



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, December 18, 2012
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

Student Fall Demographic Profile

February

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

March

Strategic Plan Update
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
Employee Demographics Report

August

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

September

Protection, Health, and Safety Projects
Cash Farm Lease
Program Review Report
Approval of College Calendar (even years)
Student Accomplishments

October

Authorize Preparation of Levy
Audit Report
Update Key Performance Indicators
New Key Performance Indicators (every 3 years)
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. 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.
 - 6.1 Approval of Minutes – November 20, 2012 Board Meeting (Pages 1-7)
 - 6.2 Approval of Bills - \$2,814,724.24
 - 6.2.1 Education Fund - \$1,102,698.08
 - 6.2.2 Operations & Maintenance Fund - \$70,945.38
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$115,352.83
 - 6.2.4 Bond & Interest Fund - \$1,216,464.58
 - 6.2.5 Auxiliary Fund - \$55,223.74
 - 6.2.6 Restricted Fund - \$215,242.79
 - 6.2.7 Audit Fund - \$4,050.00
 - 6.2.8 Liability, Protection & Settlement Fund - \$34,746.84
 - 6.3 Treasurer's Report (Pages 8-26)
 - 6.3.1 Financial Highlights (Pages 9-10)
 - 6.3.2 Balance Sheet (Pages 11-12)
 - 6.3.3 Summary of FY12 Budget by Fund (Page 13)
 - 6.3.4 Budget to Actual Comparison (Pages 14-21)
 - 6.3.5 Budget to Actual by Budget Officers (Page 22)
 - 6.3.6 Statement of Cash Flows (Page 23)
 - 6.3.7 Investment Status Report (Pages 24-25)
 - 6.3.8 Check Register - \$5,000 or more (Page 26)
 - 6.4 Personnel - Stipends for Pay Periods Ending November 3, 2012 and November 17, 2012 (Pages 27-30)

- 6.5 Request for Proposal – Information Security Consultant (Page 31)
7. President’s Report
8. Committee Reports
9. Tax Levy 2012 (Pages 32-41)
10. Letter of Agreement Between Board of Trustees Community College District No. 513 and American Federation of Teachers Local 1810 (Pages 42-46)
11. Schedule of Regular Meeting Dates and Times (Page 47)
12. Semi-annual Review of Closed Session Minutes (Page 48)
13. Authorization for Destruction of Verbatim Recordings of Closed Session Meetings (Page 49)
14. Items for Information (Pages 50-54)
 - 14.1 Staff Appointment – Ian Reddy, Collection Development & Access Librarian (Page 50)
 - 14.2 Part-time Faculty Resignation – Lorraine James, ESL Instructor (Part-time) (Page 51)
 - 14.3 U.S. Economic Development Administration’s (EDA) Grant Application (Page 52)
 - 14.4 Thank You – Tim Dooley (Page 53)
 - 14.5 Article in *The Times* (Page 54)
15. Trustee Comment
16. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes.
17. Other
18. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

November 20, 2012

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, November 20, 2012 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Melissa M. Olivero, Vice Chair
Michael C. Driscoll
Larry D. Huffman
David O. Mallery
Britney Burkart, Student Trustee

Members Absent: Leslie-Anne Englehaupt, Secretary
James A. Narzewski

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

SECRETARY PRO-TEM

In the absence of Leslie Englehaupt, Dr. Driscoll volunteered to serve as Secretary Pro-Tem.

APPROVAL OF AMENDED AGENDA

The administration requested that Action Item 18. – Faculty Appointment – Anthropology & Sociology Instructor be removed from the agenda. It was moved by Ms. Olivero and seconded by Dr. Driscoll to approve the amended agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

CONSENT AGENDA

It was moved by Dr. Huffman and seconded by Ms. Burkart to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – October 9, 2012 Audit/Finance Committee Meeting and October 16, 2012 Board Meeting

Approval of the Bills - \$1,626,194.36

Education Fund - \$840,023.69; Operations and Maintenance Fund - \$95,204.29; Operations & Maintenance (Restricted Fund) - \$252,844.00; Auxiliary Fund - \$159,810.70; Restricted Fund - \$234,654.33; Audit Fund - \$10,000.00; and Liability, Protection and Settlement Fund - \$33,657.35

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending October 6, 2012 and October 20, 2012.

PRESIDENT'S REPORT

Dr. Corcoran gave a construction update prepared by Cheryl Roelfsema. Regarding Phase 1, the geothermal field and detention pond have been seeded; trees have been planted; and stone cropping installation has begun. Roofing is complete except for punch list items; metal (zinc) panel installation and the Trespa composite facade installation will begin in approximately one week. On the Peter Miller Community Technology Center's second floor, mechanical, electrical, and plumbing work continues; heat pumps and rack were delivered last week; and East-end drywall is 65 percent complete. The first floor East entrance will be closed-in very soon; the building will be heated next week; and HVAC ductwork to the outside air units is in progress. Regarding Phase 2, the new maintenance building concrete floor, stoops and approach have been poured; the East addition concrete masonry unit west wall is complete; electrical switch-over to the new transformer and gas meter installation is planned for later this week; and demolition of Building 10 will begin after Thanksgiving. The project remains on schedule. Last month Mike Phillips reported the voter registration drive was a success. A voter registration table was available on Spirit Day and in the Lobby the week of September 24 and again on October 8. The deputy registrars also registered students in their offices and in the Library. Mike wanted to be sure to recognize Joanne Jalley, Sherri Popurella, Kathy Sramek, Tracy Morris, Sue Mertel, and the local Tea Party group coordinated by Jim Jarka for working at the tables. Overall, Mike and his colleagues registered 224 voters this fall, bringing the grand total since 2002 to approximately 2300 voters! Haiku Horror Stories is a new book available from Amazon.com and soon it will be available in hard copy. What makes this book especially interesting is that it was written by Carey Burns with illustrations by Jill Hejl. Dr. Corcoran congratulated Carey and Jill on their collaborative efforts and hopes the book is a great success. Dean Marianne Dzik provided a number of exciting updates involving students and staff in her English, Math and Education division: Kim Radek, Adam Oldaker, and Delores Robinson recently received the good news that one of their Sigma Kappa Delta students, Ali Braboy, has had her abstract submission chosen for a roundtable discussion of the topic "Reopen the Book to Fantasy Worlds" at the Sigma Kappa Delta national conference in Portland this spring. Congratulations to Ali Braboy on a job well done! Diane Christianson and Jill Urban-Bollis presented a workshop at last month's meeting of the Illinois Community College Faculty Association on "Education Candidate Dispositions: Assessing Professional Dispositions and Behaviors in Career Programs." Jill Urban-Bollis has received Charlotte Danielson Training through the LaSalle County Regional Office of Education, which will lead to her assisting the ROE in presenting workshops

