | 1-15-209100-51320 | MTH-0906-08 | Basic Algebra | |
| Blood, Trisha Marie | MTH 1003-600, 1006-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,600.00 | 1-11-209100-51320 | MTH-1003-600 | College Algebra | |
| Bluemner, Ronald Glenn | HIS 2000-572, 2001-500 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-11-206500-51320 | HIS-2000-572 | U.S. History To 1865 | |
| Bokus, Michael Todd | CSP 2201-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,406.25 | 1-13-204100-51320 | CSP-2201-300 | Help Desk/User Support | |
| Borkowski, Andrew Joseph | EMS 2200-01, 2201-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-14-207300-51320 | EMS-2200-01 | Emergency Medical Responder | |
| Borth, Leahann M | BIOD 1008-04 / Open Lab Hours | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,018.75 | 1-11-205700-51320 | BIOD-1008-04 | Anatomy/Physiology II Day Lab | |
| Bortz, Richard D | IMT 1206, 1220-300, WED 2200 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,606.25 | 1-13-204100-51320 | IMT-1206-300 | Industrial Pneumatics | |
| Bouxsein, Barbara Jean | CAD 1201-300, DFT 1201-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,375.00 | 1-13-204100-51320 | CAD-1201-300 | Comp Aided Draft II AutoCAD | |
| Brady-Crite, Stephanie Jean | ENG 0900-600, REC 0900-600 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-15-209100-51320 | ENG-0900-600 | Basic Composition II | |
| Bray, Kristal A | ALH 1214-02 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-02 | Certified Nursing Assistant | |
| Brolley, Vincent Depaul | Mileage - St. Bede | 8/18/2010 | 10/20/2010 | 1/15/2011 | ML | \$144.00 | 1-11-206500-55210 | | | |
| Brolley, Vincent Depaul | Mileage - Early Entry/Streator | 8/18/2010 | 12/15/2010 | 1/15/2011 | ML | \$1,210.00 | 1-11-206500-55210 | | | |
| Bugelholi, Theresa R | MTH 2002-500 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,200.00 | 1-11-209100-51320 | MTH-2002-500 | Calculus & Analytic Geom II | Low enrollment class - paid per student |
| Buonomo, Vince A. | SPH 1001-09, -300, -510 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,400.00 | 1-11-206500-51320 | SPH-1001-09 | Fundamentals of Speech | |
| Castaneda, Craig Alexander | BIO 1008, 1200, BION 1008 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$7,331.25 | 1-11-205700-51320 | BIO-1008-09 | Anatomy & Physiology II | |
| Cetwinski, Jennifer Louise | ENG 0900-01, -02 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-15-209100-51320 | ENG-0900-01 | Basic Composition II | |
| Cetwinski, Jennifer Louise | SFC 1000-02 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,150.00 | 1-11-209100-51320 | SFC-1000-02 | Strategies for College | |
| Christmann, Mark Henry | ELE 1201-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,000.00 | 1-13-204100-51320 | ELE-1201-300 | Basic Indust. Electricity II | |
| Condie, Julie Ann | BIO 1200-302 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,875.00 | 1-11-205700-51320 | BIO-1200-302 | Human Body Structure & Funct. | |
| Cooper, Debra S | MTH 0907-07, -08 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,400.00 | 1-15-209100-51320 | MTH-0907-07 | Intermediate Algebra | |
| Corrigan, Kevin J | GEG 1005-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,925.00 | 1-11-205700-51320 | GEG-1005-300 | Introduction To Astronomy | |
| Dellatori, Beth Ann | PSY 2001-350 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-11-209100-51320 | PSY-2001-350 | Child Growth and Development | |
| Dellatori, Beth Ann | ECE 1027-01, -02, EDC 2000-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,750.00 | 1-12-209100-51320 | ECE-1027-01 | Child, Family, School & Comm | |
| Dellatori, Beth Ann | Completion of EDC 1202 | 1/15/2011 | 1/15/2011 | 1/15/2011 | ST | \$150.00 | 1-12-209100-51320 | | | |
| Danton, Justin A | CSI 1002-01, -100 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-11-204100-51320 | CSI-1002-01 | Intro To Bus. Computer Systems | |

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Stipends for Pay Period
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| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|---------------------------|--------------------------------|------------|------------|---------------|------------|------------|-------------------|---------------|-------------------------------|----------|
| Dockins, Sherry Marie | PSY 1000-509 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | PSY-1000-509 | General Psychology | |
| Dockins, Sherry Marie | HSR 1204-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | HSR-1204-300 | Addictive Disorders | |
| Dzurlin, Juliana Mae | ALH 1214-300, 301, 311, 312 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$5,865.00 | 1-14-207300-51320 | ALH-1214-300 | Certified Nursing Assistant | |
| Eccles, Kimberly A | CSP 1203-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,275.00 | 1-13-204100-51320 | CSP-1203-300 | Microsoft Office Profess I | |
| Engelman, John Arthur | WLD Series 312 & Multi-Preps | 1/13/2011 | 4/21/2011 | 4/23/2011 | ST | \$1,725.00 | 1-13-204100-51320 | | | |
| Faris, Wesley Jay | ENG 0900-03, MTH 0900-02 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-15-209100-51320 | ENG-0900-03 | Basic Composition II | |
| Fess, Frederick E | ELT 1203-300, IMT 1205-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,750.00 | 1-13-204100-51320 | ELT-1203-300 | Industrial Instrumentation | |
| Fisher, Andrew | ENG 1001-506, 1002-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-11-209100-51320 | ENG-1001-506 | English Composition I | |
| Ford, Stephen G | ELT 2204-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-13-204100-51320 | ELT-2204-01 | Digital/Micro: Prin/App | |
| Forst, Jean | ENG 1002-11 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-209100-51320 | ENG-1002-11 | English Composition II | |
| Frahm, Jeannette Michelle | SFC 1000-630 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,200.00 | 1-11-209100-51320 | SFC-1000-630 | Strategies for College | |
| Frost, Lincoln J | MLC / Princeton | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,600.00 | 1-15-209100-51320 | | | |
| Frost, Lincoln J | MTH 1009-300, 1010-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,900.00 | 1-11-209100-51320 | MTH-1009-300 | Structure of Number Systems I | |
| Glover, Neal P | HVC 1210-300, 2210-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,200.00 | 1-13-204100-51320 | HVC-1210-300 | Basic Heating | |
| Gnidowec, Gary F | CRJ 2020-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-11-205700-51320 | CRJ-2020-01 | Criminal Law | |
| Goodwin, Charles M | HIS 1000-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | HIS-1000-300 | History of Western Civiliz I | |
| Grebner, Barbara Eugenia | ALH 1214-311, -313 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$5,405.00 | 1-14-207300-51320 | ALH-1214-311 | Certified Nursing Assistant | |
| Groleau, Ronald W | BIO1008-09, 1200-02, BION 1008 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,460.00 | 1-11-205700-51320 | BIO-1008-09 | Anatomy & Physiology II | |
| Haas, Tracy Marie | CSN 1202-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,012.50 | 1-13-204100-51320 | CSN-1202-300 | Web Site Development | |
| Hammen, Michael A | CRJ 1030-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-205700-51320 | CRJ-1030-300 | Juvenile Delinquency | |
| Hardy, Tina L. | EDC 1000-150 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,875.00 | 1-12-209100-51320 | EDC-1000-150 | Introduction To Education | |
| Hardy, Tina L. | AFDA Module Disability Aware | 11/13/2010 | 11/13/2010 | 1/15/2011 | ST | \$50.00 | 1-11-200801-51900 | | | |
| Hartford, Carmen Nichole | BION 1009-301, Open Lab Hours | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$8,625.00 | 1-11-205700-51320 | BION-1009-301 | Microbiology Night Lab | |
| Hauger, Elizabeth Lynne | Mileage - Princeton H.S. | 12/6/2010 | 12/13/2010 | 1/15/2011 | ML | \$94.00 | 1-11-209100-55210 | | | |
| Hepburn, Thomas David | ALH 1002-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-14-207300-51320 | ALH-1002-300 | Human Growth & Development | |
| Hinterlong, James Edward | PSI 1000-501, -510 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,900.00 | 1-11-206500-51320 | PSI-1000-501 | American National Government | |
| Hinterlong, James Edward | BUL 2000-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,950.00 | 1-11-205700-51320 | BUL-2000-01 | The Legal Envrmnt of Business | |
| Hobneck, Cheryl I | AFDA Module - Assessment 101 | 10/9/2010 | 10/9/2010 | 1/15/2011 | ST | \$50.00 | 1-11-200801-51900 | | | |
| Hulstrom, Natalie H | MUS 1000-560 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | MUS-1000-560 | Music Appreciation | |
| Hunt, Marjorie F | CSD 1210-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,730.00 | 1-13-204100-51320 | CSD-1210-01 | Comprehensive Access | |
| Jakubek, Kathleen Ann | ALH 1214-312 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-301 | Certified Nursing Assistant | |
| Jakupcak, Joseph M | BIO 1000-403 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,950.00 | 1-11-205700-51320 | BIO-1000-403 | The Global Environment | |
| Jameson, Ruth Elaine | ALH 1214-601 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,820.00 | 1-14-207300-51320 | ALH-1214-601 | Certified Nursing Assistant | |
| Jeuch, Christian Martin | CRJ 2260-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-12-205700-51320 | CRJ-2260-01 | Police Community Relations | |

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| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|-------------------------------|--------------------------------|------------|------------|---------------|------------|------------|--------------------|--------------|-------------------------------|----------|
| Jezak, John P | SOC 1000-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | SOC-1000-300 | Introduction To Sociology | |
| Kalis, Linda Spenny | MTH 0907-601 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,587.50 | 1-15-209100-51320 | MTH-0907-601 | Intermediate Algebra | |
| Karsh, Timothy R | MUP 1004-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | MUP-1004-300 | Jazz Ensemble | |
| Kelly, Amy L | ALH 1000-110, -111, -112 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,312.50 | 1-14-207300-51320 | ALH-1000-110 | Introduction To Nutrition | |
| Killian, Melissa J. | 3 Sessions | 1/2/2011 | 1/15/2011 | 1/15/2011 | OV | \$973.80 | 1-32-300308-51540 | | | |
| Klobucher, Courtney Elizabeth | ART 1000-502, 1010-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-11-206500-51320 | ART-1000-502 | Art Survey | |
| Kochis, Nancy Ann | BIO 1001-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-205700-51320 | BIO-1001-300 | General Biology I | |
| Koehler, Richard A | CDV 6000-02 | 1/5/2011 | 1/5/2011 | 1/15/2011 | ST | \$150.00 | 1-41-103942-51320 | CDV-6000-02 | LaSalle Co Driver Improvement | |
| Krasnican, Mary Ellen | CEU 1501-401 | 1/10/2011 | 1/12/2011 | 1/15/2011 | ST | \$125.00 | 1-41-103941-51320 | CEU-1501-401 | Food Sanitation Recert | |
| Kreler, Rodney John | OFT 1203-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-13-204100-51320 | OFT-1203-300 | Machine Blueprint Reading | |
| Kriz, Michael A | BIO 1001-15 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,587.50 | 1-11-205700-51320 | BIO-1001-08 | General Biology I | |
| Kusek, Karl Kenneth | ELE 1202-01, 1206-01, -300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,456.25 | 1-13-204100-51320 | ELE-1202-01 | Motors and Controls I | |
| Lamboley, Wendy Lynn | THM 1202-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-14-207300-51320 | THM-1202-01 | Musculoskeletal System | |
| Landgraf, Tammy Lynn | ECE 1000, 1203, 2202, 2219 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,816.13 | 1-12-209100-51320 | ECE-1000-01 | Intro To Early Childhood Edu. | |
| Lange, Marilyn Lee | Mileage - Princeton H.S. | 11/1/2010 | 12/13/2010 | 1/15/2011 | ML | \$42.00 | 1-11-209100-55210 | | | |
| Lange, Marilyn Lee | MTH 0906-07, 0907-09 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,625.00 | 1-15-209100-51320 | MTH-0906-07 | Basic Algebra | |
| Lau, Michael S | PSY 2006-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-11-206500-51320 | PSY-2006-300 | Abnormal Psychology | |
| Leadingham, Paul | AWS Cert Testing - Local 393 | 1/6/2011 | 1/6/2011 | 1/15/2011 | ST | \$337.50 | 1-42-103310-51320 | | | |
| Leonard, Bryan Donald | CHM 1004-403 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,281.25 | 1-11-205700-51320 | CHM-1004-403 | Chemistry | |
| Lesman, Emily Elizabeth | MLC / Ottawa Center | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-15-209100-51320 | | | |
| Lockwood, DawnAnne | CSG 1202-100 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,950.00 | 1-13-204100-51320 | CSG-1202-100 | Photoshop | |
| Lockwood, DawnAnne | EDC 1203-150, 1203-630 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,900.00 | 1-12-209100-51320 | EDC-1203-150 | Educational Technology | |
| Loebach, Nancy Ann | MLC / Ottawa Center #2 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-15-209100-51320 | | | |
| Loughran, Crystal Lynne | Clothing Allowance / Taxable | 1/15/2011 | 1/15/2011 | 1/15/2011 | TF | \$84.99 | 12-74-400906-52900 | | | |
| Malavolti, Steven Otto | ELE 1200-01, ELE 1206-301 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,312.50 | 1-13-204100-51320 | ELE-1200-01 | Basic Indus. Electricity I | |
| Mandujano, James Edward | CRJ 1030-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-205700-51320 | CRJ-1030-01 | Juvenile Delinquency | |
| Mangold, Richard F | Mileage - Ottawa High School | 8/23/2010 | 10/18/2010 | 1/15/2011 | ML | \$20.00 | 1-11-206500-55210 | | | |
| Mangold, Richard F | Mileage - Ottawa Ctr to Seneca | 8/19/2010 | 10/21/2010 | 1/15/2011 | ML | \$152.00 | 1-11-206500-55210 | | | |
| Mangold, Richard F | Mileage - IVCC to Seneca | 8/18/2010 | 10/20/2010 | 1/15/2011 | ML | \$240.00 | 1-11-206500-55210 | | | |
| Martin, Tyler Grant | CNC Series 300 & Multi-Preps | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,443.75 | 1-13-204100-51320 | | | |
| Mathews, Holly J | PSY 2200-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,875.00 | 1-11-206500-51320 | PSY-2200-300 | Human Relations/World of Work | |
| Mathews, Holly J | CSP 1210-01 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$781.25 | 1-13-204100-51320 | CSP-1210-01 | Bas Computer Skills Workplace | |
| Mattson, Gregory A | Open Lab Hours | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,925.00 | 1-11-205700-51320 | | | |
| Mattson, Robert Carl | Mileage - Princeton | 12/6/2010 | 12/7/2010 | 1/15/2011 | ML | \$28.00 | 1-11-209100-55210 | | | |

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| Name | Description | Start Date | End Date | Last Pay Date | Earn Type | Amount | GL No. | Section Name | Section Title | Comments |
|--------------------------|---------------------------------|------------|------------|---------------|-----------|------------|-------------------|--------------|--------------------------------|----------|
| Mattson, Robert Carl | MTH 1004-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-11-209100-51320 | MTH-1004-300 | Trigonometry | |
| Maurice, Jeanette A | RWSS Lab - Night | 1/13/2011 | 5/20/2011 | 5/21/2011 | RE | \$1,950.00 | 1-15-209100-51320 | | | |
| McCabe-Pinn, Linda | ALH 1200-01, -600 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,750.00 | 1-14-207300-51320 | ALH-1200-01 | Introduction To Health Science | |
| McCarthy, Melissa R | Mileage - Streator | 11/19/2010 | 12/15/2010 | 1/15/2011 | ML | \$50.00 | 1-11-206500-55210 | | | |
| McCarthy, Melissa R | PSY 1000-507 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | PSY-1000-507 | General Psychology | |
| McClure, Colleen S | MTH 0900-300, MLC/Ottawa | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,200.00 | 1-15-209100-51320 | MTH-0900-300 | Pre-Algebra | |
| McCutchan, Ronald Gray | SFC 1000-510 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,150.00 | 1-11-209100-51320 | SFC-1000-510 | Strategies for College | |
| McGuire, Patricia Ann | DLA 2201, 2203, 1202 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,950.00 | 1-14-207300-51320 | DLA-2201-01 | Dental Lab. Procedures II | |
| McKee, Larry E | MLC Mon/Wed Night | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-15-209100-51320 | | | |
| Medler, Ashley Michelle | ALH 1214-600 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-600 | Certified Nursing Assistant | |
| Mika, Judyann | SSK 0904-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-15-209100-51320 | SSK-0904-01 | College Study Skills | |
| Montgomery, D Gene | MUP 1002-300, MUS 1000-500 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,900.00 | 1-11-206500-51320 | MUP-1002-300 | Wind Ensemble | |
| Moore, Anni | BIO 1009-300, -301, BION 1009 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,593.75 | 1-11-205700-51320 | BIO-1009-300 | Microbiology | |
| Moreno, Marie D | CSP 1230-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,437.50 | 1-13-204100-51320 | CSP-1230-01 | Basic Keyboarding | |
| Moroni, Theresa Marie | DLA 1206, 2201-01, 2203-01, -02 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-14-207300-51320 | DLA-1206-01 | Dental Office Management | |
| Morris, Tracy Lynn | SOC 1002-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | SOC-1002-01 | Marriage and Family | |
| Moskalewicz, James P | 7 Sessions | 1/2/2011 | 1/15/2011 | 1/15/2011 | OV | \$2,597.07 | 1-32-300308-51540 | | | |
| Mudge, Linda Gail | AFDA Module - Assessment 101 | 10/9/2010 | 10/9/2010 | 1/15/2011 | ST | \$50.00 | 1-11-200801-51900 | | | |
| Mullen, Laurie Beth | ART 1000-504, 1010-600 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-11-206500-51320 | ART-1000-504 | Art Survey | |
| Nelson, Catherine Lee | ECE 2005-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-12-209100-51320 | ECE-2005-01 | Students/Disabilities Schools | |
| Neps, Mary Jane | HRT 1231-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,012.50 | 1-13-204100-51320 | HRT-1231-300 | Landscape Design II | |
| Nickel, Paul A | WLD Series 11/311 & Multi-Prep | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-13-204100-51320 | | | |
| Niemeyer, Loren | ELE 1202-02, IMT 1205-02 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,593.75 | 1-13-204100-51320 | ELE-1202-02 | Motors and Controls I | |
| Novak, M. Elaine | CSP 1203-110 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,012.50 | 1-13-204100-51320 | CSP-1203-110 | Microsoft Office Profess I | |
| O'Brien, Tina Marie | MLC / Streator | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,400.00 | 1-15-209100-51320 | | | |
| Oldaker, Adam Gregory | Mileage - Midland H.S. | 12/1/2010 | 12/15/2010 | 1/15/2011 | ML | \$96.00 | 1-11-209100-55210 | | | |
| Opsal, James Allen | BIO 1200-630 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-205700-51320 | BIO-1200-630 | Human Body Structure & Funct. | |
| Panizzi, Gerald W | CDV 6000-02, #737 | 1/8/2011 | 1/8/2011 | 1/15/2011 | ST | \$150.00 | 1-41-103942-51320 | CDV-6000-02 | LaSalle Co Driver Improvement | |
| Parisot, Debora | GDT 1203-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | GDT-1203-300 | Printing Technology | |
| Paul, Kristine | SDT 1203-300 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$575.00 | 1-13-204100-51320 | SDT-1203-300 | Job Seeking Skills | |
| Pearson, Jacob Alexander | Mileage - Earlville H.S. | 8/18/2010 | 12/15/2010 | 1/15/2011 | ML | \$1,440.00 | 1-11-206500-55210 | | | |
| Pearson, Jacob Alexander | SPH 1001-407 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | SPH-1001-407 | Fundamentals of Speech | |
| Pecherek, Michael John | Interim Dean Duties | 12/20/2010 | 12/21/2010 | 1/15/2011 | ST | \$606.29 | 1-11-206500-51900 | | | |
| Pecherek, Michael John | Interim Dean Duties | 1/3/2011 | 1/7/2011 | 1/15/2011 | ST | \$1,097.07 | 1-11-206500-51900 | | | |

