



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, July 19, 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

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
IT Strategic Plan
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)

September

Protection, Health, and Safety Projects
Cash Farm Lease
Program Review Report
Performance Results – KPIs
Annual Employee Demographics Report
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

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 – FY2012 Tentative Budget (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 – June 1, 2011 Facilities Committee Meeting; June 21, 2011 Audit/Finance Committee Meeting; and June 21, 2011 Board Meeting (Pages 1-12)
 - 7.2 Approval of Bills - \$1,610,128.01
 - 7.2.1 Education Fund - \$1,028,480.97
 - 7.2.2 Operations & Maintenance Fund - \$122,692.90
 - 7.2.3 Operations & Maintenance (Restricted Fund) - \$149,304.59
 - 7.2.4 Auxiliary Fund - \$35,107.86
 - 7.2.5 Restricted Fund - \$268,989.41
 - 7.2.6 Liability, Protection & Settlement Fund - \$5,552.28
 - 7.3 Treasurer’s Report (Pages 13-31)
 - 7.3.1 Financial Highlights (Pages 14-15)
 - 7.3.2 Balance Sheet (Pages 16-17)
 - 7.3.3 Summary of FY11 Budget by Fund (Page 18)
 - 7.3.4 Budget to Actual Comparison (Pages 19-26)
 - 7.3.5 Budget to Actual by Budget Officers (Page 27)
 - 7.3.6 Statement of Cash Flows (Page 28)
 - 7.3.7 Investment Status Report (Page 29-30)
 - 7.3.8 Check Register - \$5,000 or more (Page 31)
 - 7.4 Personnel - Stipends for Pay Periods Ending June 4, 2011; June 18, 2011; and July 2, 2011 (Pages 32-42)

8. President's Report
9. Committee Reports
10. FY2012 Tentative Budget (Pages 43-45)
11. Information Technology Strategic Plan (Pages 46-63)
12. Request for Proposals –Community Instructional Center Project Financing (Pages 64-71)
13. Temporary Special Assignment – Frances Whaley (Page 72)
14. Transfer of Funds (Page 73)
15. Proposal Results – Student Athlete and Catastrophic Student Athlete Insurance (Pages 74-79)
16. Cooperative Agreement Addendum with Parkland College (Pages 80-81)
17. Board Policy 6.5 – Naming Rights (Pages 82-84)
18. Items for Information (Pages 85-96)
 - 18.1 Staff Appointment – Jill Patterson, Full-time Senior Bookstore Assistant (Page 85)
 - 18.2 Staff Appointment – Frances Whaley, Full-time Head Librarian (Page 86)
 - 18.3 Staff Retirement – John Piano, Full-time Safety Services Officer (Page 87)
 - 18.4 Staff Resignation – Merrilee Biggs, Full-time Payroll and Benefits Coordinator (Page 88)
 - 18.5 Staff Resignation – Judy McQuilkin, Full-time Assessment Center Coordinator (Page 89)
 - 18.6 Staff Resignation – Zack Lowe, Part-time Academic Support Technologist (Page 90)
 - 18.7 Staff Resignation – Holly Mathews, Educational Technologist and Part-time Instructor (Page 91)
 - 18.8 Change Order #3 – Security Relocate-Fire Alarm Upgrade (Pages 92-93)
 - 18.9 NCICG Letter – Broadband Initiative Connecting IVCC and Ottawa Center (Page 94)
 - 18.10 Letter from Continuing Education Participant (Page 95)
 - 18.11 Thank you from Illinois Valley Center for Independent Living (Page 96)
19. Trustee Comment
20. Closed Session – 1) the appointment employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; 3) hearing testimony on a complaint lodged against an employee to determine its validity; 4) collective negotiating matters between the public body and its employees or their representatives; and 5) closed session minutes.
21. Other
22. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Facilities Committee Meeting
June 1, 2011

The Facilities Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5 p.m. on Wednesday, June 1, 2011 in the Board Room (C307) at Illinois Valley Community College.

Committee Members David O. Mallery, Chair
Physically Present: Leslie-Anne Englehaupt
Dennis N. Thompson

Other Board Members Michael C. Driscoll
Physically Present: James A. Narzewski

Others Physically Present: Jerry Corcoran, President
Rick Pearce, Vice President for Learning and Student Development
Cheryl Roelfsema, Vice President for Business Services and Finance
Lori Scroggs, Vice President for Planning and Institutional Effectiveness
Gary Johnson, Director of Facilities
Paul Basalay, Architect

The meeting was called to order at 5:10 p.m. by Mr. Mallery, committee chair.

REQUEST FOR PROPOSALS – SECURITY SERVICES

At the Illinois Valley Community College April Board meeting, the Board approved to solicit requests for proposals for security services. A selection committee (Cheryl Roelfsema, Jerry Corcoran, Leslie Englehaupt, Rebecca Donna, and Seth Unzinker) reviewed the ten proposals received. Each member of the selection committee scored the proposals according to a matrix based on the following criteria: years of experience, local support, staff expertise, training program, man-hours proposed, client references, employee turnover rate, capability to mobilize forces, and special assignments. The top six companies were invited to the campus for interviews. From those six, the top three companies were invited to the Facilities Committee. The three finalists are: Diamond Detective Agency, G4S Secure Solutions, and Securitas Security Service. Representatives from each company gave a presentation and answered questions. The selection committee will meet and discuss the three companies and narrow it down to one. The Facilities Committee agreed that a decision to outsource security services or change the culture of the present security department needed to be made by the Board. This will be discussed at the June Board meeting with a recommendation at the July meeting. Ms. Englehaupt was originally opposed to outsourcing the security services, but after serving as a member of the selection committee she is a huge proponent for outsourcing. She believes the security staff lacks what is being offered to the College by these companies – professional

training and professional qualifications. The current staff would like to keep their positions and the companies are amicable if they meet the qualifications.

Dennis Thompson left the meeting at 7:52 p.m.

COMMUNITY TECHNOLOGY CENTER UPDATE

Paul Basalay reported that Phase I construction documents are complete and he is waiting for the release of the money from the State. Phase II is through the design development, but Steve Halm from Capital Development Board (CDB) has recommended not to proceed with the construction documents until the money is released. Mr. Basalay has heard optimistic reports and is hoping to see the money released in June. Mr. Mallery was concerned with the square footage and jeopardizing the alternates. He wanted the elevators to be included in the total project and not end up having them be a Protection, Health, and Safety project. Mr. Basalay noted the schematic design phase was at 79,000 s.f. This plan was brought to the Board and discussed on what could be cut. If the circulation space was changed, the College did not want to live with the affects of reducing square footage. It was agreed to stay with the original schematic design and was approved by the College. Concessions in the plan were to eliminate the connecting link and to leave out the Early Childhood Center and include the Massage Therapy program. The three elevators were moved to the alternate stage. The architects proceeded with this plan. The current plan is virtually the same plan. During the engineering phase adjustments were needed. All the pumps would not fit in the geothermal mechanical room. After leaving the schematic design stage and the development stage, the concern is not the square footage, but the goal is to get the cost down. The architects have rearranged spaces to fit additional space in some areas, but have not increased the space. Structural engineers left some items out and the steel price has increased. This increased the construction documents by \$900,000. The architects have worked very hard in keeping the cost down with all the changes and adjustments. Built into the project is a ten percent contingency - \$2.3 million. If the College does not use this money, CDB will take this back. The architects have included the elevators as alternates so that the College will not lose this money. The bidding climate is so good right now that Mr. Basalay is concerned with coming in below budget. If the College has to wait until next year, it could be a different climate. Mr. Basalay is also concerned with CDB not funding Phases II and III. Funds are released on a bidding basis.

ADJOURNMENT

It was moved by Ms. Englehaupt, seconded by Mr. Mallery, and carried unanimously to adjourn the meeting at 8:10 p.m. Motion passed by voice vote.

David O. Mallery, Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
June 21, 2011

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:15 p.m. on Tuesday, June 21, 2011 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Larry D. Huffman
Physically Present: Michael C. Driscoll
Melissa M. Olivero

Other Board Members David O. Mallery
Physically Present: James A. Narzewski
Dennis N. Thompson

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 5:15 p.m. by Dr. Huffman.

INFORMATION TECHNOLOGY STRATEGIC PLAN

Emily Vescogni reviewed projects completed in FY2011 which included a new student email system, installation of print release stations, increased broadband width, and replacement of computers to name a few. Document imaging is an extensive project but the admissions office worked with a vendor and implemented an email archival device. Emily Vescogni noted next year's projects included physical science lab equipment, laptops for the physical science lab, and a tape backup system upgrade. Harold Barnes reviewed future projects in which funds were not available for this year. The Audit/Finance Committee members were in consensus to approve the Information Technology Strategic Plan. The Plan will be presented at the July Board meeting for approval.

FY2012 BUDGET

Cheryl Roelfsema and Patrick Berry presented a proposed budget based on the following major assumptions:

- Credit hours are decreased by 2 percent based on FY11 actual amounts.
- EAV is decreased by 1.5 percent.
- CPPRT is increased by 11 percent based on FY11 actual amounts.
- Level funding on the base operating grant

- Pell grant is budgeted \$1 million less than FY11 budget because students are no longer eligible for two awards.

Ms. Roelfsema and Mr. Berry also touched on different points of interest in the budget. They proposed a tuition allocation change in Funds 1 and 2 – 85/15 to 89/11. Fund 2 has what it needs to operate and the education fund needs funds and thus the change in percentage. The \$400,000 transfer to Fund 3 for future building projects has not been budgeted. It could be transferred to Fund 3 but Fund 3 has more restrictions. Fixed expenses increased by \$69,000 in Fund 1 due to the full year of rent at the Ottawa Center. The committee members were comfortable with the proposed budget. The tentative budget will be presented to the whole Board in July.

WIND TURBINE FINANCING

Reed Wilson, Kevin Lindemann, (NCICG) and Scott Engstrom (Ameresco representative) were present to discuss the proposed electricity generating wind turbine project. Illinois Valley Community College has developed new wind energy/renewable energy curriculum, constructed a MET tower on campus, plans to develop a larger wind energy lab/classroom in the Community Technology Center (CTC), and will utilize geothermal energy to power the HVAC systems in the new CTC building. The next major step is the construction of a full-sized electricity generating wind turbine. The current MET tower has indicated the wind speed is easily capable of supporting a full size wind turbine. A 1.5 megawatt turbine is the most feasible in terms of payback. The estimated cost of the wind turbine is \$4.5 million. The proposed financing of the wind turbine is a \$987,500 grant from the Illinois Clean Energy Community Foundation. The College would have a good chance on this grant which would be filed in January. Another grant of up to \$1,750,000 from the Global Climate Change Mitigation Incentive Fund, administered by the U.S. Economic Development Administration (EDA), would need certification by a letter from the president or chief executive officer to complete the application. This requires a 50 percent match plus the remaining cost of the entire project. Payback period on the wind turbine would be less than six years if both grants were received. IVCC's minimum investment would be \$1.762 million which includes the required 50 percent match for the EDA grant. Options to fund the local share were to use fund balances or borrow the money and sell bonds. The members of the committee thought it was a great concept but had concerns on funding the project. The members of the committee decided to take the project under advisement and asked the administration to come back to the entire Board at a later date with exactly how the project will be funded.

SUMMARY OF NEW PERSONNEL POSITIONS (FY2011)

A review of new positions added in FY11 was presented to the committee. The new positions included a CNA instructor, Director of Nursing, an English instructor, and the Training Specialist position.

REDESIGNED INVESTMENT STATUS REPORT

The monthly Investment Status report has been redesigned to provide more information related to the updated investment policy. The committee decided this report should be a supplement to the current report.

OTHER

None.

ADJOURNMENT

It was moved by Dr. Driscoll, seconded by Ms. Olivero, and carried unanimously to adjourn the meeting at 6:27 p.m. Motion passed by voice vote.

Larry D. Huffman
Audit/Finance Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
June 21, 2011

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, June 21, 2011 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Melissa M. Olivero, Vice Chair
Leslie-Anne Englehaupt, Secretary (entered the meeting at 7:04 p.m.)
Michael C. Driscoll
Larry D. Huffman
David O. Mallery
James A. Narczewski

Members Absent: Brad Cockrel, 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 Ms. Olivero and seconded by Dr. Huffman to move Item 8. – Committee Reports after Items for Information and approve the agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

It was moved by Dr. Huffman 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 – May 10, 2011 Board Planning Committee Meeting and May 17, 2011 Board Meeting

Approval of the Bills - \$1,556,826.27

Education Fund - \$1,234,081.39; Operations and Maintenance Fund - \$43,688.98; Auxiliary Fund - \$201,456.19; Restricted Fund - \$74,650.33; and Liability, Protection and Settlement Fund - \$2,949.38.

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending May 7, 2011 and May 21, 2011.

Bid Results

Accepted the bid of \$26,459.83 from Midland Paper – Wheeling, IL for multi-purpose paper.

Accepted the bid from Midwest Transit – Kankakee, IL to lease two (2) 2011 Ford E350 Elkhart Coach buses for 36 months, at an annual lease payment of \$8,236 each.

Accepted the bid from Smith Sales and Service – Peru, IL as the lowest, most responsible bid for an Exmark Lazer Z Mower in the amount of \$4,200.

Proposal Results

Accepted the proposal from McQuay Factory Service – Wood Dale, IL of \$49,900 for the first year; \$51,397 for the second year; and \$53,967 for the third year, pursuant to the terms of the Assured Maintenance Agreement for six (6) McQuay Screw Chillers.

Consortia Purchases

Approved the purchase of janitorial supplies from Interline Brands, Inc., d/b/a/ AmSan, Peoria, Illinois at an estimated annual cost of \$40,000 through the Illinois Public Higher Education Cooperative (IPHEC) and elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through Horizon Resource Group at an annual cost of \$17,443.56.

Purchase Requests

Approved the purchase of a Lab-Volt Wind Farm Simulation Software Site License from Advanced Technologies Consultants in the amount of \$25,000.

Approved the purchase of 75 computers from Dell in the amount of \$52,500.

Approved the purchase of 117 classroom stools through the U.S. Communities Purchasing Alliance for a total of \$15,200.64.

Prevailing Wage Resolution

Adopted a Prevailing Wage Resolution for fiscal year 2012, as presented.

PRESIDENT'S REPORT

Dr. Corcoran reported that Lake Land College has agreed to take over the training programs that IVCC has been sponsoring at the Sheridan Correctional Center for approximately 35 years, effective July 1. The College's goal has been to have the transition to a new training provider be

seamless for its staff and the inmates, and that goal will be achieved. Dr. Corcoran thanked Professor Steve Alvin and Dr. Rick Pearce for their hard work on this important project. Enrollments at community colleges around the state are down and that is the trend the administration is seeing at IVCC, as well. Part of the decline can be attributed to a nine percent cut in funding to the Dislocated Workers Center. Joel Torbeck recently stated extensions of Unemployment Insurance benefits are running out, which has led to clients interested in training being placed on a waiting list. Early indications for enrollments in the Fall term appear to be down between one and two percent. Before many conclusions are drawn about the summer session, the administration is suggesting waiting a month or two and seeing where enrollments are by the time the fall semester rolls around. Dr. Corcoran noted there are four summer sessions: Summer A-three weeks (wraps up in FY11), which began May 23, Summer B-eight weeks, which began May 31, Summer C-four weeks, which began June 15, and Summer D-four weeks, beginning July 18. Dr. Corcoran reported HB 3700 which provides level funding for Illinois community colleges passed both chambers at the end of the spring legislative session and under some circumstances that may not have seemed like good news, however, given the state of the Illinois economy, it is a victory for Illinois community colleges. He was pleased with the way IVCC's legislators voted on this particular bill. Also, HB 1503 which deals with performance-based funding was approved by the Illinois House and Senate; thus, beginning with fiscal year 2013, the Illinois Board of Higher Education's annual budget must include performance-based funding. Terry Bruce, president of Illinois Eastern Community College, and Dr. Corcoran co-chair the Council of Community College Presidents' Finance and Administrative Services Committee and have formed a group of CFOs and presidents to work collaboratively with representatives from the ICCB-advisory groups on coming up with a set of "momentum points" and milestones in the academic careers of community college students that everyone can agree will be the criteria for promoting and measuring student success and the foundation for performance-based funding. The first meeting of the group will occur in late July or early August and Dr. Corcoran will be providing updates. On June 3, in Bloomington-Normal, IVCC was well represented at two events hosted by the Illinois Community College Trustees Association. First, at the awards luncheon the City of Ottawa was recognized for being nominated for the outstanding business partnership award, as a result of the IVCC satellite center in Ottawa. Later that day, at the awards banquet, Mike Phillips and Tina Hardy, IVCC's nominees for the statewide outstanding full and part-time faculty awards, were honored for their fine work, along with Mr. Dennis Thompson, nominee for the Ray Hartstein trustee achievement award. The highlight of the evening was having Gary Dahl, former state senator for the 38th District, receive the Gary Davis Ethical Leadership award because of his outstanding contribution to the pursuit and support of ethical leadership and decision-making while serving as an Illinois legislator as well as his volunteer service-especially the financial support he has provided the College for many years. It was a great honor to have the College recognized at these functions and he publicly thanked Tina Hardy, Mike Phillips, Dennis Thompson, and David Mallery for attending the evening banquet, as well as Fran Brolley for the excellent job he did of handling all of the nominations. Dorene Perez has been accepted to participate in the Engineering Challenge for the 21st Century Teacher's Workshop in mid-July at the United States Coast Guard Academy in New London, CT. The Engineering Challenge Program will focus on problem-based learning on engineering and technology projects; the development of effective teams; hydrogen-powered fuel cells; and the building and testing of water-based robots simulating Coast Guard life-saving missions. Dr. Corcoran congratulated Dorene Perez on being selected to participate in this

program. Fran Brolley has worked with Shelia Simon's staff on having the Lt. Governor visit the IVCC campus on September 27 for several hours, beginning around noon. Dr. Corcoran asked everyone to mark their calendars and try to attend this very special event.

FACULTY APPOINTMENT – CHRISTINE M. FOSTER, NURSING INSTRUCTOR

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the appointment of Christine M. Foster as Nursing Instructor assigned to the Division of Health Professions, with placement on the salary schedule at Step D-5 - \$45,743 per the 2010-2011 contract agreement. Michael Gorman introduced Christine M. Foster and noted that she had 25 years of nursing with 10 years experience as family nurse practitioner. She has been employed at IVCC as a part-time instructor. Motion passed by voice vote.

**FACULTY RESIGNATION – MERRI J. MATTISON,
SOCIOLOGY/ANTHROPOLOGY INSTRUCTOR**

It was moved by Dr. Huffman and seconded by Mr. Narczewski to accept with regret Merri Mattison's resignation effective upon completion of the summer session and wish her luck in her future endeavors. Motion passed by voice vote.

**REINSTATEMENT OF IBEW FACULTY – JOINT APPRENTICESHIP AND
TRAINING COMMITTEE (JATC) LOCAL UNION 176**

It was moved by Dr. Huffman and seconded by Ms. Olivero to authorize the College to officially reinstate the employees of the JATC Local Union 176 (Michael J. Clemmons and Terrence P. Smolik) for the contract period beginning July 1, 2011 through June 30, 2012. Mr. Mallery was concerned that these two employees are not members of the faculty union, do not pay into SURS, are not required to take ethics training, and are not evaluated by the College, but are IVCC employees. The two employees are classified as academic support following a recommendation from the Illinois Community College Board for credit hour reimbursement.

Roll Call Vote: "Ayes" – Mr. Narczewski, Dr. Driscoll, Dr. Huffman, Ms. Olivero, and Mr. Thompson. "Nays" – Mr. Mallery, motion carried.

PROPERTY TAX APPEAL RESOLUTION

It was moved by Mr. Narczewski and seconded by Dr. Driscoll to adopt the Resolution authorizing intervention in proceedings before the State of Illinois Property Tax Appeal Board for the assessments for the year 2009 for the two parcels owned by Exelon Generation Company, LLC.

Roll Call Vote: "Ayes" – Mr. Narczewski, Dr. Driscoll, Dr. Huffman, Ms. Olivero, Mr. Mallery, and Mr. Thompson. "Nays" – None, motion carried.

**FY13 RAMP CAPITAL REQUEST – ADDITIONS AND RENOVATIONS TO
BUILDINGS C AND G**

It was moved by Dr. Huffman and seconded by Ms. Olivero to approve the RAMP capital request for the Additions and Renovations to Buildings C and G proposal in the amount of \$8,208,000, which includes the College's match portion of \$2,052,000. Motion passed by voice vote.

AUTHORIZATION TO CONTINUE PAYMENT FOR STANDARD OPERATING EXPENDITURES

It was moved by Ms. Olivero and seconded by Dr. Huffman to authorize the administration to continue the operation of the College by making those expenditures required for normal operations, including salaries, approved contracts, utilities, maintenance, supplies, and regular activities for the period July 1, 2011 through budget adoption. Motion passed by voice vote.

REVISION TO IVCC'S STRATEGIC GOALS AND OBJECTIVES

It was moved by Dr. Driscoll and seconded by Ms. Olivero to approve the Strategic Objectives for the IVCC 2011-2013 Strategic Planning period, as presented. Motion passed by voice vote.

BOARD POLICIES – SUSPENSION AND CIVIL UNION POLICY CHANGES

It was moved by Dr. Driscoll and seconded by Ms. Olivero to approve the Suspension Policy and the Civil Union Policy changes, as presented. Motion passed by voice vote.

COMMITTEE REPORTS

Audit Finance Committee

Dr. Huffman reported the Information Technology Strategic Plan was presented to the committee along with a progress report for FY11 and looking ahead at projects in FY12 and FY13. Preliminary budget information prepared by Cheryl Roelfsema and Patrick Berry was presented with the tuition allocation for the two major funds being split differently from 85/15 to 89/11 in terms of percentage. Also discussed was the construction of a wind turbine on the IVCC campus financed from federal and state grants and a commitment from the College. The committee saw the advantage of a wind turbine, but also was concerned over the major commitment by the College with future funding issues and the construction of the CTC. At this point, the committee decided to put it aside, but kept the door open if the administration came back with more information on the funding. A fiscal-year review of personnel positions that have been added in FY11 were presented and also a redesigned investment status report that will be included as a supplement in the monthly investment reports. Mr. Thompson noted that the Board has a quandary of what they would like to see and what they will see as far as the wind turbine. The electric generation cost somewhat fixed to the generation rate with the turbine would be an asset and the offset electricity cost to the College would be another asset. Mr. Thompson made a suggestion to fund the wind turbine with a financial package where the lender is also the power provider. The College would budget a certain amount for electricity payments, but part it would cover the wind turbine expense. This might be a little more palatable.

Facilities Committee

Mr. Mallery reported a selection committee (Cheryl Roelfsema, Jerry Corcoran, Leslie Englehaupt, Rebecca Donna, and Seth Unzinker) reviewed ten proposals that were received for security services. The top six companies were invited to the campus for interviews. From those six, the top three companies were invited to the Facilities Committee. The three finalists are: Diamond Detective Agency, G4S Secure Solutions, and Securitas Security Service. Representatives from each company gave a presentation and answered questions. Ms. Englehaupt was opposed to outsourcing the security services, but after serving as a member of the selection committee she is a huge proponent for outsourcing. She noted that the firms are willing to work with the College to hire its personnel if they meet the criteria. Mr. Narczewski

offered another alternative and that is to hire local police. They are sworn officers and armed. The Facilities Committee also heard an update from Paul Basalay on the Community Technology Center. Phase I construction documents are complete and he is waiting for the release of the money from the State. Phases II and III are on hold, but there is no indication that Phases II and III would not move forward.

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Dr. Huffman and seconded by Ms. Englehaupt to convene a closed session to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; 3) hearing testimony on a complaint lodged against an employee to determine its validity; 4) collective negotiating matters between the public body and its employees or their representatives; and 5) closed session minutes.

Roll Call Vote: "Ayes" – Mr. Narzewski, Dr. Driscoll, Ms. Englehaupt, Dr. Huffman, Ms. Olivero, Mr. Mallery, and Mr. Thompson. "Nays" – None, motion carried.

The Board recessed at 7:22 p.m. The Board entered closed session at 7:29 p.m. On a motion by Ms. Englehaupt and seconded by Dr. Huffman, the regular meeting resumed at 8:44 p.m. Motion passed by voice vote.

OTHER

The decision to stay with the current security department or outsource was discussed. Mr. Narzewski had been approached or discussed this with two local chiefs of police and there was some interest in the police departments working with IVCC. It was noted the proposals were sent out, the vendors responded, the selection committee selected three finalists based on criteria, and the facilities committee heard presentations from the three finalists. If, for some reason, outsourcing did not work out, the College would always have the opportunity to do something different. The Board was in consensus to outsource security services. The selection committee was unanimous in the selection of G4S Secure Solutions as the vendor that would meet the requirements of the College with unarmed security and, possibly, one armed security guard. A special Board meeting was scheduled for Tuesday, July 5 at 5:30 p.m. to approve the recommendation of the administration to contract with G4S Secure Solutions.