on this evaluation model to the Oglesby School District and the Streator High School District. Diane Christianson is now a National Association of the Education of Young Children (NAEYC) accreditation site reviewer. She recently participated in a site visit to McDowell Technical Community College's Childhood Education Program in Marion, North Carolina. Ericka Ratcliff, an actor from the Chicago Shakespeare Theater, visited Nora Villarreal's Honors Shakespeare class via Skype on November 9. Students were able to engage in a question-and-answer period with the actor. Jeffrey Cramer, Curator of Collections at the Thoreau Institute in Lincoln, Massachusetts was a digital presenter in Adam Oldaker's American literature class on November 16. Mr. Cramer talked about artifacts that belonged to Ralph Waldo Emerson and Henry David Thoreau. Professor Oldaker met Mr. Cramer this past summer while attending a National Endowment for the Humanities event in Concord, Massachusetts. Mark Brown recently participated in a program at Heartland Community College in celebration of National Novel Writing month. Professor Brown read from his short story "The Iron Door." He also participated in a radio show entitled Poets' Voices which airs on Peoria station WAZU, 90.7 FM. Sue Isermann has been reappointed to the NCI Works Board, a testament to her expertise and contributions to the workforce development community. Sue will also represent the College at an upcoming ICCB conference for Illinois community college participants who have received the Pathways to Results (PTR) grants. As an invited panel presenter, Sue will discuss how she and her team applied quality improvement principles to achieve greater equity and access within the Wind Technology program. From Jamie Gahm's Continuing Education department, last month 42 passengers participated in IVCC's "Road Scholar Program" and they called this year's trip "Exploring Central Illinois on the River." Highlights included presentations on river ecology and Native American culture, and a program by Save Our American Raptors. Another bus trip involved an L-P High School 63-year class reunion using our Ed'Venture Program as an opportunity to see the sights near and within the Illinois River. A special thanks to Jamie Gahm for being part of a group that's looking to replicate the annual Peoria manufacturing expo sometime soon in the Illinois Valley. Dr. Corcoran also thanked Bev Malooley and her staff for sponsoring a number of activities last year including the most recent Breakfast of Champions and 40 Under 40 events (where Kim Kochler was one of the 40 celebrated). Many thanks to Kelly Klobucher, of the Hegeler Carus Foundation, for allowing IVCC's Theatre Department to present the play "The Snow Queen", directed by Dr. David Kuester, at the Hegeler Carus Mansion last week while the College is under construction. All three performances were sold out. Students participating in the Area Career Center's CEO (Creating Entrepreneurial Opportunities) program visited the campus last week and Dr. Corcoran hopes this will become a regular destination point for all CEO students from this point forward. Working together with the high schools on these kinds of innovative programs is certainly in-line with IVCC's mission and what is hoped to be achieved within the new building's Center for Innovation and Opportunity.

COMMITTEE REPORTS

Mr. Mallery noted the filing period for the April 9, 2013 election for trustee candidates is Monday, December 17 through Monday, December 24, 2012. The College is currently scheduled to be closed on Monday, December 24. Legislation is being proposed in the veto session to address the issue of December 24. If this is not resolved in the veto session, this item will be discussed at the December board meeting.

TENTATIVE TAX LEVY 2012

It was moved by Dr. Huffman and seconded by Dr. Driscoll to adopt the resolution approving a Tentative Tax Levy and Tentative Certificate of Tax Levy, as presented. A schedule was provided illustrating how IVCC's tax rate has decreased by 25 percent over the last ten years. Mr. Mallery noted that everything is done to reduce the impact to the tax payers. The slight increase in this year's tax levy rate is due to an anticipated decrease in the equalized assessed evaluation (EAV), which boosts the rate. During the budget process when a decrease in EAV was anticipated, he was under the impression the College was budgeting to hold the tax rate near level, but now the College is budgeting to increase the rate. He noted it is important to recognize the additional tax is increasing significantly. He has asked before to consider weaning the College off of this additional tax. This year would have been an opportunity to narrow the increase and hold the tax rate. For that reason, he is not comfortable in voting for the proposed tax levy. Mr. Thompson noted the College qualifies for the additional tax because it is a downstate school with lower EAV per capita. The College does not have a way to easily mitigate the amount the additional tax brings in and he believes to lower the tax rate would not be prudent in order to maintain the programs the College presently offers. Motion passed by voice vote with Mr. Mallery voting nay.

FACULTY RESIGNATION – TARA PTASNIK, ENGLISH COMPOSITION & WRITING CENTER INSTRUCTOR

It was moved by Dr. Huffman and seconded by Mr. Mallery to accept, with regret, the resignation of Tara Ptasnik, English Composition & Writing Center Instructor, effective December 20, 2012, and wish her good luck in her future endeavors. Motion passed by voice vote.

STAFF RESIGNATION – ROBERT C. MATTSON, DIRECTOR OF INSTITUTIONAL RESEARCH

It was moved by Dr. Huffman and seconded by Ms. Burkart to accept, with regret, Robert Mattson's resignation as Director of Institutional Research, effective December 10, 2012, and wish him good luck in his future endeavors. It was noted that Mr. Mattson was the primary employee who effectively and efficiently utilized the software for reports. A support staff person has been trained to run the daily reports and the College is advertising for his replacement. Dr. Driscoll appreciated his hard work and noted that he was critical to the quality of the planning process. Motion passed by voice vote.

FACULTY APPOINTMENT – SAMANTHA C. WHITEAKER, NURSING INSTRUCTOR

It was moved by Ms. Olivero and seconded by Dr. Driscoll to approve the appointment of Samantha C. Whiteaker as the Nursing Instructor assigned to the Division of Health Professions for the 2012-2013 academic year with placement on the salary schedule at Step B-3 - \$39,816. Dean Bonnie Campbell introduced Ms. Whiteaker. She is a graduate from OSF St. Francis Medical Center College of Nursing with a bachelor's degree and will soon be finishing her master's degree in nursing from Lewis University with a focus on nursing education. She has a true sense of community and this came through by the statements she made. She lives in the community and she believes it is important to give back to the community and educating nurses

to work in the community is an important part. Her objective as a nurse educator is to inspire critical thinking and a love of life-long learning in her students. She hopes to perform as a nurse educator with a sense of urgency, show compassion, be firm, and to exemplify empathy when necessary. She hopes to light the spark of education in her students as her nursing instructors lit in her. Motion passed by voice vote.