Stipends for Pay Period
Ending 1/15/11

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|---------------------------|--------------------------------|------------|------------|---------------|------------|------------|--------------------|--------------|--------------------------------|------------------------------|
| Personette, John Carl | GEG 1001-01, -02, -03 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,175.00 | 1-11-205700-51320 | GEG-1001-01 | Weather & Climate | |
| Peterlin, Robert Joseph | SPH 1001-403, -505 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,600.00 | 1-11-206500-51320 | SPH-1001-403 | Fundamentals of Speech | |
| Peters, Mary Ellen | ENG 1002-504 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,800.00 | 1-11-209100-51320 | ENG-1002-504 | English Composition II | |
| Peterson, Bonnie S | HPE 1000, 1003, 1004 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$6,650.00 | 1-11-205700-51320 | HPE-1000-02 | Wellness | |
| Phillips, Glen Ray | PSY 1000-150 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | PSY-1000-150 | General Psychology | |
| Pinter, Debra Lynn | ALH 1214-01 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-01 | Certified Nursing Assistant | |
| Poite, Duwayne Alan | WND 2200-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,875.00 | 1-13-204100-51320 | WND-2200-300 | Wind Turbine Cntrl, Oper, Main | |
| Pratt, Sue Ellen | ALH 1280-730, -732 | 12/7/2010 | 12/13/2010 | 1/15/2011 | ST | \$575.00 | 1-14-207300-51320 | ALH-1280-730 | CPR/First Aid | |
| Pratt, Sue Ellen | ALH 1280-733 | 12/16/2010 | 12/16/2010 | 1/15/2011 | ST | \$287.50 | 1-14-207300-51320 | ALH-1280-733 | CPR/First Aid | |
| Pratt, Sue Ellen | ALH 1280-700, -701 | 1/3/2011 | 1/6/2011 | 1/15/2011 | ST | \$565.00 | 1-14-207300-51320 | ALH-1280-700 | CPR/First Aid | |
| Prine, Renee Marie | 7 Sessions | 1/2/2011 | 1/15/2011 | 1/15/2011 | OV | \$2,363.06 | 1-32-300308-51540 | | | |
| Reardon, Gary Patrick | SPH 1001-501, -600, -601 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,175.00 | 1-11-206500-51320 | SPH-1001-501 | Fundamentals of Speech | |
| Redshaw, Rebekah Marie | BIO 1001-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$862.50 | 1-11-205700-51320 | BIO-1001-300 | General Biology I | |
| Reif, Cynthia Lou | DLA 2204, 2200, 1205, 1202 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$6,900.00 | 1-14-207300-51320 | DLA-2204-01 | Dental Radiography II | Program Coordinator included |
| Renn, Kristine Marie | BIO 1008-10, BIOD 1008-03, Lab | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,370.00 | 1-11-205700-51320 | BIO-1008-10 | Anatomy & Physiology II | |
| Retoff, Dan J | ALH 1030-01, 1031-01, 1002-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,550.00 | 1-14-207300-51320 | ALH-1030-01 | Yoga | |
| Retoff, Dan J | BIO 1008-301, BION 1008-302 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,412.50 | 1-11-205700-51320 | BIO-1008-301 | Anatomy & Physiology II | |
| Rios, Karen Jeanne | ALH 1214-03 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-03 | Certified Nursing Assistant | |
| Rodda, Jeanna Michele | FRS 2030-01, FRS 2050-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,025.00 | 1-11-205700-51320 | FRS-2030-01 | Trace Evidence | |
| Ruda, Anthony J | HPE 1000-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$575.00 | 1-11-205700-51320 | HPE-1000-01 | Wellness | |
| Russell, Thomas Shawn | CAD 1203-300, -301 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,875.00 | 1-13-204100-51320 | CAD-1203-300 | Electronics Drafting | |
| Rutkowski, Barbara Ann | ECE 2203-350 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,300.00 | 1-12-209100-51320 | ECE-2203-350 | Supervision and Administration | |
| Scheuer, Kelsey Chrisanne | Notetaker - GEG 1001-03 | 1/15/2011 | 1/15/2011 | 1/15/2011 | SW | \$48.00 | 1-11-209100-51800 | | | |
| Schmidt, Lauren Elizabeth | PSY 1000-110 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$1,725.00 | 1-11-206500-51320 | PSY-1000-110 | General Psychology | |
| Schuller, Shuh Kuen K | ALH 1000-301, 1000-600 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$3,450.00 | 1-14-207300-51320 | ALH-1000-301 | Introduction To Nutrition | |
| Schultz, Kim Ann | ALH 1214-300 | 1/13/2011 | 3/9/2011 | 3/12/2011 | ST | \$2,702.50 | 1-14-207300-51320 | ALH-1214-300 | Certified Nursing Assistant | |
| Shields, Richard Maurice | ACT 1220-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$300.00 | 1-11-205700-51320 | ACT-1220-01 | Practical Income Tax Prep | |
| Smith, Mary Helen | CAD 1200-300, DFT 1201-01 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,375.00 | 1-13-204100-51320 | CAD-1200-300 | Comp Aided Draft I AutoCAD | |
| Smith, Mona Ann | Clothing Allowance / Taxable | 1/15/2011 | 1/15/2011 | 1/15/2011 | TF | \$26.77 | 12-74-400906-52900 | | | |
| Smith, Paul C. | CAD 2204-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$2,012.50 | 1-13-204100-51320 | CAD-2204-300 | Geom Dimension & Tolerance | |
| Smith, Sara E | CEU 1501-401 | 1/10/2011 | 1/12/2011 | 1/15/2011 | ST | \$125.00 | 1-41-103941-51320 | CEU-1501-401 | Food Sanitation Recert | |
| Sobin, Betsy Lynn | ENG 0900-04, -05, RED 0900-03 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$5,400.00 | 1-15-209100-51320 | ENG-0900-04 | Basic Composition II | |
| Sphar, Ronald E | HVC 1220-300, 1240-300 | 1/13/2011 | 5/20/2011 | 5/21/2011 | ST | \$4,200.00 | 1-13-204100-51320 | HVC-1220-300 | Basic Refrigeration | |

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Stipends for Pay Period Ending 1/29/11

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|----------------------------|------------------------------|------------|------------|---------------|------------|-------------|-------------------|--------------|--------------------------------|--|
| Alm, Stephen R | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-206500-51340 | HIS-2006-01 | History Middle Eastern Civiliz | |
| Ault, Richard L | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$2,400.00 | 1-11-205700-51340 | PSC-1000-300 | Intro To Physical Science | |
| Batson-Turner, Jean | 10/11 Overload | 8/18/2010 | 2/12/2011 | 2/12/2011 | OV | \$5,977.60 | 1-12-206500-51340 | SOC-1000-300 | Introduction To Sociology | |
| Bazydlo, Nora Beth | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$11,545.60 | 1-14-207300-51340 | ALH-1214-300 | Certified Nursing Assistant | |
| Bennett-Campbell, Bonnie L | 10/11 Overload | 9/26/2010 | 1/29/2011 | 1/29/2011 | OV | \$10,311.68 | 1-14-207300-51340 | NUR-1202-08 | Fundamentals of Nursing II | |
| Bergleker, David E | 10/11 Overload | 8/18/2010 | 2/12/2011 | 2/12/2011 | OV | \$4,608.00 | 1-11-206500-51340 | PHO-2000-01 | Introduction Photography | |
| Beyer, Jason Adam | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$2,670.00 | 1-11-206500-51340 | PHL-1013-01 | Comparative Religions | |
| Bhattacharya, Abhijeet | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$8,832.00 | 1-11-205700-51340 | ECN-1202-100 | Fundamentals of Economics | |
| Bias, Timothy John | Maint Skills Demo Test Admin | 1/14/2011 | 1/14/2011 | 1/29/2011 | ST | \$490.00 | 1-42-103310-51320 | | | |
| Bias, Timothy John | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$11,264.00 | 1-13-204100-51340 | IMT-1200-300 | Equipment Maintenance | |
| Bigelow, Amanda Pauline | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-206500-51340 | HIS-2008-01 | Modern Africa | |
| Black, Wesley Taylor | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$7,184.00 | 1-11-209100-51340 | MTH-1003-300 | College Algebra | Includes Math Learning Center 10/FA & 11/SP |
| Blaydes, Christine Ann | 10/11 Overload | 1/13/2011 | 1/29/2011 | 1/29/2011 | OV | \$1,280.00 | 1-14-207300-51340 | ALH-1214-06 | Certified Nursing Assistant | |
| Bortz, Richard D | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Brown, Mark Sheffield | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-206500-51340 | FLM-2009-630 | The Art of The Film | |
| Brown, Mark Sheffield | 10/11 Overload / Writing Ctr | 1/13/2011 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-209100-51340 | | | |
| Bruch, Anna Marie Faletti | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$2,807.68 | 1-14-207300-51340 | NUR-2211-07 | Holistic Nursing III | |
| Caley Opsal, Susan Mary | 10/11 Overload | 8/18/2010 | 2/12/2011 | 2/12/2011 | OV | \$1,920.00 | 1-11-205700-51340 | | | |
| Carey, Lauri L | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,152.00 | 1-13-204100-51340 | HRT-1221-300 | Annuals & Perennials II | |
| Christianson, Diane C | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$11,115.00 | 1-12-209100-51340 | ECE-1202-300 | Foundations Infants/Toddlers | Includes ECE Program Coord 10/FA & 11/SP |
| Church, Brian D | Ext Site Coordinator 11/SP | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$300.00 | 1-11-201160-51900 | | | |
| Cinotte, Lori Maret | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$150.00 | 1-11-206500-51340 | JRN-1003-01 | Advanced Reporting | |
| Cross, Barbara A | Ext Site Coordinator 11/SP | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$300.00 | 1-11-201160-51900 | | | |
| Denton, Justin A | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Dockins, Sherry Marie | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Donna, Rebecca S | Mileage - Ottawa / taxable | 9/8/2010 | 11/10/2010 | 1/29/2011 | ML | \$87.00 | 1-11-205444-55212 | | | |
| Donna, Rebecca S | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$150.00 | 1-11-205700-51340 | CRJ-2020-01 | Criminal Law | |
| Donna, Rebecca S | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$2,984.00 | 1-12-205700-51340 | CRJ-2290-01 | Criminal Justice Seminar | includes CRJ/FRS Program Coordinator 10/FA & 11/SP |
| Dove, Christine E | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$6,510.00 | 1-11-206500-51340 | LDS-1000-75 | Leadership Develop Studies | |
| Elias, Gina Rae | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$3,840.00 | 1-13-204100-51340 | CSN-1231-300 | Network Administration II | |
| Elias, Gina Rae | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$128.00 | 1-11-204100-51340 | CSI-1011-02 | Intro Programming & Logic | |
| Engstrom, Norman Bruce | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$8,170.00 | 1-11-206500-51340 | MUS-1000-07 | Music Appreciation | |
| Farlee, Gall Lorene | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Fesperman, Jeffrey Norris | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-205700-51340 | GEG-1001-100 | Weather & Climate | |

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Stipends for Pay Period Ending 1/29/11

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|-----------------------------|--------------------------------|------------|------------|---------------|------------|-------------|-------------------|--------------|--------------------------------|---------------------------------------|
| Francisco, Marjorie Lynn | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$7,272.00 | 1-14-207300-51340 | NUR-1202-02 | Fundamentals of Nursing II | |
| Gibson, James A | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$1,152.00 | 1-13-204100-51340 | GNT-1201-01 | S/T:Taste of Engineering | |
| Gibson, James A | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$2,304.00 | 1-11-204100-51340 | ELT-1000-300 | Introduction To Electronics | |
| Gibson, James A | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$13,184.00 | 1-13-204100-51340 | ELE-1201-01 | Basic Indust. Electricity II | |
| Hanley, Linda Cheryl | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$6,659.84 | 1-14-207300-51340 | NUR-1210-03 | Mental Health Nursing | |
| Hobneck, Cheryl I | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,240.00 | 1-15-209100-51340 | CON-1200-01 | Intro Class Assess & Research | Includes Math Learning Center 10/FA |
| Hodgson, Laura Ann | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$10,483.20 | 1-14-207300-51340 | ALH-1202-100 | ALH Dosage Calculations | |
| Hogue, Julie Ann | 10/11 Overload | 8/18/2010 | 2/26/2011 | 2/26/2011 | OV | \$7,591.68 | 1-14-207300-51340 | ALH-1001-01 | Terminology Health Field | |
| Houchin, Kirk A | Ext Site Coordinator 11/SP | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$300.00 | 1-11-201160-51900 | | | |
| Hulstrom, Natalie H | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Jakupcak, Joseph M | Ext Site Coordinator 11/SP | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$300.00 | 1-11-201160-51900 | | | |
| Jezak, John P | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Johll, Matthew E. | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,440.00 | 1-11-205700-51340 | | | |
| King, Keith Robert | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,600.00 | 1-11-205700-51340 | | | |
| Koehler, Richard A | CDV 7000-02, #150 | 1/15/2011 | 1/15/2011 | 1/29/2011 | ST | \$150.00 | 1-41-103943-51320 | CDV-7000-02 | Bureau Co. Driver Improvement | |
| Koehler, Richard A | CDV 6000-02, #738 | 1/19/2011 | 1/19/2011 | 1/29/2011 | ST | \$150.00 | 1-41-103942-51320 | CDV-6000-02 | LaSalle Co Driver Improvement | |
| Koudelka, Arthur Edward | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$17,664.00 | 1-13-204100-51340 | ATO-1210-01 | Basic Gas Engines | |
| Kuester, David A | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$1,950.00 | 1-11-206500-51340 | HFA-1007-02 | S/T:Playwriting | |
| Kwiatkowski, Charles S | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$7,040.00 | 1-11-204100-51340 | CSI-2011-300 | Data Structures & Algorithms | |
| Leadingham, Paul | Maint Skills Demo Test Admin | 1/14/2011 | 1/14/2011 | 1/29/2011 | ST | \$315.00 | 1-42-103310-51320 | | | |
| Leadingham, Paul | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$3,136.00 | 1-13-204100-51340 | WLD-1200-01 | Stick, Plate, Flat Arc Welding | |
| Lockwood, Kirk D | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$5,120.00 | 1-11-209100-51340 | ENG-1001-13 | English Composition I | Includes Writing Center 10/FA & 11/SP |
| Mammano, Pamela M | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$7,488.00 | 1-14-207300-51340 | ALH-1001-100 | Terminology Health Field | |
| Mangold, Richard F | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$5,760.00 | 1-11-206500-51340 | PSY-2000-01 | Personality | |
| Matteson, Gregory A | Additional Open Lab Hours | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$487.50 | 1-11-205700-51320 | | | |
| Mattison, Merri-Susan Jayne | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$1,920.00 | 1-11-206500-51340 | SOC-1000-600 | Introduction To Sociology | |
| Mitchum, Sheri Lynn | Mileage - Ottawa Ctr / taxable | 10/23/2010 | 11/3/2010 | 1/29/2011 | ML | \$55.50 | 1-22-203222-55211 | | | |
| Monterastelli, Cherie A | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$3,200.00 | 1-14-207300-51340 | ALH-1001-600 | Terminology Health Field | |
| Moreno, Maria D | CSP 1230-01, Substitute 2 days | 1/29/2011 | 1/29/2011 | 1/29/2011 | ST | \$239.58 | 1-13-204100-51320 | | | |
| Mudge, Linda Gall | 10/11 Overload | 12/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,240.00 | 1-15-209100-51340 | CON-1200-01 | Intro Class Assess & Research | includes Math Learning Center 10/FA |
| Natt, Steve A | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,480.00 | 1-11-205700-51340 | BIOD-1009-02 | Microbiology Day Lab | |
| Niemeyer, Loren | NSF Course Development | 1/29/2011 | 1/29/2011 | 1/29/2011 | SG | \$1,665.00 | 6-13-201838-51900 | | | |
| Nink, Tina M | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$6,080.00 | 1-14-207300-51340 | NUR-2201-01 | Holistic Nursing II | |
| O'Connor, Daniel J | 10/11 Overload | 8/18/2010 | 2/12/2011 | 2/12/2011 | OV | \$12,160.00 | 1-13-204100-51340 | ATO-1250-01 | Engine Performance | |