CLOSED SESSION MINUTES

It was moved by Ms. Englehaupt and seconded by Dr. Huffman to approve and retain the minutes of the Closed Session meetings on April 19, 2011 and May 17, 2011. Motion passed by voice vote.

ADJOURNMENT

It was moved by Ms. Englehaupt, seconded by Mr. Narzewski, and carried unanimously to adjourn the meeting at 9:04 p.m. Motion passed by voice vote.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JUNE 2011

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

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – June 2011

Revenues

- As of June 30, the headcount for the 8-week summer semester 2011, excluding Sheridan Correctional Center, is 2,036, which is 90 students less than at that same point in time last year. Credit hours for summer 2011 decreased by 968, or 9.41 percent, for a total of 9,324. The second 4-week summer session, scheduled to begin on July 18, may have a positive effect on total summer credit hours generated. The headcount for fall semester 2011 is 3,214, which is 90 students less than at that same point in time last year, excluding Sheridan Correctional Center. Credit hours for fall 2011 decreased by 1,672, or 4.65 percent, for a total of 34,253.
- The first installments of property tax payments have been received from DeKalb, Grundy, LaSalle, and Putnam Counties.
- We are current with our monthly payments from the State of Illinois for our operating grant monies and have received one-third of our equalization grant, or \$56,706. The State owes approximately \$150,000 on the Sheridan Correctional Center contract.

Expenditures

Preliminary FY2011 fund balances show a deficit for the Education Fund which will be reduced when all the FY2011 revenues are recorded. Actual local tax revenues and tuition and fee revenues were below budget but expenditures were not reduced. The Operations & Maintenance Fund shows a surplus made up of the \$200,000 contingency that was not used in FY2011 and funds for the Learning Commons renovation that was not completed but is still in the design phase. Once the final utility bills are recorded, the surplus may be reduced.

Some of the more significant variances in expenditures for the fiscal year ending June 30, 2011 include the following:

- Fund 01 – Education – Public Services – Contractual Services – includes contracted educational services for the Continuing Education department and is offset by under-spending for general supplies and materials;
- Fund 06 – Restricted Purposes Fund – Public Service – Conferences and Meetings – includes \$157,925 paid for Dislocated Workers Center participants for mileage;
- Fund 06 – Restricted Purposes Fund – Student grants and waivers – more of our students are receiving PELL grants than budgeted; for the last two years students have been able to apply for a second PELL grant for summer semester. In summer

2010 approximately 800 applications were processed and many students qualified. This summer the financial aid office has already processed over 800 applications. In summer 2009, before this program started, approximately 500 applications were processed and many students did not qualify. Fiscal year 2011 is the last year for this program.

- Fund 12 – Liability, Protection, and 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 – This project is at substantial completion.
- Chemistry Lab renovation – Work is progressing on schedule. Additional asbestos removal was identified while the asbestos abatement contractor was on site and a change order has been issued.
- The Aluminum Feeder Wire and Branch Panel Replacement project was approved by the Illinois Community College Board on May 11, 2011. The architects are proceeding with construction documents.
- Other Projects:
 - The Community Instructional Center Project continues to move forward. A pre-bid meeting is scheduled for July 28, 2011 and bids will be due on August 25, 2011. The Capital Development Board will then have 60 days to award the bid. Some work could occur over the winter months but the major groundbreaking will most likely be early in the Spring of 2012.
 - The Slope Maintenance Project financed with Capital Renewal funds has been approved by both the ICCB and the CDB. Steve Halm, from the Capital Development Board, met with David Adrian from Chamlin & Associates and members of the administration on July 6, 2011 to discuss design work and the project timeline. Bids for the project will be due in December. If possible, this work will be combined with site work for the Community Instructional Center Project. Illinois Valley Contracting will begin cleanup of the debris the week of July 11, 2011.
 - Illinois Valley Contracting will also begin repairs to the road accessing the bottom land the week of July 11, 2011. Over 6,400 trees were received from the State Nursery for planting on the farmland enrolled in the Conservation Reserve Enhancement Program (CREP) through the USDA.

Illinois Valley Community College District #513
 Combined Balance Sheet
 All Fund Types and Account Groups
 Preliminary June 30, 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	\$ 1,526,276	\$ 424,351	\$ 62,094	\$ 658,618	\$ 7,180	\$ -	\$ -	\$ 2,678,519
Investments	3,482,695	13,356,379	736,828	2,006,426	-			19,582,328
Receivables								
Property taxes	7,835,167	1,734,922	1,233,154					10,803,243
Governmental claims	-	-			679,022			679,022
Tuition and fees	3,724,995	-		9,182				3,734,177
Due from other funds	11,943	96,346	-	161,885	-	-	-	270,174
Bookstore inventories				611,334				611,334
Other assets	61,370	-	-	8,707	-	-		70,077
Fixed assets - net where applicable				35,750		61,022,305		61,058,055
Other debits								
Amount available in Debt Service Fund							2,032,076	2,032,076
Amount to be provided to retire debt							(825,865)	(825,865)
Total Assets and Other Debits	<u>\$16,642,446</u>	<u>\$15,611,998</u>	<u>\$ 2,032,076</u>	<u>\$ 3,491,902</u>	<u>\$ 686,202</u>	<u>\$61,022,305</u>	<u>\$ 1,206,211</u>	<u>\$ 100,693,140</u>

Illinois Valley Community College District #513
 Combined Balance Sheet
 All Fund Types and Account Groups
 Preliminary June 30, 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	\$ 74,618	\$ 5,683	\$ -	\$ (50,431)	\$ -	\$ -	\$ -	\$ 29,870
Accrued Salaries & Benefits	689,399	38,503	-	15,304	-	-	-	743,206
Post Retirement Benefits & Other	115,364	290	-	-	30	-	-	115,684
Unclaimed Property	2,054	401	-	-	41	-	-	2,496
Due to other funds	96,086	110,017	-	-	64,071	-	-	270,174
Due to student groups/deposits	-	-	-	-	618,970	-	-	618,970
Deferred revenue								
Property taxes	4,019,097	889,911	632,531					5,541,539
Tuition and fees	4,181,511	-						4,181,511
Grants	-	-						-
Bonds payable							1,206,211	1,206,211
Total liabilities	<u>9,178,129</u>	<u>1,044,805</u>	<u>632,531</u>	<u>(35,127)</u>	<u>683,112</u>	<u>-</u>	<u>1,206,211</u>	<u>12,709,661</u>
Equity and Other Credits								
Investment in general fixed assets						61,022,305		61,022,305
Contributed capital								-
Retained earnings				3,527,029				3,527,029
Fund balance								-
Reserved for grant purposes		(472,726)						(472,726)
Reserved for building purposes		4,970,159						4,970,159
Reserved for debt service			1,399,545					1,399,545
Reserved for Liab., Prot., Settl.		5,381,923						5,381,923
Unreserved	<u>7,464,317</u>	<u>4,687,837</u>						<u>12,152,154</u>
Total equity and other credits	<u>7,464,317</u>	<u>14,567,193</u>	<u>1,399,545</u>	<u>3,527,029</u>	<u>-</u>	<u>61,022,305</u>	<u>-</u>	<u>87,980,389</u>
Total Liabilities, Equity and Other Credits	<u>\$16,642,446</u>	<u>\$15,611,998</u>	<u>\$ 2,032,076</u>	<u>\$ 3,491,902</u>	<u>\$ 683,112</u>	<u>\$61,022,305</u>	<u>\$ 1,206,211</u>	<u>\$ 100,690,050</u>
					-3,090.00			-3,090.00

*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
 Preliminary Twelve Months Ended June 30, 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	\$ 17,445,529	\$ 2,905,354	\$ 1,570,820	\$ 1,226,051	\$ 33,385	\$ 3,259,906	\$ 8,763,267	\$ 235,566	\$ 258	\$ 35,440,136
Actual Expenditures	(17,868,631)	(2,237,730)	(2,243,301)	(1,265,400)	-	(3,391,770)	(9,400,343)	(1,258,563)	(31,500)	(37,697,238)
Other Financing Sources (Uses)	(3,226)	-	-	-	-	61,414	3,226	-	-	61,414
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	(426,328)	667,624	(672,481)	(39,349)	33,385	(70,450)	(633,850)	(1,022,997)	(31,242)	(2,195,688)
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 June 30, 2011	<u>\$ 5,352,135</u>	<u>\$ 2,112,182</u>	<u>\$ 4,970,159</u>	<u>\$ 1,399,545</u>	<u>\$ 4,677,103</u>	<u>\$ 3,527,029</u>	<u>\$ (472,726)</u>	<u>\$ 5,381,923</u>	<u>\$ 10,734</u>	<u>\$ 26,958,084</u>

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Illinois Valley Community College District #513
 Fiscal Year 2011 Budget to Actual Comparison
 Preliminary Twelve Months Ended June 30, 2011

	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,778,669	\$ 6,504,464	96.0%	\$ 6,366,683	102.1%	\$ 6,234,013
Corporate Personal Property Replacement Tax	850,000	938,247	110.4%	825,051	82.5%	1,000,000
TIF Revenues	300,000	359,873	120.0%	303,614	104.7%	290,000
Total Local Government	<u>7,928,669</u>	<u>7,802,584</u>	<u>98.4%</u>	<u>7,495,348</u>	<u>99.6%</u>	<u>7,524,013</u>
State Government:						
ICCB Credit Hour Grant	1,765,165	1,765,157	100.0%	1,816,133	89.6%	2,026,000
Equalization	170,118	56,706	33.3%	99,685	23.5%	425,000
Career/Technical Education Formula Grant	120,000	84,570	70.5%	179,721	149.8%	120,000
Dept of Corrections	31,513	-	0.0%	24,840	124.2%	20,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,086,796</u>	<u>1,906,433</u>	<u>91.4%</u>	<u>2,120,379</u>	<u>81.8%</u>	<u>2,591,000</u>
Federal Government						
PELL Administrative Fees	8,000	7,785	97.3%	7,955	144.6%	5,500
ARRA Grant	-	-	0.0%	91,750	0.0%	-
Total Federal Government	<u>8,000</u>	<u>7,785</u>	<u>97.3%</u>	<u>99,705</u>	<u>1812.8%</u>	<u>5,500</u>
Student Tuition and Fees:						
Tuition	5,915,228	5,790,236	97.9%	5,319,334	110.6%	4,810,610
Fees	1,048,468	1,030,450	98.3%	1,004,244	119.3%	841,621
Total Tuition and Fees	<u>6,963,696</u>	<u>6,820,686</u>	<u>97.9%</u>	<u>6,323,578</u>	<u>111.9%</u>	<u>5,652,231</u>
Other Sources:						
Investment Revenue	40,000	55,633	139.1%	43,349	41.3%	105,000
Public Service Revenue	1,099,707	756,666	68.8%	1,034,738	99.7%	1,037,962
Nongovernmental Gifts	48,000	48,000	100.0%	48,000	90.6%	53,000
Other	88,202	47,742	54.1%	34,299	221.3%	15,500
Total Other Sources	<u>1,275,909</u>	<u>908,041</u>	<u>71.2%</u>	<u>1,160,386</u>	<u>95.8%</u>	<u>1,211,462</u>
TOTAL EDUCATION FUND REVENUE	<u>18,263,070</u>	<u>17,445,529</u>	<u>95.5%</u>	<u>17,199,396</u>	<u>101.3%</u>	<u>16,984,206</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,740,223	8,835,522	101.1%	8,189,834	101.5%	8,069,091
Employee Benefits	1,381,825	1,307,809	94.6%	1,112,300	98.1%	1,133,809
Contractual Services	158,595	171,183	107.9%	216,513	138.6%	156,230
General Materials & Supplies	431,112	364,594	84.6%	393,236	85.7%	458,803
Conference & Meeting Expenses	114,743	85,955	74.9%	73,542	40.8%	180,103
Fixed Charges	171,000	154,634	90.4%	107,909	99.9%	108,000
Utilities	1,000	848	84.8%	743	74.3%	1,000
Capital Outlay	-	38,310	0.0%	6,090	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,998,498</u>	<u>\$ 10,958,855</u>	<u>99.6%</u>	<u>\$ 10,100,167</u>	<u>99.9%</u>	<u>\$ 10,107,036</u>

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Preliminary Twelve Months Ended June 30, 2011**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Academic Support:						
Salaries	\$ 654,144	\$ 606,660	92.7%	\$ 639,232	100.2%	\$ 638,115
Employee Benefits	102,973	102,819	99.9%	99,577	85.1%	117,052
Contractual Services	136,324	131,810	96.7%	123,739	85.3%	145,051
General Materials & Supplies	391,808	310,998	79.4%	287,222	106.4%	269,958
Conference & Meeting Expenses	11,035	3,032	27.5%	9,586	30.8%	31,160
Fixed Charges	4,680	-	0.0%	-	0.0%	4,680
Utilities	46,148	50,771	110.0%	40,141	113.5%	35,375
Capital Outlay	-	25,429	0.0%	3,258	32.6%	10,000
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,347,112	1,231,519	91.4%	1,202,755	96.1%	1,251,391
Student Services:						
Salaries	1,106,619	1,118,392	101.1%	1,087,700	102.7%	1,059,148
Employee Benefits	240,204	246,006	102.4%	204,726	86.4%	236,966
Contractual Services	18,150	6,887	37.9%	13,849	83.5%	16,580
General Materials & Supplies	55,475	67,384	121.5%	59,803	119.1%	50,200
Conference & Meeting Expenses	26,600	10,305	38.7%	17,824	63.4%	28,100
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	9,716	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,447,048	1,448,974	100.1%	1,393,618	100.2%	1,390,994
Public Services/Continuing Education:						
Salaries	362,361	328,699	90.7%	342,052	91.0%	375,807
Employee Benefits	33,156	31,742	95.7%	40,885	118.6%	34,462
Contractual Services	234,500	336,373	143.4%	176,549	90.2%	195,800
General Materials & Supplies	200,350	83,887	41.9%	214,361	80.1%	267,500
Conference & Meeting Expenses	10,865	8,837	81.3%	17,870	132.4%	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	789,538	93.8%	791,717	89.2%	887,319
Institutional Support:						
Salaries	1,840,630	1,669,862	90.7%	1,684,691	102.2%	1,648,913
Employee Benefits	475,844	434,188	91.2%	2,860,563	637.3%	448,860
Contractual Services	374,590	396,885	106.0%	305,847	87.4%	349,838
General Materials & Supplies	484,722	411,414	84.9%	585,076	90.5%	646,142
Conference & Meeting Expenses	84,970	54,343	64.0%	66,711	47.8%	139,596
Fixed Charges	37,500	27,805	74.1%	22,015	58.7%	37,500
Utilities	15,458	19,292	124.8%	14,672	118.5%	12,384
Capital Outlay	28,416	51,747	182.1%	49,709	78.0%	63,700
Other	(1,700)	(2,184)	128.5%	61,852	-6185.2%	(1,000)
Total Institutional Support	3,340,430	3,063,352	91.7%	5,651,136	168.9%	3,345,933
Scholarships, Grants and Waivers	348,500	376,393	108.0%	419,970	104.6%	401,533
TOTAL EDUCATION FUND EXPENDITURES	\$ 18,323,070	\$ 17,868,631	97.5% 0	\$ 19,559,363	112.5%	\$ 17,384,206
INTERFUND TRANSFERS - NET	\$ (340,000)	\$ (3,226)	0.9%	\$ 17,136	0.0%	\$ -

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Preliminary Twelve Months Ended June 30, 2011**

OPERATIONS & MAINTENANCE FUND REVENUES	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Local Government Sources:						
Current Taxes	\$ 1,281,479	\$ 1,231,160	96.1%	\$ 1,204,635	102.2%	\$ 1,178,452
Corporate Personal Property Replacement Tax	150,000	165,573	110.4%	145,597	83.2%	175,000
TIF	100,000	119,958	120.0%	101,205	106.5%	95,000
Total Local Government	<u>1,531,479</u>	<u>1,516,691</u>	<u>99.0%</u>	<u>1,451,437</u>	<u>100.2%</u>	<u>1,448,452</u>
State Government						
ICCB Credit Hour Grant	311,498	311,498	100.0%	320,494	83.2%	385,000
Total State Government	<u>311,498</u>	<u>311,498</u>	<u>100.0%</u>	<u>320,494</u>	<u>83.2%</u>	<u>385,000</u>
Student Tuition and Fees:						
Tuition	929,274	929,166	100.0%	832,855	116.8%	713,280
Total Tuition and Fees	<u>929,274</u>	<u>929,166</u>	<u>100.0%</u>	<u>832,855</u>	<u>116.8%</u>	<u>713,280</u>
Other Sources:						
Facilities Revenue	119,000	119,601	100.5%	116,057	89.3%	130,000
Investment Revenue	5,000	7,246	144.9%	6,196	29.5%	21,000
Non-Governmental Gifts & Grants	-	260	0.0%	-	0.0%	-
Other	-	20,892	0.0%	165	0.0%	-
Total Other Sources	<u>124,000</u>	<u>147,999</u>	<u>119.4%</u>	<u>122,418</u>	<u>81.1%</u>	<u>151,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,896,251	\$ 2,905,354	100.3%	\$ 2,727,204	101.1%	\$ 2,697,732

OPERATIONS & MAINTENANCE FUND	Annual Budget FY2011	Actual 06/30/11	Act/Budget 100.0%	Actual 06/30/10	Act/Budget FY10	Annual Budget FY2010
Operations & Maintenance of Plant:						
Salaries	\$ 813,862	\$ 749,272	92.1%	\$ 808,408	104.2%	\$ 776,017
Employee Benefits	197,843	190,816	96.4%	179,780	121.6%	147,898
Contractual Services	159,592	135,720	85.0%	586,046	359.7%	162,910
General Materials & Supplies	372,200	320,677	86.2%	229,465	66.5%	345,000
Conference & Meeting Expenses	6,000	541	9.0%	544	4.8%	11,300
Fixed Charges	7,800	42,129	540.1%	41,389	1655.6%	2,500
Utilities	902,150	652,504	72.3%	725,392	84.1%	862,500
Capital Outlay	156,500	140,657	89.9%	38,931	33.2%	117,346
Facility Charges to Other Funds	-	(63,000)	0.0%	(63,000)	0.0%	-
Provision for Contingency	200,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	<u>2,815,947</u>	<u>2,169,316</u>	<u>77.0%</u>	<u>2,546,955</u>	<u>97.0%</u>	<u>2,625,471</u>
Institutional Support:						
Salaries	53,754	50,619	94.2%	51,950	107.0%	48,564
Employee Benefits	7,950	8,116	102.1%	6,623	99.6%	6,647
Contractual Services	1,000	2,395	239.5%	2,395	0.0%	-
General Materials & Supplies	4,600	3,229	70.2%	4,452	109.9%	4,050
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	13,000	4,055	31.2%	3,465	26.7%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>80,304</u>	<u>68,414</u>	<u>85.2%</u>	<u>68,885</u>	<u>95.3%</u>	<u>72,261</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,896,251	\$ 2,237,730	77.3%	\$ 2,615,840	97.0%	\$ 2,697,732

Illinois Valley Community College District #513
 Fiscal Year 2011 Budget to Actual Comparison
 Preliminary Twelve Months Ended June 30, 2011

	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,589,936	\$ 1,519,813	95.6%	\$ 1,478,428	102.3%	\$ 1,444,846
State Government Sources	-	5,999	0.0%	-	0.0%	-
Investment Revenue	55,000	45,008	81.8%	81,007	85.3%	95,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	1,644,936	1,570,820	95.5%	1,559,435	101.3%	1,539,846
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	-	0.0%	374,513	0.0%	-
Capital Outlay	1,617,500	2,243,301	138.7%	2,103,489	145.6%	1,445,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	1,617,500	2,243,301	138.7%	2,478,002	171.5%	1,445,000
Transfer In (Out)	\$ 400,000	\$ -	0.0%	\$ 400,000	100.0%	\$ 400,000

Fiscal Year 2011 Budget to Actual Comparison

	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,265,000	\$ 1,217,201	96.2%	\$ 1,268,847	100.3%	\$ 1,265,000
Investment Revenue	5,000	8,850	177.0%	9,043	36.2%	25,000
TOTAL BOND & INTEREST FUND REVENUES	1,270,000	1,226,051	96.5%	1,277,890	99.1%	1,290,000
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	1,265,000	1,265,000	100.0%	1,270,000	100.0%	1,270,000
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	400	400	100.0%	400	80.0%	500
TOTAL BOND & INTEREST EXPENDITURES	\$ 1,265,400	\$ 1,265,400	100.0%	\$ 1,270,400	100.0%	\$ 1,270,500

Fiscal Year 2011 Budget to Actual Comparison

	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
WORKING CASH FUND						
Investment Revenue	\$ 60,000	\$ 33,385	55.6%	\$ 88,401	88.4%	\$ 100,000
TOTAL WORKING CASH REVENUES	60,000	33,385	55.6%	88,401	88.4%	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
Preliminary Twelve Months Ended June 30, 2011**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Student Fees	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Service Fees	3,254,475	3,234,903	99.4%	3,130,384	121.7%	2,571,250
Data Processing Rentals	1,672	-	0.0%	172,255	44.4%	387,650
Other Revenue	-	1,990	0.0%	1,265	0.0%	-
Investment Revenue	10,000	23,013	230.1%	32,111	32.1%	100,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	3,266,147	3,259,906	99.8%	3,336,015	109.1%	3,058,900
AUXILIARY ENTERPRISES FUND						
Salaries	601,776	601,949	100.0%	663,099	81.6%	812,196
Employee Benefits	196,490	195,716	99.6%	187,124	85.0%	220,055
Contractual Services	36,260	48,006	132.4%	105,192	121.0%	86,930
Materials & Supplies	2,395,922	2,409,826	100.6%	2,241,864	121.1%	1,851,135
Conference & Meeting	22,885	28,916	126.4%	31,958	118.7%	26,920
Fixed Charges	48,000	38,769	80.8%	1,710	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	1,325	2,700	203.8%	7,164	52.9%	13,550
Other	63,000	65,888	104.6%	63,000	92.6%	68,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	3,365,658	3,391,770	100.8%	3,301,111	107.2%	3,078,786
Transfer In (Out)	\$ 62,000	\$ 61,414	99.1%	\$ 63,414	103.3%	\$ 61,414

Fiscal Year 2011 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
State Government Sources	\$ 938,668	\$ 593,115	63.2%	\$ 883,059	82.9%	\$ 1,065,490
Federal Government Sources	7,721,710	8,161,772	105.7%	7,672,769	139.8%	5,488,702
Service Fees	-	1,840	0.0%	-	0.0%	2,100
Other Revenue	5,000	6,540	130.8%	11,580	231.6%	5,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	8,665,378	8,763,267	101.1%	8,567,408	130.6%	6,561,292
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	779,528	693,837	89.0%	682,801	90.6%	753,940
Employee Benefits	174,121	171,038	98.2%	158,233	75.2%	210,476
Contractual Services	126,408	129,837	102.7%	126,020	143.0%	88,143
Materials & Supplies	208,936	129,843	62.1%	176,116	154.6%	113,898
Conference & Meeting	75,500	60,808	80.5%	41,550	81.4%	51,046
Fixed Charges	1,900	-	0.0%	750	42.9%	1,750
Utilities	1,250	2,215	177.2%	2,405	109.3%	2,200
Capital Outlay	194,000	198,956	102.6%	45,678	0.0%	-
Other (P-16 Grant Waivers)	31,286	1,515	4.8%	1,728	16.6%	10,410
Total Instruction	\$ 1,592,929	\$ 1,388,049	87.1%	\$ 1,235,281	100.3%	\$ 1,231,863

Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Preliminary Twelve Months Ended June 30, 2011