APPROVAL OF TRUCK DRIVER TRAINING ADVANCED PROFICIENCY CERTIFICATE

It was moved by Dr. Huffman and seconded by Ms. Burkart to approve the Truck Driver Training Advanced Proficiency Certificate, as presented. Mr. Thompson recently heard an advertisement on the radio looking for a number of truck drivers. He is hoping this will be a push for the program. The new certificate program will be eligible for students seeking financial aid. Mr. Thompson was impressed with the list of classes for the program, specifically computer keyboarding applications, a warehousing course, and introduction to business, all of which will provide enhanced skills. Motion passed by voice vote.

TRUCK DRIVER TRAINING AGREEMENT – SAUK VALLEY COMMUNITY COLLEGE

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the 3.5 year agreement with Sauk Valley Community College to provide Truck Driver Training instruction at Sauk Valley Community College. Motion passed by voice vote.

PROPOSAL FOR REQUIRED STUDENT ATHLETE HEALTH INSURANCE

It was moved by Ms. Olivero and seconded by Mr. Thompson to approve the proposal requiring student-athletes to carry and provide proof of primary insurance coverage through the procedures described, effective Fall 2013. The question was asked if a student does not carry health insurance or if it lapses, will the student lose his/her athletic waiver. This was not included in the proposal, but will be added to the policies and procedures that each student athlete is required to sign. Mr. Mallery did not feel the College should be responsible for up to \$1,000 of the deductible. The \$1,000 is under the College's umbrella policy, which is part of the College's liability program. Mr. Mallery believes the proposal would be strengthened without the College's \$1,000 obligation. Dr. Huffman noted that the proposal is the direction the Board asked the administration to pursue and he believes the College should work through the proposal and review it in a year or two and make revisions at that time, if necessary. Motion passed by voice vote.

PROPOSAL RESULTS – FLEXIBLE SPENDING ACCOUNTS

It was moved by Dr. Driscoll and seconded by Dr. Huffman to accept the proposal from Total Administrative Services Corp. for Flexible Spending Accounts for the plan year beginning January 1, 2013. Motion passed by voice vote.

RESOLUTION AUTHORIZING THE FILING OF A COMPLAINT TO THE LASALLE COUNTY BOARD OF REVIEW, OR, IN THE ALTERNATIVE AUTHORIZING INTERVENTION IN PROCEEDINGS BEFORE THE LASALLE COUNTY BOARD OF REVIEW

It was moved by Ms. Olivero and seconded by Dr. Huffman to adopt the Resolution Authorizing the Filing of a Complaint to the LaSalle County Board of Review, or, in the Alternative Authorizing Intervention in Proceedings before the LaSalle County Board of Review.

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

TRUSTEE COMMENT

Mr. Thompson reminded all trustees who have not completed the Open Meetings Act training to do so and submit their certificate to the president's office by December 31, 2012.

Ms. Britney Burkart reported the Student Government Association collected money and purchased Christmas items for students in the U.S. and other countries. Ms. Burkart recently attended the Illinois Student Advisory Committee meeting. She serves on the outreach committee, a state-wide volunteer service. At the last meeting this committee chose anti-bullying and anti-suicide as their projects. Each community college throughout the state chooses how they want to fundraise or promote awareness for the projects. IVCC will purchase bracelets that state "not on my campus" and either hand them out or charge one dollar. Money raised will be donated to the Lady Gaga Born this Way Bullying Foundation. The SGA has a few activities in mind for awareness, but a decision has not been made.

Under Items for Information Dr. Huffman noted the thank you note from Cherished Friends regarding their logo being created by an IVCC student in the graphic arts program. He stated this is a great outreach for the students to network and a practical experience that builds on the classroom. The corporations and individuals are very appreciative. He hopes the faculty continue to encourage their students to have this kind of involvement in the community.

CLOSED SESSION

It was moved by Dr. Huffman and seconded by Ms. Burkart to convene a closed session at 7:25 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes. Motion carried by voice vote.

After a short break, the Board entered closed session at 7:33 p.m. On a motion by Dr. Driscoll and seconded by Ms. Olivero, the regular meeting resumed at 8:14 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Dr. Huffman and seconded by Mr. Mallery to approve and retain the closed session minutes of the October 16, 2012 meeting. Motion passed by voice vote.

OTHER

A memo from Dr. Lori Scroggs and Ms. Isermann regarding the proposed inactivation of the Horticulture AAS degree program was presented to the Board. Enrollment in this program has been consistently low and the administration will recommend action to the Board at the January meeting. The Curriculum Committee will meet in December and take action. This affects the spring schedule and the administration wanted the Board to be aware of this future action. The College will continue to offer soil classes and some applied horticulture classes for current students who want to complete their certificate or degree. There is a population of horticulture and agriculture transfer classes. There will be no reduction in force due to the inactivation of horticulture program. Ms. Carey, horticulture program coordinator, has degrees in both horticulture and biology. With the strong and steady enrollment numbers in the natural sciences, it is anticipated that Ms. Carey will continue to teach the transfer courses in agriculture and horticulture along with scheduled biology courses.

ADJOURNMENT

It was moved by Ms. Burkart, seconded by Dr. Huffman, and carried unanimously to adjourn the meeting at 8:30 p.m.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

NOVEMBER 2012

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

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – November 2012

Revenues

- As of November 30, the headcount for fall semester 2012 is 4,428, which is 376 students less than at the same point in time last year. Credit hours for fall 2012 decreased by 3,014, or 8.0 percent, from this point in time one year ago, for a total of 34,475 credit hours. A ten percent decrease in credit hours was budgeted for fiscal year 2013. Spring registration started October 31; as of November 30, the headcount was 2,764, which is 231 students less than at this same point in time last year. Credit hours were at 27,189 which is 3,627, or 11.8 percent, less than one year ago. However, the early entry college student registration is later this year. Considering this timing issue, spring credit hours are estimated to be 9.8 percent behind fiscal year 2012.
- The LaSalle County Supervisor of Assessments is setting the EAV of the LaSalle Nuclear Generating Plant at \$488,250,000, a reduction of \$15,750,000 from 2011. Negotiations continue on the LaSalle Generating Station for tax years 2009, 2010, and 2011. A resolution was adopted in November authorizing Whitt Law to represent the College before the LaSalle County Board of Review. The Marquis Energy complaint continues for tax years 2008, 2009, 2010, and 2011.
- The State of Illinois Base Operating Grant and Equalization Grant have been paid for fiscal year 2012. We have not received any fiscal year 2013 payments.