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Stipends for Pay Period Ending 1/29/11

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|---------------------------|----------------------------|------------|------------|---------------|------------|-------------|-------------------|--------------|--------------------------------|---|
| Oldaker, Adam Gregory | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$6,400.00 | 1-11-209100-51340 | ENG-1002-630 | English Composition II | Includes Ottawa Writing Center 10/FA & 11/SP |
| Ozeland, Gregory A | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,664.00 | 1-11-205700-51340 | BIO-1002-02 | General Biology II | |
| Penizzi, Gerald W | CDV 6000-02, #739 | 1/22/2011 | 1/22/2011 | 1/29/2011 | ST | \$187.50 | 1-41-103942-51320 | CDV-6000-02 | LaSalle Co Driver Improvement | |
| Pecherek, Michael John | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$640.00 | 1-11-206500-51340 | MUS-1012-01 | Music Theory II | |
| Pecherek, Michael John | Interim Dean Duties | 1/10/2011 | 1/14/2011 | 1/29/2011 | ST | \$981.23 | 1-11-206500-51900 | | | |
| Pence, Patricia Lynn | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$8,279.20 | 1-14-207300-51340 | ALH-1002-100 | Human Growth & Development | |
| Perez, Dorene Marie | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$1,152.00 | 1-13-204100-51340 | GNT-1201-01 | S/T:Taste of Engineering | |
| Perez, Dorene Marie | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$11,840.00 | 1-13-204100-51340 | CAD-1200-01 | Comp Aided Draft I AutoCAD | |
| Phillips, Michael Alan | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$2,560.00 | 1-11-205700-51340 | GEL-1006-101 | Introduction To Oceanography | |
| Piatroionardo, Anna Marie | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,580.00 | 1-11-206500-51340 | SPN-1001-150 | Elementary Spanish I | |
| Pratt, Sue Ellen | ALH 1280-703, -704, -705 | 1/12/2011 | 1/18/2011 | 1/29/2011 | ST | \$862.50 | 1-14-207300-51320 | ALH-1280-703 | CPR/First Aid | |
| Pumo, Deborah J | 10/11 Overload | 8/18/2010 | 2/12/2011 | 2/12/2011 | OV | \$4,800.00 | 1-14-207300-51340 | NUR-2201-03 | Holistic Nursing II | |
| Radek, Kimberly M | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$5,760.00 | 1-11-206500-51340 | GEN-2000-01 | Women Through Cult & Centuries | |
| Radek, Kimberly M | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$150.00 | 1-11-209100-51340 | LIT-2021-110 | Intro To Shakespeare I | |
| Reardon, Gary Patrick | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Reese, Robert C | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$3,801.60 | 1-11-205700-51340 | MGT-2010-101 | Principles of Management | |
| Reese, Robert C | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$6,880.00 | 1-12-205700-51340 | MKT-1210-101 | Principles of Marketing | Includes BUS Program Coordinator 10/FA & 11/SP |
| Robinson, Delores R. | 10/11 Overload | 1/13/2011 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-209100-51340 | ENG-1002-500 | English Composition II | |
| Sack, Jane E | 10/11 Overload | 8/18/2010 | 12/18/2010 | 1/29/2011 | OV | \$1,920.00 | 1-11-209100-51340 | | | Honors Program Director 10/FA |
| Senkovich, Michael W | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$857.60 | 1-11-205700-51340 | | | ACT Program Coordinator 10/FA |
| Sarsah, Dominic K | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,160.00 | 1-11-205700-51340 | | | |
| Sarsah, Dominic K | 10/11 Overload | 1/13/2011 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-209100-51340 | MTH-1008-300 | General Elementary Statistics | |
| Savoia, Jennifer L | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,800.00 | 1-14-207300-51340 | NUR-2212-04 | Holistic Nursing IV | |
| Schroeder, Eric Steven | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$10,080.00 | 1-11-205700-51340 | BIO-1000-100 | The Global Environment | |
| Schultz, Cynthia L | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$2,304.00 | 1-11-209100-51340 | MTH-2002-01 | Calculus & Analytic Geom II | Includes Math Learning Center 10/FA & 11/SP |
| Serafini, Richard Joseph | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$1,920.00 | 1-11-205700-51340 | | | |
| Serafini, Richard Joseph | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$3,840.00 | 1-12-205700-51340 | ACT-1210-100 | Fundamentals of Accounting | Includes ACT Program Coordinator 11/SP |
| Sherbeyn, Julie A | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$2,240.00 | 1-11-205700-51340 | HPE-1001-01 | Wellness Lab | |
| Skoflanc, Francie A | 10/11 Overload | 8/18/2010 | 3/12/2011 | 3/12/2011 | OV | \$8,108.80 | 1-13-206500-51340 | GDT-2206-01 | Graphic Design Internship II | |
| Spanbauer, Jeffrey A | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,480.00 | 1-11-206500-51340 | HIS-2000-02 | U.S. History To 1865 | Includes development & 1st time offering HIS 2002-100 |
| Stockley, Douglas L | 10/11 Overload | 1/13/2011 | 1/29/2011 | 1/29/2011 | OV | \$2,688.00 | 1-11-204100-51340 | AGR-1002-01 | Intro Agriculture Mechanics | |
| Stockley, Douglas L | 10/11 Overload | 8/18/2010 | 1/29/2011 | 1/29/2011 | OV | \$4,480.00 | 1-13-204100-51340 | CSP-1203-100 | Microsoft Office Profess I | |
| Stone, Donna P | AFDA Module 1 | 1/8/2011 | 1/8/2011 | 1/29/2011 | ST | \$75.00 | 1-11-200801-51900 | | | |
| Swett, Steven A | Correction to ALH 1280-702 | 1/9/2011 | 1/9/2011 | 1/29/2011 | ST | \$45.50 | 1-14-207300-51320 | | | |

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Resolutions Designating the Fiscal Year and a Person to Prepare the Tentative Budget

The administration requests Board authorization to designate a fiscal year and identify an officer of the District to prepare the tentative budget. In keeping with past practice, the recommended fiscal year would be from July 1, 2011 to June 30, 2012, and the College's President would be responsible for preparing the tentative budget. The following resolutions and budget calendar are therefore presented for Board consideration.

Recommendation:

The administration recommends the Board take the following action:

- 1. Adopt the resolution designating the fiscal year be from July 1, 2011 to June 30, 2012;**
- 2. Adopt the resolution designating Dr. Jerry Corcoran as the District's officer appointed to prepare the tentative budget; and**
- 3. Approve the budget calendar, as presented.**

RESOLUTION TO DESIGNATE A FISCAL YEAR

RESOLUTION

_____ moved, seconded by _____ that the fiscal year of Illinois Valley Community College, District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston, in the State of Illinois, be July 1, 2011 to June 30, 2012.

ADOPTED this 15th day of February, 2011.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

RESOLUTION TO DESIGNATE A PERSON(S) TO PREPARE
A TENTATIVE BUDGET

RESOLUTION

BE IT RESOLVED BY the Board of Community College District No. 513, in the counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston, in the State of Illinois, that Dr. Jerry Corcoran be and is hereby appointed to prepare a tentative budget for said college district for the fiscal year beginning July 1, 2011 and ending June 30, 2012, which tentative budget shall be filed with the Secretary of this Board.

ADOPTED this 15th day of February, 2011.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

ILLINOIS VALLEY COMMUNITY COLLEGE

BUDGET CALENDAR — FY2011

- February 15, 2011 - Resolution to Designate a Fiscal Year
Budget Calendar
Resolution to Designate a Person(s) to Prepare a Tentative Budget

- July 19, 2011 - Resolution to Adopt Tentative Budget

- July 20, 2011 - Budget Available for Public Inspection
Notice of Public Hearing

- August 23, 2011 - Public Hearing — 6:30 p.m.
Resolution to Adopt Budget

Tuition Rate Adjustment

The administration recommends increasing tuition from \$68.36 to \$76.13 per credit hour to be effective with the summer 2011 semester. The universal fee would remain at \$7.39. The combined tuition and universal fee will be \$83.52. The current rate is the lowest of any public community college in Illinois. The State average combined tuition and universal fee rate is \$98.26 for fiscal year 2011.

In an effort to increase the number of high school students taking IVCC courses, the administration also recommends tying the tuition for students enrolled in Early Entry College (E²C) courses to one-half of the standard tuition rate. In fiscal year 2011, students enrolled in E²C classes paid \$34.18 per credit hour. By raising the standard tuition rate to \$76.13, high school students in the E²C program in fiscal year 2012 would pay \$38.07.

These recommendations are based on an August 3, 2010 letter from the Illinois Community College Board stating that Illinois Valley Community College is required to set tuition and fees at minimum of 85 percent of the statewide average in order to qualify for equalization. In fiscal year 2011, the equalization grant from the ICCB was \$170,118; however, this also qualifies the College to levy for the additional tax, which in tax year 2009 was \$2,604,992.

This action is being recommended not only to continue to qualify for equalization, but also because we anticipate State funding may be reduced by two percent for FY2012. Along with a possible reduction of State funding, grant payments are not being made in a timely fashion, which may create a cash flow problem for IVCC.

Recommendation:

The administration recommends Board approval to increase tuition by \$7.77, from \$68.36 to \$76.13 per credit hour beginning with the summer 2011 semester.

Illinois Community College Board



Guy H. Alongi
Chairman

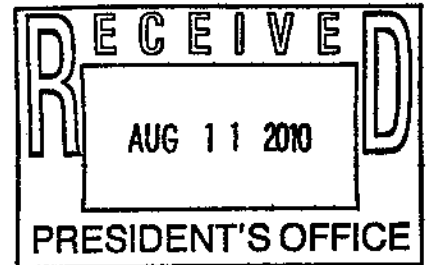
Geoffrey S. Obrzut
President/CEO

proudly serving the

Illinois Community College System

August 3, 2010

Dr. Jerry Corcoran, President
Illinois Valley Community College
815 North Orlando Smith Ave.
Oglesby, IL 61348



Dear Jerry,

The ICCB funding formula requires that community college districts maintain a minimum tuition and universal fee rate in order to qualify for equalization funding. The minimum tuition and universal fee rate required to qualify for fiscal year 2012 equalization funding has been established as 85% of the fiscal year 2011 statewide average tuition and universal fee rate.

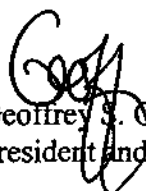
The following information is being provided as the basis for determining the qualification for fiscal year 2012 equalization funding:

| | |
|---|---------|
| Fiscal year 2011 statewide average tuition and universal fee rate: | \$98.26 |
| 85% of the fiscal year 2011 average tuition and universal fee rate: | \$83.52 |
| Illinois Valley tuition and universal fee rate as of 7/1/10 | \$75.75 |
| Total increase required by July 1, 2011 | \$ 7.77 |

In order to qualify for equalization funding in fiscal year 2012, your tuition and universal fee rate must be increased to \$83.52 by no later than July 1, 2011.

This information is being provided in order to allow an adequate time-frame for tuition and universal fee rate decisions to be made at the local level. If you have any questions regarding this matter, please call Bruce Bennett, Director for Finance and Operations at (217) 785-0089.

Sincerely


Geoffrey S. Obrzut
President and CEO

Course Fees/Adjustments

Course fees are reviewed annually by Program Coordinators and Deans using the approved Course Fee Guidelines.

Following is a spreadsheet listing the recommended course fee changes for FY12.

As per the Guidelines, courses taught in a dedicated instructional computer lab will have a technical support fee included in the final course fee. The ITS Department recalculated this fee and determined that it should decrease by \$2 per credit hour. This change has been factored into the fees presented for approval.

All significant changes (more than a \$5 increase) have a brief rationale listed after the proposed new fee.

For FY11, IVCC currently has 347 courses with approved course fees. The recommendation is to add or change 252 course fees: 199 increases, 29 decreases, add course fees to 12 existing courses, and add course fees for 12 new courses. Due to curriculum revisions during the past year, 13 courses which had course fees are no longer being offered and are not included on this list. Thus, the total number of courses with approved course fees for FY12 will be 358.

Recommendation:

The administration recommends adding fees for 12 new courses, adding fees to 12 existing courses, increasing fees for 199 courses and reducing fees for 29 courses, as presented.



ILLINOIS VALLEY
COMMUNITY COLLEGE

Memorandum

To: Jerry Corcoran, President
From: Rick Pearce, VP for Learning and Student Development *kw*
Date: 27 January 2011
Subject: Course Fee Adjustments

Jerry,

As we are preparing to take the course fee adjustment recommendations to the Board, I wanted to bring to your attention the reason behind the substantial increases in a few areas.

In order to calculate the fees, the deans utilize a formula that seeks to balance the actual cost of instructional supplies, software licenses and lab assistant wages with the per-student course fee. In the past, fee change recommendations and rationales were presented to the AVP for Academic Affairs in the aggregate and these were passed along to the business office.

During the most recent review of fees, we asked that the deans provide not only the recommendation and a rationale, but also the actual calculations they used to reach the recommended fee levels. In reviewing these figures, it became evident that fees related to some courses were out of line with the actual cost of supplies and had not been adjusted in some time.

It is my belief that we should adjust these fees to bring them into balance with the actual costs of conducting the class. In a few cases, this will mean the course fee will be adjusted up by a substantial percentage. The AVPAA and I have worked to minimize the number of courses where this will happen.

As a safeguard in the future, I will be asking IR to run a report as part of the Program Review that will compare revenue from fees to expenditures on instructional supplies. When a disparity is found, this will automatically trigger a review of that course's fee structure.

Rick

Course Fee Guidelines

Qualifying Expenses

Course fees may be charged in order to cover costs of the following.

Per course section

1. Consumable supplies
2. Printing (handouts of less than 10 pages)
3. Program or course-specific software and licenses, other than those applications in use by the general student body, such as Microsoft Office Products
4. Lab assistants for specific programs courses
5. Expert guest speakers

Per credit hour

6. Technical support of instructional computer labs

Per student

7. Special testing
8. Extra-ordinary instructional costs, such as per hour pay for private music lessons.

Expenses covered by grants or other external sources are not to be considered.

Calculation of Fees

$$\begin{aligned} & (\text{Expenses per course section}) / (\text{projected enrollments in all sections}) \\ & + (\text{Per credit hour expenses}) \times \text{credit hours} \\ & + (\text{Per student expenses}) \\ & \text{Course Fee} \end{aligned}$$

1. Estimate the dollar amount to be spent on identified qualifying expenses, per course section, through review of past expenditures and consideration of anticipated variances.
2. Annualize irregular expenditures by dividing the total expense by the useful life of the supply, service, or license.
3. Sum all expenses.
4. Divide that amount by the projected number of students in all sections of the course (or those consuming the resource).
5. Add in technical support for classes taught in instructional computer labs. The fee is calculated by ITS annually as the cost of support per computer lab PC divided by the average annual credit hours generated in instructional labs. The calculation does not include costs covered by student technology fees. The technical support element must be multiplied by the number of credit hours in the course.
6. Add special, per student fees, such as insurance, testing and criminal background checks at the actual anticipated rate per student.

The resulting figure, rounded to the next dollar, is the course fee to be assessed.