RESTRICTED PURPOSES FUND	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Academic Support						
Salaries	\$ 89,838	\$ 73,536	81.9%	\$ 101,673	106.6%	\$ 95,399
Employee Benefits	27,732	10,392	37.5%	18,166	63.6%	28,574
Contractual Services	-	1,438	0.0%	2,025	0.0%	-
Materials & Supplies	4,490	5,533	123.2%	925	7.7%	11,990
Conference & Meeting	4,000	1,329	33.2%	2,387	59.7%	4,000
Fixed Charges	5,200	3,976	76.5%	3,410	65.6%	5,200
Total Academic Support	<u>131,260</u>	<u>96,204</u>	73.3%	<u>128,586</u>	88.6%	<u>145,163</u>
Student Services						
Salaries	175,415	162,299	92.5%	153,890	66.9%	230,132
Employee Benefits	41,143	43,554	105.9%	36,648	48.2%	75,959
Contractual Services	2,000	12,911	645.6%	18,056	77.2%	23,392
Materials & Supplies	15,100	23,895	158.2%	55,934	169.5%	32,992
Conference & Meeting	26,431	18,430	69.7%	17,280	65.7%	26,300
Capital Outlay	-	12,601	0.0%	-	0.0%	49,505
Tuition Waivers (TRIO Grant)	22,500	37,004	164.5%	43,200	308.6%	14,000
Total Student Services	<u>282,589</u>	<u>310,694</u>	109.9%	<u>325,008</u>	71.9%	<u>452,280</u>
Public Service						
Salaries	495,671	503,798	101.6%	464,189	102.4%	453,202
Employee Benefits	110,187	121,177	110.0%	94,750	103.7%	91,390
Contractual Services	489,670	495,030	101.1%	851,899	131.3%	648,870
Materials & Supplies	214,347	183,262	85.5%	277,938	90.0%	308,729
Conference & Meeting	94,994	171,968	181.0%	178,260	126.7%	140,714
Fixed Charges	29,130	29,992	103.0%	29,289	26.5%	110,600
Utilities	7,305	5,368	73.5%	7,085	82.4%	8,600
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	190	79	41.6%	436	0.0%	3,000
Total Public Service	<u>1,441,494</u>	<u>1,510,674</u>	104.8%	<u>1,903,846</u>	107.9%	<u>1,765,105</u>
Auxiliary Services						
Salaries	4,000	2,650	66.3%	3,517	70.3%	5,000
Employee Benefits	320	49	15.3%	297	396.0%	75
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	19,680	798	4.1%	21,844	187.1%	11,675
Conference & Meeting	1,000	25	2.5%	425	42.5%	1,000
Other (Child Care Subsidies)	10,000	8,790	87.9%	17,641	135.7%	13,000
Total Auxiliary Services	<u>\$ 35,000</u>	<u>\$ 12,312</u>	35.2%	<u>\$ 43,724</u>	142.2%	<u>\$ 30,750</u>

Illinois Valley Community College District #513
 Fiscal Year 2011 Budget to Actual Comparison
 Preliminary Twelve Months Ended June 30, 2011

	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Institutional Support						
Salaries (Federal Work Study)	\$ 75,496	\$ 76,300	101.1%	\$ 90,628	100.0%	\$ 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>76,300</u>	101.1%	<u>90,628</u>	100.0%	<u>90,630</u>
Student grants and waivers (PELL & SEOG)	<u>5,111,610</u>	<u>6,006,110</u>	117.5%	<u>4,855,090</u>	170.3%	<u>2,850,500</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,670,378</u>	<u>\$ 9,400,343</u>	108.4%	<u>\$ 8,582,163</u>	130.7%	<u>\$ 6,566,291</u>
Transfer In (Out)	<u>\$ -</u>	<u>\$ 3,226</u>	0.0%	<u>\$ (2,136)</u>	0.0%	<u>\$ -</u>

Fiscal Year 2011 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Local Government Sources	\$ 200,250	\$ 192,867	96.3%	\$ 238,494	85.2%	\$ 280,000
Investment Revenue	85,000	37,061	43.6%	156,463	184.1%	85,000
Other	-	5,638	0.0%	1,064	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>285,250</u>	<u>235,566</u>	82.6%	<u>396,021</u>	108.5%	<u>365,000</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND
 EXPENDITURES

Operations & Maintenance of Plant						
Salaries	311,885	217,291	69.7%	251,307	93.7%	268,213
Employee Benefits	72,561	54,214	74.7%	65,517	153.2%	42,765
Contractual Services	3,500	3,316	94.7%	8,845	268.0%	3,300
Material & Supplies	-	8,723	0.0%	6,789	45.3%	15,000
Conference & Meeting	550	515	93.6%	463	30.9%	1,500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	837	0.0%	1,469	146.9%	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>\$ 284,896</u>	73.3%	<u>\$ 334,390</u>	94.3%	<u>\$ 354,778</u>

**Illinois Valley Community College District #513
Fiscal Year 2011 Budget to Actual Comparison
Preliminary Twelve Months Ended June 30, 2011**

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Institutional Support						
Salaries	\$ 357,629	\$ 323,681	90.5%	\$ 342,566	95.1%	\$ 360,269
Employee Benefits	319,702	236,042	73.8%	268,591	78.0%	344,186
Contractual Services	16,500	33,623	203.8%	22,110	113.4%	19,500
Material & Supplies	250	3,733	1493.2%	11,814	2625.3%	450
Conference & Meeting	-	-	0.0%	-	0.0%	700
Fixed Charges	317,000	376,588	118.8%	297,208	63.9%	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>973,667</u>	96.3%	<u>942,289</u>	79.2%	<u>1,190,105</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,399,577</u>	<u>\$ 1,258,563</u>	89.9%	<u>\$ 1,276,679</u>	82.6%	<u>\$ 1,544,883</u>

Fiscal Year 2011 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2011	Actual 6/30/11	Act/Budget 100.0%	Actual 6/30/10	Act/Budget FY10	Annual Budget FY2010
Local Government Sources	\$ 18,034	\$ 10	0.1%	\$ 16,607	55.4%	\$ 30,000
Investment Revenue	200	248	124.0%	218	21.8%	1,000
TOTAL AUDIT FUND REVENUES	<u>18,234</u>	<u>258</u>	1.4%	<u>16,825</u>	54.3%	<u>31,000</u>
AUDIT FUND						
Contractual Services	32,500	31,500	96.9%	30,500	100.0%	30,500
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 32,500</u>	<u>\$ 31,500</u>	96.9%	<u>\$ 30,500</u>	100.0%	<u>\$ 30,500</u>

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

Preliminary Twelve Months Ended June 30, 2011

Department	Annual Budget FY2011	Actual 6/30/2011	Act/Budget 100.00%	Explanation
President	\$ 271,275	\$ 245,969	90.67%	
Board of Trustees	21,000	14,992	71.39%	
Community Relations	437,733	421,051	96.19%	
Development Office	68,202	40,412	59.25%	
Continuing Education	1,076,324	1,048,113	97.38%	
Facilities	4,433,447	4,412,616	99.53%	
Information Technologies	1,651,428	1,504,125	91.08%	
Academic Affairs	256,467	222,200	86.64%	
Academic Affairs (AVPCE)	1,591,734	1,352,674	84.98%	
Adult Education	479,230	500,884	104.52%	
Dislocated Workers Center	1,276,998	1,304,377	102.14%	
Learning Technologies	720,282	666,124	92.48%	
Career & Tech Education Division	2,435,307	2,200,204	90.35%	
Natural Science & Business Division	1,894,421	1,900,127	100.30%	
Humanities & Fine Arts/Social Science Division	2,074,729	2,142,145	103.25%	
Health Professions Division	2,017,306	1,981,222	98.21%	
English, Mathematics, Education Division	2,819,055	2,947,645	104.56%	
Admissions & Records	345,154	345,382	100.07%	
Student Development	777,745	799,161	102.75%	
Financial Aid	5,480,655	6,365,311	116.14%	Additional financial aid available
Athletics	228,443	246,505	107.91%	Men's & women's basketball
TRIO (Student Success Grant)	282,589	297,638	105.33%	
Safety Service	384,217	284,286	73.99%	
Business Services/General Institution	2,209,602	2,178,749	98.60%	
Risk Management	1,015,360	974,277	95.95%	
Tuition Waivers	348,500	376,393	108.00%	Under budgeted. Actual is consistent with historical.
Human Resources	199,398	159,055	79.77%	
Bookstore	2,544,701	2,571,168	101.04%	Increase in volume
Shipping & Receiving	80,304	68,414	85.19%	
Copy Center	148,728	126,027	84.74%	
Total FY11 Expenditures	\$ 37,570,334	\$ 37,697,238	100.34%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended June 30, 2011

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	963,220.63	441,889.43	59,883.92	61,950.26	624,108.15	(452,516.65)	408,761.07	6,405.83	417,367.31	2,531,069.95
Total Receipts	809,187.23	39,797.09	488.04	143.58	118,163.31	297,887.70	947.35	14.85	1,631.51	1,268,260.66
Total Cash	1,772,407.86	481,686.52	60,371.96	62,093.84	742,271.46	(154,628.95)	409,708.42	6,420.68	418,998.82	3,799,330.61
Due To/From Accts	(440,145.98)	431,198.53	-	-	17,948.32	(8,955.97)	-	-	(44.90)	(0.00)
Transfers/Bank CDs	1,100,000.00	-	300,000.00	-	-	30,000.00	-	-	-	1,430,000.00
Expenditures	(1,610,856.45)	(210,214.07)	(149,304.59)	-	(102,002.21)	(429,913.43)	-	-	(58,703.98)	(2,560,994.73)
ACCOUNT BALANCE	821,405.43	702,670.98	211,067.37	62,093.84	658,217.57	(563,498.35)	409,708.42	6,420.68	360,249.94	2,668,335.88
Deposits in Transit	(22,759.37)									(22,759.37)
Outstanding Checks	286,965.31									286,965.31
BANK BALANCE	1,085,611.37	702,670.98	211,067.37	62,093.84	658,217.57	(563,498.35)	409,708.42	6,420.68	360,249.94	2,932,541.82
Certificates of Deposit	2,500,000.00	300,000.00	1,000,000.00	500,000.00	1,700,000.00	-	4,250,000.00	-	4,800,000.00	15,050,000.00
Illinois Funds	171,615.16	811,079.70	414,326.24	236,828.20	6,426.12	10,118.36	17,394.62	4,312.93	265,664.36	1,937,765.69
CDB Trust Fund CTC			1,513,266.14							1,513,266.14
Bldg Reserve-ILLFund			1,081,296.30							1,081,296.30
Total Investment	2,671,615.16	1,111,079.70	4,008,888.68	736,828.20	1,706,426.12	10,118.36	4,267,394.62	4,312.93	5,065,664.36	19,582,328.13
LaSalle State Bank	422,172.33									
Peru Savings Bank	2,510,369.49									
	<u>2,932,541.82</u>									

Respectfully Submitted,



Cheryl Roelfsema

Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
June 30, 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>
7/14/2011	1,000,000				500,000		500,000	2,000,000	FSB	0.65%	0.65%	1011570115
7/30/2011							2,000,000	2,000,000	FSB	1.15%	1.15%	25092
9/17/2011	1,000,000					500,000		1,500,000	FSB	1.00%	1.00%	25440
9/23/2011			500,000				500,000	1,000,000	FSB	1.00%	1.00%	25522
11/7/2011						150,000		150,000	MB	1.25%	1.25%	15192
11/17/2011							200,000	200,000	LSB	0.55%	0.55%	80014774
11/18/2011						1,500,000		1,500,000	FSB	0.90%	0.90%	26001
12/10/2011							1,000,000	1,000,000	CB	0.75%	0.75%	2041022024
12/15/2011	500,000		500,000					1,000,000	FSB	1.10%	1.10%	1011428351
12/22/2011				500,000		1,000,000	500,000	2,000,000	FSB	1.10%	1.10%	1011466946
1/30/2012						100,000		100,000	NCB	1.00%	1.00%	35803
3/23/2012						1,000,000		1,000,000	FSB	0.95%	0.95%	26766
4/22/2012							100,000	100,000	MB	1.15%	1.15%	914161
6/1/2012		300,000			1,200,000			1,500,000	FSB	0.95%	0.95%	24553
Total CD	2,500,000	300,000	1,000,000	500,000	1,700,000	4,250,000	4,800,000	15,050,000				

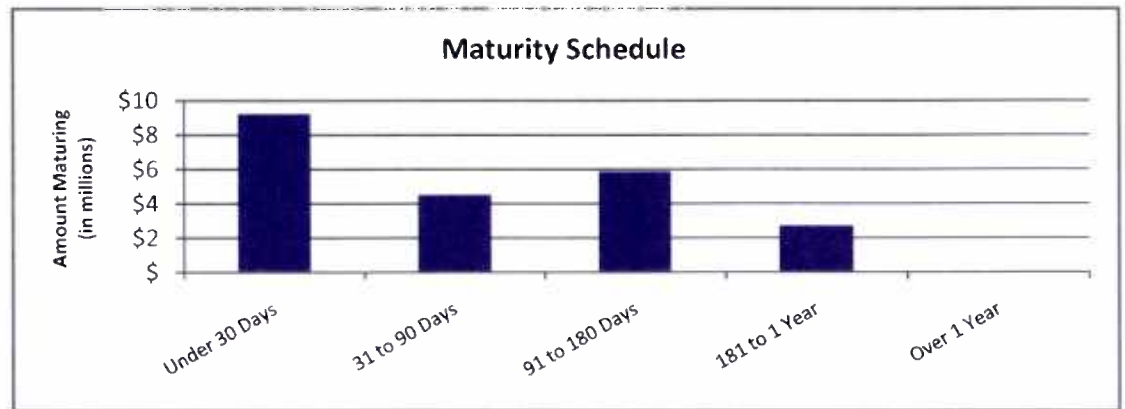
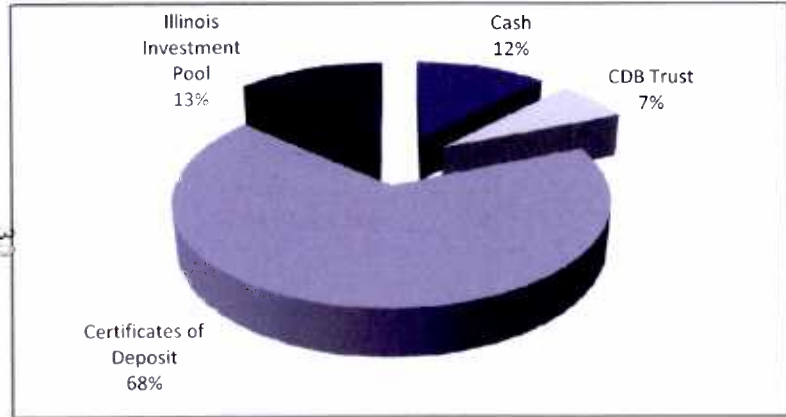
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
CFNB	Citizens First National Bank	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current H. Funds interest rate: 0.012%

**Illinois Valley Community College District #513
Investment Status Report
All Funds
Preliminary June 30, 2011**

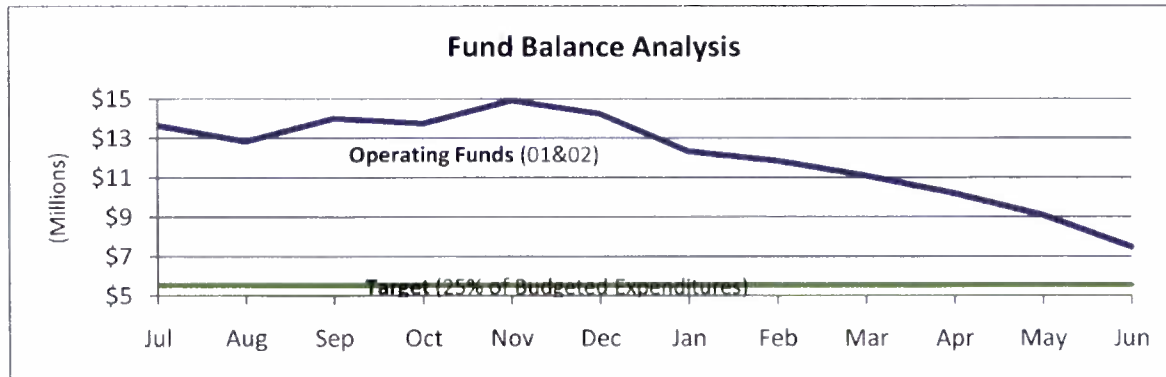
Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	12.0%	\$ 2,678,519	3.14%
CDB Trust	6.8%	1,513,266	1.90%
Certificates of Deposit	67.6%	15,050,000	0.96%
Illinois Investment Pool	13.6%	3,019,062	0.01%
Total	100.0%	\$ 22,260,847	1.16%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 3,019,062			\$ 3,019,062	14%
Centrue Bank		1,000,000		1,000,000	4%
First State Bank		13,500,000		13,500,000	61%
LaSalle State Bank		200,000	422,394	622,394	3%
Marseilles Bank		250,000		250,000	1%
North Central Bank		100,000		100,000	0%
Citizens First National			1,523,449	1,523,449	7%
Peru Federal Savings			2,245,942	2,245,942	10%
Total	\$ 3,019,062	\$ 15,050,000	\$ 4,191,785	\$ 22,260,847	100%



Weighted Average Maturity of CD's

134 Days



Check Register \$5,000 or More

06/01/11 - 06/30/11

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
516861	06/02/11	0001369	Ameren Illinois	\$ 36,268.55	Electricity (04/12/11-05/11/11), Gas (East Campus 04/12/11-05/11/11)
516879	06/02/11	0108916	CCIC	287,126.81	Health Insurance (June)
516958	06/02/11	0001298	Gale	7,925.06	Library Books
516896	06/02/11	0004117	Gallagher Benefit Services, In	5,767.20	Life Insurance (June)
516917	06/02/11	0030668	LP Area Career Center Dist. #1	14,121.50	Early Entry Classes, Facilities Use Fee (Business Training)
516912	06/02/11	0034250	LaSalle-Peru Township High School	6,680.50	Early Entry Classes
516930	06/02/11	0001018	Ottawa Township High School	13,671.54	Early Entry Classes
516951	06/02/11	0034255	St. Bede Academy	5,602.50	Early Entry Classes
516957	06/02/11	0034253	Streator Township High School	16,132.50	Early Entry Classes
517021	06/09/11	0142736	Central Illinois Trucks, Inc.	8,338.44	Tractor/Trailer Rental & Maintenance
517121	06/09/11	0000001	Illinois Valley Community College	118,203.30	Federal & State Payroll Taxes (06/09/11)
517064	06/09/11	0176682	Lite Construction, Inc.	20,674.59	Relocate Security/Alarm System Upgrade*
517126	06/09/11	0082897	SURS	60,016.95	Payroll (06/09/11)
517147	06/16/11	0169822	Constellation NewEnergy - Gas	11,750.65	Natural Gas (05/01/11-05/31/11)
517216	06/16/11	0117008	Spirit of Peoria	14,420.00	Elderhostel
517419	06/23/11	0099391	Blackboard, Inc.	12,000.00	iStrategy Training & Consulting Fees
517429	06/23/11	0147827	Career Step, LLC	6,845.00	Medical Coding Enrollments
517461	06/23/11	0041932	IVCC Tuition	8,325.22	Veteran Rehabilitation Awards
517397	06/23/11	0000001	Illinois Valley Community College	111,250.11	Federal & State Payroll Taxes (06/23/11)
517472	06/23/11	0176682	Lite Construction, Inc.	124,290.00	Remodel Chemistry Lab*
517402	06/23/11	0082897	SURS	55,838.02	Payroll (06/23/11)
517531	06/23/11	0066555	United States Postal Service	5,000.00	Reimburse Postage Meter
517566	06/27/11	0041932	IVCC Tuition	169,196.91	Tuition (DWC)
517568	06/28/11	0079038	IVCC Student Activity	34,837.02	Return of Trio Funds
517630	06/30/11	0103637	AIM/aiim	5,500.00	Consulting (Business Seminars)
517573	06/30/11	0001369	Ameren Illinois	49,101.45	Electricity (05/11/11-06/10/11), Gas (East Campus 05/11/11-06/10/11)
517602	06/30/11	0001317	Elsevier, Inc.	12,825.00	RN Review
517627	06/30/11	0079038	IVCC Student Activity	7,546.04	Student Activity Fees
517654	06/30/11	0000933	M.S.C. Industrial Supply Co.	12,600.89	Vertical Milling Machine (Carl Perkins Grant)
517647	06/30/11	0179526	Medical Education Technologies	37,236.12	Emergency Care Simulator, Learning Module and Training (Carl Perkins Grant, Innovation Grant, & General Fund)
517665	06/30/11	0052402	Quincy University	5,000.00	Graduate Credit Continuing Education Course, In-Service Workshop for Teachers (PCCS Grant)
517695	06/30/11	0001927	Walter J Zukowski & Assoc	5,580.00	Legal Fees

\$ 1,289,671.87

*Protection, Health, & Safety (PHS) Projects

Stipends for Pay Period Ending 6/4/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Abbott, Mark D	MTH 0900-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-15-209100-51320	MTH-0900-01	Pre-Algebra	
Alvarado, Ruben Joseph	SPN 2001-80	5/31/2011	7/26/2011	7/30/2011	SS	\$600.00	1-11-206500-51320	SPN-2001-80	Intermediate Spanish I	
Ault, Richard L	CHM 1007-300	5/31/2011	7/26/2011	7/30/2011	SS	\$4,352.00	1-11-205700-51340			
Baker, Kathryn June	CSP 1203-01	5/31/2011	7/26/2011	7/30/2011	SS	\$2,187.50	1-13-204100-51320	CSP-1203-01	Microsoft Office Profess I	
Batson-Turner, Jean	SOC 1000-600, -300	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-11-206500-51340	SOC-1000-600	Introduction To Sociology	
Bazydlo, Nora Beth	NUR 1221-01, -02, -03	5/31/2011	7/26/2011	7/30/2011	SS	\$5,040.00	1-14-207300-51340	NUR-1221-01	Holis Med Surg Nurs/Prac Nur	
Bennett-Campbell, Bonnie L	ALH 1000-300,NUR 1221-01,02,03	5/31/2011	7/26/2011	7/30/2011	SS	\$5,440.00	1-14-207300-51340	ALH-1000-300	Introduction To Nutrition	
Beyer, Jason Adam	PHL 1013-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-206500-51340	PHL-1013-01	Comparative Religions	
Bhattacharya, Abhijeet	BUS 2000-100, ECN 1202, 2003	5/31/2011	7/26/2011	7/30/2011	SS	\$5,760.00	1-11-205700-51340	BUS-2000-100	International Business	
Bias, Timothy John	IMT 1220-01	5/23/2011	6/14/2011	6/18/2011	SS	\$2,496.00	1-13-204100-51340	IMT-1220-01	Rigging Systems	
Black, Mary A	MTH 0907-100	5/31/2011	7/26/2011	7/30/2011	SS	\$2,925.00	1-15-209100-51320	MTH-0907-100	Intermediate Algebra	
Black, Wesley Taylor	MTH 1007-01, MTH 2002-01	5/31/2011	7/26/2011	7/30/2011	SS	\$5,120.00	1-11-209100-51340	MTH-1007-01	Calculus for Bus. & Soc. Sci.	
Blaydes, Christine Ann	ALH 1214-01, -02, -03, -05	5/31/2011	7/26/2011	7/30/2011	SS	\$5,440.00	1-14-207300-51340	ALH-1214-01	Certified Nursing Assistant	includes Program Coordinator pay
Bluemer, Ronald Glenn	HIS 1000-01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,800.00	1-11-206500-51320	HIS-1000-01	History of Western Civiliz I	
Borth, Leahann M	BIO 1200-600	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-205700-51320	BIO-1200-600	Human Body Structure & Funct.	
Brady-Crite, Stephanie Jean	ENG 0900-01, -02	5/31/2011	7/26/2011	7/30/2011	SS	\$3,450.00	1-15-209100-51320	ENG-0900-01	Basic Composition II	
Bray, Kristal A	ALH 1214-03	5/31/2011	7/26/2011	7/30/2011	SS	\$2,702.50	1-14-207300-51320	ALH-1214-03	Certified Nursing Assistant	
Brolley, Vincent Depaul	Mendota/St.Bede Mileage	3/28/2011	5/11/2011	6/4/2011	ML	\$220.32	1-11-206500-55210			
Bubb, Jennifer Lee	RWSS Lab	5/31/2011	7/26/2011	7/30/2011	SS	\$450.00	1-15-209100-51340			
Buonomo, Vince A.	SPH 1001-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-11-206500-51320	SPH-1001-300	Fundamentals of Speech	
Buonomo, Vince A.	SPH 1001-402, -412	5/31/2011	6/15/2011	6/18/2011	SS	\$3,600.00	1-11-206500-51320	SPH-1001-402	Fundamentals of Speech	
Caley Opsal, Susan Mary	11/SU CoPrincipal Investigator	6/4/2011	6/4/2011	6/4/2011	SG	\$1,280.00	6-13-201837-51900			
Castaneda, Craig Alexander	BIO 1200-300,301, BIOD 1007-01	5/31/2011	7/26/2011	7/30/2011	SS	\$4,950.00	1-11-205700-51320	BIO-1200-300	Human Body Structure & Funct.	
Cherpeske, Roxanne Gay	THM 1200-01, 1226-01	5/18/2011	6/22/2011	7/2/2011	SS	\$1,800.00	1-14-207300-51320	THM-1200-01	Intro. To Therapeutic Massage	
Cherpeske, Roxanne Gay	Paid at wrong hourly rate	5/20/2011	5/20/2011	6/4/2011	RE	\$54.67	1-14-207300-51320			
Christlanson, Diane C	ECE 2005-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-12-209100-51340	ECE-2005-100	Students/Disabilities Schools	
Cook Fesperman, Amanda Pauline	PSI 1000-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-206500-51340	PSI-1000-100	American National Government	
Cooper, Debra S	MTH 0907-02	5/31/2011	7/26/2011	7/30/2011	SS	\$2,700.00	1-15-209100-51320	MTH-0907-02	Intermediate Algebra	
Curtin, Walter Michael	EMS 2207-630, Program Coord	5/31/2011	8/11/2011	8/13/2011	SS	\$4,818.50	1-14-207300-51320	EMS-2207-630	EMT-I to EMT-P Transition	
Dergance, Jessica Marie	PSY 1000-630	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	PSY-1000-630	General Psychology	
Dockins, Sherry Marie	PSY 1000-02	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	PSY-1000-02	General Psychology	
Donna, Rebecca S	FRS 2010-80, 2030-100	5/31/2011	7/26/2011	7/30/2011	SS	\$300.00	1-11-205700-51340	FRS-2010-80	Bas Prin Documentation & Comm	
Donna, Rebecca S	CRJ 2280, 2290, FRS 2280, 2290	5/23/2011	7/26/2011	7/30/2011	SS	\$9,843.20	1-12-205700-51340	CRJ-2280-01	Criminal Justice Practicum	