Expenditures

Some of the more significant variances in expenditures for the five months ending November 30, 2012 include the following:

- Fund 01 – Education Fund – Instruction – Capital Outlay – includes the purchase of the Hampden Home Efficiency Auditor Training Facility approved at the July 2012 board meeting; this purchase will be reimbursed through the capital campaign;
- Fund 01 – Education Fund – Academic Support – Contractual Services – includes \$70,600 for Blackboard support, \$7,130 in fees to the University of Illinois for library services, and other software renewals;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$16,000 of maintenance support for IBM equipment, \$193,275 for Ellucian (formerly Datatel) support, \$11,250 for Blackboard support, \$25,075 for the Marquis Energy Ethanol Plant appraisal, and \$82,159 in legal fees;
- Fund 02 – Operations & Maintenance – Fixed Charges – includes \$49,030 for annual property and casualty insurance;

- Fund 02 – Operations & Maintenance – Capital Outlay -- \$64,890 for patching and striping six parking lots;

Protection, Health & Safety Projects in progress:

- Restroom Renovations Phase II –asbestos abatement in Building A restrooms is complete and project is progressing;
- Replace Panic Hardware – the project is nearing completion;
- Ceiling/Lighting Replacement – classroom ceiling asbestos abatement work was complete as of August 3; ceiling and lighting replacement will take place during the semester break in December;
- Building C Boiler Room Upgrades, Facility Door Hardware/Rekeying Upgrades, and Exterior Egress Concrete Replacement – scheduled to be bid in March and April 2013.

- Other Projects:

- Community Instructional Center Project – (substantial completion September 15, 2013) project is on schedule. A tentative work schedule follows:

Site work	Landscaping and seeding of the stormwater detention pond and the geothermal field are complete.
CTC -- building shell	Zinc panel installation has started on the north wall.
CTC – 1 st Floor	Metal framing is 70 percent complete; insulation will start Dec. 10; electrical wall rough-in will start Dec. 10; sprinkler rough-in has begun; domestic water mains are in progress; acoustical ceiling grid has started.
CTC – 2 nd Floor	Drywall is in progress, taping is in progress; painting will start Dec. 10; electrical rough-in above ceiling will be complete by Dec. 21; acoustical ceiling grid will start Dec. 26.
CIC – Phase 2	Maintenance building - water, gas, electric, and sanitary utilities are to building; East addition – CMU walls will be complete the week of Dec. 10 and truss erection will start; concrete floors were poured Dec. 6; Building #10 – demolition to occur the week of Dec. 10; Maintenance Building substantial completion – March 10, 2013 Welding and Auto Shop additions completion – Oct. 22, 2013 Final acceptance -- June 23, 2014

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 November 30, 2012

	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	\$ 1,434,455	\$ 874,203	\$ (954,382)	\$ 689,016	\$ 152,185	\$ -	\$ -	\$ 2,195,477
Investments	7,562,390	18,652,662	1,777,774	1,200,000	-			29,192,826
Receivables								
Property taxes	7,904,725	1,877,976	1,262,083					11,044,784
Governmental claims	-	326,211			2,265			328,476
Tuition and fees	2,665,996	-		576				2,666,572
Due from other funds	36,004	5,175	3,704	557,918	-	-	-	602,801
Bookstore inventories				643,513				643,513
Other assets	19,464	71,526	1,696	8,120	-	-		100,806
Fixed assets - net where applicable				27,614		60,560,483		60,588,097
Other debits								
Amount available in Debt Service Fund							2,090,875	2,090,875
Amount to be provided to retire debt							2,909,125	2,909,125
Total Assets and Other Debits	<u>\$19,623,034</u>	<u>\$21,807,753</u>	<u>\$ 2,090,875</u>	<u>\$ 3,126,757</u>	<u>\$ 154,450</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 112,363,352</u>

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 November 30, 2012

	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	\$ 29,320	\$ 1,266	\$ -	\$ 61,758	\$ -	\$ -	\$ -	\$ 92,344
Accrued salaries & benefits	1,063,481	4,882		12,698	-			1,081,061
Post-retirement benefits & other	117,077	55,000	75,000	-	-			247,077
Unclaimed property	2,124	401			41			2,566
Due to other funds	192,445	95,824	-	-	314,532	-	-	602,801
Due to student groups/deposits	64,715				(160,123)			(95,408)
Deferred revenue								-
Property taxes	3,952,363	938,989	631,042					5,522,394
Tuition and fees	-	-						-
Grants	-	-						-
Bonds payable							5,000,000	5,000,000
Total liabilities	<u>5,421,525</u>	<u>1,096,362</u>	<u>706,042</u>	<u>74,456</u>	<u>154,450</u>	<u>-</u>	<u>5,000,000</u>	<u>12,452,835</u>
Equity and Other Credits								
Investment in general fixed assets						60,560,483		60,560,483
Contributed capital								-
Retained earnings				3,052,301				3,052,301
Fund balance								-
Reserved for grant purposes		(290,063)						(290,063)
Reserved for building purposes		11,749,037						11,749,037
Reserved for debt service			1,384,833					1,384,833
Reserved for Liab., Prot., Sett.		4,572,940						4,572,940
Unreserved	14,201,509	4,679,477						18,880,986
Total equity and other credits	<u>14,201,509</u>	<u>20,711,391</u>	<u>1,384,833</u>	<u>3,052,301</u>	<u>-</u>	<u>60,560,483</u>	<u>-</u>	<u>99,910,517</u>
Total Liabilities, Equity and Other Credits	<u>\$19,623,034</u>	<u>\$21,807,753</u>	<u>\$ 2,090,875</u>	<u>\$ 3,126,757</u>	<u>\$ 154,450</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 112,363,352</u>

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 No. 513
 Summary of Fiscal Year 2013 Revenues & Expenditures by Fund
 Five Months Ended November 30, 2012