Review and Adjustment of Fees

Course fees should be reviewed annually by Program Coordinators and Deans.

| Course | Title | Credit Hours | 2007-2008 Course Fees | 2008-2009 Course Fees | 2009-2010 Course Fees | 2010-2011 Course Fees | Proposed 2011-2012 Course Fees | Rationale for increases over \$5 |
|----------|--|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|--|
| AGR 1002 | Introduction Agricultural Mechanics | 3.0 | \$20.00 | \$25.00 | | | \$38.00 | Supplies cost increase |
| AGR 1005 | Introductory Soil Science | 4.0 | \$20.00 | | | | \$35.00 | Supplies cost increase; annual software renewal maintenance fee included |
| ALH 1214 | Certified Nursing Assistant | 8.0 | NEW COURSE | \$15.00 | \$20.00 | | \$100.00 | Fees will cover increase for finger printing and adds \$90 to cover the cost of the State of Illinois CNA test |
| ALH 1215 | Certified Nursing Assistant Refresher | 2.0 | \$20.00 | \$10.00 | \$16.00 | | \$95.00 | Fees will cover increase for finger printing and adds \$90 to cover the cost of the State of Illinois CNA test |
| ART 1009 | Ceramics I | 3.0 | \$35.00 | | | | \$45.00 | Increase in cost of consumable supplies and maintenance for the kiln and pottery wheels |
| ART 2009 | Ceramics II | 3.0 | \$40.00 | | | | \$50.00 | Increase in cost of consumable supplies and maintenance for the kiln and pottery wheels |
| ATO 1210 | Basic Gas Engines | 5.0 | \$85.00 | | | | \$91.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 1220 | Basic Automotive Electricity | 3.0 | \$50.00 | | | | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 1240 | Power Trans. And Manual Trans. | 3.5 | \$50.00 | | | | \$82.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 1250 | Engine Performance | 3.0 | \$50.00 | | | | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 1260 | Steering and Suspension Systems | 4.5 | \$85.00 | | | | \$88.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 1270 | Service Management | 5.0 | | | | | \$2.00 | Printing costs |
| ATO 2200 | Brake Systems | 5.0 | \$85.00 | | | | \$91.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2210 | Advanced Engine Performance & Drivability | 5.0 | \$85.00 | | | | \$91.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2220 | Fuel Systems & Emission Controls | 4.5 | \$85.00 | | | | \$88.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2230 | Automatic Transmissions/Trans-Axes | 4.5 | \$85.00 | | | | \$88.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2240 | Automotive Accessories | 3.0 | \$50.00 | | | | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2250 | Heating and Air Conditioning | 4.5 | | | | \$60.00 | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2260 | Advanced Drivelines | 3.0 | \$50.00 | | | | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2280 | Computerized Engine Controls | 3.0 | \$50.00 | | | | \$79.00 | Supplies cost increase, annual software renewals & maintenance fees included |
| ATO 2290 | Automotive Certification | 1.0 | | | | | \$2.00 | Printing costs |
| BIO 1001 | General Biology I | 4.0 | \$27.00 | \$28.00 | | \$30.00 | \$31.00 | |
| BIO 1002 | General Biology II | 4.0 | \$28.00 | \$29.00 | | \$30.00 | \$31.00 | |
| BIO 1003 | Principles of Biology | 4.0 | \$29.00 | | | \$30.00 | \$31.00 | |
| BIO 1007 | Anatomy & Physiology I | 4.0 | \$32.00 | \$33.00 | | \$35.00 | \$36.00 | |
| BIO 1008 | Anatomy & Physiology II | 4.0 | \$25.00 | | | \$27.00 | \$28.00 | |
| BIO 1009 | Microbiology | 4.0 | \$24.00 | \$25.00 | | \$27.00 | \$28.00 | |
| CAD 1200 | Computer Aided Draft I AutoCAD | 3.0 | \$50.00 | \$52.00 | | \$50.00 | \$87.00 | Annual software renewals; lab assistant included |
| CAD 1201 | Comp Aided Draft II, Using AutoCAD | 3.0 | \$50.00 | \$52.00 | | \$50.00 | \$87.00 | Annual software renewals; lab assistant included |
| CAD 1202 | Civil Applications of CAD | 3.0 | \$35.00 | \$37.00 | | \$35.00 | \$61.00 | Annual software renewals; lab assistant included |
| CAD 1203 | Electronics Drafting | 2.0 | \$45.00 | \$46.00 | | \$44.00 | \$77.00 | Annual software renewals; lab assistant included |
| CAD 1205 | 3-D Computer Animation Using 3D Studio Max | 3.0 | \$70.00 | \$72.00 | | \$70.00 | \$93.00 | Annual software renewals; lab assistant included |
| CAD 1206 | Descriptive Geometry and Develop Drawings | 3.0 | \$45.00 | \$47.00 | | \$45.00 | \$78.00 | Annual software renewals; lab assistant included |
| CAD 2200 | Computer Aided Design I | 3.0 | \$70.00 | \$72.00 | | \$70.00 | \$93.00 | Annual software renewals; lab assistant included |
| CAD 2201 | Computer Aided Design II | 3.0 | \$65.00 | \$67.00 | | \$65.00 | \$93.00 | Annual software renewals; lab assistant included |
| CAD 2202 | Architectural CAD | 3.0 | \$50.00 | \$52.00 | | \$50.00 | \$87.00 | Annual software renewals; lab assistant included |
| CAD 2203 | Engineering Design Concepts | 3.0 | \$35.00 | \$37.00 | | \$35.00 | \$58.00 | Annual software renewals; lab assistant included |

| Course | Title | Credit Hours | 2007-2008 Course Fees | 2008-2009 Course Fees | 2009-2010 Course Fees | 2010-2011 Course Fees | Proposed 2011-2012 Course Fees | Rationale for Increases over \$5 |
|----------|---------------------------------------|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|---|
| CAD 2204 | Geometric Dimensioning & Tolerancing | 3.0 | \$35.00 | | | \$33.00 | \$57.00 | Annual software renewals; lab assistant included |
| CAD 2208 | Design Projects | 4.0 | \$65.00 | | | \$63.00 | \$93.00 | Annual software renewals; lab assistant included |
| CHM 1004 | Chemistry | 4.0 | \$20.00 | | | \$22.00 | \$23.00 | |
| CHM 1006 | General Chemistry I | 5.0 | \$20.00 | | | \$22.00 | \$23.00 | |
| CHM 1007 | General Chemistry II | 5.0 | \$25.00 | | | \$27.00 | \$28.00 | |
| CHM 2002 | Organic Chemistry I | 5.0 | \$25.00 | | | \$27.00 | \$28.00 | |
| CHM 2003 | Organic Chemistry II | 5.0 | \$25.00 | | | \$27.00 | \$28.00 | |
| CNC 1200 | Fundamentals of CNC Operations | 3.0 | \$40.00 | | | | \$70.00 | Increase in consumable supplies |
| CNC 1202 | CNC Milling Machine Operations | 3.0 | \$40.00 | | | | \$70.00 | Increase in consumable supplies |
| CNC 1204 | CNC Turning Center Operations I | 3.0 | \$40.00 | | | | \$70.00 | Increase in consumable supplies |
| CNC 1206 | CNC Turning Machine Operations II | 3.0 | \$40.00 | | | | \$70.00 | Increase in consumable supplies |
| CRJ 1000 | Introduction to Criminal Justice | 3.0 | \$2.00 | \$3.00 | | \$4.00 | \$5.00 | |
| CSD 1200 | MS Access - SP | 1.0 | \$8.00 | | | | \$17.00 | Lab assistant included |
| CSD 1210 | Comprehensive Access | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSG 1200 | Introduction To Desktop Publishing | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$46.00 | Annual software renewals |
| CSG 1202 | Photoshop - SP | 3.0 | \$8.00 | | | | \$46.00 | Annual software renewals |
| CSG 1203 | PageMaker- SP | 3.0 | \$8.00 | | | | \$46.00 | Annual software renewals |
| CSG 1205 | MS PowerPoint | 1.0 | \$8.00 | | | | \$17.00 | Lab assistant included |
| CSG 2202 | Advanced Photoshop- SP | 3.0 | \$8.00 | | | | \$46.00 | Annual software renewals |
| CSG 2203 | Advanced PageMaker- SP | 3.0 | \$8.00 | | | | \$46.00 | Annual software renewals |
| CSI 1002 | Intro To Business Computer Systems | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSI 1011 | Intro to Programming and Logic | 4.0 | \$35.00 | | | | \$41.00 | Lab assistant included |
| CSI 1012 | Object Oriented Programming | 4.0 | \$35.00 | | | | \$41.00 | Lab assistant included |
| CSI 1299 | Special Topics in Computers | 4.0 | \$35.00 | | | | \$41.00 | Lab assistant included |
| CSI 2011 | Data Structures & Algorithms | 4.0 | \$35.00 | | | | \$41.00 | Lab assistant included |
| CSM 2240 | Office Management | 3.0 | \$27.00 | | | | \$46.00 | Annual software renewals |
| CSM 1209 | Management Information Systems | 3.0 | \$27.00 | | | | \$46.00 | Increase in consumable supplies, lab assistant included |
| CSN 1200 | Using Internet and The World Wide Web | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSN 1201 | Web Page Development & HTML | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSN 1202 | Web Site Development | 3.0 | \$30.00 | \$32.00 | | \$30.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSN 1225 | Core Networking Technologies | 3.0 | \$35.00 | \$37.00 | \$39.00 | | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSN 1230 | Network Administration I | 4.0 | \$35.00 | \$38.00 | | \$36.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSN 1231 | Network Administration II | 3.0 | \$35.00 | \$37.00 | | \$35.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSN 1233 | Network Administration IV | 3.0 | \$35.00 | \$37.00 | | \$35.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSN 2250 | Specialty Servers | 3.0 | | | | NEW COURSE | \$40.00 | Consumable supplies, lab assistant included |
| CSN 2260 | Network Routing | 3.0 | | | | NEW COURSE | \$40.00 | Consumable supplies, lab assistant included |
| CSO 1201 | DOS for Windows | 2.0 | \$27.00 | \$28.00 | | \$26.00 | \$40.00 | Increase in consumable supplies, lab assistant included |

| Course | Title | Credit Hours | 2007-2008 Course Fees | 2008-2009 Course Fees | 2009-2010 Course Fees | 2010-2011 Course Fees | Proposed 2011-2012 Course Fees | Rationale for increases over \$5 |
|----------|---|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|---|
| CSO 1202 | MS Windows | 2.0 | \$27.00 | | | | \$40.00 | Annual software renewals; lab assistant included |
| CSO 2200 | UNIX Operating System | 3.0 | \$32.00 | \$34.00 | | \$32.00 | \$40.00 | Increase in consumable supplies, lab assistant included |
| CSP 0001 | Community Computer Usage | 0.0 | \$25.00 | \$29.00 | | \$27.00 | \$30.00 | |
| CSP 1203 | Microsoft Office Professional I | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSP 1208 | Computer Skills for College Success | 1.0 | | NEW COURSE | \$10.00 | \$8.00 | \$17.00 | Lab assistant included |
| CSP 1210 | Basic Computer Skills for the Workplace | 1.0 | \$27.00 | \$29.00 | | \$27.00 | \$17.00 | |
| CSP 1230 | Basic Keyboarding | 2.0 | \$27.00 | \$29.00 | | \$27.00 | \$40.00 | Annual software renewals; lab assistant included |
| CSP 1231 | Adv Keyboarding/Document Formatting | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSP 2200 | PC Troubleshooting, Upgrade & Repair | 3.0 | \$35.00 | \$37.00 | | \$48.00 | \$40.00 | |
| CSP 2201 | Help Desk/User Support | 2.0 | \$28.00 | \$29.00 | | \$27.00 | \$40.00 | Annual software renewals; lab assistant included |
| CSP 2203 | Microsoft Office Professional II | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSP 2204 | Microsoft Office Professional III | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSP 2210 | Advanced PC Troubleshooting | 2.0 | \$35.00 | \$36.00 | | \$34.00 | \$40.00 | Annual software renewals; lab assistant included |
| CSS 1210 | Comprehensive Excel | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSS 2200 | Advanced Excel | 1.0 | NEW COURSE | | | | \$17.00 | Lab assistant included |
| CSW 1202 | Microsoft Word | 3.0 | \$27.00 | \$29.00 | | \$27.00 | \$56.00 | Annual software renewals; lab assistant included |
| CSW 1203 | MS Word - SP | 1.0 | \$8.00 | | | | \$17.00 | Lab assistant included |
| DFT 1200 | Mechanical Drafting | 3.0 | \$5.00 | | | | \$10.00 | |
| DFT 1201 | Advanced Drafting | 3.0 | \$27.00 | | | | \$29.00 | |
| DFT 1203 | Machine Blueprint Reading | 3.0 | | | | | \$10.00 | Consumable supplies included |
| DLA 1201 | Dental Materials & Lab Procedures | 4.0 | \$180.00 | | | \$193.00 | \$198.00 | |
| DLA 1202 | Supervised Dental Assisting Practice | 1.5 | \$45.00 | \$30.00 | | | \$35.00 | |
| DLA 1203 | Chairside Assisting I | 4.0 | \$60.00 | | | | \$65.00 | |
| DLA 1204 | Dental Radiography I | 2.0 | \$150.00 | | | \$155.00 | \$160.00 | |
| DLA 2201 | Dental Laboratory Procedures II | 2.0 | \$120.00 | | | | \$125.00 | |
| DLA 2202 | Clinical Practice | 5.0 | \$30.00 | | | | \$35.00 | |
| DLA 2203 | Chairside Assisting II | 3.0 | \$60.00 | | | | \$65.00 | |
| DLA 2204 | Dental Radiography II | 2.0 | \$170.00 | | | \$175.00 | \$180.00 | |
| ECE 2206 | E-Portfolio | 1.0 | | NEW COURSE | | \$8.00 | \$6.00 | |
| EGR 1000 | Engineering Graphic I | 4.0 | \$70.00 | \$73.00 | | | \$93.00 | Annual software renewals; lab assistant included |
| ELE 1200 | Basic Industrial Electricity I | 4.0 | \$35.00 | | | | \$36.00 | |
| ELE 1201 | Basic Industrial Electricity II | 4.0 | \$35.00 | | | | \$36.00 | |
| ELE 1202 | Motors and Controls I | 2.5 | \$35.00 | | | | \$36.00 | |
| ELE 1203 | Motors and Controls II | 2.5 | \$30.00 | | | | \$36.00 | |
| ELE 1204 | Programmable Logic Controllers I | 3.0 | \$25.00 | | | | \$36.00 | Annual software maintenance; lab assistant; increase in consumable supplies |
| ELE 1205 | Programmable Logic Controllers II | 3.0 | \$25.00 | | | | \$36.00 | Annual software maintenance; lab assistant; increase in consumable supplies |
| ELE 1206 | Electrical Wiring | 2.0 | \$40.00 | | | | \$36.00 | |

| Course | Title | Credit Hours | 2007-2008 Course Fees | 2008-2009 Course Fees | 2009-2010 Course Fees | 2010-2011 Course Fees | Proposed 2011-2012 Course Fees | Rationale for increases over \$5 |
|----------|--|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|--|
| ELE 2200 | Power Generation and Distribution | 3.0 | | | | NEW COURSE | \$36.00 | |
| ELT 1000 | Introduction To Electronics | 3.0 | \$35.00 | | | | \$36.00 | |
| ELT 1200 | Beginning Industrial Electronics | 2.5 | \$35.00 | | | | \$36.00 | |
| ELT 1203 | Industrial Instrumentation | 2.5 | \$35.00 | | | | \$36.00 | |
| ELT 1204 | Fund. of Elect/DC/AC Theory & Circuit Analysis | 5.0 | \$35.00 | | | | \$36.00 | |
| ELT 2204 | Digital/Micro: Principles & Applications | 5.0 | \$35.00 | | | | \$36.00 | |
| ELT 2205 | Prototype Design and Fabrication | 2.0 | \$25.00 | | | | \$36.00 | Annual software maintenance; lab assistant; increase in consumable supplies |
| ELT 2207 | Instruments & Measurements | 1.0 | \$20.00 | | | | \$36.00 | Annual software maintenance; lab assistant; increase in consumable supplies |
| ELT 2210 | HMI, SCADA, & Fiber Optics Networking | 3.0 | | | | NEW COURSE | \$36.00 | |
| EMS 1201 | ITLS | 1.0 | | | | NEW COURSE | \$105.00 | 1:6 instructor to student ratio fee for ITLS card |
| EMS 1203 | ACLS | 1.0 | | | | NEW COURSE | \$150.00 | Contract through resource hospital for certified ACLS training center, 1:6 instructor to student ratio and fee for ACLS card |
| EMS 1204 | PEPP | 1.0 | | | | NEW COURSE | \$90.00 | 1:6 instructor to student ratio and fee for PALS/PEPP card |
| EMS 2201 | Emergency-Medical Technician- Basic | 6.0 | \$37.00 | \$22.00 | \$92.00 | \$187.00 | \$212.00 | IVCC EMS uniform shirt and patches |
| EMS 2210 | Paramedic I - Intro to Paramedicine | 4.0 | | | | NEW COURSE | \$112.00 | \$255.00 IVCC EMS uniform shirt, patches, annual software and increase in supplies cost |
| EMS 2216 | Paramedic VII - Shock/Trauma | 4.0 | | | | NEW COURSE | \$186.00 | \$226.00 Addition of "Exdi" exam |
| ENG 0801 | Basic Composition I, Module 1 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| ENG 0802 | Basic Composition I, Module 2 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| ENG 0803 | Basic Composition I, Module 3 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| ENG 0900 | Basic Composition II | 3.0 | \$27.00 | \$29.00 | | \$22.00 | \$18.00 | |
| ENG 0910 | Basic Composition II, Module 1 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| ENG 0911 | Basic Composition II, Module 2 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| ENG 0912 | Basic Composition II, Module 3 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$10.00 | |
| ENG 1001 | English Composition I | 3.0 | \$27.00 | \$29.00 | | \$22.00 | \$18.00 | |
| ENG 1002 | English Composition II | 3.0 | \$27.00 | \$29.00 | | \$22.00 | \$18.00 | |
| GDT 1203 | Printing Technology | 3.0 | \$20.00 | | | | \$35.00 | Course offered off-site; reimburse for ink, paper and equipment maintenance |
| GDT 1204 | Web Design for Graphic Design | 3.0 | \$20.00 | | | | \$30.00 | Increase cost of supplies, maintenance for printer, and fees for clip art & photographs. |
| GEL 1007 | Environmental Geology | 4.0 | \$8.00 | | | \$10.00 | \$11.00 | |
| GEL 1008 | Physical Geology | 4.0 | \$11.00 | | | \$12.00 | \$13.00 | |
| GEL 1009 | Historical Geology | 4.0 | \$11.00 | | | \$12.00 | \$13.00 | |
| HPE 1020 | Physical Fitness I | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1021 | Physical Fitness II | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1301 | Physical Fitness in the Workplace II | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1302 | Physical Fitness in the Workplace III | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1303 | Physical Fitness in the Workplace IV | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1304 | Physical Fitness in the Workplace V | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1305 | Physical Fitness in the Workplace VI | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |