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Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Dove, Christine E	ANT 1000, 1002, SOC 1000-100	5/31/2011	7/26/2011	7/30/2011	SS	\$7,680.00	1-11-206500-51340	ANT-1002-100	Cultural Anthropology	
Engelman, John Arthur	WLD Series/Multipreps 301	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-13-204100-51320			
Engstrom, Norman Bruce	MUS 1000-01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,920.00	1-11-206500-51340	MUS-1000-01	Music Appreciation	
Faris, Wesley Jay	ENG 0900-600	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-15-209100-51320	ENG-0900-600	Basic Composition II	
Fesperman, Jeffrey Norris	GEG 1001-100, 1002-100	5/31/2011	7/26/2011	7/30/2011	SS	\$5,760.00	1-11-205700-51340	GEG-1001-100	Weather & Climate	
Fisher, Andrew	ENG 0900-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-15-209100-51320	ENG-0900-300	Basic Composition II	
Foemmel, Mary Beth	ALH 1214-01	5/31/2011	7/26/2011	7/30/2011	SS	\$2,820.00	1-14-207300-51320	ALH-1214-01	Certified Nursing Assistant	
Francisco, Marjorie Lynn	ALH 1001-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-14-207300-51340	ALH-1001-01	Terminology Health Field	
Frieders, Jeffrey S	WLD Series/Multipreps 302	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-13-204100-51320			
Gibson, James A	NSF / Principal Investigator	6/4/2011	6/4/2011	6/4/2011	SG	\$3,200.00	6-13-201838-51900			
Gibson, James A	10/11 Overload	8/18/2010	12/18/2010	6/4/2011	OV	\$1,152.00	1-11-204100-51340	GNT-1201-01	S/T:Taste of Engineering	
Gibson, James A	ELE Program Coordinator 11/SU	6/4/2011	6/4/2011	6/4/2011	SS	\$640.00	1-13-204100-51340			
Gibson, James A	11/SU Co-Principal Investigator	6/4/2011	6/4/2011	6/4/2011	SG	\$3,200.00	6-13-201837-51900			
Goodwin, Charles M	HIS 1000-630	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	HIS-1000-630	History of Western Civiliz I	
Grebner, Barbara Eugenia	ALH 1214-05	5/31/2011	7/26/2011	7/30/2011	SS	\$2,702.50	1-14-207300-51320	ALH-1214-05	Certified Nursing Assistant	
Hanley, Linda Cheryl	ALH 1000-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-14-207300-51340	ALH-1000-100	Introduction To Nutrition	
Hartford, Carmen Nichole	BIOD 1007-03, Open Lab Hours	5/31/2011	7/26/2011	7/30/2011	SS	\$6,980.50	1-11-205700-51320	BIOD-1007-03	Anatomy/Physiology Day Lab	
Haskell, Stephanie	SPH 1001-406	5/31/2011	6/15/2011	6/18/2011	SS	\$1,725.00	1-11-206500-51320	SPH-1001-406	Fundamentals of Speech	
Hauger, Elizabeth Lynne	Mileage/Princeton H. S. Taxabl	4/4/2011	4/25/2011	6/4/2011	ML	\$69.36	1-11-209100-55210			
Hauger, Elizabeth Lynne	Mileage-Princeton H. S. Txble	5/2/2011	5/9/2011	6/4/2011	ML	\$34.68	1-11-209100-55210			
Hepburn, Thomas David	ALH 1002-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-14-207300-51320	ALH-1002-300	Human Growth & Development	
Hobneck, Cheryl I	Math Learning Center	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-15-209100-51340			
Hodgson, Laura Ann	ALH 1201-, 1290-100, -101	5/31/2011	7/26/2011	7/30/2011	SS	\$5,120.00	1-14-207300-51340	ALH-1202-100	ALH Dosage Calculations	
Hodgson, Laura Ann	Work on Outgoing Student Files	6/4/2011	6/4/2011	6/4/2011	ST	\$1,180.71	1-14-207300-51340			
Hunter, Robert Laurence	NSF Web Development	1/13/2011	5/20/2011	6/4/2011	SG	\$500.00	6-13-201837-51900			
Jagesia, Kaushalya Ghanshyam	NSF Internal Evaluator	1/13/2011	5/20/2011	6/4/2011	SG	\$1,000.00	6-13-201837-51900			
Jauch, Christian Martin	CSP 1210-300	5/31/2011	7/26/2011	7/30/2011	SS	\$750.00	1-13-204100-51320	CSP-1210-300	Bas Computer Skills Workplace	
Kelly, Amy L	ALH 1000-101, -102	5/31/2011	7/26/2011	7/30/2011	SS	\$3,450.00	1-14-207300-51320	ALH-1000-101	Introduction To Nutrition	
Killian, Melissa J.	5 Sessions	5/24/2011	6/3/2011	6/4/2011	OV	\$1,321.20	1-32-300308-51540			
King, Keith Robert	BIO 1001-01,-02,-03, BIOD 1001	5/31/2011	7/26/2011	7/30/2011	SS	\$5,120.00	1-11-205700-51340	BIO-1001-01	General Biology I	
Klobucher, Courtney Elizabeth	ART 1010-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	ART-1010-300	Art Survey II	
Kott, Kathryn B	NLNAC Program Evaluator	2/11/2011	2/12/2011	6/4/2011	TF	\$60.00	1-14-207347-55312			
Koudeika, Arthur Edward	Auto Program Coordinator 11/SU	6/4/2011	6/4/2011	6/4/2011	SS	\$640.00	1-13-204100-51340			

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Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Koudelka, Arthur Edward	ATO 2250-01	5/31/2011	7/26/2011	7/30/2011	SS	\$2,304.00	1-13-204100-51340	ATO-2250-01	Heating and Air Conditioning	
Kowalski, Andrea Beth	SPH 1001-406	6/2/2011	6/17/2011	6/18/2011	SS	\$1,875.00	1-11-206500-51320	SPH-1001-400	Fundamentals of Speech	
Krasnican, Mary Ellen	FSS 1200-630	5/9/2011	5/25/2011	6/4/2011	ST	\$951.00	1-48-103420-51320	FSS-1200-630	Appl. Food Service Sanitation	
Kuester, David A	SPH 1001-01, THE 2002, 1005	5/23/2011	6/14/2011	6/18/2011	SS	\$3,990.00	1-11-206500-51340	SPH-1001-01	Fundamentals of Speech	
Lange, Marilyn Lee	MTH 0906-02, MLC Tues/Thurs	5/31/2011	7/26/2011	7/30/2011	SS	\$6,562.50	1-15-209100-51320	MTH-0906-02	Basic Algebra	
Lange, Marilyn Lee	Mileage-Princeton H.S. Mth Lab	4/18/2011	5/9/2011	6/4/2011	ML	\$12.24	1-11-209100-55210			
Leadingham, Paul	WLD Series/Multi-Preps 01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,984.00	1-13-204100-51340			
Leadingham, Paul	CEU 5309-04	4/1/2011	5/19/2011	6/4/2011	ST	\$2,175.00	1-42-103310-51320	CEU-5309-04	Welding, Stick-flat Position	
Leonard, Bryan Donald	CHM 1004-301	5/31/2011	7/26/2011	7/30/2011	SS	\$2,812.50	1-11-205700-51320	CHM-1004-301	Chemistry	
Lesman, Emily Elizabeth	MTH 0900-600, MLC Ottawa Ctr	5/31/2011	7/26/2011	7/30/2011	SS	\$5,400.00	1-15-209100-51320	MTH-0900-600	Pre-Algebra	
Lethiot, Nora Lynn	Writing Center	5/31/2011	7/26/2011	7/30/2011	SS	\$1,280.00	1-11-209100-51340			
Lockwood, Kirk D	ENG 1205-100, Writing Center	5/31/2011	7/26/2011	7/30/2011	SS	\$3,200.00	1-11-209100-51340	ENG-1205-100	Writ Comm Skills Bus Ind/Tech	
Lynch, Rose Marie	Co-Principal Investigator	6/4/2011	6/4/2011	6/4/2011	SG	\$6,000.00	6-13-201838-51900			
Lynch, Rose Marie	NSF Co-Principal Investigator	1/13/2011	5/20/2011	6/4/2011	SG	\$7,500.00	6-13-201837-51900			
Mammano, Pamela M	ALH 1001-100, -101	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-14-207300-51340	ALH-1001-100	Terminology Health Field	
Mangold, Richard F	PSY 1000-01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,920.00	1-11-206500-51340	PSY-1000-01	General Psychology	
Mathews, Holly J	ECE 1000-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,875.00	1-12-209100-51320	ECE-1000-300	Intro To Early Childhood Edu.	
Mattison, Merri-Susan Jayne	SOC 1000-01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,920.00	1-11-206500-51340	SOC-1000-01	Introduction To Sociology	
Maurice, Jeanette A	NSF Sr. Personnel	1/13/2011	5/20/2011	6/4/2011	GR	\$2,500.00	6-13-201837-51900			
McCarthy, Melissa R	PSY 1000-301	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	PSY-1000-301	General Psychology	
McGuire, Patricia Ann	DLA 2202-300	5/31/2011	7/26/2011	7/30/2011	SS	\$3,000.00	1-14-207300-51320	DLA-2202-300	Clinical Practice	
McKee, Larry E	MLC Mon/Wed	5/31/2011	7/26/2011	7/30/2011	SS	\$3,600.00	1-15-209100-51320			
McLaughlin, Travis Robbie	NSF Middle School Activities	1/13/2011	5/20/2011	6/4/2011	SG	\$400.00	6-13-201837-51900			
Mitchum, Sheri Lynn	AV/Tech Showcase	3/17/2011	3/17/2011	6/4/2011	TF	\$7.09	1-22-203222-55211			
Monroe, Susan Marie	CSP 1230-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,437.50	1-13-204100-51320	CSP-1230-300	Basic Keyboarding	
Monterastelli, Cherie A	THM 1224, 1226, 1228	5/8/2011	7/26/2011	7/30/2011	SS	\$9,920.00	1-14-207300-51340	THM-1224-01	Therapeutic Massage Tech. III	includes Clinical Scheduler and Program Coordinator pay
Montgomery, D Gene	MUS 1000-02, -630	5/31/2011	7/26/2011	7/30/2011	SS	\$3,900.00	1-11-206500-51320	MUS-1000-02	Music Appreciation	
Moore, Anni	BIO 1009-01, -02	5/31/2011	7/26/2011	7/30/2011	SS	\$2,300.00	1-11-205700-51320	BIO-1009-01	Microbiology	
Moroni, Theresa Marie	Program Coordinator	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-14-207300-51320			
Morris, Tracy Lynn	NSF Sr. Personnel	1/13/2011	5/20/2011	6/4/2011	SG	\$2,500.00	6-13-201837-51900			
Moskalewicz, James P	5 Sessions	5/23/2011	6/1/2011	6/4/2011	OV	\$1,561.03	1-32-300308-51540			
Mudge, Linda Gail	Math Learning Center	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-15-209100-51340			
Needs, George Frank	SDT 1203-300	5/31/2011	7/26/2011	7/30/2011	SS	\$575.00	1-13-204100-51320	SDT-1203-300	Job Seeking Skills	

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Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Nelson, Catherine Lee	RED 0900-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-15-209100-51320	RED-0900-01	Basic Reading II	
Nett, Steve A	BIO 1001-80	5/23/2011	7/30/2011	7/30/2011	SS	\$200.00	1-11-205700-51340	BIO-1001-80	General Biology I	
O'Brien, Tina Marie	MLC Ottawa Ctr Tues/Thurs	5/31/2011	7/26/2011	7/30/2011	SS	\$3,600.00	1-15-209100-51320			
O'Connor, Daniel J	Auto Program Coordinator 11/SU	6/4/2011	6/4/2011	6/4/2011	SS	\$640.00	1-13-204100-51340			
Oldaker, Adam Gregory	ENG 1001-500, Writing Center	5/31/2011	7/26/2011	7/30/2011	SS	\$3,200.00	1-11-209100-51340	ENG-1001-500	English Composition I	
Padoan-Gallardo, Atti V	FEN 2001-01	5/31/2011	7/26/2011	7/30/2011	SS	\$200.00	1-11-206500-51320	FEN-2001-01	Intermediate French I	
Padoan-Gallardo, Atti V	FEN 1001-01	5/23/2011	6/14/2011	6/18/2011	SS	\$1,000.00	1-11-206500-51320	FEN-1001-01	Elementary French I	
Panizzi, Gerald W	CDV 6000-03, #715	5/21/2011	5/21/2011	6/4/2011	ST	\$187.50	1-41-103942-51320	CDV-6000-03	LaSalle Co Driver Improvement	
Pearson, Jacob Alexander	SPH 1001-630	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	SPH-1001-630	Fundamentals of Speech	
Pence, Patricia Lynn	NUR 1220, 1221, ALH 1002	5/31/2011	7/26/2011	7/30/2011	SS	\$7,200.00	1-14-207300-51340	NUR-1220-01	Role of Lic Prac Nurse	
Pence, Patricia Lynn	St. Margaret's Training	5/31/2011	5/31/2011	6/4/2011	ST	\$106.65	1-14-207300-51340			3.5 hours
Perez, Dorene Marie	10/11 Overload	8/18/2010	12/18/2010	6/4/2011	OV	\$1,152.00	1-11-204100-51340	GNT-1201-01	S/T:Taste of Engineering	
Perez, Dorene Marie	CAD Program Coordinator 11/SU	6/4/2011	6/4/2011	6/4/2011	SS	\$640.00	1-13-204100-51340			
Perez, Dorene Marie	11/SU Principal Investigator	6/4/2011	6/4/2011	6/4/2011	SG	\$4,800.00	6-13-201837-51900			
Peterlin, Robert Joseph	SPH 1001-04, -05	5/31/2011	7/26/2011	7/30/2011	SS	\$3,600.00	1-11-206500-51320	SPH-1001-04	Fundamentals of Speech	
Petersen, Bonnie S	HPE 1000-01, -02	5/23/2011	6/4/2011	6/4/2011	SS	\$1,200.00	1-11-205700-51320	HPE-1000-01	Wellness	
Phillips, Michael Alan	GEL 1006-140, 1007-80, 1008-01	5/31/2011	7/26/2011	7/30/2011	SS	\$2,320.00	1-11-205700-51340	GEL-1006-140	Introduction To Oceanography	
Pietroionardo, Anna Marie	SPN 1001-100, 2001-100	5/31/2011	7/26/2011	7/30/2011	SS	\$5,120.00	1-11-206500-51340	SPN-1001-100	Elementary Spanish I	
Pinter, Debra Lynn	ALH 1214-02	5/31/2011	7/26/2011	7/30/2011	SS	\$2,702.50	1-14-207300-51320	ALH-1214-02	Certified Nursing Assistant	
Pratt, Sue Ellen	ALH 1280-700, -701	5/21/2011	5/24/2011	6/4/2011	ST	\$575.00	1-14-207300-51320	ALH-1280-700	CPR/First Aid	
Prine, Renee Marie	4 Sessions	5/23/2011	6/1/2011	6/4/2011	OV	\$1,236.74	1-32-300308-51540			
Radek, Kimberly M	FLM 2009-100	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-11-206500-51340	FLM-2009-100	The Art of The Film	
Radek, Kimberly M	Women's History Presentation	3/8/2011	3/8/2011	6/4/2011	ST	\$175.00	1-11-209100-51900			
Reese, Robert C	BUS 1010-100, MGT 2010-140	5/31/2011	7/26/2011	7/30/2011	SS	\$3,680.00	1-11-205700-51340	BUS-1010-100	Introduction To Business	
Reese, Robert C	MKT 1210-140, Program Coord	5/31/2011	7/26/2011	7/30/2011	SS	\$1,600.00	1-12-205700-51340	MKT-1210-140	Principles of Marketing	
Reese, Robert C	BUS 2210-02	5/23/2011	8/11/2011	8/13/2011	SS	\$1,280.00	1-12-205700-51340	BUS-2210-02	Business Internship	
Reese, Robert C	NSF Financial Consulting	1/13/2011	5/20/2011	6/4/2011	SG	\$1,250.00	6-13-201837-51900			
Renn, Kristine Marie	BIOD 1007-02	5/31/2011	7/26/2011	7/30/2011	SS	\$1,293.75	1-11-205700-51320	BIOD-1007-02	Anatomy/Physiology Day Lab	
Retoff, Dan J	BIO 1007-01, -02, BIO 1200-01	5/31/2011	7/26/2011	7/30/2011	SS	\$5,625.00	1-11-205700-51320	BIO-1007-01	Anatomy & Physiology I	
Robinson, Delores R.	ENG 1002-630, Writing Center	5/31/2011	7/26/2011	7/30/2011	SS	\$3,200.00	1-11-209100-51340	ENG-1002-630	English Composition II	
Ruda, Anthony J	HPE 1000-100, -101	5/31/2011	7/26/2011	7/30/2011	SS	\$1,150.00	1-11-205700-51320	HPE-1000-100	Wellness	
Ruda, Anthony J	Potential Liab Award/April '11	4/1/2011	4/30/2011	6/4/2011	ST	\$80.00	12-86-400901-51900			
Sankovich, Michael W	ACT 1020-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-205700-51340	ACT-1020-300	Managerial Accounting	

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Stipends for Pay Period Ending 6/4/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Sarsah, Dominic K	MTH 1003-150, -350	5/31/2011	7/26/2011	7/30/2011	SS	\$5,120.00	1-11-209100-51340	MTH-1003-150	College Algebra	
Savoia, Jennifer L	ALH 1002-600	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-14-207300-51340	ALH-1002-600	Human Growth & Development	
Schroeder, Eric Steven	BIO 1000-100, -101	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-11-205700-51340	BIO-1000-100	The Global Environment	
Schuller, Shuh Kuen K	Mileage - Early Entry Ottawa	4/7/2011	4/28/2011	6/4/2011	ML	\$273.36	1-14-207300-55212			
Serafini, Richard Joseph	ACT 1010-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-205700-51340	ACT-1010-300	Financial Accounting	
Sherbeyn, Julie A	HPE 1003-100, -101	5/31/2011	7/26/2011	7/30/2011	SS	\$2,560.00	1-11-205700-51340	HPE-1003-100	Personal and Community Health	
Sherbeyn, Julie A	HPE 1004-01, 1008-01	5/23/2011	6/6/2011	6/18/2011	SS	\$2,560.00	1-11-205700-51340	HPE-1004-01	First Aid	
Shields, Richard Maurice	ACT 1210-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-12-205700-51320	ACT-1210-100	Fundamentals of Accounting	
Skoflanc, Francie A	GDT 2205, 2206, 2007, 2202	5/31/2011	7/26/2011	7/30/2011	SS	\$642.80	1-11-206500-51340	GDT-2205-01	Graphic Design Internship I	
Smith, Mary Helen	NSF Tech Material Development	1/13/2011	5/20/2011	6/4/2011	SG	\$500.00	6-13-201837-51900			
Smith, Mona Ann	Clothing Allowance / Taxable	5/27/2011	5/27/2011	6/4/2011	TF	\$9.95	12-74-400906-52900			
Smith, Mona Ann	Mileage - Ottawa to IVCC/Txbl	1/20/2011	3/31/2011	6/4/2011	ML	\$55.08	12-74-400906-55211			
Smith, Sara E	FSS 1200-630	5/9/2011	5/25/2011	6/4/2011	ST	\$366.00	1-48-103420-51320	FSS-1200-630	Appl. Food Service Sanitation	
Spanbauer, Jeffrey A	HIS 2000-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-206500-51340	HIS-2000-100	U.S. History To 1865	
Stockley, Douglas L	Ofc Tech Program Coord 11/SU	6/4/2011	6/4/2011	6/4/2011	SS	\$640.00	1-13-204100-51340			
Stockley, Douglas L	CSP 1203-100, 2203-100	5/31/2011	7/26/2011	7/30/2011	SS	\$4,608.00	1-13-204100-51340	CSP-1203-100	Microsoft Office Profess I	
Stone, Donna P	SPH 1001-600	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	SPH-1001-600	Fundamentals of Speech	
Thomas, Terry R	HIS 2001-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	HIS-2001-300	U.S. History From 1865	
Tomasson, Cory J	SPH 1001-02, -03	5/23/2011	6/14/2011	6/18/2011	SS	\$3,840.00	1-11-206500-51340	SPH-1001-02	Fundamentals of Speech	
Torbeck, Joel A	ECN 2002-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-11-205700-51320	ECN-2002-300	Principles of Microeconomics	
Tunnell, Thomas D	MTH 1008-100, -150	5/31/2011	7/26/2011	7/30/2011	SS	\$3,840.00	1-11-209100-51340	MTH-1008-100	General Elementary Statistics	
Turchi, Mary Lynn	SSK 0902-100, 0903-100	5/31/2011	7/26/2011	7/30/2011	SS	\$350.00	1-15-209100-51320	SSK-0902-100	Test Taking Techniques	
Urban-Bollis, Jill L	PSY 2001-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-12-209100-51340	PSY-2001-100	Child Growth and Development	
Vesper, Kathy Ruth	ALH 1215-600	5/31/2011	6/16/2011	6/18/2011	SS	\$1,350.00	1-14-207300-51320	ALH-1215-600	Cert Nurs Assist Refresher	
Volker, Todd D	PHL 1003-600	5/31/2011	7/26/2011	7/30/2011	SS	\$1,725.00	1-11-206500-51320	PHL-1003-600	Philosophy of Religion	
Walczynski, Mark J	HIS 1001-02, PHL 1001-300	5/31/2011	7/26/2011	7/30/2011	SS	\$3,450.00	1-11-206500-51320	HIS-1001-02	History Western Civiliz. II	
Wasmer, Susan Marie	ALH 1250-300, 1251-01	5/31/2011	7/26/2011	7/30/2011	SS	\$5,750.00	1-14-207300-51320	ALH-1250-300	Principle/Practice Phlebotomy	includes Program Coordinator pay
Whaley, Frances A	NILRC Task Force Mtg -Meals	5/17/2011	5/17/2011	6/4/2011	TF	\$16.18	1-21-203212-55211			
Whited, Barry Gene	ACT 1210-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,800.00	1-12-205700-51320	ACT-1210-300	Fundamentals of Accounting	
Wiggins, Dawn M	MTH 1000-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,920.00	1-11-209100-51340	MTH-1000-100	Math for Liberal Arts	
Wiggins, Dawn M	Women's History Presentation	3/8/2011	3/8/2011	6/4/2011	ST	\$125.00	1-11-209100-51900			
Wiggins, Steven Lee	Mileage Streator H.S. Txbl	4/11/2011	4/11/2011	6/4/2011	ML	\$65.28	1-11-209100-55210			
Wiggins, Steven Lee	Mileage Streator H.S. Txble	5/3/2011	5/3/2011	6/4/2011	ML	\$16.32	1-11-209100-55210			