	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	\$ 13,690,709	\$ 2,003,150	\$ 4,846,166	\$ 1,227,184	\$ (5,739)	\$ 1,319,925	\$ 3,436,119	\$ 270,687	\$ 33,501	\$ 26,821,702
Actual Expenditures	(7,817,221)	(920,637)	(3,713,353)	(1,216,465)	-	(1,533,533)	(3,871,168)	(493,999)	(34,050)	(19,600,426)
Other Financing Sources (Uses)	-	-	-	-	-	(200)	-	-	-	(200)
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,873,488	1,082,513	1,132,813	10,719	(5,739)	(213,808)	(435,049)	(223,312)	(549)	7,221,076
Fund balances July 1, 2012	4,676,192	2,569,316	10,616,224	1,374,114	4,655,537	3,266,109	144,986	4,796,252	30,228	32,128,958
Fund balances November 30, 2012	<u>\$ 10,549,680</u>	<u>\$ 3,651,829</u>	<u>\$ 11,749,037</u>	<u>\$ 1,384,833</u>	<u>\$ 4,649,798</u>	<u>\$ 3,052,301</u>	<u>\$ (290,063)</u>	<u>\$ 4,572,940</u>	<u>\$ 29,679</u>	<u>\$ 39,350,034</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012**

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,611,055	\$ 6,462,193	97.7%	\$ 6,551,956	98.2%	\$ 6,671,791
Corporate Personal Property Replacement Tax	878,840	158,309	18.0%	252,904	21.3%	1,190,000
TIF Revenues	381,000	214,655	56.3%	204,922	56.9%	360,000
Total Local Government	<u>7,870,895</u>	<u>6,835,157</u>	<u>86.8%</u>	<u>7,009,782</u>	<u>85.3%</u>	<u>8,221,791</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	23,796	1.2%	463,028	26.2%	1,765,157
Equalization	133,618	-	0.0%	22,724	16.7%	136,345
Career/Technical Education Formula Grant	165,000	-	0.0%	-	0.0%	101,121
Dept of Corrections	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,221,851</u>	<u>23,796</u>	<u>1.1%</u>	<u>485,752</u>	<u>24.3%</u>	<u>2,002,623</u>
Federal Government						
PELL Administrative Fees	10,000	405	4.1%	1,825	22.8%	8,000
ARRA Grant	-	-	0.0%	-	0.0%	-
Total Federal Government	<u>10,000</u>	<u>405</u>	<u>4.1%</u>	<u>1,825</u>	<u>22.8%</u>	<u>8,000</u>
Student Tuition and Fees:						
Tuition	6,329,675	5,677,418	89.7%	5,674,025	84.6%	6,706,315
Fees	950,335	861,161	90.6%	955,355	80.9%	1,180,439
Total Tuition and Fees	<u>7,280,010</u>	<u>6,538,579</u>	<u>89.8%</u>	<u>6,629,380</u>	<u>84.1%</u>	<u>7,886,754</u>
Other Sources:						
Investment Revenue	20,000	7,605	38.0%	7,974	19.9%	40,000
Public Service Revenue	457,450	247,283	54.1%	238,403	26.3%	904,812
Nongovernmental Gifts	48,000	24,000	50.0%	20,000	41.7%	48,000
Other	17,100	13,884	81.2%	26,529	28.6%	92,894
Total Other Sources	<u>542,550</u>	<u>292,772</u>	<u>54.0%</u>	<u>292,906</u>	<u>27.0%</u>	<u>1,085,706</u>
TOTAL EDUCATION FUND REVENUE	<u>17,925,306</u>	<u>13,690,709</u>	<u>76.4%</u>	<u>14,419,645</u>	<u>75.1%</u>	<u>19,204,874</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,461,066	3,499,203	41.4%	3,909,255	42.3%	9,236,909
Employee Benefits	1,471,033	685,367	46.6%	682,357	44.3%	1,539,288
Contractual Services	133,779	31,452	23.5%	30,635	23.9%	128,150
General Materials & Supplies	382,084	106,414	27.9%	127,763	27.9%	457,723
Conference & Meeting Expenses	45,992	9,565	20.8%	28,402	27.9%	101,811
Fixed Charges	208,600	97,436	46.7%	162,445	67.7%	240,000
Utilities	1,000	258	25.8%	343	34.3%	1,000
Capital Outlay	22,500	147,500	655.6%	-	0.0%	23,916
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,726,054</u>	<u>\$ 4,577,195</u>	<u>42.7%</u>	<u>\$ 4,941,200</u>	<u>42.1%</u>	<u>\$ 11,728,797</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Academic Support:						
Salaries	\$ 617,016	\$ 243,298	39.4%	\$ 255,543	37.6%	\$ 679,854
Employee Benefits	109,095	50,928	46.7%	43,415	38.9%	111,647
Contractual Services	156,464	117,907	75.4%	99,414	65.0%	153,059
General Materials & Supplies	204,882	104,031	50.8%	166,356	51.9%	320,491
Conference & Meeting Expenses	10,437	169	1.6%	324	2.1%	15,782
Fixed Charges	-	-	0.0%	-	0.0%	4,680
Utilities	52,955	13,754	26.0%	1,124	2.5%	44,143
Capital Outlay	23,750	-	0.0%	3,201	0.0%	19,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,174,599</u>	<u>530,087</u>	<u>45.1%</u>	<u>569,377</u>	<u>42.2%</u>	<u>1,349,406</u>
Student Services:						
Salaries	1,141,956	457,565	40.1%	499,284	44.8%	1,113,536
Employee Benefits	278,952	124,224	44.5%	119,714	43.4%	275,791
Contractual Services	2,050	1,173	57.2%	1,739	25.3%	6,885
General Materials & Supplies	48,045	21,467	44.7%	23,873	40.8%	58,567
Conference & Meeting Expenses	12,700	3,127	24.6%	4,341	20.1%	21,550
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,483,703</u>	<u>607,556</u>	<u>40.9%</u>	<u>648,951</u>	<u>44.0%</u>	<u>1,476,329</u>
Public Services/Continuing Education:						
Salaries	418,792	189,467	45.2%	151,551	43.4%	349,346
Employee Benefits	49,405	23,480	47.5%	17,260	48.3%	35,766
Contractual Services	296,000	130,113	44.0%	142,434	39.7%	358,700
General Materials & Supplies	87,950	38,818	44.1%	26,605	20.4%	130,100
Conference & Meeting Expenses	8,375	4,815	57.5%	3,371	40.6%	8,300
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	<u>860,772</u>	<u>386,693</u>	<u>44.9%</u>	<u>341,221</u>	<u>38.7%</u>	<u>882,462</u>
Institutional Support:						
Salaries	1,688,680	701,876	41.6%	796,736	41.6%	1,914,461
Employee Benefits	462,246	215,192	46.6%	234,095	47.4%	494,372
Contractual Services	409,635	368,576	90.0%	324,068	80.7%	401,651
General Materials & Supplies	397,499	150,489	37.9%	177,286	42.1%	421,070
Conference & Meeting Expenses	72,410	12,673	17.5%	23,729	31.3%	75,720
Fixed Charges	17,000	-	0.0%	8,898	37.1%	24,000
Utilities	20,613	4,848	23.5%	5,766	36.1%	15,956
Capital Outlay	362,951	7,359	2.0%	3,077	8.0%	38,650
Other	38,000	(2,570)	-6.8%	1,487	0.0%	-
Total Institutional Support	<u>3,469,034</u>	<u>1,458,443</u>	<u>42.0%</u>	<u>1,575,142</u>	<u>46.5%</u>	<u>3,385,880</u>
Scholarships, Grants and Waivers	631,095	257,247	40.8%	288,129	68.3%	422,000
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 18,345,257</u>	<u>\$ 7,817,221</u>	<u>42.6%</u>	<u>\$ 8,364,020</u>	<u>43.5%</u>	<u>\$ 19,244,874</u>
INTERFUND TRANSFERS - NET	<u>\$ 419,951</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 40,000</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012**