| Course | Title | Credit Hours | 2007-2008 Course Fees | 2008-2009 Course Fees | 2009-2010 Course Fees | 2010-2011 Course Fees | Proposed 2011-2012 Course Fees | Rationale for Increases over \$5 |
|----------|--|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|---|
| HPE 1306 | Physical Fitness in the Workplace VII | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1307 | Physical Fitness in the Workplace VIII | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 1308 | Physical Fitness in the Workplace IX | 1.0 | \$35.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 2020 | Physical Fitness III | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HPE 2021 | Physical Fitness IV | 1.0 | \$36.00 | \$37.00 | | \$38.00 | \$40.00 | |
| HRT 1010 | Prin of Horticulture | 3.0 | | | | | \$45.00 | Oversight that this courses did not have a fee previously attached. |
| HRT 1011 | Introduction to Floral Design | 3.0 | \$40.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1220 | Annuals and Perennials | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1221 | Annuals and Perennials II | 2.0 | | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1222 | Woody Plant Identification and Use | 4.0 | \$15.00 | | | NEW COURSE | \$45.00 | |
| HRT 1223 | Evergreens, Vines, and Groundcovers | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1224 | Plant Propagation & Biotechnology | 4.0 | \$25.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1226 | Greenhouse Management | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1227 | Floral Crop Production | 3.0 | \$20.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1228 | Turfgrass Management | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1230 | Landscape Design I | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1231 | Landscape Design II | 3.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1236 | Pest Management I | 2.0 | \$10.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1237 | Pest Management II | 2.0 | \$10.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| HRT 1239 | Landscape Construction | 2.0 | \$15.00 | | | | \$45.00 | Increased consumable supplies cost; lab assistant |
| IMT 1200 | Equipment Maintenance | 3.0 | \$40.00 | | | | \$68.00 | Increased consumable supplies cost; lab assistant |
| IMT 1205 | Industrial Hydraulics | 3.0 | \$40.00 | | | | \$68.00 | Increased consumable supplies cost; lab assistant |
| IMT 1206 | Industrial Pneumatics | 2.0 | \$25.00 | | | | \$68.00 | Increased consumable supplies cost; lab assistant |
| IMT 1220 | Rigging Systems | 3.0 | | | | NEW COURSE | \$68.00 | |
| MET 1202 | Manufacturing Materials & Processes I | 4.0 | \$70.00 | | | | \$122.00 | Increased consumable supplies cost; lab assistant |
| MET 1203 | Manufacturing Materials & Processes II | 3.0 | \$70.00 | | | | \$122.00 | Increased consumable supplies cost; lab assistant |
| MET 1204 | Tooling Processes I | 3.0 | \$70.00 | | | | \$122.00 | Increased consumable supplies cost; lab assistant |
| MET 1205 | Tooling Processes II | 3.0 | \$70.00 | | | | \$122.00 | Increased consumable supplies cost; lab assistant |
| MTH 0900 | Pre-Algebra | 3.0 | \$0.00 | \$10.00 | | \$22.00 | \$18.00 | |
| MTH 0906 | Basic Algebra | 4.0 | \$18.00 | \$21.00 | | \$15.00 | \$12.00 | |
| MTH 0907 | Intermediate Algebra | 4.0 | \$18.00 | \$21.00 | | \$15.00 | \$12.00 | |
| MUP 2001 | Applied Music- Vocal | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2005 | Applied Music- Piano | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2013 | Applied Music- Guitar | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2014 | Applied Music- Trumpet | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2015 | Applied Music - Drums/Orchestra | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2022 | Applied Music- Oboe | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |

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|----------|---|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|--|
| MUP 2023 | Applied Music- Violin | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2024 | Applied Music- Trombone | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2025 | Applied Music- Drum Set | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2032 | Applied Music- Clarinet | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2033 | Applied Music- Viola | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2034 | Applied Music- French Horn | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2042 | Applied Music- Bassoon | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2043 | Applied Music- Bass | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2044 | Applied Music- Tuba | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2052 | Applied Music- Saxophone | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2053 | Applied Music- Cello | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2062 | Applied Music- Flute | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| MUP 2072 | Applied Music- Piccolo | 2.0 | \$250.00 | | | | \$275.00 | Increases in hourly pay rates for part-time instructors |
| NUR 1201 | Fundamentals of Nursing I | 4.0 | \$125.00 | | \$126.00 | \$138.00 | \$238.00 | Increases in hourly pay rates for part-time instructors |
| NUR 2200 | Management Concepts in Nursing | 1.0 | \$25.00 | | | \$37.00 | \$42.00 | Online testing case studies, practice test and simulations |
| PHO 2000 | Introduction Photography | 3.0 | \$23.00 | | | | \$30.00 | Increase in cost of photographic paper, chemicals and maintenance to the equipment |
| PHY 1001 | Gen Physics (Mechanical) Engineering | 4.0 | \$27.00 | \$30.00 | | \$31.00 | \$32.00 | |
| PHY 2001 | Gen Physics (Heat, Wave, Motion, Sound and Electricity) | 4.0 | \$27.00 | \$30.00 | | \$31.00 | \$32.00 | |
| PHY 2002 | Gen Physics (Electricity, Magnetism, Light) Eng. | 4.0 | \$27.00 | \$30.00 | | \$31.00 | \$32.00 | |
| PHY 2003 | Gen Physics (Mechanical, Heat, Wave, Motion & Sound) | 5.0 | \$27.00 | \$30.00 | | \$31.00 | \$32.00 | |
| PHY 2004 | Gen Physics (Electricity, Magnetism, Light, Atomic) | 5.0 | \$27.00 | \$30.00 | | \$31.00 | \$32.00 | |
| RED 0800 | Basic Reading I | 3.0 | \$27.00 | \$29.00 | | \$22.00 | \$18.00 | |
| RED 0810 | Basic Reading I, Module 1 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| RED 0811 | Basic Reading I, Module 2 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| RED 0812 | Basic Reading I, Module 3 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| RED 0900 | Basic Reading II | 3.0 | \$41.00 | \$42.00 | \$31.00 | \$24.00 | \$20.00 | |
| RED 0910 | Basic Reading II, Module 1 | 1.0 | \$22.00 | \$23.00 | | \$20.00 | \$21.00 | |
| RED 0911 | Basic Reading II, Module 2 | 1.0 | \$9.00 | \$10.00 | | \$8.00 | \$6.00 | |
| RED 0912 | Basic Reading II, Module 3 | 1.0 | \$11.00 | \$12.00 | | \$9.00 | \$8.00 | |
| RED 1008 | Power Reading | 3.0 | \$28.00 | \$29.00 | | \$24.00 | \$20.00 | |
| THM 1200 | Introduction to Therapeutic Massage | 1.0 | \$20.00 | | | | \$25.00 | |
| THM 1202 | Musculoskeletal System | 5.0 | | | | NEW COURSE | \$105.00 | Increased supplies cost and study group leader |
| THM 1204 | Therapeutic Massage Techniques I | 5.0 | \$435.00 | \$495.00 | | | \$583.00 | Student ATMA membership, certification supplies, expert guest speakers |
| THM 1214 | Therapeutic Massage Techniques II | 5.0 | \$526.00 | | | | \$462.00 | |
| THM 1218 | Therapeutic Massage Clinical I | 2.0 | \$25.00 | \$10.00 | | \$25.00 | \$152.00 | Increased cost of clinical supplies and additional cost for expert guest speakers |
| THM 1224 | Therapeutic Massage Techniques III | 5.0 | \$500.00 | | | | \$349.00 | |
| THM 1226 | Therapeutic Massage Business Practices & Ethics | 3.0 | \$35.00 | | | | \$55.00 | Additional guest speakers fees |
| THM 1228 | Therapeutic Massage Clinical II | 2.0 | \$25.00 | \$10.00 | | \$25.00 | \$105.00 | Increased cost of clinical supplies and additional cost for expert guest speakers |

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|----------|--|--------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------|---|
| THM 2204 | Professional Standards & Assessment of Pathology | 6.0 | \$349.00 | | | | \$655.00 | Increased cost of clinical supplies and additional cost for expert guest speakers |
| THM 2214 | Advanced Therapeutic Massage Techniques | 6.0 | \$538.00 | \$523.00 | | | \$725.00 | Increased cost of clinical supplies and additional cost for expert guest speakers |
| WHS 1200 | Basic Forklift Operation | 1.0 | | | | \$4.00 | \$9.00 | Increased fuel costs |
| WHS 1202 | Intro to Warehousing | 1.0 | | | | | \$15.00 | Annual software maintenance fee |
| WHS 1210 | Working In the Warehousing Environment | 1.5 | | | | | \$20.00 | Increased fuel costs + annual software maintenance fee |
| WHS 1220 | Warehousing and Workforce Skills | 1.5 | | | | | \$15.00 | Annual software maintenance fee |
| WHS 1230 | Warehousing Technology skills | 2.0 | | | | | \$15.00 | Annual software maintenance fee |
| WHS 1240 | Representative Warehousing Skills | 2.5 | | | | | \$15.00 | Annual software maintenance fee |
| WHS 1250 | Warehousing and distribution Process | 2.5 | | | | | \$15.00 | Annual software maintenance fee |
| WLD 1200 | Stick, Plate, Flat Arc Welding | 2.0 | \$50.00 | | \$55.00 | \$95.00 | \$114.00 | Increased cost of consumables; lab instructor |
| WLD 1201 | Stick, Plate, Horizontal Arc Welding | 2.0 | \$50.00 | | \$55.00 | \$95.00 | \$114.00 | Increased cost of consumables; lab instructor |
| WLD 1202 | Stick, Plate, Vertical-up Arc Welding | 2.0 | \$50.00 | | \$55.00 | \$95.00 | \$114.00 | Increased cost of consumables; lab instructor |
| WLD 1203 | Stick, Plate, Vertical-down Arc Welding | 2.0 | \$50.00 | | \$55.00 | \$95.00 | \$114.00 | Increased cost of consumables; lab instructor |
| WLD 1204 | Stick, Plate, Overhead Arc Welding | 2.0 | \$50.00 | | \$55.00 | \$95.00 | \$114.00 | Increased cost of consumables; lab instructor |
| WLD 1210 | GMAW (MIG) Mild Steel | 2.0 | | NEW COURSE | \$85.00 | \$125.00 | \$114.00 | |
| WLD 1213 | GMAW (MIG) Pipe - All Positions | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$144.00 | Increased cost of consumables; lab instructor |
| WLD 1220 | GTAW (TIG) Mild Steel | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$114.00 | |
| WLD 1230 | Dual Shield and Metal Core | 2.0 | | NEW COURSE | \$85.00 | \$125.00 | \$114.00 | |
| WLD 2203 | Pipe, Stick, 2G Position | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$144.00 | Increased cost of consumables; lab instructor |
| WLD 2206 | Gas Welding & Brazing, Flat & Horizontal | 2.0 | \$80.00 | | \$85.00 | \$125.00 | \$114.00 | |
| WLD 2207 | OAW Vertical Up, Overhead, and Steel Pipe | 2.0 | | NEW COURSE | \$85.00 | \$125.00 | \$114.00 | |
| WLD 2208 | Cutting Torch and Plasma Arc Cutting | 2.0 | | NEW COURSE | \$85.00 | \$125.00 | \$114.00 | |
| WLD 2209 | Fabrication | 2.0 | | NEW COURSE | \$85.00 | \$125.00 | \$116.00 | |
| WLD 2213 | Pipe, Stick, 5G Position | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$144.00 | Increased cost of consumables; lab instructor |
| WLD 2223 | Pipe, Stick, 6G Position | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$144.00 | Increased cost of consumables; lab instructor |
| WLD 2233 | Pipe, Stick, TIG - Root All Positions | 2.0 | | NEW COURSE | \$85.00 | \$135.00 | \$144.00 | Increased cost of consumables; lab instructor |
| WND 1200 | Wind Energy Concepts | 3.0 | | | | NEW COURSE | \$43.00 | |
| WND 1210 | OSHA and Wind Turbine Safety | 2.0 | | | | NEW COURSE | \$43.00 | |
| WND 2200 | Wind Turbine Control, Operation and Maintenance | 4.0 | | | | NEW COURSE | \$43.00 | |

Faculty Tenure Recommendation – Richard J. Serafini

Dr. Rick Pearce, Vice President for Learning and Student Development and Ron Groleau, Dean of Natural Sciences & Business, have completed their evaluation of Richard J. Serafini, Accounting Instructor. Mr. Serafini is eligible for tenure appointment. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Richard J. Serafini, Accounting Instructor.

**Recommendation for Tenure
In a Teaching Position at
Illinois Valley Community College**

Mr. Rick Serafini is being recommended for tenure in his position as an Accounting Instructor at Illinois Valley Community College. This tenure appointment will commence in the fall 2011 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

Rick has a student centered approach to instruction. He understands the importance of accounting related to the IVCC curriculum and the everyday lives of his students. Rick's enthusiasm for his subject matter is infectious and it motivates students to learn. Rick is a competent Smart Room user. He has incorporated the Blackboard course management system into his classes. Innovative teaching practices include the use of Glo-Bus Business simulation software. This software allows students to compete in a real-world business simulated environment managing a digital camera company. Measured against five business criteria, students compete in groups against each other and groups from around the world. Real world applications are brought into the classroom to facilitate student interest and learning. As an example, students learn the application of financial ratio analysis by reviewing the actual five year results of a real manufacturing company. Administrative and student evaluations of Rick's classroom performance have been very positive. Rick understands the value of formative evaluation and has used this to his benefit to continually improve his teaching. He has become an excellent instructor and students are eager to take his courses.

2. Contributions to the College:

Rick has attended and participated in all Division meetings. Among Rick's strengths are his positive working relationships with many of the IVCC faculty, staff, and students. Rick is the co-program coordinator for accounting. He has served on the following committees:

- Institutional Research
- Distance Learning
- Economics Instructor Hiring Committee
- Payroll Benefits Coordinator Hiring Committee

In addition, Rick has participated in the annual IVCC College Night and is an active member of the IVCC Business Advisory Committee.

3. Contributions to the Community:

Rick is a past president of the Granville Rotary. In his position he oversees many activities, including the following:

- The InterAct Club
This group promotes interaction with high school students encouraging participation in community service projects.
- Christmas poinsettia delivery to the elderly
- Food distribution to the needy for the Food Pantry
- Afterglow program for the Putnam County High School junior/senior prom

Rick is also a former catechism teacher and softball coach.

4. Professional Involvement:

Rick is a member of the Illinois CPA Society and the Institute of Management Accountants. He has participated in the IVCC Adjunct Faculty Development Program and the New Faculty Orientation. Rick has completed classroom assessment technique training and was a member of the IVCC Leadership and Core Values Retreat Group in the summer of 2009.

Rick has attended annually the University of Illinois Tax School Conference. He was a participant in the Illinois Accounting Teachers Conference in 2008 and 2009.

It is with much pleasure that we recommend Rick for tenure. He has been an excellent addition to the Natural Sciences and Business Division and to Illinois Valley Community College.



2/7/11

Ron Groleau
Dean of Natural Sciences and Business

Date



2-7-11

Dr. Rick Pearce
Vice President for Learning and Student Development

Date

Faculty Tenure Recommendation-Jeffrey A. Spanbauer

Dr. Rick Pearce, Vice President for Learning and Student Development, and Michael Pecherek, Interim Dean of Humanities, Fine Arts & Social Sciences, have completed their evaluation of Jeffrey A. Spanbauer, Sociology Instructor. Mr. Spanbauer is eligible for tenure appointment. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Jeffrey A. Spanbauer, Sociology Instructor.

**Recommendation for Tenure
In a Teaching Position at
Illinois Valley Community College**

Jeff Spanbauer is being recommended for tenure in his position as History Instructor at Illinois Valley Community College. This tenure appointment will commence in the fall 2011 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

Mr. Spanbauer is a gifted instructor whose knowledge and expertise make his classes among the most sought-after in the division of Humanities, Fine Arts and Social Sciences. Whether it is his cogent and good natured management of a classroom environment or a private session with a troubled student, Mr. Spanbauer brings enthusiasm and ability to every situation. He is extremely knowledgeable in history and world affairs, and he uses this knowledge to guide gifted students, while continuously seeking an individual path to knowledge for reluctant learners. Based upon written observations, personal discussions and portfolio review, it is clear that Mr. Spanbauer is committed to his professional growth as an instructor. He has developed courses in face-to-face, blended and fully on-line formats. He has developed extensive teaching materials, such as inventive assignments, rubrics and study guides, and he has a history of professional collaboration with other instructors. Mr. Spanbauer is a committed and conscientious person who brings his best to bear in his classes at IVCC.

2. Contribution to the College:

Mr. Spanbauer has committed himself to activities that extend beyond the classroom. He is an advisor for the IVCC Student Veteran's Association, which seeks to promote awareness of veterans' issues and encourages campus involvement. In this capacity he has donated his time and energy to working with the IVCC student veteran population. He successfully wrote and secured a \$2,000 Wal-Mart grant that enabled the Student Veteran's Association to create a new display, design and purchase t-shirts, attend a conference at NIU, and educate faculty and staff regarding issues unique to student veterans. He served on the curriculum committee in 2009-2010. He was a panelist at the fall and spring Preview, representing the History Department and giving students advice for success in college. He presented "PTSD and the Community College Classroom" and "Student Veterans and the College Classroom" at IVCC's faculty/staff in-services (2009/2010). He has also been a guest speaker for ENG 1002-75 Semester Capstone Project (spring 2009) and ANT 1002 Cultural Anthropology (spring 2009/2010).