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Stipends for Pay Period Ending 6/18/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvarado, Ruben Joseph	SPN 1001-01	6/15/2011	7/13/2011	7/16/2011	SS	\$2,300.00	1-11-206500-51320	SPN-1001-01	Elementary Spanish I	
Bartholomew, Jeffrey Alexander	Drum Lessons / 4	5/28/2011	6/10/2011	6/18/2011	SS	\$107.80	1-11-206500-51320	MUP-2025-01	Applied Music: Drum Sets	
Bazydlo, Nora Beth	Correction NUR 1221-01,-02,-03	5/31/2011	7/26/2011	7/30/2011	SS	\$6,022.40	1-14-207300-51340	NUR-1221-01	Hollis Med Surg Nurs/Prac Nur	
Bennett-Campbell, Bonnie L	Correction NUR 1221-01,-02,-03	5/31/2011	7/26/2011	7/30/2011	SS	\$2,592.00	1-14-207300-51340	NUR-1221-01	Hollis Med Surg Nurs/Prac Nur	
Beyer, Jason Adam	Women's History Presentation	3/14/2011	3/14/2011	6/18/2011	ST	\$150.00	1-11-206500-51340			
Bias, Timothy John	PTR Grant Meeting	6/18/2011	6/18/2011	6/18/2011	ST	\$50.00	6-13-201534-51900			
Black, Mary A	MTH 1010-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,950.00	1-11-209100-51320	MTH-1010-01	Structure of Number Systems II	
Blood, Trisha Marie	MTH 1005-01	5/31/2011	7/26/2011	7/30/2011	SS	\$2,875.00	1-11-209100-51320	MTH-1005-01	Precalculus	
Bouxsein, Barbara Jean	CAD 2202-80	5/31/2011	6/18/2011	6/18/2011	SS	\$175.00	1-13-204100-51320	CAD-2202-80	Architectural CAD	
Caley Opsal, Susan Mary	Women's History Presentation	3/11/2011	3/14/2011	6/18/2011	ST	\$150.00	1-11-205700-51900			
Carey, Lauri L	HRT 1241-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,427.20	1-13-204100-51340	HRT-1241-01	Horticulture Internship	
Carey, Nolan Dewitt	2 PCCS Modules	6/18/2011	6/18/2011	6/18/2011	SG	\$150.00	6-13-201833-51900			
Cherpeske, Roxanne Gay	THM 1226-01	5/16/2011	6/22/2011	7/2/2011	ST	\$300.00	1-14-207300-51320	THM-1226-01	Thera Massage Bus. Prac/Eth	
Cook Fesperman, Amanda Pauline	Women's History Presentation	3/11/2011	3/11/2011	6/18/2011	ST	\$300.00	1-11-206500-51340			
Denton, Justin A	CSI 1002-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,380.00	1-13-204100-51320	CSI-1002-100	Intro To Bus. Computer Systems	
Elias, Gina Rae	CSN 2222-01	5/31/2011	7/26/2011	7/30/2011	SS	\$211.20	1-13-204100-51340	CSN-2222-01	Computer Networking Internship	
Engstrom, Norman Bruce	Voice Lessons / 4	3/1/2011	4/19/2011	6/18/2011	OV	\$128.00	1-11-206500-51340	MUP-2001-01	Applied Music- Vocal	
Faris, Wesley Jay	Substitute for MTH 0900-600	6/2/2011	6/2/2011	6/18/2011	ST	\$35.16	1-15-209100-51320			
Farlee, Gail Lorene	CSS 2200-145	5/31/2011	6/18/2011	6/18/2011	SS	\$175.00	1-13-204100-51320	CSS-2200-145	Advanced Excel	
Forney, Brittany	Granville Rec Prog / Director	6/6/2011	6/17/2011	6/18/2011	ST	\$400.00	5-69-205973-51900			
Forst, Jean	ENG 1001-01, 1002-301	5/31/2011	7/26/2011	7/30/2011	SS	\$3,450.00	1-11-209100-51320	ENG-1001-01	English Composition I	
Gibson, James A	ELT 2209-01	5/31/2011	7/26/2011	7/30/2011	SS	\$1,068.80	1-13-204100-51340	ELT-2209-01	Electronics Tech Internship	
Gibson, James A	Mimic Coordinating	6/18/2011	6/18/2011	6/18/2011	SG	\$500.00	6-13-201833-51900			
Gibson, James A	Wind Energy Consulting 11/SP	1/13/2011	5/20/2011	6/18/2011	OV	\$1,977.60	1-13-204100-51340			
Giordano, Alyssa Rachele	Granville Rec Prog / Asst Dir	6/6/2011	6/17/2011	6/18/2011	ST	\$360.00	5-69-205973-51900			
Hobneck, Cheryl I	Substitute MLC	6/2/2011	6/2/2011	6/18/2011	ST	\$60.00	1-11-209100-51340			
Hodgson, Laura Ann	Immunization/Physical Paperwork	6/18/2011	6/18/2011	6/18/2011	ST	\$1,416.86	1-14-207300-51340			
King, William E	FY11 Longevity	7/1/2010	6/18/2011	6/18/2011	ES	\$1,493.70	2-72-104720-51900			
Kloplic, Elizabeth Ann	PSY 1000-03	6/15/2011	7/13/2011	7/16/2011	SS	\$1,920.00	1-11-206500-51340	PSY-1000-03	General Psychology	
Koehler, Richard A	CDV 7000-03, #155	6/11/2011	6/11/2011	6/18/2011	ST	\$150.00	1-41-103943-51320	CDV-7000-03	Bureau Co. Driver Improvement	
Koehler, Richard A	CDV 6000-03, #761	6/8/2011	6/8/2011	6/18/2011	ST	\$150.00	1-41-103942-51320	CDV-6000-03	LaSalle Co Driver Improvement	

Stipends for Pay Period Ending 6/18/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Koudelka, Arthur Edward	ATO 2250-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,843.20	1-13-204100-51340	ATO-2250-300	Heating and Air Conditioning	
Kozell, Sandra J	FY11 Longevity	7/1/2010	6/18/2011	6/18/2011	ES	\$1,493.70	2-72-104720-51900			
Leadingham, Paul	2 PCCS Modules	6/18/2011	6/18/2011	6/18/2011	SG	\$150.00	6-13-201833-51900			
Leadingham, Paul	Welding Cert Tests for Sabic	5/20/2011	5/20/2011	6/18/2011	ST	\$600.00	1-42-103310-51320			
Leadingham, Paul	11/SU Weld Program Coordinator	6/18/2011	6/18/2011	6/18/2011	ST	\$640.00	1-13-204100-51340			
Lockwood, DawnAnne	CSG 1202-100	5/31/2011	7/26/2011	7/30/2011	SS	\$1,875.00	1-13-204100-51320	CSG-1202-100	Photoshop - SP	
Lynch, Rose Marie	2 PCCS Modules	6/18/2011	6/18/2011	6/18/2011	SG	\$150.00	6-13-201833-51900			
Mangold, Richard F	Mileage - Ottawa Ctr	3/4/2011	4/6/2011	6/18/2011	ML	\$45.90	1-11-206500-55210			
Mattison, Merri-Susan Jayne	Women's History Presentation	3/14/2011	3/14/2011	6/18/2011	ST	\$150.00	1-11-206500-51340			
Mattison, Merri-Susan Jayne	EDC 2006-150	6/15/2011	6/21/2011	7/2/2011	SS	\$1,920.00	1-12-209100-51340	EDC-2006-150	Multicultural Education	
McQuilkin, Judith A	SFC 1000-300	5/31/2011	7/26/2011	7/30/2011	SS	\$1,200.00	1-11-209100-51320	SFC-1000-300	Strategies for College	
Moskalewicz, James P	3 Sessions	6/13/2011	6/15/2011	6/18/2011	OV	\$672.00	1-32-300308-51540			
Needs, George Frank	1 PCCS Module	6/18/2011	6/18/2011	6/18/2011	SG	\$75.00	6-13-201833-51900			
Nett, Ryan Stephan	Granville Rec Prog / Assistant	6/6/2011	6/17/2011	6/18/2011	ST	\$340.00	5-69-205973-51900			
Novak, M. Elaine	CSP 1203-101	5/31/2011	7/26/2011	7/30/2011	SS	\$1,207.50	1-13-204100-51320	CSP-1203-101	Microsoft Office Profess I	
O'Connor, Daniel J	Grading Articulation Tests	6/18/2011	6/18/2011	6/18/2011	SG	\$10.00	6-13-201833-51900			
O'Shea, Dennis Patrick	FY11 Longevity	7/1/2010	6/18/2011	6/18/2011	ES	\$1,493.70	2-72-104720-51900			
Padoan-Gallardo, Atti V	FEN 1002-01	6/15/2011	7/13/2011	7/16/2011	SS	\$400.00	1-11-206500-51320	FEN-1002-01	Elementary French II	
Panizzi, Gerald W	CDV 6000-03, #760	6/4/2011	6/4/2011	6/18/2011	ST	\$150.00	1-41-103942-51320	CDV-6000-03	LaSalle Co Driver Improvement	
Pence, Patricia Lynn	NUR1221-01, -02 add'l cred hrs	5/31/2011	7/26/2011	7/30/2011	SS	\$2,713.60	1-14-207300-51340			
Perez, Dorene Marie	CAD 2206-01	5/31/2011	7/26/2011	7/30/2011	SS	\$211.20	1-13-204100-51340	CAD-2206-01	Design Technician Internship	
Perez, Dorene Marie	Mimic Coordinating	6/18/2011	6/18/2011	6/18/2011	SG	\$500.00	6-13-201833-51900			
Petersen, Bonnie S	Mileage - Ottawa Ctr	5/2/2011	5/13/2011	6/18/2011	ML	\$45.90	1-11-205715-55210			
Pietrobonardo, Anna Marie	Women's History Presentation	3/11/2011	3/11/2011	6/18/2011	ST	\$300.00	1-11-206500-51340			
Pratt, Sue Ellen	ALH 1280-703	5/27/2011	5/27/2011	6/18/2011	ST	\$287.50	1-14-207300-51320	ALH-1280-703	CPR/First Aid	
Prine, Renee Marie	4 Sessions	6/6/2011	6/15/2011	6/18/2011	OV	\$896.00	1-32-300308-51540			
Reese, Robert C	6 PCCS Modules	6/18/2011	6/18/2011	6/18/2011	SG	\$450.00	6-13-201833-51900			
Roberts, Darrel L	FY11 Longevity	7/1/2010	6/18/2011	6/18/2011	ES	\$1,798.68	2-71-104710-51900			
Schallhorn, Mary R	Piano Lessons / 16	5/25/2011	6/15/2011	6/18/2011	SS	\$468.80	1-11-206500-51320	MUP-2005-01	Applied Music: Piano	
Schroeder, Eric Steven	BIO 1000-01	6/15/2011	7/13/2011	7/16/2011	SS	\$1,920.00	1-11-205700-51340	BIO-1000-01	The Global Environment	
Schroeder, Eric Steven	Mileage - Ottawa Marquette	1/19/2011	4/27/2011	6/18/2011	ML	\$220.32	1-11-205711-55210			

Stipends for Pay Period Ending 7/2/11

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Amor, Stephanie Yolanda	YOU 1111-06, YOU 2501-06	6/13/2011	6/30/2011	7/2/2011	ST	\$99.00	1-41-103941-51320	YOU-1111-06	The 3 R's of Art	
Bias, Timothy John	City of Ottawa testing	6/20/2011	6/20/2011	7/2/2011	ST	\$80.00	1-42-103310-51320			
Buonomo, Vince A.	Mileage - Mendota H.S.	5/31/2011	6/16/2011	7/2/2011	ML	\$244.80	1-11-206500-55210			
Carey, Lauri L	City of Ottawa testing	6/13/2011	6/13/2011	7/2/2011	ST	\$40.00	1-42-103310-51320			
Codo, Kim G	Guitar Lessons / 16	6/1/2011	6/28/2011	7/2/2011	ST	\$487.52	1-11-206500-51320	MUP-2013-01	Applied Music: Guitar	
Engstrom, Norman Bruce	YOU 1304-06	6/20/2011	6/23/2011	7/2/2011	ST	\$200.00	1-41-103941-51320	YOU-1304-06	Young Actors	
Forney, Brittany	Granville Rec Prog / Director	6/20/2011	7/1/2011	7/2/2011	ST	\$360.00	5-69-205973-51900			
Gibson, James A	GNT 1201-01	6/27/2011	7/7/2011	7/16/2011	ST	\$512.00	1-13-204100-51340	GNT-1201-01	S/T: OSHA 30 Hour	
Gillio, Susan M	Coordinating Summer Flute Camp	7/2/2011	7/2/2011	7/2/2011	ST	\$2,100.00	5-69-206202-51900			
Giordano, Alyssa Rachele	Granville Rec Prog / Asst Dir	6/20/2011	7/1/2011	7/2/2011	ST	\$180.00	5-69-205973-51900			
Hodgson, Laura Ann	Immunization Records	7/2/2011	7/2/2011	7/2/2011	ST	\$807.46	1-14-207300-51340			
Killian, Melissa J.	2 Sessions	6/23/2011	6/30/2011	7/2/2011	OV	\$448.00	1-32-300308-51540			
Koehler, Richard A	CDV 6000-03, #763, 764	6/22/2011	6/25/2011	7/2/2011	ST	\$337.50	1-41-103942-51320	CDV-6000-03	LaSalle Co Driver Improvement	
Koehler, Richard A	Mileage - Princeton Driver Imp	5/4/2011	6/11/2011	7/2/2011	ML	\$51.00	1-41-103943-55212			
Lauf, Gregory Francis	GNT 1201-01	6/27/2011	7/7/2011	7/16/2011	SS	\$862.40	1-13-204100-51320	GNT-1201-01	S/T: OSHA 30 Hour	
Lock, Cynthia Marie	Potential Liab Award / May '11	5/1/2011	5/31/2011	7/2/2011	ST	\$80.00	12-86-400901-51900			
Moskalewicz, James P	3 Sessions	6/27/2011	6/29/2011	7/2/2011	OV	\$672.00	1-32-300308-51540			
Nett, Ryan Stephan	Granville Rec Prog / Assistant	6/20/2011	7/1/2011	7/2/2011	ST	\$306.00	5-69-205973-51900			
Panizzi, Gerald W	CDV 6000-03, #762	6/18/2011	6/18/2011	7/2/2011	ST	\$187.50	1-41-103942-51320	CDV-6000-03	LaSalle Co Driver Improvement	
Perez, Dorene Marie	Grading Articulation Tests	7/2/2011	7/2/2011	7/2/2011	SG	\$145.00	6-13-201833-51900			
Pratt, Sue Ellen	ALH 1280-703	6/2/2011	6/2/2011	7/2/2011	ST	\$287.50	1-14-207300-51320	ALH-1280-703	CPR/First Aid	
Prine, Renee Marie	2 Sessions	6/20/2011	6/22/2011	7/2/2011	OV	\$448.00	1-32-300308-51540			
Schuster, Janice B	FSS 1200-300	6/6/2011	6/23/2011	7/2/2011	ST	\$780.00	1-48-103420-51320	FSS-1200-300	Appl. Food Service Sanitation	
Smith, Mary Helen	Proctoring Articulation Tests	7/2/2011	7/2/2011	7/2/2011	SG	\$50.00	6-13-201833-51900			
Sphar, Ronald E	Exelon EPA Review & Testing	6/24/2011	6/24/2011	7/2/2011	ST	\$325.00	1-42-103310-51320			
Stevenson, Keith Howard	WHS 1250-300	7/1/2011	7/26/2011	7/30/2011	ST	\$450.00	1-13-204100-51320	WHS-1250-300	Warehouse/Distribution Process	
Thomas, Terry R	Mileage - Ottawa/Oglesby	5/2/2011	6/27/2011	7/2/2011	ML	\$390.00	1-11-206500-55210			
Thompson, Eric Shane	review City of Ottawa testing	6/20/2011	6/20/2011	7/2/2011	ST	\$40.00	1-42-103310-51320			
Tiggelaar, David A.	CEU 5314-06	6/13/2011	6/24/2011	7/2/2011	ST	\$5,700.00	1-42-103310-51320	CEU-5314-06	HVAC	
Turchi, Mary Lynn	SSK 0902-100, 2 add'l students	5/31/2011	7/26/2011	7/30/2011	ST	\$100.00	1-15-209100-51320	SSK-0902-100	Test Taking Techniques	
Vescogni, Tanya Allison	YOU 1112-06, 1111-06	6/13/2011	6/23/2011	7/2/2011	ST	\$600.00	1-41-103941-51320	YOU-1112-06	Awesome Art Adventure	

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FY2012 Tentative Budget

The administration is pleased to present to the Board the tentative budget for the fiscal year ending June 30, 2012. This document presents the College's financial plan for operations during the coming fiscal year. The resolution for acceptance of the final budget will be submitted for Board approval on August 23, 2011.

The College has made every effort to allocate resources wisely. The administration has prepared this budget mindful of the need to support and enhance our educational programs and services. As an Academic Quality Improvement Project institution, we continue to analyze and improve both our programs and services and maintain our position as a quality educational institution.

Recommendation:

- 1. Adopt the Resolution approving the FY2012 Tentative Budget.**
- 2. Authorize publication of the Notice of Public Hearing.**

RESOLUTION APPROVING TENTATIVE BUDGET

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY AND LIVINGSTON, AND THE STATE OF ILLINOIS, as follows:

SECTION 1: That the Budget as hereto prepared by Dr. Jerry Corcoran is hereby approved as a Tentative Budget only in the form attached hereto and made a part hereof.

SECTION 2: That said Tentative Budget shall be made available in such tentative form for public inspection for at least 30 days prior to final action thereon.

SECTION 3: That notice of the availability of said Tentative Budget for public inspection shall be given by publication in newspapers generally circulated within the school district.

SECTION 4: That a public hearing shall be held as to such Tentative Budget on the 23rd day of August, 2011, at the hour of 6:30 p.m. in room C-307 at 815 N. Orlando Smith Road, Oglesby, Illinois.

ADOPTED this 19th day of July, 2011.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, and the State of Illinois, that a tentative budget for said School District for the fiscal year beginning July 1, 2011, will be on file and conveniently available to public inspection at the Business Office (Room C-338) of Community College District No. 513, 815 N. Orlando Smith Road, Oglesby, Illinois, on the 20th day of July, 2011. The document will be available for viewing during normal business hours through the 23rd day of August, 2011.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said tentative budget will be held at 6:30 p.m. on the 23rd day of August, 2011, in Room C-307 at Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois.

DATED this 19th day of July, 2011.

BOARD OF TRUSTEES of Community College District No. 513, in the counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, and the State of Illinois.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Information Technology Strategic Plan

The annual Board approval process for technology purchases was established in December 2005. In conjunction with budget development, presented is information on expected purchases for the coming year. The administration requests the Board approve the Information Technology Strategic Plan for FY12. The actual equipment and software purchases will be brought to the Board throughout the fiscal year for approval. Information attached includes:

- An Executive Summary of FY11 accomplishments.
- The FY11 Progress report highlighting projects and activities from the past year.
- The FY12 Update to the Information Technology Strategic Plan, which provides the anticipated expenditures for achieving the stated goals and objectives. The matrix has been revised to reflect plan activities for fiscal years 2012 through 2014.
- A document titled FY2012 Technology Purchases provides a brief explanation of each expenditure related to a strategic plan project or expenditures not related to the plan, but for which the cost is expected to exceed \$10,000. Each entry also indicates the source of funding. Projects that have moved into the maintenance phase are not included in this document. Where possible, maintenance costs of new projects have been noted.

Recommendation:

Approve the Information Technology Strategic Plan for FY12 and the recommended equipment and software purchases required to carry out the plan. Purchases to be made according to approved purchasing practices, contingent on the inclusion in and the adoption of the FY12 budget.

Strategic Plan for Information Technology Executive Summary

Harold Barnes, Director of Information and Technology Services, and Emily Vescogni, Director of Learning Technologies are providing highlights of the progress made toward goals established in the Strategic Plan for Information Technology.

Goal 1: Infrastructure

Microsoft Exchange email system was fully implemented and the employees using the Outlook client for email are also using Microsoft's Active Directory.

A new student email system was selected, installed and tested. Students are slated to begin using the Zimbra system on May 22.

Print release stations were installed in the Library and Learning Commons to help control printing. The pCounter print management system tracks printing to the individual user level.

The campus increased Internet bandwidth from 25Mb to 50Mb.

Goal 2: Resource Development

A group of faculty and librarians developed resources and assignments to be used by other faculty that will focus on helping students to better evaluate information found online.

Goal 3: Teaching and Learning

The college upgraded to Blackboard 9.1 Enterprise in December.

A 48 station online testing lab was established to provide a secure and reliable environment for students.

Goal 4: Institutional Effectiveness

Incremental steps were taken toward a large-scale document imaging process. The College outsourced the digitization of all student transcripts. This reduces paper waste and improves information security.

Goal 5: Communication and Community

An AQIP Action Project focusing on Website Discovery helped the College learn about the searching habits and information needs of our students, employees and community members. Several improvements were made to the IVCC Website as a result.

Goal 6: Security

An email archiving device was installed to facilitate eDiscovery requests.

Upcoming projects for fiscal year 2012 and beyond, subject to budget limitations, include a virtual desktop initiative; a document management system; a comprehensive institutional notification system; continued expansion of the wireless network; a Web portal; and migration of Colleague to a Microsoft environment.

Strategic Plan for Information Technology FY11 Progress Report

Infrastructure

The College will maintain and enhance the campus information technology infrastructure and equipment necessary to support college functions.

Objective 1.1: Integrate new technologies and replace obsolete equipment/services to meet an ever-changing environment.

Solid progress was made on the upgrade of the network operating system (Activity 1.107). The College is moving from the use of Novell's eDirectory LDAP method to Microsoft's Active Directory. Employees using the Outlook client for email are now using Microsoft's Active Directory, allowing a single sign-on for network and email. Over the summer, the Novell 2 administrative network users will transition to use of AD for file and print services, and by fall Novell will be eliminated, with faculty, staff and students using Microsoft services.

IT Services selected, installed and tested the Zimbra email system to replace the existing student email system. Zimbra is a leading Open Source email server software, allowing feature integration with Microsoft Outlook, such as a shared email directory and the ability to send/receive calendar invites between systems. As of May 22, 2011, all students will begin using Zimbra.

Objective 1.2: Expand secure wireless network by at least 20% annually.

By February, the Ottawa Center had wireless capabilities. Additionally, the Fireplace Lounge, auto shop and life sciences lab each gained wireless access.

Objective 1.3: Realize increased efficiency or cost savings through technology.

To curtail the rampant, and often wasteful, printing by students, print release stations were installed in Jacobs Library and the Learning Commons on March 4th. Students printing to these printers enter their network username and password into a computer next to the printer to release their jobs. They select the item to print, eliminating accidentally printing multiple copies of the same document. The display also indicates the page count, making student more aware of large print jobs. The pCounter system allows the network administrator to monitor and audit activity. This feature was enabled upon installation of the print release stations (Activity 1.303). In the fall, the Information Technology Committee will review data collected to determine whether printing costs should be passed on to the student after specific thresholds are passed. Faculty and staff printing is also being audited at this time (Activity 1.302).

Objective 1.4: Meet bandwidth capacity demands.

Calculating the degree to which our students have access to broadband connectivity at home (Activity 1.405) would benefit the College as we plan online services for students. This information has been difficult to gather. The Chief Information Officers of Illinois community colleges are working to develop and administer a somewhat standardized survey of students to better understand their computing habits and network access. This approach will also allow for some comparison among participating colleges.

The College hosted a Broadband Opportunity Forum on April 8, exploring how Bureau, Marshall and Putnam counties might connect into the NIU fiber network. LaSalle County Broadband Initiative, of which IVCC is a partner, is already working with the NIU initiative.

The Ottawa Center was Connected to the main campus via a 100Mb Opteman circuit (Activity 1.406). The extension of the campus Ethernet network allows for phone, network and Internet access.

Campus bandwidth was increased from 25Mb to 50Mb. This more robust connection supports the use of more online resources by the faculty and students.

Objective 1.5: Infrastructure improvements and expansion

The project to retrofit technological infrastructure of the D225 electronic lecture hall (Activity 1.501) was completed in June. Original cabling was replaced, the oldest of the three LCD projectors was upgraded. A new document camera allows annotation of projected images via the Smartboard or Symposium. Obsolete equipment was removed, and the control interface was redesigned and simplified.

Phones, computer hardware, and printers were installed at Ottawa Center (Activity 1.502) on schedule for the grand opening on August 9th, 2010.

Annual checkouts of the laptops for use in the library exceeded 6,000. Their popularity, and the knowledge that some students lack access to specialized software, prompted the College to consider expanding laptop lending to off-campus circulation (Activity 1.600). However, the on-campus demand for open computing is not satisfied. To this end, plans are currently in place to repurpose the laptops that formerly were used as mobile labs, in order to expand the number of laptops available to students in Jacobs Library and at the Ottawa Center.

Currently 801 of the 1121 campus computers are in student areas and instructional labs, maintaining the on-campus student to computer ratio is 4:1.

Resource Development

The College will help people to effectively use technology.

Objective 2.2: Students report that their computer skills were adequate for the level of work expected of them when they started at IVCC.

Students continued to complete the Basic Computer Skills Inventory when taking other placement tests.

- The average score earned was 73.43%.
- Full-time students in all age categories performed better than part-time students.
- 55.92% of students under the age of 22 passed the assessment.
- 36.53% of students over the age of 29 passed the assessment.

Efforts to engage faculty in conversations about computer technology readiness in order to understand needs and concerns of instructors (Activity 2.203) occurred informally, but with steady momentum. Some program faculty members are considering adoption of the Basic Computer Skills Inventory as a pre-requisite for occupational program courses. Conversations, and analysis of data to support these decisions, will continue. Other instructors are nurturing awareness of the link between BCSI scores and student success through classroom assignments. A similar assignment has been added to the orientation for online learners, and data is being gathered to determine if BCSI scores are predictors of success in online classes.