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,245,606	\$ 1,219,516	97.9%	\$ 1,238,521	98.3%	\$ 1,260,330
Corporate Personal Property Replacement Tax	155,089	27,937	18.0%	44,630	21.3%	210,000
TIF	127,000	70,880	55.8%	68,307	58.4%	116,885
Total Local Government	<u>1,527,695</u>	<u>1,318,333</u>	<u>86.3%</u>	<u>1,351,458</u>	<u>85.1%</u>	<u>1,587,215</u>
State Government:						
ICCB Credit Hour Grant	339,394	4,199	1.2%	81,711	26.2%	311,498
Total State Government	<u>339,394</u>	<u>4,199</u>	<u>1.2%</u>	<u>81,711</u>	<u>26.2%</u>	<u>311,498</u>
Student Tuition and Fees:						
Tuition	672,792	647,481	96.2%	828,833	111.5%	743,178
Total Tuition and Fees	<u>672,792</u>	<u>647,481</u>	<u>96.2%</u>	<u>828,833</u>	<u>111.5%</u>	<u>743,178</u>
Other Sources:						
Facilities Revenue	94,000	29,327	31.2%	41,157	22.0%	187,000
Investment Revenue	2,000	705	35.3%	5,868	117.4%	5,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	3,105	0.0%	7,821	0.0%	-
Total Other Sources	<u>96,000</u>	<u>33,137</u>	<u>34.5%</u>	<u>54,846</u>	<u>28.6%</u>	<u>192,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,635,881	\$ 2,003,150	76.0%	\$ 2,316,848	81.8%	\$ 2,833,891

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 848,004	\$ 328,268	38.7%	\$ 356,941	41.4%	\$ 862,900
Employee Benefits	226,694	92,303	40.7%	95,239	43.7%	218,101
Contractual Services	183,900	92,004	50.0%	95,281	51.9%	183,700
General Materials & Supplies	282,500	56,661	20.1%	84,315	33.6%	250,976
Conference & Meeting Expenses	4,000	874	21.9%	125	2.1%	6,000
Fixed Charges	40,000	49,699	124.2%	41,673	104.2%	40,000
Utilities	809,410	200,051	24.7%	270,335	33.0%	819,410
Capital Outlay	129,000	67,865	52.6%	9,860	5.9%	167,900
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	-
Provision for Contingency	100,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	<u>2,560,508</u>	<u>887,725</u>	<u>34.7%</u>	<u>953,769</u>	<u>34.7%</u>	<u>2,748,987</u>
Institutional Support:						
Salaries	56,881	23,703	41.7%	23,454	41.9%	56,007
Employee Benefits	8,792	4,148	47.2%	3,926	46.2%	8,497
Contractual Services	2,400	2,395	99.8%	2,395	95.8%	2,500
General Materials & Supplies	3,300	951	28.8%	1,016	20.7%	4,900
Conference & Meeting Expenses	-	25	0.0%	-	0.0%	-
Fixed Charges	4,000	1,690	42.3%	1,690	13.0%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>75,373</u>	<u>32,912</u>	<u>43.7%</u>	<u>32,481</u>	<u>38.3%</u>	<u>84,904</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,635,881	\$ 920,637	34.9%	\$ 986,250	34.8%	\$ 2,833,891

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012**

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,557,008	\$ 1,524,171	97.9%	\$ 1,547,926	100.7%	\$ 1,537,220
State Government Sources	12,500,000	3,301,302	0.0%	-	0.0%	-
Investment Revenue	180,000	20,693	11.5%	39,905	79.8%	50,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>14,237,008</u>	<u>4,846,166</u>	<u>34.0%</u>	<u>1,587,831</u>	<u>100.0%</u>	<u>1,587,220</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	14,237,008	3,713,353	26.1%	613,804	9.3%	6,587,220
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>14,237,008</u>	<u>3,713,353</u>	<u>26.1%</u>	<u>613,804</u>	<u>9.3%</u>	<u>6,587,220</u>
Other Financing Source - Bond Issuance	-	-	0.0%	(5,000,000)	0.0%	(5,000,000)
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,261,840	\$ 1,226,708	97.2%	\$ 1,234,842	97.6%	\$ 1,265,000
Investment Revenue	2,000	476	23.8%	6,989	139.8%	5,000
TOTAL BOND & INTEREST FUND REVENUES	<u>1,263,840</u>	<u>1,227,184</u>	<u>97.1%</u>	<u>1,241,831</u>	<u>97.8%</u>	<u>1,270,000</u>
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	1,261,840	1,090,000	86.4%	-	0.0%	1,265,000
Interest on Bonds	-	125,965	0.0%	27,083	0.0%	-
Fees	500	500	100.0%	-	0.0%	400
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,262,340</u>	<u>\$ 1,216,465</u>	<u>96.4%</u>	<u>\$ 27,083</u>	<u>2.1%</u>	<u>\$ 1,265,400</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 11/30/12</u>	<u>Act/Budget 41.7%</u>	<u>Actual 11/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ (5,739)	-28.7%	\$ 20,896	52.2%	\$ 40,000
TOTAL WORKING CASH REVENUES	<u>20,000</u>	<u>(5,739)</u>	<u>-28.7%</u>	<u>20,896</u>	<u>52.2%</u>	<u>40,000</u>
Transfers In (Out)	\$ (120,000)	\$ -	0.0%	\$ -	0.0%	\$ (40,000)