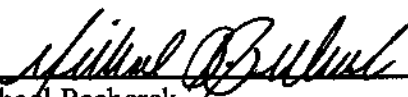
3. Contributions to the Community:

Mr. Spanbauer is involved in a variety of activities and programs in the community. He currently facilitates IVCC students interested in public history to volunteer as docents at the LaSalle County Historical Museum. The benefit to the museum and the experience to IVCC


students have been extremely valuable. He is a History Fair participant at Washington School in Oglesby (2008-present), where he judges History Fair projects and coordinates IVCC students to volunteer time to serve as judges. He recruits veterans to IVCC through the Student Veteran's Association at Preview events, through mailings and through the coordination of information with the local Veterans Association. He coordinated the Student Veteran's Association to volunteer time at the local V.A. to assist in the decoration of the Veterans Home for Christmas. He also attends numerous campus functions such as the school musical, volleyball/basketball games, Diversity Seminars, Darwin Day presentations, and so forth.

4. Professional Involvement:


Mr. Spanbauer is committed to professional involvement and the continuous improvement of his effectiveness as an instructor. He collaborates with peers to create learning opportunities for students and to enhance his professional growth. He was a member of the General Education Assessment Pilot team (fall 2009/spring 2010). He is a member of the Organization of American Historians Community College Advisory Board. He attended a conference at Elgin Community College entitled "Enriching Learning Environments through Technology" (spring 2009). He was an IVCC Leadership & Core Values Retreat participant (summer 2009). He participated in the 14th Annual Assessment Fair at IVCC (spring 2010). He was a National Endowment for the Humanities "Revolution to Republic" Workshop Award Participant in Philadelphia, PA (summer 2010), in which he was able to examine U.S. history and landmarks first hand and thereby incorporate his real life experiences into the classroom. Mr. Spanbauer's dedication to history and education at IVCC is an asset to the institution, its student population and the community which he serves.



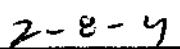
Michael Pecherek
Interim Dean of Humanities, Fine Arts, and Social Sciences



Date



Dr. Rick Pearce
Vice President for Learning & Student Development



Date

Faculty Tenure Recommendation – Promise K. Yong

Dr. Rick Pearce, Vice President for Learning and Student Development and Ron Groleau, Dean of Natural Sciences & Business, have completed their evaluation of Promise K. Yong, Chemistry Instructor. Mr. Yong is eligible for tenure appointment. The tenure recommendation is attached.

Recommendation:

The administration recommends the approval of tenure for Promise K. Yong, Chemistry Instructor.

**Recommendation for Tenure
In a Teaching Position at
Illinois Valley Community College**

Dr. Promise Yong is being recommended for tenure in his position as a Chemistry Instructor at Illinois Valley Community College. This tenure appointment will commence in the fall 2011 semester.

This recommendation is based on the following:

1. Exemplary Teaching Performance:

Promise views chemistry as a discipline that is best learned by active participation of students in both lecture and lab. Promise keeps his students involved in his presentations and does a good job of checking for understanding with formal and informal assessment methods. He has employed innovative teaching techniques to facilitate the learning of complex material. As an example, Promise has incorporated “peer challenge” into his organic chemistry classes. Students are to compose a question that will reasonably challenge their classmates and result in the learning of new and/or review of old material. Students also do a class presentation of the problem, which is graded by their classmates and the instructor. In addition, students in several of Promise’s chemistry classes are asked to generate questions for their own exams. Some questions end up on the exam. Students get together to find out what each has submitted. This innovative practice facilitates group work and learning. Promise’s administrative and student evaluations have been very good.

2. Contributions to the College:

Promise has attended and participated in all Division meetings. Chemistry syllabi for courses Promise teaches have been updated with appropriate learning outcomes. Promise is the co-faculty advisor for the IVCC Student Chapter of the American Chemical Society. This student organization is known as the Chem Club. IVCC has earned the highest annual recognition from the National Organization in each of the three years Promise has been with IVCC. Promise has served on the IVCC Diversity Committee and is an active member of the IVCC Networking Committee. This group assists new faculty and staff with a variety of issues as they move into the IVCC District. Promise was a member of the IVCC Leadership and Core Values Retreat in the Summer of 2009. He has participated in IVCC College Nights and Career Fairs and was a faculty presenter for one of IVCC’s Faculty and Staff Enrichment Days.

3. Contributions to the Community:

As a faculty advisor for the IVCC Chem Club, Promise has played a leadership role in the annual Christmas party for area underprivileged children. In connection with the Chem Club, IVCC goes into the community to present the Wonder Science show for 1st grade students and the pHun Chem Show for 4-6th grade students. Each year the club performs their shows for some 1,000 students.

It is impressive to note that Promise and his family hosted a homeless family from Cameroon for four months. The husband, wife, and two young children lived with the Yong family until they got back on their feet financially and were able to secure a place to live. Promise is a member of the St. Joseph parish in Peru.

4. Professional Involvement:

Promise regularly attends professional development workshops and conferences. He has attended the American Chemical Society National Conference each of the past three years. Promise has also attended the Pittcon Conference on Analytical Chemistry. He is an active member of the local chapter of the American Chemical Society in Joliet, Illinois. For two years running, an IVCC student has been nominated by Promise for the Organic Chemistry Student award from this organization. Both have won.

It is with much pleasure that we recommend Promise for tenure. He has been an excellent addition to the Natural Sciences and Business Division and to Illinois Valley Community College.



2/7/11

Ron Groleau
Dean of Natural Sciences and Business

Date



2-7-11

Dr. Rick Pearce
Vice President for Learning and Student Development

Date

Faculty Contract – Sheridan Correctional Center

Contract negotiations for a one-year contract with the American Federation of Teachers Local 1810 on behalf of faculty at the Sheridan Correctional Center and the Board of Trustees have been completed and AFT representatives have presented the tentative agreement to its membership for ratification.

Recommendation:

Approve the collective bargaining agreement between the Board of Trustees Community College District Number 513 and the American Federation of Teachers Local 1810 Sheridan for academic year 2010-2011, as presented.

Reduction in Force – Sheridan Correctional Center

Each year the College has notified the full-time staff at the Sheridan Correctional Center that their employment may terminate effective June 30 of the current fiscal year. This process has been followed in the past because the College's contract with the Department of Corrections terminates June 30 of each year. As a consequence, the appointment to a position is subject to renegotiation of a contract with the Department of Corrections.

Therefore, the College is asking for authorization to officially notify the employees at the Sheridan Correctional Center that their employment may terminate effective June 30, 2011. Said employees identified below:

| | |
|-----------------|-------------------|
| Harry Bell, Jr. | Jerry Christensen |
| Mary Neps | Suzanne Porter |
| Keith Stevenson | Steve Swett |

Recommendation:

Authorize the College to officially notify the Sheridan Correctional Center instructional and academic support staff (Harry Bell, Jr., Jerry Christensen, Mary Neps, Suzanne Porter, Keith Stevenson, and Steve Swett) of the Reduction in Force.

Reduction in Force – Joint Apprenticeship and Training Committee (JATC) Local Union 176

The College has contracted with the NECA-IBEW JATC Local Union 176 to provide instructors for the Associate in Applied Science (AAS) Degree program in Electrical Construction Technology effective January 18, 2011. This agreement shall automatically renew for one year on July 1 of each subsequent year until such time as the agreement is terminated. Since the College may not have a continuing contract with the NECA-IBEW JATC Local Union 176, the College will notify the full-time staff at JATC that their employment may terminate effective June 30 of the current fiscal year. This process will be followed in each of the subsequent years. The program is treated as though it is a grant program, and appointment to a position is subject to continuation of funding of the grant.

Therefore, the College is asking for authorization to officially notify the full-time employees of the JATC Local Union 176 that their employment may terminate effective June 30, 2011. Said employees identified below:

Michael J. Clemmons
Terrence P. Smolik

Recommendation:

Authorize the College to officially notify the full-time employees of the JATC Local Union 176 (Michael J. Clemmons and Terrence P. Smolik) of the Reduction in Force.

Staff Appointment –Mark J. Grzybowski, Director of Admissions & Records

The search advisory committee has selected Mark J. Grzybowski as the top candidate for the Director of Admissions & Records position to fill the vacancy created by the promotion of Tracy Morris, Associate Vice President for Student Services. Information on this applicant is attached.

Recommendation:

The administration recommends the appointment of Mark J. Grzybowski as the Director of Admissions & Records with an annualized salary of \$55,000.

RECOMMENDED FOR STAFF APPOINTMENT
2010-2011

GENERAL INFORMATION:

POSITION TO BE FILLED: Director of Admissions and Records

NUMBER OF APPLICANTS: 17

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Ms. Burch, Ms. Gregorich, Mr. Mattson, Ms. Morris,
Ms. Skerston, Ms. Williamson

APPLICANT RECOMMENDED:

Mark J. Grzybowski

EDUCATIONAL PREPARATION:

Loyola University, Chicago, IL – Master of Business Administration
Marquette University, Milwaukee, WI – BS in Marketing

EXPERIENCE:

Illinois Valley Community College – Recruitment and Dual Credit/Dual Enrollment
Coordinator
Skokie Park District, Skokie, IL – Park Specialist
Citizens for Park Improvement, LaSalle, IL – Marketing Assistant

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Experience in recruiting and registration processes
2. Significant foundation in Strategic Enrollment Management, FERPA and Datatel
3. Strong relationships with area high schools
4. References expressed his willingness to go above and beyond to meet the needs of students and schools served by IVCC

RECOMMENDED SALARY: \$55,000

Ms. Glenna Jones, SPHR
Director of Human Resources

Faculty Resignation – Scot L. Allen, Instructor/Program Coordinator in Emergency Medical Services

Scot L. Allen, Instructor/Program Coordinator in Emergency Medical Services, has submitted his letter of resignation effective January 28, 2011. His resignation letter is attached.

Recommendation:

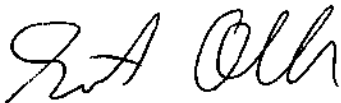
Accept Scot L. Allen's letter of resignation as Instructor/Program Coordinator in Emergency Medical Services, effective January 28, 2011.

To Whom it May Concern

Today, January 28, 2011 I am resigning my position with Illinois Valley Community College as EMS Instructor /Program Coordinator effective immediately.

I have turned in all keys, ID cards and files to Dean Michael Gorman.

Scot Allen

A handwritten signature in black ink, appearing to read "Scot Allen". The signature is written in a cursive style with a large initial "S" and "A".

RECEIVED

JAN 28 2011

33

Resolution for Membership in the Illinois Valley Crime Prevention Commission

Illinois Valley Community College is eligible to become a member of the Illinois Valley Crime Prevention Commission Mobile Training Unit No. 5.

As a result of the Campus Security Enhancement Act of 2008 (110 Illinois Compiled Statutes 12/1; Public Act 95-0881), our security staff is required to have 20 hours of training within their first six months of employment as security officers followed by annual 8-hour refresher courses. In fiscal year 2010, IVCC's training costs were \$1,850; to date in fiscal year 2011, our costs are \$1,400. Both years the trainers have come to campus and held the courses on weekends.

The membership fee for the Illinois Valley Crime Prevention Commission is based on student population. The estimated cost for fiscal year 2012 is \$720, based on 16¢ per student (4,500 students in fall and spring semesters). The training courses are offered at no charge or a minimal charge and the courses are held locally. This would reduce the cost of training and give more flexibility in scheduling the training.

Recommendation:

The administration recommends adoption of the resolution to become a member of the Illinois Valley Crime Prevention Commission in fiscal year 2012.

INTERGOVERNMENTAL REGIONAL IN-SERVICE TRAINING RESOLUTION

WHEREAS, the Counties of Bureau, LaSalle, Marshall, Putnam and Stark, together with the many municipalities contained therein, have for many years cooperated in local efforts to improve law enforcement in said counties and municipalities through the ILLINOIS VALLEY CRIME PREVENTION COMMISSION; and,

WHEREAS, through that association the aforesaid counties and municipalities have determined that there is a need to provide regional in-service law enforcement training to the numerous agencies involved in law enforcement; and

WHEREAS, by means of the INTERGOVERNMENTAL LAW ENFORCEMENT OFFICERS IN-SERVICE TRAINING ACT (Public Act 82-674), the General Assembly of the STATE OF ILLINOIS has determined that local efforts to provide regional in-service and update training should be strengthened through a program commonly known as the "ASSIST" program; and,

WHEREAS, the Illinois Valley Community College District No. 513 of LaSalle County has determined the aforesaid program is one which would benefit said Illinois Valley Community College District No. 513, as well as various other counties and municipalities within the ILLINOIS VALLEY CRIME PREVENTION COMMISSION boundaries and one in which the COMMISSION should participate;

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to ARTICLE VIII, SECTION 10 of the ILLINOIS CONSTITUTION OF 1970 and the provisions of the INTERGOVERNMENTAL COOPERATION ACT, and otherwise:

1. The Illinois Valley Community College District No. 513 of LaSalle County hereby establishes the ILLINOIS VALLEY CRIME PREVENTION COMMISSION as a local governmental agency as defined in the INTERGOVERNMENTAL LAW ENFORCEMENT OFFICERS IN-SERVICE TRAINING ACT and agrees to cooperate with said COMMISSION so that it may fulfill the duties imposed upon it by state law.
2. The Illinois Valley Community College District No. 513 of LaSalle County hereby agrees, through the agency of the ILLINOIS VALLEY CRIME PREVENTION COMMISSION, with each other participating unit of government, and the ILLINOIS LOCAL GOVERNMENTAL LAW ENFORCEMENT OFFICER TRAINING BOARD, to cooperatively promote regional in-service law enforcement training as more fully set out in the BY-LAWS of the COMMISSION.

TRAINING RESOLUTION

Page 2

3. The Illinois Valley Community College District No. 513 of LaSalle County hereby authorizes the ILLINOIS VALLEY CRIME PREVENTION COMMISSION to apply for, receive, utilize, and expend such state funds as might be available to it to assist it in performing services and activities, all in accordance with applicable law.

PRESENTED AND PASSED ON THE 15th DAY OF February, 20 11,

BY THE Board of Trustees of Illinois Valley Community College District No. 513

Signature

Attest

Transfer of Funds – Capital Development Board Trust Account

In November 2009, a trust account was established for Capital Development Board Project No. 810-046-016, the Community Instructional Center. The account was opened with \$1,500,000. Later an additional \$1,000,000 was transferred to bring the total to \$2,500,000.

These funds were to be used for architectural fees and reimbursables as follows:

| | |
|-------------------------------|---------------|
| A/E Basic Service Fee | \$1,801,387 |
| Rendering | 5,000 |
| Subsoil Investigation | 14,000 |
| Design Phase Material Testing | 16,000 |
| Water Line Test | 4,000 |
| Geothermal Test Well | 10,000 |
| Geothermal Analysis | <u>15,000</u> |
| Total | \$1,865,387 |

The Capital Development Board is authorizing a change order to the Professional Services Agreement with Basalay, Cary & Alstadt Architects, Ltd. to allow for professional services necessary for the asbestos abatement in Phase I of the Community Instructional Center project. These fees are an additional \$14,702.

Recommendation:

The administration recommends Board approval to transfer \$14,702 to the Capital Development Board trust account at Citizens First National Bank to cover additional anticipated costs for Project No. 810-046-016 to oversee the asbestos abatement.

MODIFICATION

State of Illinois



Professional Services Agreement

Modification Number: 1
 Project Number: 810-046-702
 Date: February 4, 2011

Firm Name, Address
 Basalay, Cary & Alstadt Architects, Ltd.
 620 W Lafayette St.
 Ottawa, IL 61350
 Project Information

Abate Asbestos-Containing Materials for Demolition &
 Renovation Work (016)
 Illinois Valley Community College - Oglesby
 Oglesby, LaSalle County, Illinois

This Modification Increases the Full Service Agreement by 54%

Agreement Date: 2010-05-19 Contract: 10004410

Scope/Purpose of this agreement modification: Modify contract to include Professional Services necessary for Phase 1 abatement.

Subject agreement amended as follows: Replace Appendix A with Appendix A M-1

AGREEMENT SUMMARY

| Fee Description | Total Obligation Per Original Agreement | Total Amount of Previous Modifications | Total Obligation prior to this Modification | Total Amount of this Modification | Total Agreement Obligation including this Modification |
|--------------------------------|---|--|---|-----------------------------------|--|
| Basic Services Fee | \$16,750.00 | \$0.00 | \$16,750.00 | \$8,002.00 | \$24,752.00 |
| Const. Administration Fee, CAF | \$600.00 | \$0.00 | \$600.00 | \$300.00 | \$900.00 |
| On-Site Representative Reim | \$0.00 | \$0.00 | \$0.00 | \$5,700.00 | \$5,700.00 |
| PLM Sampling | \$5,110.00 | \$0.00 | \$5,110.00 | \$700.00 | \$5,810.00 |
| TEM Bulk Analysis | \$5,000.00 | \$0.00 | \$5,000.00 | \$0.00 | \$5,000.00 |
| TOTALS | \$27,460.00 | \$0.00 | \$27,460.00 | \$14,702.00 | \$42,162.00 |

Prepared by: _____
Steve Halm Date

By: _____
Using Agency approval Date

AE Firm name: Basalay, Cary & Alstadt Architects, Ltd.