Initially, the College envisioned partnering with high schools to measure computer skill levels, anticipating that high schools might be measuring skill attainment of their graduates (Activity 2.205). However, through conversations with the high schools, we determined that no testing is conducted. And though it looked like skills would be checked in grades 3 and 8, changes in educational standards

to the Common Core seem to have changed the course to some extent. The Computer Lab Instructor will facilitate dialog on the Common Core and computer skills required for a successful transition from high school to college in October, as the ROE and IVCC partner for a professional development day.

Objective 2.3: Increase student information literacy skills while at IVCC and increase degree to which faculty integrate research component into courses.

This year a team formed to help faculty and students focus on one particular component of Information Literacy – evaluating sources. The Evaluating Sources Project (ESP) team’s efforts were mainly focused on helping faculty teach students to evaluate information on Web sites. The project has been successful in raising awareness of various techniques and resources that can be used in the classroom. ESP team members also created resources for faculty to use and created an Information Literacy Web page to host the resources. This themed approach will continue, with a new focus selected annually, helping faculty to integrate research into course design and providing resources to do so (Activities 2.302 and 2.303).

Efforts to collect baseline information literacy data on graduating students has proven to be a difficult task. There are some career program courses that would be willing to allow time in classes with second-year students, however this approach would not provide a well-rounded sampling of responses. We will continue to consider ways to capture this information and will use it as a measure for the revised objective of integrating information literacy is into the curriculum in order to improve success in transfer education or workforce.

Objective 2.5: Employees are satisfied with professional development and training opportunities available AND Faculty reporting that there is adequate support for integrating technology into teaching will increase.

The Adjunct Faculty Development Academy continues to be well attended. On the Saturday preceding each fall and spring semester, new part-time faculty are asked to participate in a one-day training event. Thirty-nine instructors participated in Module 1 this year. Four instructors completed the 4-module sequence of classes. They are Mark Abbott, Rick Shields, Carol Wheeler, and Andrew Fisher.

At the start of FY11, we anticipated continued evaluation of Learning Management Systems. Our current service provider, Blackboard, approached us with an opportunity to upgrade our platform and expand functionality without a significant financial impact. We accepted the proposal, committing to Blackboard for three years. Training on basic features has been provided, with ongoing opportunities provided to learn about new features (Activity 2.507).

Training on the new email system continued on an as-needed basis for the later stages of the Outlook email roll-out. (Activity 2.506).

Two employees of the IT Administrative Systems group received iStrategy training on advanced system concepts. iStrategy is a business intelligence (BI) platform and data warehouse solution specifically designed for higher education. The company was purchased by Blackboard this year, and is now also known as Blackboard Analytics.

A system to track technology training was developed this year (Activity 2.508), and will be utilized by the web and instructional technologies group to chart progress of those seeking access to instructional systems.

Objective 2.6: Increase availability of web-based, self-help technical support tools.

Support units worked together to explore the development of a tutorial repository for providing just-in-time learning options for students and employees (Activity 2.601). After reviewing options, it was decided to take advantage of resources already available online. Units continue to make efforts to link to existing video tutorials and create tutorials when needed. Many support pages now include links to both text-based tutorials and video clips.

Teaching and Learning

Technology will enhance teaching and learning and will extend opportunities beyond the classroom.

Objective 3.2: Expand access to course offerings available at a distance.

In March, the Educational Excellence Council (EEC) informed its subcommittee that previous distance learning recommendations were approved. As a result,

- New language will be brought into the contract during the 2011 negotiations, included a definition for blended courses (Activity 3.101).
- The Best Practices and Expectations for distance learning will be revised, addressing blended format courses (Activity 3.102).
- A procedure for allowing Dean access to online courses will be implemented.
- The faculty observation form will be modified to address online and blended-format courses.
- A new Student Course Feedback instrument will allow students in online classes to provide input, assisting in the faculty evaluation system (Activity 3.202).

All of these activities will strengthen the College's application to the Higher Learning Commission to offer programs online.

Objective 3.3: Increase retention in online courses (10th day v End of Term).

Retention in online classes fell 5 percentage points to 80.7%. In comparison, the retention rate for all credit classes during the fall semester was 87.9%.

Success rates in online classes also dipped by approximately 5 percentage points to 60.7%, lower than the success rate of all credit classes, 72.2%.

This year the Institutional Research office looked at whether scores on the Basic Computer Skills Inventory were indicators of success in online classes and found no supporting evidence.

Data was also collected comparing retention and success rates of students taking section first available (section 100) online classes versus those taking secondary sections (section 110). Section 100 classes usually fill first, presumably by students making a choice to take online classes. Section 110 classes fill later, with the possibility of admitting students who found no other scheduling options, and who might have preferred an on-campus section. 60.5% of section 110 classes had lower retention and success rates. Success rates varied by an average of 9%.

Objective 3.5: Faculty report that there is adequate support for integrating technology into teaching.

In August, the mobile laptop labs were stationed permanently in A208, establishing a 48 station lab with increased capacity and reliability for online test administration. (Activity 3.511). Wired network and electricity reduce potential technical difficulties during testing. In the fall semester, the lab hosted 78 events/tests, serving an average of 124 students per week. Three classes also used the lab.

The life sciences lab was completely remodeled. Instructors may now display computer, document camera and microscope images to monitors distributed throughout the lab. (Activity 3.512).

Classrooms at the Ottawa Center were equipped with classroom technology meeting the same standards as campus classrooms (Activity 3.513). In addition to a standard projection system, all rooms have interactive instructor monitors (Sympodia), digital document cameras, and sound enhancement.

Objective 3.6: An increased level of service will be available to students online.

The library launched an electronic library reserves system for better copyright compliance and improved access to instructional materials (Activity 3.606). The system will continue to be fine tuned over the next year.

Institutional effectiveness/ Expanding capacity and access

The College will leverage technology to optimize efficiency and effectiveness in the working environment.

Objective 4.3: Reduce reliance on paper-based processes.

The sharing of student records and transcripts between the records office and the counseling center requires significant care to protect sensitive information and often results in duplicating file materials. A document imaging system would alleviate the problem by storing electronic versions of transcripts, etc. The cost of the system has proven to be prohibitive. The student services area has outsourced the digitization of all existing transcripts from high schools and colleges. These files will be stored in a system hosted by DataBank. The cost for the back-scanning project was \$3100, a cost-effective move in the desired direction.

The CurricUNET implementation project (Activity 4.301) continues, engaging the software company in product modifications to better address campus processes. Those processes include course approval, changes to existing courses, certificate and program approval changes, and alignment of content between the online curriculum system and the electronic catalog.

The Peer Tutoring Center began using electronic sign-in for tracking student use of the center.

Objective 4.6: Reduce the number of support requests through standardization.

The implementation of SharePoint collaboration services assisted the Accreditation Committee as they updated the AQIP portfolio. The portfolio document is stored in a central location, allowing restricted access to multiple authors. At present, an experiment is underway to employ SharePoint for absence request approvals. SharePoint will also be the solution for faculty load calculations and reporting.

Objective 4.8: Document policies and procedures related to technology.

The policy for the use of campus and network computing resources and acceptable usage guidelines were completely revised. New procedures are now in place for bandwidth shaping and white-listing; email retention and release; and discovery & reporting of child pornography.

The College will implement technological strategies to satisfy communication needs and to engage the college community.

Objective 5.1: The degree to which students report that they know what's happening on campus will increase.

Changes were made to the IVCC home page based on analytical data and audience needs. The homepage now contains direct links to the 10 pages most viewed by IVCC students. A link to a Google calendar was added to the home page, allowing an easy view of campus events and allowing people to add events to their personal calendars.

Objective 5.2: Employee satisfaction with extent to which information is shared within the institution will increase.

This year one of the AQIP Action Projects focused on Website Discovery. The team issued a survey and conducted user testing to discover that The AQIP Website Discover team learned that 60.7% of employees surveyed found it Somewhat Easy/Easy to find needed information. Employees feel the web site should be “interactive” and “dynamic.”

The Information Technology Committee used the crowdsourcing tool, IdeaScale, to gather input into the strategic planning process. Employees were asked to visit a Web site where they were able to post suggestions on how the college might better employ technology to meet campus needs, and then vote on best ideas. A total of 21 ideas were gathered and 64 votes were cast.

Objective 5.3: The students' satisfaction with the ease of finding information using the IVCC Web site will align with their expectations.

The AQIP Website Discover team learned that

- Current students are more inclined to use the website than prospective students.
- 60% of the students surveyed use the college site daily or more frequently.
- 72.5% think the website is easy/very easy to find what they are looking for.
- Age impacted ability to navigate the site.
- Students use links on the home page and the Quick Links menu as primary ways to find information, followed by the use of the Current Students menu.

Objective 5.4: Decrease gap between student use of social networking tools and the College's use of those tools as communication avenues.

The 2010 Faculty Summer Institute included sessions on the use of social networking tools in education. The workshop was repeated over the course of the year, and it was presented at a regional conference.

Links to the IVCC Facebook and Twitter sites were added to the IVCC home page on September 24, 2010.

Objective 5.5: Leverage technology to improve emergency notification systems.

Comprehensive institutional notification systems streamline mass notification in the event of any type of emergency, getting information to students via multiple modes as quickly as possible. The Business Office reviewed a system that was, unfortunately, cost prohibitive and is currently looking at two similar products (Activity 5.502).

Security

Policies and procedures of the College will assure data, system and equipment security and will guide the college in efforts to comply with governmental regulations and professional standards.

Following the 2009 action to eliminate the use of the social security number as a password for student accounts, a team formed to review better options for unique usernames that do not use parts of personally identifiable information. As of May 22, students will use a unique K-number as their username for the network, email, Blackboard and WebAdvisor.

Objective 6.1: Faculty and staff demonstrate understanding of legal issues associated with the use of information technology.

Thirty-nine new part-time faculty members participated in FERPA training. Eight of those instructors also attended the Legal Issues module of the Adjunct Faculty Development Academy, learning about Copyright.

Faculty and student support personnel from the Learning Technologies Department participated in Copyright training specific to helping faculty and students comply with guidelines related to the use of images and videos in presentations and lectures.

This year, the Student Help Desk started to incorporate information on legal issues associated with file sharing and peer-to-peer networks in the New Student Orientation sessions. They also began a webinar series, one of which targeted Digital Citizenship, including copyright and file sharing. These actions help the college to comply with the Higher Education Opportunities Act.

Objective 6.2: Availability of key information systems meets or exceeds effectiveness targets.

Procedures for tracking system downtime were established (Activity 6.202). Data backup and retention procedures are also documented and scheduled to be updated twice annually (Activity 6.204).

Objective 6.3: Incidences related to mandated federal information regulations meet or exceed effectiveness targets.

An email archiving device was installed to facilitate eDiscovery requests (Activity 6.305). The server collects incoming and outgoing email, then indexes and archives messages.

Objective 6.4: The college operates without information security breaches.

A process to track information security breaches was established this year (Activity 6.401). Server managers and key help desk personnel will track incidents in a centralized location using a standardized format. No breaches were detected in FY11.

Objective 6.5: Physical inventory counts match college records.

Learning Technologies achieved advances in centralized monitoring of audiovisual equipment using the Extron classroom control units (Activity 6.502). For example, from the IVCC campus, support personnel can monitor, manage, and control all classrooms at the Ottawa Center. When there were issues configuring the system, the technician and an Extron support representative were able to troubleshoot and correct the configurations without travel to the center. Further work is being completed on campus to monitor all classroom equipment over the network.

Strategic Plan for Information Technology FY 2012-2014

Infrastructure					
1	<p>The College will maintain and enhance the campus information technology infrastructure and equipment necessary to support college functions.</p> <p>Objective 1.1: Integrate new technologies and replace obsolete equipment/services to meet an ever-changing environment.</p> <p>Objective 1.2: Provide adequate network access and bandwidth.</p> <p>Objective 1.3: Realize increased efficiency or cost savings through technology.</p> <p>Objective 1.4: Master Facilities Plan is supported with appropriate technologies.</p> <p>Objective 1.5: Students and employees have access to sufficient computing equipment.</p> <p>Objective 1.6: Support campus recycling and sustainability efforts.</p>				
Activities	Description	Target Date	FY2012	FY2013	FY2014
1.1-2010-1	Upgrade Network Operating System through implementation of Microsoft Active Directory.	Nov-11	\$0	\$0	\$0
1.1-2010-2	Document process for maintaining and upgrading network equipment (servers, switches, etc.)	May-12	\$0	\$0	\$0
1.1-2010-3	Complete email system upgrade to Microsoft Exchange.	Sep-11	\$0	\$0	\$0
1.1-2010-4	Implement integrated communications.	May-12	\$0	\$0	tbd
1.1-2010-5	Establish portal for single point of authentication and entry for student web services.	May-14	\$0	\$0	\$200,000
1.1-2010-6	Upgrade Scantron Technology in Assessment Center	May-12	\$0	\$4,000	\$300
1.1-2010-7	Migrate AIX Colleague/Unidata to Windows/SQL Server	Jun-12	\$0	\$287,200	tbd
1.1-2010-9	Enable single-point of authentication for email and network (LDAP)	Nov-11	\$0	\$0	\$0
1.1-2011-1	Implement Virtual Desktop Initiative/Thin Clients	Dec-11	\$0	\$200,000	\$200,000
1.2-2009-1	Conduct site survey for further expansion of wireless network.	May-12	\$0	\$7,500	\$0
1.2-2009-2	Add access points for expanded campus coverage and redundant wireless management appliance.	Jun-13	\$0	\$71,500	\$7,500
1.2-2010-1	Explore possibility of connecting into NIU-Net's fiber-optic computing network.	Fall 2012	tbd	tbd	tbd
1.2-2011-1	Install an Ethernet Traffic Analyzer	Feb-12	\$12,000	\$0	\$0
1.3-2007-1	Document standardization of hardware and software usage, including expected life of resource, in the College	Oct-12	\$0	\$0	\$0
1.3-2009-1	Implement print auditing for faculty/staff to determine cost of printer usage by departments.	Mar-12	\$0	\$0	\$0
1.3-2009-3	Establish student printing limits/budget based on results of print auditing.	Feb-12	\$0	\$0	\$0
1.3-2010-1	Explore concept of express printing kiosks in a print management environment.	Dec-12	\$0	\$3,000	\$0
1.3-2010-2	Implement fax server to allow faxing from desktop.	Dec-12	\$0	\$5,000	\$0
1.3-2010-3	Implement password management system for employees to increase efficiency by allowing for self-help and user password reset capability.	May-13	\$0	tbd	tbd
1.4-2010-1	Develop physical migration plan for expansion into Community Technology Center.	Dec-11	\$0	\$0	\$0
1.4-2010-2	Equip CTC classrooms and offices with computer technology.	Fall 2013	\$0	\$350,000	\$0
1.5-2010-1	Explore expansion of laptop loans.	Dec-10	\$0	\$30,000	\$30,000
1.5-2010-2	Update and standardize desktop environment to facilitate collaboration (i.e. Sharepoint) and productivity.	Aug-11	\$0	\$10,000	\$0
1.5-2010-3	Upgrade to Office 2010	May-12	\$0	\$0	\$0
1.5-2010-4	Increase color printing capabilities in departmental offices.	Jul-12	\$0	\$8,000	\$0
	Goal 1 Total		\$12,000	\$958,200	\$437,800

Strategic Plan for Information Technology FY 2012-2014

Resource Development

2	<p>The College will help people to effectively use technology.</p> <p>Objective 2.1: Students enter courses prepared to utilize common academic technologies.</p> <p>Objective 2.2: Prepare students to seek out and use information resources in order to improve success in transfer education or workforce.</p> <p>Objective 2.3: Training and support is provided to employees to maximize effective use of technological investments.</p>				
Activities	Description		FY2012	FY2013	FY2014
2.1-2009-1	Work with faculty to identify degree to which specific technologies will be used in individual courses.	May-11	\$1,750	\$1,750	\$1,750
2.1-2009-2	Promote Basic Computer Skills Inventory to non-traditional, part-time students.	Dec-12	\$100	\$100	\$100
2.1-2009-3	Converse with the K12 community to better understand the standards to which schools are obligated and to determine at what points the technology skills of students are tested.	Oct-11	\$150	\$150	\$150
2.2-2009-6	Customize open source Texas Information Literacy Tutorial (TILT) for IVCC.	Aug-11	\$0	\$0	\$0
2.2-2011-1	Formalize the collection of student viewpoints and perceptions in library information sessions.	May-12	\$0	\$0	\$0
2.2-2011-2	Partner with high school librarians to offer Research Strategies as a dual credit option.	May-12	\$1,500	\$3,000	\$4,500
2.2-2011-3	Explore ways to serve off-campus students.	May-13	\$0	\$300	\$600
2.3-2009-1	Develop a training plan for the iStrategies/Blackboard Analytics implementation.	Jun-13	\$0	\$0	\$0
	Goal 2 Total		\$3,500	\$5,300	\$7,100

Strategic Plan for Information Technology FY 2012-2014

Teaching and Learning

3

Technology will enhance teaching and learning and will extend opportunities beyond the classroom.

Objective 3.1: Expand access to course offerings available at a distance.

Objective 3.2: Appropriate learning technologies support teaching and learning activities.

Objective 3.3: An increased level of service will be available to students online.

Activity	Description		FY2012	FY2013	FY2014
3.1-2009-1	Identify criteria to help determine whether academic programs should be offered online.	Jul-10	\$0	\$0	\$0
3.1-2009-2	Implement a student course feedback instrument for students in online courses.	Jan-12	\$0	\$0	\$0
3.1-2008-3	Attain Higher Learning Commission Accreditation to offer online programs	Aug-12	\$0	\$0	\$0
3.1-2008-4	Provide online program offerings	Aug-13	\$0	\$6,000	\$6,000
3.2-2009-2	Provide faculty at e-squared college sites and extension sites technology required for instruction.	Jul-12	\$0	\$15,000	\$15,000
3.2-2009-3	Evaluate Learning Management System options to determine whether Blackboard remains the best option for IVCC.	Dec-14	\$0	\$40,000	\$50,000
3.2-2009-4	Investigate options for providing faculty with laptop computers.	Aug-12	\$0	\$15,000	\$15,000
3.2-2010-1	Equip instructor workstations with ability to display DVD content while viewing computer content on instructor screen.	Dec-11	\$0	\$2,000	\$2,000
3.2-2010-2	Equip instructor workstations with dual monitors providing ability to view multiple windows while displaying only one view.	Aug-10	\$4,000	\$4,000	\$4,000
3.2-2010-3	Equip new instructional spaces in the Community Technology Center	Aug-13	\$0	\$150,000	\$0
3.2-2010-4	Explore student software licensing for common applications and specialized software.	May-12	\$0	\$0	\$0
3.2-2010-5	Relocate CETLA to spaces vacated in move to CTC.	May-14	\$0	\$0	tbd
3.3-2009-1	Investigate options for online tutoring support	Aug-13	\$0	tbd	tbd
3.3-2010-1	Review real-time communication applications that could be used to provide chat library reference services.	Dec-11	\$0	\$1,700	\$1,700
3.3-2010-2	Transition to digital delivery of video content.	FY 2014		\$3,000	\$3,000
3.3-2010-3	Implement Colleague eAdvising	May-13	\$0	\$18,000	tbd
Goal 3 Total			\$4,000	\$254,700	\$96,700

**Strategic Plan for Information Technology
FY 2012-2014**

Institutional Effectiveness/ Expanding Capacity and Access

4

The College will leverage technology to optimize efficiency and effectiveness in the working environment.

Objective 4.1: Improve currency, completeness, accuracy, and consistency of campus data.

Objective 4.2: Reduce reliance on paper-based processes.

Objective 4.3: Increase access to campus data, from Colleague, other information systems, and through system integration.

Objective 4.4: Increase efficiency by streamlining and documenting processes.

Activities	Description		FY2012	FY2013	FY2014
4.1-2009-1	Update ICCB reporting process to improve efficiency.	May-12	\$3,000	\$0	\$0
4.1-2009-2	Build application for tracking faculty loads.	Jan-12	\$0	\$0	\$0
4.1-2010-1	Customize demographics page for WebAdvisor.				
4.2-2007-1	Streamline curriculum approval process through the use of technology.	Aug-12	\$12,000	\$12,000	\$12,000
4.2-2007-2	Implement the Colleague Financial Aid module.	Dec-11	\$5,000	tbd	tbd
4.2-2009-1	Automate human resources applicant tracking system.	Jun-12	\$0	\$24,000	\$5,000
4.2-2010-2	Draft a document imaging policy and plan	Jun-12			
4.2-2010-3	Provide key offices with document scan capabilities	Jun-13	\$3,300	\$100,000	\$90,000
4.2-2010-4	Implement document imaging system.	Jun-11			
4.2-2010-5	Upgrade to eCommerce 4.0	Aug-11	\$9,000	\$0	\$0
4.2-2010-6	Distribute 1098s through WebAdvisor	Dec-12	\$0	\$0	\$0
4.2-2010-7	Establish process for routing leave requests for approval.	May-12	\$0	\$0	\$0
4.3-2008-1	Provide more robust environment for generation of ad hoc and scheduled reports through expansion of HigherEdAnalytics database.	Fy 14	\$0	\$0	\$0
4.3-2010-6	Upgrade Colleague interface to UI4	FY12	\$3,500	\$0	\$0
4.4-2008-1	Draft comprehensive procedure related to technology requests and acquisition.	Aug-12	\$0	\$0	\$0
4.4-2009-1	Review workflow management for purchasing and routing requisition approvals.	Jun-12	\$5,000	\$0	\$0
4.4-2011-1	Implement automatic graduation processing.	May-12	\$0	\$0	\$0
	Goal 4 Total		\$40,800	\$136,000	\$107,000

**Strategic Plan for Information Technology
FY 2012-2014**

Communication and Community

5

The College will implement technological strategies to satisfy communication needs and to engage the college community.

Objective 5.1: Technology maximizes dissemination of information to students.

Objective 5.2: Technology improves internal communication

Objective 5.3: Web services subscribed to or developed by the college are designed for accessibility and usability.

Activities	Description		FY2012	FY2013	FY2014
5.1-2010-1	Investigate digital signage distribution systems to improve campus communication and enhance campus safety.	Aug-13	\$0	\$55,000	\$5,000
5.1-2010-2	Explore comprehensive institutional notification options.	Apr-12	\$0		
5.1-2010-3	Select a comprehensive institutional notification system.	Nov-12	tbd	tbd	tbd
5.1-2010-4	Implement a comprehensive institutional notification system.	May-13	\$0	\$200,000	\$15,000
5.1-2011-5	Improve campus cell phone coverage.	Aug-13	\$0	\$80,000	\$0
5.2-2008-1	Enhance communication from the Help Desk as to the status of requests and develop a plan to reduce response times	Aug-11	\$0	\$3,000	\$0
5.2-2010-1	Re-evaluate campus messaging via intranet and/or 'everyone' emails	Oct-12	\$0	\$0	\$0
5.2-2011-1	Re-design the campus Intranet.	Oct-12	\$0	\$0	\$0
5.3-2008-1	Assess accessibility compliance of college web services (WebAdvisor, library catalog, Blackboard, etc.).	Jul-12	\$0	\$8,000	\$8,000
5.3-2008-2	Formalize use of IBHE IITAA Purchasing Group Voluntary Product Accessibility Template to assure new software and online services adopted by the college are accessible.	Dec-12	\$0	\$0	\$0
5.3-2008-3	Identify a course of action to address inaccessibility of applications subscribed to by the college.	Dec-13	\$0	\$0	tbd
5.3-2011-4	Revise content of most-used college Web pages so that it is suitable for mobile computing.	Oct-11	\$0	\$0	\$0
5.3-2011-5	Re-imagine the IVCC web site, based on student feedback.	Dec-12	\$0	\$50,000	\$0
5.3-2011-6	Establish IVCC Flickr presence for storing, tagging and displaying campus photos.	May-12	\$0	\$0	\$0
	Goal 5 Total		\$0	\$338,000	\$20,000

Strategic Plan for Information Technology FY 2012-2014

Security

6

Policies and procedures of the College will assure data, system and equipment security and will guide the college in efforts to comply with governmental regulations and professional standards.

- Objective 6.1: Secure the College's information assets including hardware, software, data, and infrastructure.
- Objective 6.2: Identify cost-effective methods to secure the physical and electronic information processing environment.
- Objective 6.3: Promote an effective information security awareness and training program commensurate with the needs of the College.
- Objective 6.4: Maintain regulatory compliance with mandated federal information regulations (FERPA, DMCA, HIPPA, GLBA, Patriot Act, etc.)
- Objective 6.5: Provide the ability for the colleges and the System Office to effectively recover from unplanned business interruptions or disasters.