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Service Fees	\$ 2,666,700	\$ 1,316,871	49.4%	\$ 1,552,985	46.7%	\$ 3,324,756
Data Processing Rentals	-	-	0.0%	-	0.0%	-
Other Revenue	1,000	2,974	297.4%	830	0.0%	-
Investment Revenue	5,000	80	1.6%	7,498	50.0%	15,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,672,700	1,319,925	49.4%	1,561,313	46.7%	3,339,756
AUXILIARY ENTERPRISES FUND						
Salaries	349,348	141,708	40.6%	265,019	45.8%	578,459
Employee Benefits	93,053	39,531	42.5%	93,505	43.8%	213,312
Contractual Services	51,035	28,170	55.2%	28,286	72.1%	39,230
Materials & Supplies	2,240,300	1,305,792	58.3%	1,503,645	62.3%	2,415,319
Conference & Meeting	21,683	10,855	50.1%	11,043	36.6%	30,196
Fixed Charges	53,400	7,248	13.6%	16,363	36.4%	45,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	-	0.0%	5,826
Other	103,000	229	0.2%	-	0.0%	63,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,915,659	1,533,533	52.6%	1,917,861	56.6%	3,390,342
Transfer In (Out)	\$ (265,537)	\$ (200)	0.1%	\$ -	0.0%	\$ 62,000

Fiscal Year 2013 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
State Government Sources	\$ 468,498	\$ (10,966)	-2.3%	\$ 14,781	4.0%	\$ 371,408
Federal Government Sources	7,701,634	3,435,979	44.6%	3,735,528	55.7%	6,711,969
Service Fees	3,000	5,043	168.1%	3,145	0.0%	-
Other Revenue	11,000	6,063	55.1%	6,092	17.4%	35,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	8,184,132	3,436,119	42.0%	3,759,546	52.8%	7,118,377
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	415,474	153,152	36.9%	159,821	44.7%	357,432
Employee Benefits	81,388	38,987	47.9%	39,113	43.3%	90,287
Contractual Services	61,654	18,820	30.5%	41,364	60.5%	68,360
Materials & Supplies	109,812	51,815	47.2%	39,020	29.9%	130,453
Conference & Meeting	73,520	18,774	25.5%	16,965	41.1%	41,279
Fixed Charges	3,000	-	0.0%	1,000	44.4%	2,250
Utilities	2,350	589	25.1%	603	20.8%	2,900
Capital Outlay	33,286	5,569	16.7%	61,181	122.4%	50,000
Other (P-16 Grant Waivers)	9,030	-	0.0%	1,670	19.2%	8,679
Total Instruction	\$ 789,514	\$ 287,706	36.4%	\$ 360,737	48.0%	\$ 751,640

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Five Months Ended November 30, 2012

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ 312	0.0%	\$ -
Employee Benefits	-	-	0.0%	102	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	160,000	(27,996)	-17.5%	-	0.0%	-
Total Academic Support	<u>160,000</u>	<u>(27,996)</u>	<u>0.0%</u>	<u>414</u>	<u>0.0%</u>	<u>-</u>
Student Services						
Salaries	199,755	76,457	38.3%	75,792	41.9%	180,825
Employee Benefits	61,214	27,232	44.5%	26,130	60.4%	43,259
Contractual Services	4,150	5,769	139.0%	5,762	144.1%	4,000
Materials & Supplies	7,100	1,772	25.0%	6,632	49.1%	13,500
Conference & Meeting	12,209	1,025	8.4%	3,806	14.9%	25,500
Fixed Charges	-	98	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	32,000	10,720	33.5%	18,005	56.3%	32,000
Total Student Services	<u>316,428</u>	<u>123,073</u>	<u>38.9%</u>	<u>136,127</u>	<u>45.5%</u>	<u>299,084</u>
Public Service						
Salaries	405,046	223,704	55.2%	229,987	47.0%	488,912
Employee Benefits	82,379	48,586	59.0%	58,168	53.5%	108,782
Contractual Services	146,701	184,526	125.8%	142,573	98.2%	145,205
Materials & Supplies	81,470	68,751	84.4%	80,761	105.3%	76,683
Conference & Meeting	49,017	35,443	72.3%	51,668	102.5%	50,410
Fixed Charges	19,119	5,705	29.8%	5,089	19.8%	25,735
Utilities	5,105	1,779	34.8%	1,882	30.9%	6,088
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	200	15	7.5%	-	0.0%	178
Total Public Service	<u>789,037</u>	<u>568,509</u>	<u>72.1%</u>	<u>570,128</u>	<u>63.2%</u>	<u>901,993</u>
Auxiliary Services						
Salaries	-	-	0.0%	1,099	27.5%	4,000
Employee Benefits	-	-	0.0%	9	2.8%	320
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	5,561	0.0%	3,106	16.5%	18,844
Conference & Meeting	-	-	0.0%	-	0.0%	1,000
Other (Child Care Subsidies)	-	-	0.0%	2,783	27.8%	10,000
Total Auxiliary Services	<u>-</u>	<u>5,561</u>	<u>-</u>	<u>6,997</u>	<u>0</u>	<u>34,164</u>
Operations & Maintenance of Plant:						
Contractual Services	-	-	0.0%	-	0.0%	-
Total Operations & Maintenance	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2013 Budget to Actual Comparison
 Five Months Ended November 30, 2012

	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ 28,432	31.2%	\$ 57,991	76.8%	\$ 75,496
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>91,245</u>	<u>28,432</u>	31.2%	<u>57,991</u>	76.8%	<u>75,496</u>
Student grants and waivers (PELL & SEOG)	<u>6,088,493</u>	<u>2,885,883</u>	47.4%	<u>3,436,092</u>	67.9%	<u>5,061,000</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,234,717</u>	<u>\$ 3,871,168</u>	47.0%	<u>\$ 4,568,486</u>	64.1%	<u>\$ 7,123,377</u>
Transfer In (Out)	<u>\$ 27,000</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 274,033	\$ 267,328	97.6%	\$ 269,093	104.2%	\$ 258,368
Investment Revenue	20,000	3,044	15.2%	12,196	24.4%	50,000
Other	-	315	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>294,033</u>	<u>270,687</u>	92.1%	<u>281,289</u>	91.2%	<u>308,368</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND
 EXPENDITURES