By: _____
AE's Authorizing Representative Date

Reviewed: _____
Contract Executive Date

Print AE name, Title: _____

Approved by: _____
Regional Manager Date

By: _____
Fiscal Date

Approved by: _____
Legal Date

Final CDB authorization _____
 Print name/title _____ Date

APPENDIX A - M 1

A/E NAME: Basalay Cary & Alstadt Architects
Ltd

CDB PROJECT NO: 810-046-702

CONTRACT NO: 10004410

CONSTRUCTION BUDGET: \$.00

DESIGN BUDGET: \$.00

| | | | |
|---|--|-------------|-------------|
| A | Basic Services Fee | \$24,752.00 | |
| B | Additional Services | \$.00 | |
| C | Const. Administration Fee, CAF | \$900.00 | |
| | Total Items A, B, C | | \$25,652.00 |
| D | Overhead & Profit Multiplier (Items B & E) | 2.6 | |
| E | On-Site Representative Reimbursement Allowance | | \$5,700.00 |
| F | Reimbursable Expenses | | |

| | | | | |
|--|---|-------------------|------------|-------------|
| | 1 | PLM Sampling | \$5,810.00 | |
| | 2 | TEM Bulk Analysis | \$5,000.00 | |
| | | Total Item F: | | \$10,810.00 |

PROJECT SCHEDULE

| | |
|------------------------------|------------|
| Schematic Design | 00/00/0000 |
| Program Analysis | 00/00/0000 |
| Design Development Phase | 00/00/0000 |
| 50 % Design | 00/00/0000 |
| 75 % Design | 00/00/0000 |
| 100 % Design | 03/28/2011 |
| Bid Document Release | 00/00/0000 |
| Prime Bid | 05/12/2011 |
| A/E Substantial Completion | 00/00/0000 |
| A/E Final Acceptance | 00/00/0000 |
| A/E Contract Completion Date | 06/30/2014 |
| A/E Negotiated Start | 00/00/0000 |

BASIC SERVICES FEE PAYMENT SCHEDULE

| | | |
|------------------------|-----|--|
| Program Analysis | 11% | |
| Schematic Design | 9% | |
| Design Development | 13% | |
| Bid Documents | 34% | |
| Bid Phase | 4% | |
| Construction Phase | 22% | |
| Construction Close-out | 7% | |

FOR CDB USE ONLY:

Total Contract Obligation (A + B + C + E + F) \$ **\$42,162.50**

Rev. July 2009

Renewal of Non-tenured Faculty for 2011/2012

The administration is pleased to announce the following non-tenured faculty will have their contracts renewed for the academic year 2011/2012

Abhijeet Bhattacharya, Economics Instructor
Christine A. Blaydes, CNA Instructor
Mark S. Brown, English Instructor
Keith R. King, Biology Instructor
Nora L. Lethiot, English Composition Instructor
Adam G. Oldaker, English Composition Instructor
Jennifer L. Savoia, Nursing Instructor

January 27, 2011

Scot Allen, EMS Coordinator
Illinois Valley Community College
815 N. Orlando Smith Avenue
Oglesby IL 61348

Dear Mr. Allen:

I have made the decision to resign from Illinois Valley Community College's Health Professions Department.

I have included the student answer sheets from the 2010 Paramedic Final Exam.

In addition, I have made an electronic copy of the materials I used to administer to class from Summer 2010-Fall 2010. Those materials can be found on the disk labeled in red marker ink "IVCC 'P' Program 2010".

I am returning the following items which I was issued at time of hire:

- Part-Time Faculty ID#24611015033601
- Campus Parking Permit #0568
- 3 Keys on Key Ring
 - EMS Cabinet Key (Stamped 1545)
 - Key to B-316 EMS Coordinator's Office
 - Key to EMS Closet Storage Area

Sincerely,



John Petrakis

RECEIVED

FEB - 9 2011

Illinois Community College Board



Guy H. Alongi
Chairman

Geoffrey S. Obrzut
President/CEO

proudly serving the

Illinois Community College System

February 4, 2011

Jerry Corcoran, President
Illinois Valley Community College
815 North Orlando Smith Avenue
Oglesby, IL 61348

Dear President Corcoran:

At its January 28, 2011 meeting, the Illinois Community College Board permanently approved the following program for Illinois Valley Community College:

Paramedic Certificate (37 credit hours)

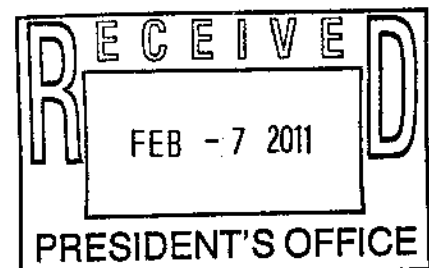
If the college has not already done so, please submit the curriculum and related course forms now. This will ensure the college receives the appropriate credit hour reimbursement funding.

Sincerely,

A handwritten signature in cursive script, appearing to read "Elaine S. Johnson".

Dr. Elaine S. Johnson
Vice President
Academic Affairs & Workforce Development

cc Rick Pearce, V.P. for Learning & Student Development



Sabbatical Report by Matthew Jhll, Ph.D.

The goal of my sabbatical was to develop case studies that illustrate how the content of the general chemistry course is applied in the careers that my students are planning to pursue. In order to make this information usable by the students, I am in the process of incorporating this information into a general chemistry textbook that will be published by WH Freeman Publishing. In this sabbatical report, I will provide an updated status of the case study project and the status of the textbook. I would also like to take the opportunity to address how my students have benefited from my sabbatical experience and the immediate impact my sabbatical has had on my teaching methods.

The case study method of teaching is primarily used in the teaching of such subjects as medicine, business, economics, and law. However, it is not commonly found in the natural sciences and is especially rare in the field of chemistry. The role of the case study is to provide a real (or realistic) situation that will allow students to understand both the content of the course and how that information is applied in its proper context. The use of case studies in medicine, business, economics, and law most likely originate from the fact that these fields are commonly taught by professionals who have worked in these fields and then returned to academics. Fewer chemistry faculty have industrial experience to draw upon and therefore the development and use of case studies has not been common. However, if the barrier of developing case studies is removed, many chemistry faculty embrace the use of case studies.

As I developed case studies for use in the general chemistry class, it was my goal to develop a major case study for each chapter, followed with several smaller case studies to supplement each chapter of the textbook. In this manner, I would be able to explore a large variety of careers through related case studies. The following table provides a list of the case

studies I have researched and developed during my sabbatical, the chemical principle highlighted by the case study, and the professional career(s) featured in the case study. New case studies are being added to this list as I continue to explore new applications of chemistry.

| Case Study | Featured Career(s) | Chemistry Topics |
|---|--|---|
| Memory Metal | Material science, engineering, medicine | Physical properties, mixtures, crystal structure |
| Neutron evidence | Drug enforcement, forensic science, archeology | Atomic mass, atomic structure, isotopes, isotope enrichment |
| Synthesis of Ibuprofen | Industrial chemistry, chemical engineering | Principles of green chemistry, balancing reactions, percent yield, atom economy, catalysts |
| Restoration of 16 th century Italian drawings | Art conservation, surface science | Acid-base reactions, precipitation reactions, reduction oxidation reactions |
| World Trade Center Cough | Respiratory therapy, medicine | Boyle's law, Charles's law, Gay-Lussac's law, Avogadro's law, Dalton's law of partial pressure, ideal gas law |
| Heating and cooling a skyscraper. | Mechanical engineering | Heat capacity, specific heat, heat transfer, calorimetry |
| How IPODS, Cell Phones and net book memory works. | Computer engineering, electrical engineering | Properties of electrons: electron spin, charge and binary representations |
| Chemistry of gemstones-- Turning \$.02 worth of elements into \$2000. | Geology, mineralogy | Atomic size, ionic size, unit cells, crystalline structures, periodic trends |
| Industrial carbon dioxide sequestration. | Industrial engineering, mechanical engineering, chemical engineering | Physical properties of ionic and covalent compounds, polarity, introduction of ionic liquids |
| Molecular intelligence: Part I | Pharmaceutical chemistry, medicinal chemistry, medicine, pharmacy | Lewis structures, covalent bonding, VSEPR theory, electron geometry, molecular geometry |
| Molecular intelligence: Part II | Pharmaceutical chemistry, medicinal chemistry, medicine, pharmacy | Hydrogen bonding, dipole-dipole forces, dispersion forces, ion-dipole forces |
| Bioaccumulation of toxins | Toxicology, environmental biology, limnology | Hydrogen bonding, dipole-dipole forces, dispersion forces, ion-dipole forces |
| Beating the blood-brain barrier for cancer treatment | Anatomy and physiology, medicine, pharmacy | Osmosis, diffusion, isotonic solutions, hypotonic solutions, hypertonic solutions |

| | | |
|---|---|--|
| Thermomorphic catalysis | Chemistry, chemical engineering | Heterogeneous catalysis, homogeneous catalysis, biphasic catalysis |
| Pharmaceutical drug design: Part 1, Solubility | Pharmacy, medicine, pharmaceutical chemistry, medicinal chemistry | Equilibrium, equilibrium constants, solubility equilibrium, Le Chatelier's Principle |
| Pharmaceutical drug design: Part 2, Acid-Base | Pharmacy, medicine, pharmaceutical chemistry, medicinal chemistry | Weak acids, weak bases, acid-base equilibrium, K_a , pK_a |
| Microbial fuel cells | Geology, microbiology, biotechnology | Reduction, oxidation, galvanic cells |
| Nanocancer treatment | Medicine, nanotechnology, pharmacy, material science | Nanotechnology, nanoscale materials, measurements methods |
| The environmentally friendly side of nuclear power. | Nuclear engineering, nuclear science, environmental science | Nuclear equations, fission, fusion, radioactive particles, half-lives |

The interest in the use of case studies by the chemical education community was clearly demonstrated this past summer at the Biennial Conference on Chemical Education (BCCE) in Denton, Texas. I organized a two-part symposium entitled "Out of the Box: Teaching Chemistry with Case Studies and Applications" and also presented a talk, "General Chemistry Case Studies Based in Other Scientific Disciplines." I have included a copy of the program schedule for my symposium as Appendix A. The typical attendance at most sessions at the BCCE conference is about 20 faculty; however, the interest level in case studies generated attendance beyond room capacity (over 40) for both days, requiring extra chairs to be brought into the room. The conference was an excellent place to gather and exchange ideas with other chemistry faculty and I have altered my teaching methods as a result of those discussions.

One of the primary considerations for receiving the sabbatical is that the students of Illinois Valley Community College will be the ultimate beneficiaries of my release time. I would like to address how my sabbatical has directly impacted my teaching and how my students are already benefiting from my experiences. Students enrolled this year in Chm 1006 are already

benefiting from my sabbatical. During the first week of class, each student was provided with the first six chapters of the textbook I am writing (at the publisher's expense) as a supplement to their official textbook being used for the course. These chapters have been extensively reviewed by faculty from across the nation and are in a pre-production status awaiting refinement of graphics, photography and layout design. The following six chapters will be provided to the students who request them as the semester proceeds. These chapters have been edited and are in the middle of the review process. The final 6-8 chapters of the book are in various stages of the writing process and it is my intention to have them finished by the end of the spring semester. I have included a copy of the textbook the students received with this report for your reference.

The addition of the textbook to the course is not the only change that I have incorporated into my classroom. One of the clear lessons illustrated by case studies is that real-world problems are most often solved by a team, not by a single individual. Accordingly, I have incorporated team work into my classes. I have modeled my teams after the Student-Centered Active Learning Environment for Undergraduate Programs (SCALE-UP) as developed at North Carolina State University by the Physics Department. The SCALE-UP teaching method is an NSF-supported program that has been adopted, adapted and modified by hundreds of institutions across the United States and beyond.

The SCALE-UP teaching method places a focus on engaging students through active learning projects in small teams rather than having students sitting in a large scale lecture hall simply taking notes. There are several barriers to implementing SCALE-UP that must be overcome, the primary one being the physical structure of the D225 classroom. The classroom is designed for the standard large lecture model of teaching, not a small project, active learning environment as is envisioned by the SCALE-UP teaching pedagogy. The ideal classroom would

be a large room filled with circular tables that promotes teamwork. Unfortunately no such space exists at IVCC and large rooms (Fireplace Lounge or C-316) are not permitted for teaching classes.

My implementation of a SCALE-UP inspired pedagogy has focused on the seminar section in which students are organized into teams of four. Students must sit together in their teams during seminar and lecture during, which the team works together to solve problems. Unbeknownst to the students, I have created a team that contains a student of high ability, a student of low ability and two other students who span the middle range. It is my goal to encourage peer-to-peer learning and as such the teams that score above the class average on an exam are rewarded with extra-credit points. Students then have a vested interest in making sure each team member understands the material. In this manner, the stronger student role models effective problem-solving to the weaker students. After each exam, the students are reorganized into new groups with individuals whom they have not yet worked with.

The teams are given a larger project they must complete during a two-week span. These projects are designed to test their understanding of the material covered in class and apply that knowledge to a unique situation where there is no predetermined procedure, clear choice or correct answer. Students have communicated to me that they enjoy the realism of the projects. For example, the acid-free paper project described below was not tested by any method prior to assigning it to the students to complete. The students did an amazing job of researching their own methods, working independently and enjoying the reality of the situation, as I admitted I was unsure of whether or not the experiment would work. The following several paragraphs illustrate the team projects.

Will a bowling ball float? Students are asked to challenge their initial guess and scientifically prove if a bowling ball will float. Objects that float have a lower density than that of water and those that sink have a density greater than water. The students are challenged to then calculate the density of a bowling ball, which can be accomplished by measuring both the volume and mass of the ball. As it turns out, the sizes of all bowling balls are identical, but the mass inside each one differs. If the bowling ball is 12 lbs. or less it will float; however, if the bowling ball is greater than 12 lbs., it will sink. One of the challenges students face is compensating their calculations for the finger holes drilled into the balls.

Atomic Investigators Students are shown a plastic ball that has a tether attached to it that glows a purplish color. As the ball spins in a circle, students see a trail of red, green and blue circles in the air, but as the ball stops it returns to its original color. Students are instructed to treat this ball as a newly discovered element and they are to report back as much information as they can on the physical properties of their element as well as the nature of the unusual light emissions without ever opening up the “atom.” The students have an advantage in that they can actually see and manipulate their new “element.”

Acid-free Paper Modern paper made out of wood pulp is commonly produced in an acidic environment and the paper will naturally degrade to form acidic compounds. The acids serve to deteriorate the cellulose fibers that make up the paper. Acid-free paper has calcium carbonate impregnated into its fibers to instantly neutralize any acids that form. The students have worked with calcium carbonate in an earlier experiment and are familiar with this compound. They are given the challenge of measuring how much calcium carbonate is present in the acid-free paper.

My students very recently completed the Acid-free Paper challenge. I have to say that it was successful beyond my best hopes. The students took ownership of the project, embraced the reality of unknown laboratory procedures and researched how to best solve the problem presented to them. Several students stated to me that it was so nice to “do something real” rather than “another boring experiment like we did in high school.” Of course, this presents me with a professional challenge as I will be working with the students to further develop new group projects such as the exploration of ionic-liquids, which are industrial important green solvent that are largely neglected in modern general chemistry books. I am also excited to collaborate with Lauri Carey in the Horticulture program on a student project that will examine factors that influence the bioaccumulation of toxic metals in the brown mustard plant for use in bioremediation of polluted land areas.

I have also spoken with the students at some length in seminar about the importance of soft skills in the workforce and that their success will be determined to a fair amount by their mastery of such skills, even in the “hard” sciences. To emphasize the importance of soft skills, I shared with students the instructions for writing a letter of recommendation as given by the University of Wisconsin Medical School, included as Appendix B. The instructions list multiple criteria, which are useful for the evaluation of a student’s potential for success in medical school. Academic ability is listed last while soft skills dominate the entire list. As I explain to students, it’s not that academic ability is not important; rather it is taken for granted that students who have applied for medical school are excellent students. However, medical schools are looking for individuals that will be able to work effectively in a team of doctors, nurses and patients.

I felt that simply informing students of the importance of soft skills, while an important first step, was not enough, and I needed to formally incorporate soft skills into the curriculum in

some format. In researching this, I came across work done by faculty in computer science at Carnegie Mellon University in which teams of students in a virtual reality class were assigned team projects that lasted several weeks. Upon completion, new teams were made, but the last team assignment was to fill out an anonymous survey that evaluated each team member on their soft skills. The information was gathered and, at the end of the course, each student would receive his or her personal data and the class average for each question. I have taken this approach with my teams and developed a scantron form, with the assistance of Dawn Watson, which has each student answer 15 questions about each of their fellow team members. The results are not formally incorporated into the students' grades, but they were told it was probably the most important thing they would receive from the class-- a statistically valid evaluation of their soft skills. The form is attached as Appendix C.

The sabbatical experience has transformed my teaching style and methods as I was allowed the time to explore in great detail how chemistry is applied in a variety of careers, something I would not have been able to do under normal conditions. I have made dramatic changes in my teaching methods. In summary, I would like to share with you an email I received just days ago from one of my students. I believe this email highlights how my students are benefiting as a result of my sabbatical.

... I think I did help the few students that showed up on the evening prior to the test; and I'm starting to realize that I kinda enjoy helping people learn and also that I do enjoy chemistry; I think it's the combination of math and science, the depth to which chemistry explains things that fascinates me. Thanks again, Doc, and I'll see you in the morning.

Thank you,
Daniel

Without using teamwork and exploring case studies, this student would not be as engaged in the class as he has become.

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S9: Out of the Box: Teaching Chemistry with Case Studies and Applications - Part 1 of 2

Matthew Johl (Illinois Valley Community College, USA)

The goal of this symposium is to present the audience with an understanding of how case studies and specific applications of chemistry can be used in their classroom. These methods can enhance student appreciation and understanding of the information and help to further develop their problem solving skills. Presentations from all levels of the chemistry curriculum are encouraged.

| | |
|---------------------|---|
| 2:20 | introduction |
| 2:25 Colleen Kelley | P54: Nuts and bolts of using case studies in the 100-level chemistry classroom |
| 2:45 sue salem | P55: CSI: It's not just entertaining - it's educational |
| 3:05 Laura Eisen | P56: Case-based interdisciplinary course for non-majors: "The science of terrorism" |
| 3:25 | break |
| 3:40 Scott Donnelly | P57: Chemical education alchemy: Connecting chemistry to everyday consumer products |
| 4:00 Mark Richter | P58: Teaching chemistry with case studies: The good and the bad |
| 4:20 | discussion |

P54: Nuts and bolts of using case studies in the 100-level chemistry classroom

Colleen Kelley (Pima Community College, USA)

This talk will present strategies for designing and implementing case studies for 100-level (introductory) chemistry courses. In addition, sample case studies will be used as examples.