Activities	Description		FY2012	FY2013	FY2014
6.1-2009-1	Identify effectiveness targets for key information systems.	May-10	\$0	\$0	\$0
6.1-2009-2	Upgrade tape backup system	Jun-11	\$11,000	\$0	\$0
6.1-2010-1	Centralize monitoring of equipment security.	Aug-12	\$0	\$0	\$0
6.1-2011-1	Centralize display of network & core services statuses.	Jun-12	\$0	\$10,000	\$0
6.3-2009-1	Develop an annual information security assessment for all campus employees.	Aug-10	\$0	\$0	\$0
6.4-2009-1	Identify effectiveness targets related to federal information regulations.	Oct-10	\$0	\$0	\$0
6.4-2009-2	Establish a process to track incidents related to mandated federal information regulations.	Oct-10	\$0	\$0	\$0
6.4-2009-3	Implement compliance measures required by the PCI Security Standards Council	FY 12	\$0	tbd	tbd
6.5-2009-1	Develop an ITS department disaster recovery plan/business continuity plan.	Aug-12	\$0	\$0	\$0
6.5-2009-2	Contract for disaster recovery services for Colleague and WebAdvisor.	Aug-13	\$0	\$104,500	\$5,000
Goal 6 Total			\$0	\$104,500	\$5,000
Plan Total			\$60,300	\$1,796,700	\$673,600

FY2012 Technology Purchases

Expenditures for which the costs are expected to exceed \$10,000. Each entry indicates the source of funding. Projects that have moved into the maintenance phase are not included in this document. Where possible, maintenance costs of new projects have been noted.

Technology Plan Project Costs

Physical Science Lab Equipment	\$15,980
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The physical science lab renovation is budgeted in the Student Technology Fee account.

Laptop lab for Physical Sciences Lab	\$10,800
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This expense is part of the physical science lab renovation, and the cost will budgeted in the Student Technology Fee account.

Tape Backup System Upgrade	\$11,000
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The tape backup system is used by servers that are not connected to the Storage Area Network (SAN). Addressing Activity 6.1-2009-2, this will be charged to the ITS Administrative account.

Normal Operating Expenses Above \$10,000

Streamlined curriculum approval process	\$12,000
In FY07 the college began the implementation of CurricUNET, which allows us to automate the processes related to course and program approval. The \$12,000 maintenance cost is budgeted in the ITS Administrative budget, and addresses activity 4.2-2007-1.	
Accuplacer	\$14,000
Accuplacer is the system used for student placement tests. Fees are paid to College Board and are budgeted in the Student Technology Fee Accounts.	
Cisco/Smartnet Maintenance	\$13,000
This expense covers maintenance for phone equipment and wireless network equipment. The annual maintenance fee is charged to the ITS Administrative account.	
McAfee Virus Protection	\$10,000
This cost is split between the Student Technology Fee account, and the ITS Administrative account.	
LCD projector lamps (30 lamps at \$400)	\$12,000
Typical lamp life is 2000 hours. Use varies by classroom. Classroom technology repair materials and supplies are charged to the Student Technology Fee account.	
Ektron Content Management System	\$10,000
The Ektron system is used to maintain the campus web site. This expense is budgeted in the ITS Administrative Budget.	
IBM Storage Area Network and Colleague Server	\$19,800
This cost will be charged to the ITS Administrative account.	
Microsoft Campus Agreement	\$32,000
Annual licensing fee. Provides entire campus with the Microsoft suite of products, including Word, Excel, Access and PowerPoint. Microsoft Exchange (email) is also included. This cost is split between the Student Technology Fee account and the ITS administrative budget.	
Computer literacy assessment	\$15,250
Annual licensing fee. Entering full-time students will take a computer literacy placement test. Those with deficient skills will be encouraged to enroll in a 1 credit-hour course, Basic Computer Skills for College Success. This cost will be budgeted in the Student Technology Fee account.	
Blackboard Course Management System	\$18,200
Annual licensing fee. Blackboard is the current electronic classroom environment, which provides online, blended and traditional courses an opportunity to allow students to communicate online, retrieve and complete assignments, take online quizzes and tests, and check their grades online. This cost is charged to the Student Technology Fee account.	
Course Management System (Blackboard) Hosting	\$47,100
Blackboard Hosting assures fortified security and regular updates to the software. This annual cost will be charged to the Student Technology Fee account.	

ICN Internet Service Charges	\$21,840
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Charges to the Illinois Century Network. This cost is split between the Student Technology Fee account, the ITS Administrative account, and the ITS Academic account.

AT&T Internet Service Charges	\$32,183
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A secondary Internet Service Provider reduces the chance of service loss. This cost is split between the Student Technology Fee account, the ITS Administrative account, and the ITS Academic account.

Computer upgrades—Student Areas	\$67,500
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Limited student area computers will be purchased from the Student Technology Fund this year.

Printer Upgrades—Student Areas	\$39,000
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To keep pace with the upgrade cycle 26 printers will be purchased and charged to the ITS Administrative account.

Colleague Support	\$165,715
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Annual support of the Colleague administrative software is paid from the ITS Administrative account.

Unidata Database	\$25,000
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This integral component of the Colleague system is budgeted in the ITS Administrative account.

R25 Upgrade	\$10,000
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R25 is our space scheduling software, used to reserve meeting rooms, and integrating with Colleague to track classroom availability. The expense will be charged to the ITS Administrative account.

Printer Toner	\$15,000
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The cost of replacing toner in all campus laser printers is split between the ITS Administrative and Academic accounts. The cost this year represents a \$5000 reduction, with anticipated savings to be realized due to the print management implementation.

Higher Ed Analytics/Blackboard Analytics	\$18,000
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Ongoing maintenance for iStrategies, now Blackboard Analytics, is budgeted in the ITS Administrative account.

Total of individual expenditures as presented	
Technology Plan Project Costs	\$37,780
Non-project expenditures	\$597,588

Community Instructional Center Project Financing

At the February 12, 2010 Audit/Finance Committee meeting financing options for the Community Instructional Center construction project were discussed. The total project cost is estimated at \$30,459,700 with the College providing \$7,614,900. The State of Illinois will contribute \$22,844,800. The College's financing would consist of \$5,000,000 in debt certificates and \$2,614,900 from building reserve funds. The College has already deposited \$2,500,000 into a trust account for the Capital Development Board.

The financing option agreed to by the committee was to issue debt certificates for \$5,000,000 which would be repaid with funding bonds. The time frame for the financing has changed slightly over the last year. The new proposed timeline follows:

July 20, 2011	RFP for debt certificates is issued
August 23, 2011	Award of the debt certificates by the Board of Trustees
September 1, 2011	Closing date on debt certificates

The proposed structure to repay the debt certificates would be:

September 1, 2012	\$ 600,000
September 1, 2013	\$ 600,000
September 1, 2014	\$ 600,000
September 1, 2015	\$ 600,000
September 1, 2016	\$ 600,000
September 1, 2017	\$2,000,000

Recommendation:

The administration recommends authorization to proceed with a request for proposals for debt certificates in the amount of \$5,000,000.

ILLINOIS VALLEY COMMUNITY COLLEGE

REQUEST FOR PROPOSALS

FOR

\$5,000,000

DEBT CERTIFICATES

SERIES 2011

DUE DATE: AUGUST 8, 2011

DUE TIME: 1:30 P.M. CDT

REQUEST FOR PROPOSALS
\$5,000,000 DEBT CERTIFICATES, SERIES 2011
ILLINOIS VALLEY COMMUNITY COLLEGE

I. Introduction

A. Objectives

Illinois Valley Community College (the “College”) is submitting this request for proposals (the “RFP”) to identify the institution that can provide the College with a fixed-rate, bank-qualified loan in the form of Debt Certificates at the lowest overall borrowing cost, pursuant to certain conditions as determined by the College in an amount not to exceed \$5,000,000. The financing will be a private placement and the College is not preparing any disclosure information.

The Debt Certificates will be used for additional funding for the Community Instructional Center project.

B. Bidding Instructions

1. Proposals must be mailed or delivered in a sealed envelope clearly marked “Debt Certificates” to the attention of Director of Purchasing, IVCC, 815 North Orlando Smith Road, Oglesby, Illinois 61348. Proposals are due no later than 1:30 p.m., Monday, August 8, 2011.
2. As deemed to be in the best interests of the College, the Board of Trustees reserves the right to reject any and all proposals, and/or waive any minor irregularity or technicality in proposals received.
3. Each bid should address all pertinent areas and be specific. Any conditions should be clearly stated. The failure to disclose substantive terms, conditions and covenants may be considered cause for the proposer’s proposal to be rejected by the College.
4. Any inquiries, suggestions or requests concerning clarification or solicitation for additional information shall be submitted by July 29, 2011, in writing to the College’s Treasurer, Cheryl Roelfsema, via email at cheryl_roelfsema@ivcc.edu.
5. The College will attempt to adhere to the following tentative schedule:

July 20, 2011	RFP issued
July 29, 2011	Questions or solicitation for additional information due
August 8, 2011	Responses due prior to 1:30 p.m. CDT
August 12, 2011	Selection of Debt Certificates Provider (pending Board of Trustees approval)

August 23, 2011 Award of the Debt Certificates by the Board of Trustees

September 1, 2011 Approximate closing on Debt Certificates

The College reserves the right to alter scheduled dates, if necessary.

C. Security for Debt Certificates

In the opinion of Bond counsel, the Certificates will be valid and legally binding obligations of the District, payable from any funds of the District legally available for such purpose, except that the rights of the owners of the Certificates and the enforceability of the Certificates may be limited by bankruptcy, insolvency, moratorium, reorganization, and other similar laws affecting creditors' rights and by equitable principles, whether considered in law or in equity, including the exercise of judicial discretion. There is no statutory authority for the levy of a separate tax in addition to other District taxes or the levy of a special tax unlimited as to rate or amount to pay the principal of and interest on the Certificates

Operating revenues collected over the past five years including property tax levies, tuition and fees and state appropriations:

FY 2010	\$22,405,081
FY 2009	\$20,318,018
FY 2008	\$17,407,798
FY 2007	\$16,468,679
FY 2006	\$15,051,711

D. Structure of the Financing

The following describes the College's requirements for issuing the Debt Certificates:

1. Amount: \$5,000,000.
2. Term: Certificates will mature on September 1 of each year as indicated below:

Due September 1	Principal Amount
2012	\$600,000
2013	\$600,000
2014	\$600,000
2015	\$600,000
2016	\$600,000
2017	\$2,000,000

3. Rate: variable, tax-exempt rate on a bank-qualified basis. The bids shall include the initial rate of interest which shall be in effect through at least March 1, 2012, (the "initial rate"). The bids shall name the frequency at which the interest rate

will reset thereafter and manner in which the reset interest rate shall be determined.

4. Repayment provisions: Interest payments on the outstanding principal balance of the Debt Certificates will be calculated on a 30/360-day basis and will be paid semiannually on March 1 and September 1 of each year, beginning March 1, 2012. The principal amount of the Debt Certificates will be payable annually on September 1 of each year, beginning September 1, 2012, through the final maturity of the Debt Certificates.
5. The Certificates shall be subject to prior redemption at the option of the District, as a whole, or in part in integral multiples of \$5,000 in any order of maturity as determined by the District on December 1, 2011 or any date thereafter, at the redemption price of par plus accrued interest to the redemption date.

E. Provisos

The College reserves the right to reject proposals with terms and conditions different than those included herein.

1. At the closing of the Debt Certificates, the offeror will be required to make certain certifications, including but not limited to certifications that it:
 - a) is not acting as a broker or other intermediary, and is purchasing the Certificates as an investment for its own account and not with a present view to a resale or other distribution to the public;
 - b) understands that the Certificates may not be transferred in a denomination less than \$100,000 under any circumstances;
 - c) is a bank, trust company, savings institution, insurance company, dealer, investment company, pension or profit-sharing trust, or qualified institutional buyer;
 - d) is not purchasing the Certificates for the direct or indirect promotion of any scheme or enterprise;
 - e) is an “accredited investor” within the meaning of the Securities Act of 1933, as amended, and Regulation D thereunder.

II. Evaluation of Proposals – Criteria

Proposals will be evaluated on the basis of cost and compliance with the proposed structure and terms of the Debt Certificates as outlined in this RFP.

A. Proposed format

In order to assist the College in reviewing proposals, each proposal shall be prepared utilizing the following format and headings:

1. Contact Information: State the legal name of the financial institution or firm, current principal business address, contact person, telephone and facsimile numbers.
2. The initial Interest Rate (Bank-Qualified): State the initial rate being proposed based on the Repayment Provisions. The initial rate shall be locked and set as of the actual date of the RFP response and must be held until closing which is estimated to be September 1, 2011. Should closing on the Certificates be delayed beyond September 15, 2011 for any reason except failure of performance by the successful bidder, then the bidder may cancel at its option its agreement to purchase the Certificates and thereafter its interest in and liability for the Certificates will cease.
3. The award of the RFP does not obligate the College to close on the Certificates until such time as the College has adopted a Resolution approving the issuance of the Certificates.

Bank-Qualified Interest Rates: State the initial interest rate being proposed, the date when the initial rate will first adjust, the frequency of the adjustment thereafter and the manner in which the rate adjustment will be determined. Please use the chart below:

Initial interest rate*	Date of first rate adjustment (not before December 1, 2011)	Frequency of rate adjustment	Manner in which adjusted rate shall be determined
_____ %			

*Rate quotes should be specified as of August 8, 2011.

4. Fees and Expenses: Describe in detail all fees and expenses which the College will be responsible to pay. The amounts stated in the proposal shall represent the maximum amounts payable to the proposer by the College. All fees and expenses in excess of those stated in the proposal shall be the sole responsibility of the proposer and will not be paid or reimbursed by the College. The College's Bond Counsel, Chapman & Cutler, will deliver an opinion regarding the excludability of interest from gross income for federal income tax purposes on the Debt Certificates and on the Debt Certificates being a qualified tax-exempt obligation under Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

5. Conditions: Provide a listing of all conditions, terms or restrictions, other than those specified in the RFP, which would be included in your commitment to provide the Debt Certificates.

III. Instructions to Proposers

- A. Proposers shall thoroughly examine and be familiar with the bid specifications. Failure of any proposer to receive or examine this document shall in no way relieve any proposer of obligations pertaining to this bid or the subsequent contract.
- B. Any changes or modifications to the bid specifications by the proposer can result in the rejection of the bid as not being responsive to this RFP.
- C. The responsibility for delivery of the proposal to the College's Director of Purchasing on or before the specified date and time will be solely and strictly the responsibility of the proposer. The College will in no way be responsible for delays caused in the transmission of the proposal or a delay caused by any other occurrence.
- D. The response deadline shall be strictly observed. Under no circumstances will a proposal delivered after the time specified be considered. Such proposals will be returned to the proposer unopened.
- E. Proposers will not be allowed to withdraw or modify their bids for a period of forty-five (45) days after the opening on August 8, 2011.
- F. The College reserves the right to reject the bid of any proposer who has previously failed in the proper performance of a contract or to deliver on time other contracts similar in nature, or who is not in a position to perform properly under this contract.
- G. Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the proposer will in no way be a cause for relief from responsibility.
- H. No successful proposer may assign any portion of the contractual agreement between the parties without prior written authorization by the College.
- I. Changes to the RFP may be made by and at the sole discretion of the College.
- J. Warranties: The proposer, in submission of its proposal, warrants to the College that it will comply with all applicable federal, state, and local laws, regulations, and orders in providing the services under the proposed documents.
- K. Collusion: The proposer, by affixing its signature to this proposal, certifies that its proposal is made without previous understanding, agreement, or connection either with any previous firms or corporations offering a proposal for the same items or with the College. The Proposer also certifies that its proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.

IV. Other Information

- A. The College reserves the right to accept or reject any and all bids, to waive any irregularities or informalities in any bid or in the bidding, and to accept or reject any items or combination of items. The award will be to the institution whose response complies with all of the requirements set forth in this RFP and whose bid, in the sole opinion of the College, is best taking into consideration all aspects of the proposer's response.

- B. In the event that the successful proposer does not execute a contract within a timeframe acceptable to the College, the College may give notice of intent to award the bid to the next most qualified proposer or to call for new bids and may proceed to act accordingly.

Temporary Special Assignment

The retirement of IVCC Head Librarian, Jane Norem, prompted review of the staffing and structure for Jacobs Library, noting potential service changes, service gaps, and staff strengths. The Director of Learning Technologies recommended restructuring the library into a Public Service/Technical Service model, which requires the Head Librarian to coordinate the Public Services area including instruction and reference, circulation and interlibrary lending, website, and reserves, and a Collection Development Librarian to coordinate collection development, electronic resources, cataloguing, and special collections.

Frances Whaley has accepted the position of Head Librarian. Until the time in which her replacement is hired, Ms. Whaley will need to coordinate both the Public Service and Technical Service sides, as well as additional administrative duties associated with the position of Head Librarian.

Recommendation:

The administration recommends Frances Whaley receive a bi-weekly stipend of \$220 for assuming the additional Collection Development Librarian responsibilities, and functioning as the sole librarian across both Public and Technical Service areas, from July 5, 2011, until the new Collection Development Librarian has assumed full responsibility.

Transfer of Funds

The administration seeks authorization for the budgeted transfer of \$60,000 from the Working Cash Fund (accumulated interest) to the Education Fund for operating purposes.

The administration seeks authorization for the budgeted transfer of \$400,000 from the Education Fund to the Operations and Maintenance Restricted Fund for building purposes.

Recommendation:

The administration recommends Board approval for:

- (1) Transfer of \$60,000 from Fund 07 (Working Cash Fund) to Fund 01 (Education Fund) for operating purposes.**
- (2) Transfer \$400,000 from Fund 01 (Education Fund) to Fund 03 (Operations and Maintenance Restricted Fund) for building purposes.**

Proposal Results – Student Athlete and Catastrophic Student Athlete Insurance

Proposals for Student Athlete and Catastrophic Student Athlete Insurance were received and publicly opened on June 21, 2011. A summary of the proposals received is attached. Bob McCloskey Insurance of Matawan, NJ submitted the low proposal of \$25,747 (\$22,868 for basic student athlete insurance and \$2,879 for catastrophic student athlete insurance) and met all requirements and specifications. The coverage period is August 1, 2011 to August 1, 2012. Attached is a letter of recommendation from Bushue Human Resources, Inc.

Recommendation:

The administration recommends approval to accept the proposal from Bob McCloskey Insurance – Matawan, NJ, in the amount of \$25,747 for Student Athlete and Catastrophic Student Athlete Insurance.

Illinois Valley Community College

Student Athlete Insurance Coverage

Insurance Agency Name	Bob McCloskey Ins.	Bob McCloskey Ins.	Bob McCloskey Ins.	1st Agency	Student Insurance	Student Insurance	Summer & Associates	The Phoenix Group	The Baker Agency
Insurance Carrier Name	QBE Specialty	QBE Specialty	Berkley Life & Health Ins. Co.	Guarantee Trust Life	Arch	Chubb	Gerber Life	Nationwide Life Ins.	United States Fire Insurance Company
Student Athlete	Current	Renewal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal
Accident Medical & Dental Expense	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Deductible	1,000	1,000 *	1,000 *	1,000 *	1,000 *	1,000	1,000	1,000 *	1,000 *
Benefit Period Length	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years
Accidental Death Benefits	500,000	500,000	500,000 Aggregate			500,000	500,000	500,000 Aggregate	
	Aggregate / 5,000	Aggregate / 5,000	/ 5,000	10,000	500,000 Aggregate	Aggregate	Aggregate	/ 5,000	10000.00
Accidental Dismemberment Benefit	10,000	10,000	10,000	10,000	10,000	10,000	5,000	10,000	10,000
Benefit Percentage	100% Usual & Customary	100% Usual & Customary	100%	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary
Total Premium	\$18,415.00	\$26,695.00	\$22,868.00	\$38,994.00	\$29,854.00	\$35,000.00	\$40,000.00	\$35,001.00	\$30,000.00

Savings (58,280.00)

Percentage of Increase 44.96%

Does this insurance cover summer sports activities? Yes Yes Yes Only College Sponsored & Supervised Intercollegiate Athletic Participants Yes Yes Yes Only as it Pertains to the Sports Policy Yes

Does this insurance cover student athletes for activities that start before the actual school year begins? Yes Yes Yes Yes Yes Yes Yes Yes Yes

Notes:

- * QBE Specialty includes HMP/PPO, Pre-Existing Conditions, and Expanded Medical Coverages.
- * QBE Specialty provided alternate proposals for the Deductibles on the Student Athlete Coverage. The College has the option to lower the Deductible to \$500 for a premium increase of \$1,402 or to lower the Deductible to \$0 for a premium increase of \$4,538.
- * Berkley Life & Health Insurance Co. includes HMO/PPO, Pre-Ex, and Expanded Medical Coverages.
- * Berkley Life & Health Insurance Co. provided alternate proposals for the Deductibles on the Student Athlete Coverage. The College has the option to decrease the Deductible to \$500 for a premium increase of \$6,060 or to lower the Deductible to \$0 for a premium increase of \$12,006.
- * Guarantee Trust Life includes Expanded Medical Coverage, HMO/PPO Limitation Waiver, Pre-Existing Conditions Coverage, Heart/Circulatory Coverage, and Off-Season Conditioning (Sponsored/Supervised).
- * Guarantee Trust Life provided alternate proposals for the Deductible on the Student Athlete Coverage. The College has the option to lower the Deductible to \$500 for a premium increase of \$2,684 or to lower the Deductible to \$0 for a premium increase of \$8,519.
- * Arch provided an alternate proposal for the Deductible on the Student Athlete Coverage. The College has the option to lower the Deductible to \$500 for a premium increase of \$7,704.
- * Nationwide Life Insurance provided alternate proposals for the Deductible on the Student Athlete Coverage. The College has the option to lower the Deductible to \$500 for a premium increase of \$3,449 or to lower the Deductible to \$0 for a premium increase of \$12,856.
- * United States Fire Insurance Company includes Expanded Medical Benefits Pre-Existing Condition Coverage, HMO Waiver, and the Two (2) Year Benefit Period.
- * United States Fire Insurance Company provided alternate proposals for the Deductible on the Student Athlete Coverage. The College has the option to lower the Deductible to \$500 for a premium increase of \$2,000 or to lower the Deductible to \$0 for a premium increase of \$8,000.

Catastrophic Student Athlete Insurance Coverage

Insurance Agency Name	Bob McCloskey Ins.	Bob McCloskey Ins.	Bob McCloskey Ins.	1st Agency	The Phoenix Group	The Baker Agency	The Baker Agency
Insurance Carrier Name	Chartis (AIG)	Chartis (AIG)	Mutual of Omaha	Guarantee Trust Life	Nationwide Life Ins.	United States Fire Insurance Company	Mutual of Omaha
Catastrophic Student Accident Insurance Coverage	Current	Renewal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal
Medical Max. Per Accident	5,000,000	5,000,000	5,000,000	5,000,000	2,000,000	1,000,000	5,000,000
Accident Death & Dismemberment	10,000	10,000	10,000	10,000	10,000	-	10,000
Deductible	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Benefit Period	10 Years	10 Years	10 Years	10 Years	10 Years	2 Years	Lifetime
Benefit Percentage	100%	100%	100%	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary	100% Usual & Customary
Total Premium	\$3,024.00	\$3,629.00	\$2,879.00	\$3,141.00	\$2,175.00	\$2,000.00	\$4,486.00
Savings		(\$605.00)	\$145.00	(\$117.00)	\$849.00	\$1,024.00	(\$857.00)
Percentage of Increase		20.01%	-4.79%	3.87%	-28.08%	-33.86%	23.62%
Is this insurance primary?	No	No	No	No	No	No	No
Is the student accident insurance school time coverage only?	No - Covers all ICS Activities	No - Covers all ICS Activities	No - Covers all ICS Activities	No - College Sponsored Intercollegiate Athletic Participants (Home/Away Games & Travels To & From)	Yes - All Student Athletes, Student Athletic Managers, and Student Athletic Trainers who names are on the Official Team Roster of your Sponsored and Supervised Sports Teams	All Sanctioned and Officially recognized Intercollegiate Sports Activities.	All Sanctioned and Officially recognized Intercollegiate Sports Activities.
Does this insurance coverage cover Student Athletes for Football?	No	No	No	No	No	No	No
Does this insurance cover summer sports activities?	No - Covers all ICS Activities	No - Covers all ICS Activities	No - Covers all ICS Activities	No - Intercollegiate Athletic Participants	Yes - Only as it Pertains to the Sports Policy	No	No
Does this insurance cover student athletes for activities that start before the actual school year begins?	Yes	Yes	Yes	Yes	Yes	Yes	Yes

These Proposal worksheets were provided and prepared as a services to Illinois Valley Community College. These worksheets or excerpts thereof contain information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of Illinois Valley Community College. You are hereby notified that using, copying, or distributing any part of these proposal worksheets is strictly prohibited. Copyright 2011 Bushue Human Resources Inc.