P55: CSI: It's not just entertaining - it's educational

Sue Salem (washburn university, usa)

The CSI television shows engage students of all ages. This presentation will discuss use of the CSI television shows and real life case studies in an on-line forensic chemistry course for university general education.

P56: Case-based interdisciplinary course for non-majors: "The science of terrorism"

Laura Eisen (The George Washington University, USA)

Students often complain that introductory science courses are abstract and irrelevant. At The George Washington University, the typical undergraduate is interested in politics or international affairs, not science, so I decided to develop a science course that might appeal to these students. The "Science of Terrorism" uses case studies built around newspaper articles and popular media to provide a context for learning important science concepts. The course is divided into three units: Elements of Terror, Explosions, and Bioterrorism. We begin with a newspaper article claiming that thallium poisoning led to the death of Alexander Litvinenko in 2006. Students learn about atomic structure and periodicity from the perspective of an element that most have never heard of before. Reports that Mr. Litvinenko actually died from ingestion of polonium-210 introduce isotopes, radioactivity, and the threat of dirty bombs. Other elements of terror include

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chlorine (used in WWI) and phosphorus (used recently in the Middle East). The Oklahoma City bombing and recent attempts to blow up commercial airliners, along with controversy over Iran's attempts to obtain nuclear material, shift the focus to reactions and thermodynamics. Finally, the anthrax letters and the threat of a smallpox attack leads to an exploration of the structure and function of macromolecules and important ideas in biology. The laboratory includes simple problem-solving activities (such as identifying the ink used to write a "terrorist letter"), and also provides the students with a chance to use some of the methods of modern biotechnology that are described in the readings.

P57: Chemical education alchemy: Connecting chemistry to everyday consumer products
Scott Donnelly (Arizona Western College, USA)

In undergraduate chemical education there is a need for curriculum ideas that connect the chemistry discussed in lecture and lab to the "real world". In this talk the presenter will describe visually appealing, conceptual activities that illustrate the complementary relationship between chemical theory as taught in lecture and lab and application as practiced in the material world. Special emphasis will be placed on how chemistry principles can be taught using everyday consumer products that can be purchased in grocery stores or Do It Yourself home centers. Topical coverage in the presentation ranges from physical properties to visible spectroscopy.

P58: Teaching chemistry with case studies: The good and the bad

Mark Richter (Missouri State University, United States)

Case studies are stories that convey an educational message. They also attempt to shift the focus from the 'sage on the stage' model to active student engagement in the classroom. This talk will look at ways that case studies have been used in chemistry and non-science classes at Missouri State University: these include the traditional method of devoting a class period to a particular case and its discussion, and the use of case studies as writing assignments to augment lecture topics. The shift from lecture based courses also brings with it certain challenges titled, in a rather tongue-and-cheek fashion, the 'Good' and the 'Bad'. Examples of the 'Good' include ways of actively engaging students in the classroom and not letting them simply sit and watch, and presenting the material in a context that appears to resonate with certain types of student learners; while the 'Bad' includes the limited number of case studies available for chemistry courses, and the near impossibility of implementing a discussion in a class of more than 25 students, among others.

2:00 PM - 5:00 PM U-418

**S9: Out of the Box: Teaching Chemistry with Case Studies and Applications -
Part 2 of 2**

Matthew Johll (Illinois Valley Community College, USA)

The goal of this symposium is to present the audience with an understanding of how case studies and specific applications of chemistry can be used in their classroom. These methods can enhance student appreciation and understanding of the information and help to further develop their problem solving skills. Presentations from all levels of the chemistry curriculum are encouraged.

| | |
|---------------------------|--|
| 2:20 | introduction |
| 2:25 Matthew Johll | P249: General chemistry case studies based in other scientific disciplines |
| 2:45 Laurie LeBlanc | P250: Student learning through integrated laboratory modules using a case-study approach |
| 3:05 Mary Walczak | P251: Cases: Engaging students in learning by empowering them to investigate |
| 3:25 | break |
| 3:40 Ed Acheson | P252: "Cool" deposit in the hot still: Problem-based learning in the instrumental analysis course |
| 4:00 Gretchen Anderson | P253: Applied research in the undergraduate teaching labs: Teaching the way chemistry is practiced |

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4:20

discussion

P249: General chemistry case studies based in other scientific disciplines

Matthew Johl (Illinois Valley Community College, USA)

The large majority of the students in the general chemistry course will pursue degrees in other scientific fields. Many of those students also view the general chemistry course as a requirement, not as a course that is preparing them for their selected careers. This presentation will discuss the development of case studies for use in the general chemistry sequence that focus on how the chemistry content is applied in other scientific fields.

P250: Student learning through integrated laboratory modules using a case-study approach

Laurie LeBlanc (Cuyamaca College, USA), Kathryn Nette (Cuyamaca College, USA)

Community college chemistry and biology courses can easily be integrated with the use of laboratory modules in the context of "crime" labs. At Cuyamaca College, interdisciplinary teams of scientists work together to solve "crimes" which require analyses in chemistry and biology. Using their lab skills and problem-solving abilities, student teams pool information, draw conclusions and, finally, present their results in the form of an individual lab report and a group poster presentation. Through the integration of science disciplines, real-life teamwork skills emerge, an exchange of information across the discipline boundaries occurs and student creativity is encouraged. Ideas for lab modules based on case studies will be discussed, as well as possibilities for the integration of various disciplines.

P251: Cases: Engaging students in learning by empowering them to investigate

Mary Walczak (St. Olaf College, USA), Juliette Lantz (Drew University, USA)

The pedagogy of "interrupted cases" - cases that provide information in a stepwise fashion with incorporated laboratories - will be discussed in this talk. In this instructional method, a case discussion is begun in a class period and through the discussion students discover that additional information is needed to complete the case analysis. One route for gaining this information is through laboratory experiments. This type of interrupted case facilitates overcoming the classroom/laboratory dichotomy that is often present in chemistry curricula, while casting students as scientists investigating a dilemma. A few cases used in this manner will be presented, along with a discussion of their role in chemistry courses in general and analytical chemistry in particular.

P252: "Cool" deposit in the hot still: Problem-based learning in the instrumental analysis course

Ed Acheson (Millikin University, USA)

Do you sometimes find yourself thinking, "What students learn, they do not retain." "What they

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retain they cannot use flexibly." "Students do not use higher order thinking skills." "Students expect to be told precisely what they are to learn and what they will be tested on." Problem-Based Learning (PBL) is one pedagogical approach designed to address these issues. I have used "Barrowsian" PBL in the Instrumental Analysis course to help students overcome these issues. This presentation will model "Barrowsian" PBL using a problem from the Fall 2009 class: what is the deposit in the still, where did it come from, and how do we prevent it from reoccurring? After working through the problem, we will discuss the pros, cons, and my (and hopefully others') general experience using PBL.

P253: Applied research in the undergraduate teaching labs: Teaching the way chemistry is practiced

Gretchen Anderson (Indiana University South Bend, USA)

A series of short applied research projects were incorporated as part of an upper level biochemistry laboratory course. These required students to consult the primary literature and design experiments with gradually increasing complexity. As in professional laboratory settings, students had to adjust their experimental protocols as new data became available, even during the laboratory period. Communication amongst the groups in lab was essential to ensure at least one successful experimental outcome. Because the projects were very focused, students could complete each in 1-4 weeks. Students became particularly engaged in the projects when they had met or talked with a person who would directly benefit from their research results. Because more was at stake than a course grade, students took particular pride and care in their work. At the end of the course, students designed repeat experiments as necessary to prepare their results for poster presentation at a local undergraduate research conference. Preparing the poster also required unfamiliar decisions such as the order of authorship on the poster. In this way, students experienced how research and design is practiced in the field.

Appendix B

UNIVERSITY OF WISCONSIN SCHOOL OF MEDICINE AND PUBLIC HEALTH MD DEGREE PROGRAM

INSTRUCTIONS FOR WRITERS OF RECOMMENDATION LETTERS

Listed below are areas of interest to the Admissions Committee. Please address areas listed in which you are sufficiently knowledgeable as it relates to the applicant.

Motivation for Medicine

ENJOYMENT IN AND COMMITMENT TO: The study and application of science; interacting and working with others; providing service and assistance to others; and the specific functions and activities of healthcare delivery.

INDUSTRY: Application, energy, perseverance, stamina, and endurance.

Interpersonal Skills

INTERPERSONAL SKILLS: Ability to work with and to get along with others, rapport, cooperation, attitudes toward supervision.

EMPATHY: Sensitivity to the needs of others, consideration, and tact.

COMMUNICATION SKILLS: Clarity of expression and articulation in oral and written communications.

Personality

MATURITY AND EMOTIONAL STABILITY: Personal development, ability to cope with life situations, performance under pressure, mood stability, consistency in ability to relate to others.

JUDGMENT: Ability to analyze an operational problem with common sense and decisiveness.

SELF-CONFIDENCE: Assuredness, capacity to achieve with awareness of own strengths and weaknesses.

INDEPENDENCE: Ability to act autonomously with productivity and comfort.

DEPENDABILITY AND RESPONSIBILITY: Reliability, promptness, conscientiousness.

Distinctiveness of the Individual

Discuss those things that you think are most important to know about the student regarding qualifications for admission to the MD Degree Program at the University of Wisconsin-Madison.

Academic Performance and Intellectual Ability

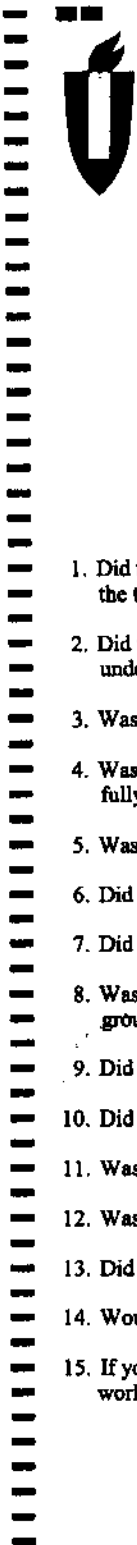
INTELLECTUAL CAPACITY AND RETENTION: Ability to integrate and work with a large quantity of information and the ability to remember.

INTELLECTUAL KEENNESS AND DEPTH: Ability to quickly grasp, analyze and understand complex material and concepts.

ORIGINALITY AND IMAGINATION: Ability to envision and define new perspectives, arrangements, approaches.

RESOURCEFULNESS: Ability to manage resources already at hand, and to develop and manage new resources.

Thank you!



Soft Skills Survey

ID code:

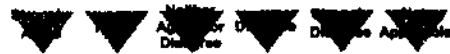
| | |
|---|---|
| | |
| ① | ② |
| ③ | ④ |
| ⑤ | ⑥ |
| ⑦ | ⑧ |
| ⑨ | ⑩ |
| ⑪ | ⑫ |
| ⑬ | ⑭ |
| ⑮ | ⑯ |
| ⑰ | ⑱ |
| ⑲ | ⑳ |

Team #:

| | |
|---|---|
| | |
| ① | ② |
| ③ | ④ |
| ⑤ | ⑥ |
| ⑦ | ⑧ |
| ⑨ | ⑩ |
| ⑪ | ⑫ |
| ⑬ | ⑭ |
| ⑮ | ⑯ |
| ⑰ | ⑱ |
| ⑲ | ⑳ |

Instructions: Rank each team member using the scale indicated below.

CORRECT: ● INCORRECT: ☒ ☓ ☑ ☐



- | | ● | ☒ | ☓ | ☑ | ☐ |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1. Did this person make an honest effort to participate in the team assignments? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 2. Did this person ask questions when they did not understand a concept? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 3. Was this person willing to help other team members? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 4. Was this person able to explain concepts others did not fully understand? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 5. Was this person patient with group members? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 6. Did this person show leadership skills in the team setting? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 7. Did this person actively listen to other team members? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 8. Was this person able to communicate their ideas to the group effectively? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 9. Did this person focus on the task at hand? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 10. Did this person use time efficiently? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 11. Was this person reliable and dependable? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 12. Was this person willing to compromise when needed? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 13. Did this person treat each team member with respect? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 14. Would you want to work with this person on future projects? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 15. If you were an employer, would you hire this person to work for you? | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |



**ILLINOIS VALLEY
BUILDING AND CONSTRUCTION TRADES COUNCIL**

Affiliated with the
Building and Construction Trades Department
A. F. of L. - C.I.O.

P.O. BOX 766 • OTTAWA, IL 61350



Steven Conrad, *President*
ivbto@aol.com

James Conness, *Rec. Secretary*

Affiliated Organizations

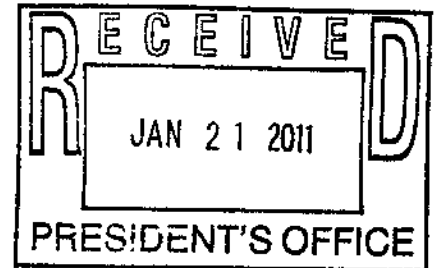
Boilermakers L.U. 60
Bricklayers L.U. 6
Carpenter's Local 195
Cement Masons L.U. 11
Electricians L.U. 176
Electricians L.U. 601
Glaziers L.U. 157
Heat and Frost Insulators L.U. 17
Ironworkers L.U. 444
Labor L.U. 393
Millwrights Local 2158
Operating Engineers L.U. 150
Painters L.U. 465
Pipefitters L.U. 597
Plumbers L.U. 130
Roofers L.U. 11
Sheet Metal Wrks. L.U. 1
Teamsters L.U. 722

DATE: 1/20/2011

To: Apprenticeship and Training Directors
For the Illinois Valley Area Apprenticeships

From: Jim Conness IBEW 176

RE: Building Trades Expo
Illinois Valley Community College
Friday March 18th, 2011



The Starved Rock Associates for Vocational and Technical Education, SRAVTE, has again asked the Illinois Valley Labor Management Committee and the Illinois Valley Building Trades Council to sponsor a Building Trades Career Day Expo. Those in the education field expressed amazement that this kind of demonstration for the Building Trades training programs was available.

This years expo has been scheduled for **Friday March 18th 2011** at the Illinois Valley Community College in Oglesby. Like last year the expo will be held in the automotive building that is located on the east end of the campus. This building will allow all the crafts to be located in the same building. Also we will be on a concrete floor.

Please find enclosed an agenda for the day.

Please RSVP:

Phone or Fax to: 815-434-1240
or e-mail to: jconness@ibewlocal176.org

Thank you for your cooperation and if you have any questions please call.

Please reserve Friday March 18th, 2011 for this Career Day Expo.



**ILLINOIS VALLEY
BUILDING AND CONSTRUCTION TRADES COUNCIL**

Affiliated with the
Building and Construction Trades Department
A. F. of L. - C.I.O.

P.O. BOX 766 • OTTAWA, IL 61350



Steven Conrad, *President*
ivbtc@aol.com

James Conness, *Rec. Secretary*

Affiliated Organizations

Boilermakers L.U. 60
Bricklayers L.U. 6
Carpenter's Local 195
Cement Masons L.U. 11
Electricians L.U. 176
Electricians L.U. 601
Glaziers L.U. 157
Heat and Frost Insulators L.U. 17
Ironworkers L.U. 444
Labor L.U. 393
Millwrights Local 2158
Operating Engineers L.U. 150
Painters L.U. 465
Pipefitters L.U. 597
Plumbers L.U. 130
Roofers L.U. 11
Sheet Metal Wrks. L.U. 1
Teamsters L.U. 722

**BUILDING TRADES EXPO
AGENDA
Friday March 18th, 2011**

SET UP FOR: All Building Trades Crafts.

On **Friday March 18th** 6:00am till 9:00am in the Automotive shop building at the east end of the Illinois Valley Community College Campus.

Two tables and chairs to be provided by IVCC.

Friday March 18th

9:30am till 11:15--- First group of 150 students rotate thru demonstrations.

11:15am till 11:40 noon-- Lunch for Building Trades members will be provided in the Automotive Building.

11:45 pm till 1:30 pm--- Second group of 150 students rotate thru demonstrations.

Building Trades Expo to start first group at 9:30am till 11:15am and second group starting at 11:45 noon till 1:30pm with 150 students in groups of 10 to 12 students visiting each trades hands on demonstration. Students will rotate thru each trade visiting all stations for approx 10 to 12 minutes at each station.

If you have any questions please call the Ottawa office at 815-434-1240 or my cell # at 815-791-9645, Jim Conness IBEW 176

Or e-mail at: jconness@ibewlocal176.org thank you

There is an overhead door on the south and north side of the building.

February 8, 2011

TO Cheryl Rollsema
Jerry Cocoran
Blenna Jones

I am today announcing my retirement as IVCC Safety Services Director on May 31, 2011. After nearly 20 years at IVCC, it is time. It has been a pleasure working with a great staff of officers, staff members, instructors and administration.

Many changes have taken place over the years I have made many friends, talked with many people, one for about fifteen minutes who is now President of the United States and people of all walks of life. Thank you again for nearly 20 years of great employment. I have been blessed with a great family, all my children successful, my time has now come to have quality time with my family, my nine grandchildren one a IVCC student down to a week old grandson. Again Thank you to each and everyone memories of IVCC will live on forever

Sincerely
Kenneth Sangster
February 8, 2011

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Leading our community in learning, working and growing.

Mission Statement

IVCC teaches those who seek and is enriched by those who learn.

The Purposes of IVCC are:

- * 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. Assist all students in identifying and achieving their educational and career goals.
2. Promote the value of higher education.
3. Grow and nurture college resources needed to provide quality programs and services.
4. Promote understanding of diverse cultures and beliefs.
5. Demonstrate IVCC's core values through an inclusive and collaborative environment.