Illinois Valley Community College
Student Athlete & Catastrophic Student Athlete Totals Page

Insurance Agency Name	Bob McCloskey Ins.	Bob McCloskey Ins.	Bob McCloskey Ins.	Ist Agency	Student Insurance / The Baker Agency	Student Insurance / The Baker Agency	Summer & Associates / The Baker Agency	The Phoenix Group	The Baker Agency	Bob McCloskey Ins. / The Phoenix Group	Bob McCloskey Ins. / The Baker Agency
Insurance Carrier Name	QBE Specialty / Chartis (AIG)	QBE Specialty / Chartis (AIG)	Berkley Life & Health Co. / Mutual of Omaha	Guarantee Trust Life	Arch / United States Fire Insurance Company	Chubb / United States Fire Insurance Company	Gerber Life / United States Fire Insurance Company	Nationwide Life Ins.	United States Fire Insurance Company	Berkley Life & Health Ins. Co. / Nationwide Life Ins.	Berkley Life & Health Insurance Co. / United States Fire Insurance Company
	Current	Renewal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal
Student Athlete	\$18,415.00	\$26,695.00	\$22,868.00	\$38,994.00	\$29,854.00	\$35,000.00	\$40,000.00	\$35,001.00	\$30,000.00	\$22,868.00	\$22,868.00
Catastrophic Student Athlete	\$3,024.00	\$3,629.00	\$2,879.00	\$3,141.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,175.00	\$2,000.00	\$2,175.00	\$2,000.00
Total Premium	\$21,439.00	\$30,324.00	\$25,747.00	\$42,135.00	\$31,854.00	\$37,000.00	\$42,000.00	\$37,176.00	\$32,000.00	\$25,043.00	\$24,868.00
Savings		(\$8,885.00)	(\$4,308.00)	(\$20,696.00)	(\$10,415.00)	(\$15,561.00)	(\$20,561.00)	(\$15,737.00)	(\$10,561.00)	(\$3,604.00)	(\$3,429.00)
Percentage of Increase		41.44%	20.09%	96.53%	48.58%	72.58%	95.90%	73.40%	49.26%	16.81%	15.99%

Notes:

* This proposal includes the Catastrophic Student Athlete Medical Maximum Limit at \$2,000,000. The College currently carries a Limit of \$5,000,000.

** This proposal includes the Catastrophic Student Athlete Medical Maximum Limit at \$1,000,000 with a 2 Year Benefit Period. The College currently carries a Limit of \$5,000,000 with a Ten (10)

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Bushue Human Resources, Inc.

*An Outsourced Risk Management Company Focusing on Human Resources,
Insurance, Background Screening and Fingerprinting*

104 N Second St. Ste B
PO Box 89
Effingham, IL 62401

Phone: 217-342-3042

Fax: 217-342-5653

Email: info@bushuehr.com

June 28, 2011

Illinois Valley Community College
815 N. Orlando Smith Ave.
Oglesby, IL 61348
Attention: Mr. Jerry Corcoran

Dear Mr. Corcoran,

We would like to take this opportunity to thank the Board of Trustees for allowing our firm the opportunity to provide services for the Illinois Valley Community College. Bushue Human Resources, Inc. is an Outsourced Risk Management Company focusing on Human Resources, Risk Management, Insurance, and Background Screening & Fingerprinting services for School Districts and Colleges throughout the State of Illinois.

The attached summary illustrates coverages for all carriers/agents presenting proposals. The first column of each page is the expiring insurance coverage for the college. The second column is the renewal coverage as presented by the current carriers and agent. The subsequent columns denote the agency name submitting the bid at the top as well as the insurance carrier. In total we had nine (9) agents contact us regarding an interest in bidding on the College. We received proposals back from six (6) of those agents. Those agents are listed below.

1. Bob McCloskey Insurance – Peter Ginnegar, Matawan, NJ,
2. Student Insurance – Monique Palmieri, Los Angeles, CA.
3. The Baker Agency – Phil Baker, Plainwell, MI.
4. Ramza Insurance Group – Craig Ramza Sr., Streator, IL. (No Bid Submitted)
5. The Insurance Partnership – Tom Simpson, Centralia, IL. (No Markets Awarded)
6. Summer and Associates – Mark Whitlock, Washington, IL.
7. The Phoenix Group – Jan Ajster, Peru, IL.
8. Kaufmann Insurance Agency – Steve Kaufmann, Peru, IL. (No Markets Awarded)
9. First Agency – John Griesbach, Kalamazoo, MI.

We evaluated all Student Athlete and Catastrophic Student Athlete proposals to see what options would be the most advantageous for the Board of Trustees to consider. After reviewing and evaluating all options, Berkley Life & Health Insurance Co. for the Student Athlete and United States Fire Insurance for the Catastrophic Student Athlete would be the lowest proposal; however the Catastrophic Student Athlete Coverage differs from the College's current plan. United States Fire Insurance Company proposed a Medical Maximum of \$1,000,000; whereas the College currently has a Limit of \$5,000,000. Also, the current plan has a Ten (10) Year Benefit Period and United States Fire Insurance Company proposed with a Two (2) Year Benefit Period.

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Email: info@bushuehr.com

The lowest proposal that matches the College's current plan would be the proposal from Bob McCloskey Insurance with the Student Athlete Coverage through Berkley Life & Health Insurance Company and the Catastrophic Student Athlete Coverage through Mutual of Omaha. The total premium for both coverages would be \$25,747.00 for the 2011-2012 policy term.

We appreciate the opportunity to serve the College if you have any questions please feel free to contact us.

Respectfully,



Travis J. Bushue
President, Bushue Human Resources, Inc.

VSS

Cooperative Agreement Addendum, Parkland College

The administration requests the Board of Trustees approve an addendum to the cooperative agreement between IVCC and Parkland College.

Recommendation:

Approve the addendum to the cooperative agreement with Parkland College, which adds the following programs: Veterinary Technology, AAS; Forensic Specialist, AAS; and Forensic Specialist Certificate.

ADDENDUM TO THE JOINT COOPERATIVE AGREEMENT
Between
PARKLAND COLLEGE
And
ILLINOIS VALLEY COMMUNITY COLLEGE

This addendum to the Joint Cooperative Educational Agreement between Parkland College and Illinois Valley Community College is entered into on August 1, 2011, to make the following changes:

BY: Parkland College
Veterinary Technology, AAS

BY: Illinois Valley Community College
Forensic Specialist, AAS
Forensic Specialist Certificate

This revision shall be effective for the fall semester, 2011.

Conditions, agreement, and other exigencies covered within the agreement entered into by both parties on January 20, 1988, shall be in effect for this addendum.

In witness thereof, the parties hereto have executed this agreement as of the date and year first written above.

PARKLAND COLLEGE DISTRICT #505

ATTEST

Chair, Board of Trustees

Board Secretary

President, Parkland College

Date

ILLINOIS VALEY COMMUNITY COLLEGE
DISTRICT #540

ATTEST

Chair, Board of Trustees

Board Secretary

President, Illinois Valley Community College

Date

Board Policy 6.5 – Naming Rights

As IVCC prepares to embark upon a capital campaign in excess of \$2 million for technology and equipment to be used in the Community Technology Center, the administration requests donors be recognized through naming opportunities. Given the fact that on June 23, 2011, the administration was advised that funding from the State of Illinois for the new building and other work related to the project had been approved, the Board's Planning Committee met on July 5 in order to provide feedback on the draft naming rights policy.

Recommendation:

The administration respectfully requests the Board adopt the following Naming Rights Policy, as presented.

Illinois Valley Community College Board Policy

Subject: *Naming Rights*
Number: **6.5**

Effective Date:
Last Reviewed:
Last Revised:

Illinois Valley Community College receives funding from a variety of sources, primarily tuition, local government, the State of Illinois and federal grant programs. Just as every other two- and four-year college, however, IVCC relies on private gifts to enhance its academic programs and facilities. To provide quality programs and educational opportunities for our students, the College solicits support from individuals, corporations and foundations who share the IVCC mission.

The Illinois Valley Community College Foundation receives gifts of cash, stock, land, equipment and other items of value on behalf of the College. Gifts of any size can be given as unrestricted – to be used when and where they are needed. Gifts directed toward specific needs – identified by IVCC and selected by the donor – are considered restricted.

Individuals who have contributed substantial sums or provided extraordinary service to the college will be considered for recognition. In some cases, the College may honor a donor by placing his/her name on a room, area or building on IVCC's campus. In all cases, the IVCC Board of Trustees will have final right of approval for the name or names designated, and the names should be consistent with the major functions of the facility.*

When a significant gift is received in one lump sum, the College may offer a naming opportunity to the donor. In appropriate situations, the College may also elect to reserve an area for a donor completing a signed pledge. The following factors are to be considered regarding naming opportunities:

- a) The initial contribution must be one-third of the total pledge.*
- b) The donor should complete the pledge agreement outlining payment dates for the balance.*
- c) All pledges should be paid within three years of inception.*
- d) Documentation will be completed and the name applied when the gift is paid in full.*

The Board of Trustees reserves the right to rescind its offer to name a room or program when the donor's pledge goes unpaid beyond the three-year agreement. Should this occur, the board may choose another naming opportunity more appropriate for the value of the actual gift received.

Naming of a room or program follows the room or program for its useful life unless a significant renovation or repurposing is undertaken. However, at any stage in the process, the Board of Trustees has discretion to change its recommendation for naming a building, room or area without seeking approval from the person(s) making the original recommendation.

Donors shall not have any right, title or interest in said facility or program named for them.

**Named gifts may bear the donors' names, or may honor or memorialize another who is close to them; this could be a spouse or family member, a colleague, a favorite professor, a firm or other persons or organizations deserving recognition. The name applied to a gift requires the prior approval of the donor, the person being honored if living and the IVCC Board of Trustees.*

Suggested Minimal Levels of Giving and Naming Opportunities

<i>Naming of Building</i>	<i>\$1 million</i>
<i>Cultural Centre Renovation</i>	<i>\$250,000</i>
<i>Naming of wing or area</i>	<i>\$250,000</i>
<i>Labs</i>	<i>\$100,000-\$250,000</i>
<i>Conference Rooms*, Fitness Center</i>	<i>\$100,000</i>
<i>Classrooms**, lobby areas***, meeting rooms</i>	<i>\$50,000</i>
<i>Offices</i>	<i>\$25,000</i>

Naming opportunities will be solicited by the College President, Vice President for Planning and Institutional Effectiveness, Director of Development and in some instances, select IVCC Foundation Directors. These individuals are encouraged to adhere to the funding minimums defined in this addendum in their preliminary negotiations, but they are also granted the discretion, in consultation with each other and subject to final Board approval, to consider other funding arrangements that best serve the wishes of the donor and the interests of Illinois Valley Community College.

The college will recognize individuals and corporations making contributions of less than the minimum level (\$25,000) in publications, in printed programs for special events, and in some circumstances, a plaque near the area that benefited from the donor's gift.

** To accommodate 200 or more*

*** To accommodate 50 or more*

**** Building C, Cultural Centre and Community Technology Center lobbies*

RECOMMENDED FOR STAFF APPOINTMENT
2011-2012

GENERAL INFORMATION:

POSITION TO BE FILLED: Senior Bookstore Assistant

NUMBER OF APPLICANTS: 28

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Ms. Brown, Ms. Kreiser, Ms. Sandberg

APPLICANT RECOMMENDED:

Jill M. Patterson

EDUCATIONAL PREPARATION:

Hinsdale South High School, Darien, IL - Diploma

EXPERIENCE:

Illinois Valley Community College – Bookstore Assistant

Quality Care Cleaning, Ottawa, IL – Administrative Assistant

Women’s Healthcare Partners, Ottawa, IL – Administrative Assistant

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

1. Experience with textbook and general merchandise inventories
2. Positive approach to supervision and teamwork
3. Experience hiring and supervising student workers
4. Proficient in WinPrism software, which is used to bill accounts and track inventory

RECOMMENDED SALARY: \$10.50 per hour

Ms. Glenna Jones, SPHR
Director of Human Resources

RECOMMENDED FOR STAFF APPOINTMENT
2011-2012

GENERAL INFORMATION:

POSITION TO BE FILLED: Head Librarian

NUMBER OF APPLICANTS: 17

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Mr. Brown, Ms. Isermann, Ms. Norem, Ms. Oldaker, Ms. Vescogni,
Ms. Vogelgesang

APPLICANT RECOMMENDED:

Frances A. Whaley

EDUCATIONAL PREPARATION:

University of Illinois, Champaign, IL – M.S. in Library and Information Science
Western Michigan University, Kalamazoo, MI – B.A. in English Education

EXPERIENCE:

Illinois Valley Community College – Collection Development Librarian & Coordinator
for Library Instruction
Streator Township High School – English and Spanish teacher

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

1. Demonstrated understanding of the position and of the importance of the library in student retention and success efforts
2. Community college librarian experience
3. Vision to grow library in its current direction and assist students
4. Commitment to the library profession

RECOMMENDED SALARY: \$47,200 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

Board Of Trustees,

There comes a time in all of our lives that an ending must take place. But first, the beginning for me started about fifty five years ago, when as a young man I entered the work force. I then spent the next forty five years at various jobs in light and heavy industry. After the completion of those years I began my employment with IVCC approximately ten years ago. My years in the Safety/Service department have been very rewarding in that by serving the students, Faculty, and staff my appreciation and respect for them has and will remain to be the utmost.

After saying all of that I would like to take this opportunity to say thanks to the board of trustees, Staff and Faculty, who have given their help and encouragement over the years. It's always hard to say goodbye but we all must move forward as our lives continue to change. Thanks again for all the help and support. I look forward to my retirement with great anticipation.

Respectfully Yours

A handwritten signature in black ink that reads "John C. Liano". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Safety/Services

RECEIVED

JUN 7 2011

HUMAN RESOURCES

June 22, 2011

Ms. Glenna Jones
Illinois Valley Community College
815 N. Orlando Smith Ave.
Oglesby, IL 61348

Dear Glenna:

It is with great reluctance that I must inform you of my resignation from Illinois Valley Community College. My husband has accepted a position in North Carolina, and we will be relocating to that area this summer. My last day of employment is currently undecided, but I expect it to be no later than Friday, September 2, 2011.

I have thoroughly enjoyed my time here at IVCC, and it has been a privilege to have worked with this team. Thank you for the opportunities, both professional and personal, that have been provided to me during my three years here.

Please know that I will gladly make myself available to assist in the hiring process and training of my replacement in whatever way I can to help facilitate a smooth transition.

Sincerely,



Merrilee Biggs

Cc: Mr. Patrick Berry, Controller

RECEIVED

JUN 22 2011

Judith A McQuilkin
1434 Crosat Street
Apt 2
LaSalle, IL 61301

June 29, 2011

Marianne Dzik
Dean of English, Mathematics and Reading
Illinois Valley Community College
815 N Orlando Smith Ave
Oglesby, IL 61348

Dear Marianne;

This letter is a formal declaration of my intent to resign from Illinois Valley Community College (IVCC) effective September 30, 2011.

It has been my honor to serve in the Assessment Center for the past nine years, and I appreciate all the opportunities and experiences during my time at IVCC. While I am excited about what my future will hold, I am also saddened to be leaving such a wonderful working community.

The friendship and support that I have always received from IVCC will remain close to my heart, and be what I miss most as I move on to the next chapter in my life. I especially will treasure the guidance and confidence that you have always had in me. I know these values will assist me in all my future endeavors.

Sincerely,



Judith A McQuilkin

RECEIVED

JUN 30 2011

George Needs

From: Zack Lowe
Sent: Tuesday, June 21, 2011 6:19 PM
To: Maria Moreno
Cc: George Needs
Subject: Letter of Resignation

Hello Maria-

It is with great sadness that I offer this letter of resignation. I have recently been approved employment in Peoria Public School District 150 as a middle school counselor. I am excited about the opportunity to work in the Peoria school district, but I am saddened to leave my post at IVCC. I have greatly enjoyed my time here at IVCC, both as a student from 2001-2003 and as an employee for the past two semesters. I have had a wonderful experience working here and have forged many new friendships and strong working relationships with the dedicated and professional staff of IVCC. I thank everyone for their warm welcome, their patience, and their adherence to the core values of Illinois Valley Community College. I am extremely grateful I was given the opportunity to be a part of a wonderful staff. IVCC has been a fantastic place to work. I wish all staff, students, and faculty a great future and I hope our paths cross again.

From,
Zack S. Lowe
Academic Support Technologist
(815)224-0318
zack_lowe@ivcc.edu

RECEIVED

JUN 22 2011

HUMAN RESOURCES

Emily Vescogni

From: Holly Mathews
Sent: Wednesday, July 06, 2011 5:29 PM
To: Emily Vescogni
Subject: Official Resignation

Emily,

I am sending you this email to formally notify you that my last date of employment will be Thursday, August 4, 2011. I am sad to be leaving, but Charlie and I are moving to the Quad Cities area because his job is now located there. I will be taking fond memories with me and I hope to be able to keep in touch with the friends that I have found here.

Holly Mathews
Educational Technologist/Part time Faculty
815-224-0515

RECEIVED

JUL 6 2011

HUMAN

RES

Change Order #3 – Security Office Relocation and Fire Alarm System Upgrade

To be in compliance with Board Policy 4003, the administration wishes to advise the Board of Trustees of Change Order #3 for a decrease of \$3,500.00 for the Security Office Relocation and Fire Alarm System Upgrade, a Protection, Health, and Safety project. The change order deletes the metal storage lockers from the project scope and results in a decrease to the total project costs.

Original contract sum:	\$254,187.00
Change Order #1:	8,763.75
Change Order #2:	4,818.00
Change Order #3:	<u>(3,500.00)</u>
 New contract sum:	 <u>\$264,268.75</u>



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Change Order

PROJECT <i>(Name and address):</i> Security Office Relocation & Fire Alarm System Upgrades - 2010 PHS Project Illinois Valley Community College 815 N. Orlando Smith Ave. Oglesby, IL 61348	CHANGE ORDER NUMBER: 003 DATE: May 31, 2011	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Lite Construction, Inc. 711 S. Lake St. P.O. Box 135 Montgomery, IL 60538	ARCHITECT'S PROJECT NUMBER: 1016 CONTRACT DATE: October 25, 2010 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Per Owner request, eliminate new metal storage lockers from Project Scope.
Deduct: <\$3,500.00>

The original Contract Sum was	\$ 254,187.00
The net change by previously authorized Change Orders	\$ 13,581.75
The Contract Sum prior to this Change Order was	\$ 267,768.75
The Contract Sum will be decreased by this Change Order in the amount of	\$ 3,500.00
The new Contract Sum including this Change Order will be	\$ 264,268.75

The Contract Time will be increased by Ten (10) days.

The date of Substantial Completion as of the date of this Change Order therefore is June 10, 2011.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Basalay, Cary & Alstadt Architects, Ltd.
ARCHITECT *(Firm name)*

620 W. Lafayette St.
Ottawa, IL 61350

ADDRESS

[Signature]
BY *(Signature)*

Kurt Rimmele
(Typed name)

5/31/2011
DATE

Lite Construction, Inc.
CONTRACTOR *(Firm name)*

711 S. Lake St., P.O. Box 135
Montgomery, IL 60538

ADDRESS

[Signature]
BY *(Signature)*

Tim Campbell
(Typed name)

5/27/11
DATE

Illinois Valley Community College
OWNER *(Firm name)*

815 N. Orlando Smith Ave.
Oglesby, IL 61348

ADDRESS

[Signature]
BY *(Signature)*

CHERYL ROBESEMA
(Typed name)

7-6-2011
DATE

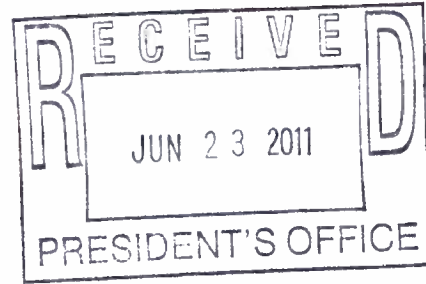
NCICCG

North Central Illinois Council of Governments

613 W. Marquette, Ottawa, IL 61350
Phone: (815) 433-5830 Fax: (815) 433-5832 Web: www.ncicg.org

June 22, 2011

Dr. Jerry Corcoran
IVCC
815 N. Orlando Smith
Oglesby, IL 61348



Dear Dr. Corcoran,

In September 2010, Northern Illinois University as the fiscal agent, received a \$68.5 million NTIA Broadband Technology Opportunity Program grant to deploy an 870-mile network across the northwest Illinois region to bring 10 Mbps to 10 Gbps speeds to more than 500 community anchor institutions (CAIs), significantly improving their ability to leverage broadband technology for improvements in education, economic opportunities and public safety. This network will cover approximately 170 miles and connect 200 CAIs within the LaSalle County Broadband Initiative (LCBI) region - (LaSalle County, Wenona in LaSalle/Marshall County, and Spring Valley in Bureau County).

iFiber - Illinois Fiber Resources Management Group, a not-for-profit organization, was established in January 2011 for the sole purpose of constructing and managing the network and includes representation from the following entities: Blackhawk Hills RC & D, LaSalle County/North Central Illinois Council of Governments (LCBI), Northern Illinois University, and the City of Rockford.

As a representative of iFiber, NCICG has been contracted to perform outreach to the CAIs within the LaSalle County area of the iFiber network. The grant funded network will connect to the following proposed location(s) in your school district:

- Illinois Valley Community College: 815 N. Orlando Smith, Oglesby
- Illinois Valley Community College: 321 W. Main, Ottawa

The above-referenced location(s) will be directly connected by fiber optic line to the iFiber network and be supplied with end-user equipment. This network connection will provide the following opportunities:

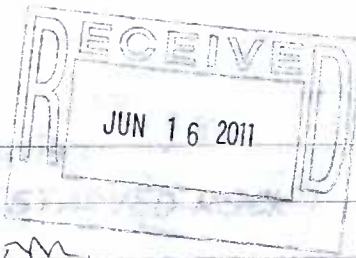
- The cost of services through the network qualifies for E-Rate.
- Local educational institutions will have dark fiber & multi-gigabit speeds between buildings.
- Allow for consolidation of servers in buildings reducing hardware and software costs up to 50%.
- Ability to share or combine services or licensing for reducing costs by collaborating with other institutions.
- Ability to provide advanced educational courses from universities (NIUnet) for P-20 programs providing more options, less travel and less interruption of schedules.

Construction of the network will be starting in July of 2011. It is likely that construction will start in the northeast portion of LaSalle County and work its way southwest. In the next several months I will contact you to set up a meeting to discuss network pricing and contracts. Please do not hesitate to contact me if you have any questions at 815-433-5830 or bgift@ncicg.org. Updates on the project will be available at www.ifiber.org.

Respectfully,

A handwritten signature in black ink that reads "B. A. Gift".

Brian A. Gift
Broadband Outreach Coordinator



6-12-11

Dear Kim,

Undoubtedly you made our trip successful! You handled changes in the itinerary smoothly (or so it seemed to us); you always checked and re-checked "nozes" to make sure everyone was accounted for; you were the last one to eat (and, man, those people were at least 15 minutes ahead of schedule when it came to eating) and when the bus pulled in at Peoria we scattered like ^{ants} and left you standing there - all alone but hopefully with the feeling of "job well done!"

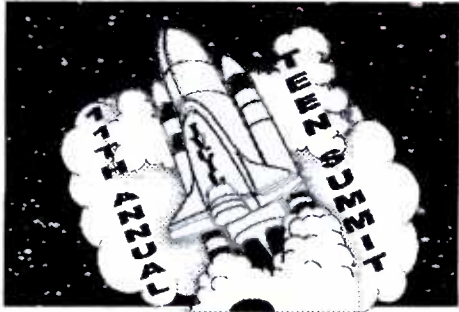
Please forgive my writing; Not bad for a right handed person turned "lefty" thanks to 2 strokes, but I am grateful I am as good as I am, and I have Dick who is patient and understanding.

Thank you again, dear lady, for all your time and patience, and some day you may have the title "President, Illinois Valley Community College" after your name!

Very respectful,
Margi Schmidt

Encl

Sign to Thank our Sponsors



Sponsored by Illinois Valley Center for Independent Living

:Mission Transition:

Prepare for Blastoff to Life After High School

I would like to extend a sincere Thank You for your donation of time, space, merchandise, or gifts toward making this year's Teen Summit a success! I believe you invested wisely in partnering with us, to help students with disabilities in "Preparing for Blastoff to Life After High School". The day's activities helped the participants become better prepared for their future after high school! The evaluations told us that the participants enjoyed the day and were happy with everything offered that day. We certainly couldn't have done it without all your help! Enclosed is the list of sponsors displayed that day and a copy was given to participants. You can see pictures on our website - www.ivcil.com, under Youth Services & Teen Summit. Thanks again! Have a great summer!

Marla Michalak
IVCIL Youth Advocate

Marla Michalak

amp/best

AS i d b a
ofara wick
Alex W
meggar
Amade Park
Allison Gens
Melissa Lathrop
KYI9
Addison
Jessica Swiet
Lij
TAYLOR MORRIS
6/22/11
Bryanna
A.J.

THANK YOU TO
THESE SPONSORS:

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UNION
HOOVERS MFG. COMPANY
HY-VEE
IVCC
JEWEL FOOD
PAPA JOHNS PIZZA
STAPLES
WAL-MART

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.