Operations & Maintenance of Plant						
Salaries	-	-	0.0%	25,941	0.0%	-
Employee Benefits	-	-	0.0%	5,430	0.0%	-
Contractual Services	401,500	106,476	26.5%	77,913	19.4%	401,500
Material & Supplies	100	90	90.0%	622	622.0%	100
Conference & Meeting	500	503	100.6%	480	96.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	188	0.0%	415	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 402,100</u>	<u>\$ 107,257</u>	26.7%	<u>\$ 110,801</u>	27.6%	<u>\$ 402,100</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2013 Budget to Actual Comparison
 Five Months Ended November 30, 2012

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries	\$ 68,073	\$ 31,345	46.0%	\$ 23,524	34.4%	\$ 68,291
Employee Benefits	233,919	6,059	2.6%	8,762	3.4%	254,530
Contractual Services	55,000	10,353	18.8%	8,241	68.7%	12,000
Material & Supplies	2,750	2,275	82.7%	60	2.6%	2,300
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	378,500	336,710	89.0%	387,966	99.3%	390,750
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>738,242</u>	<u>386,742</u>	52.4%	<u>428,553</u>	58.9%	<u>727,871</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,140,342</u>	<u>\$ 493,999</u>	43.3%	<u>\$ 539,354</u>	47.7%	<u>\$ 1,129,971</u>

Fiscal Year 2013 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2013	Actual 11/30/12	Act/Budget 41.7%	Actual 11/30/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 34,500	\$ 33,496	97.1%	\$ 33,384	106.0%	\$ 31,508
Investment Revenue	-	5	0.0%	83	41.5%	200
TOTAL AUDIT FUND REVENUES	<u>34,500</u>	<u>33,501</u>	97.1%	<u>33,467</u>	105.5%	<u>31,708</u>
AUDIT FUND						
Contractual Services	<u>34,500</u>	<u>34,050</u>	98.7%	<u>32,500</u>	100.0%	<u>32,500</u>
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 34,500</u>	<u>\$ 34,050</u>	98.7%	<u>\$ 32,500</u>	100.0%	<u>\$ 32,500</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
All Funds
Five Months Ended November 30, 2012

Department	Annual Budget FY2013	Actual 11/30/2012	Act/Budget 41.7%	Explanation
President	\$ 301,234	\$ 125,730	41.7%	
Board of Trustees	21,000	6,505	31.0%	
Community Relations	332,604	116,982	35.2%	
Development Office	-	11,751	0.0%	
Continuing Education	1,098,209	528,303	48.1%	
Facilities	16,797,516	4,748,577	28.3%	
Information Technologies	1,923,871	755,335	39.3%	
Academic Affairs	227,778	106,321	46.7%	
Academic Affairs (AVPCE)	905,283	245,188	27.1%	
Adult Education	516,636	209,056	40.5%	
Dislocated Workers Center	597,452	449,790	75.3%	Additional funding
Learning Technologies	607,529	268,374	44.2%	
Career & Tech Education Division	1,761,722	733,141	41.6%	
Natural Science & Business Division	2,107,206	880,558	41.8%	
Humanities & Fine Arts/Social Science Division	2,168,613	870,053	40.1%	
Health Professions Division	1,939,030	757,362	39.1%	
English, Mathematics, Education Division	2,421,081	1,054,944	43.6%	
Admissions & Records	360,857	154,380	42.8%	
Student Development	639,502	256,422	40.1%	
Student Services	128,371	55,189	43.0%	
Financial Aid	6,520,976	3,051,642	46.8%	
Athletics	241,247	107,329	44.5%	
TRIO (Student Success Grant)	300,652	123,073	40.9%	
Safety Service	400,000	105,969	26.5%	
Business Services/General Institution	2,174,356	1,703,234	78.3%	Bond Payment
Risk Management	740,342	388,030	52.4%	Pre-paid insurance
Tuition Waivers	631,095	257,247	40.8%	
Purchasing	108,502	44,438	41.0%	
Human Resources	121,403	46,177	38.0%	
Bookstore	2,501,943	1,350,211	54.0%	Purchases for fall and spring semesters
Shipping & Receiving	75,373	32,911	43.7%	
Copy Center	134,321	56,204	41.8%	
Total FY13 Expenditures	\$ 48,805,704	\$ 19,600,426	40.2%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended November 30, 2012

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 2,257,318.58	\$ 622,365.06	\$ 962,067.42	\$ 262,082.10	\$ 748,290.71	\$ (563,948.34)	\$ 194,365.74	\$ 5,512.74	\$ 534,533.45	\$ 3,253,162.99
Total Receipts	360,532.04	25,116.88	1,311.65	-	25,373.21	139,239.21	-	-	179.80	551,752.79
Total Cash	2,617,850.62	647,481.94	963,379.07	262,082.10	773,663.92	(424,709.13)	194,365.74	5,512.74	534,713.25	5,574,340.25
Due To/From Accts	(25,144.52)	(35.01)	-	-	9,627.38	15,569.73	-	-	(17.58)	0.00
Transfers/Bank CDs	-	-	-	-	-	-	-	-	-	-
Expenditures	(1,652,868.87)	(155,028.94)	(115,352.83)	(1,216,464.58)	(94,674.92)	(338,350.31)	-	(4,050.00)	(41,641.74)	(3,618,432.19)
ACCOUNT BALANCE	939,837.23	492,417.99	848,026.24	(954,382.48)	688,616.38	(747,489.71)	194,365.74	1,462.74	493,053.93	1,955,908.06
Deposits in Transit	(36,035.27)									(36,035.27)
Outstanding Checks	1,379,973.41									1,379,973.41
BANK BALANCE	2,283,775.37	492,417.99	848,026.24	(954,382.48)	688,616.38	(747,489.71)	194,365.74	1,462.74	493,053.93	3,299,846.20
Certificates of Deposit	900,000.00	500,000.00	1,000,000.00	800,000.00	1,200,000.00	-	4,450,000.00	-	3,800,000.00	12,650,000.00
Illinois Funds	4,488,230.53	1,674,159.75	1,539,707.97	1,277,773.97	-	143,445.66	-	10,563.64	83,005.33	9,216,886.85
CDB Trust Fund CTC			6,543,377.21							6,543,377.21
Bldg Reserve-ILLFund			1,082,562.47							1,082,562.47
Total Investment	\$ 5,388,230.53	\$ 2,174,159.75	\$ 10,165,647.65	\$ 2,077,773.97	\$ 1,200,000.00	\$ 143,445.66	\$ 4,450,000.00	\$ 10,563.64	\$ 3,883,005.33	\$ 29,492,826.53
LaSalle State Bank	\$ 132,222.46									
Centrue Bank	3,030,318.95									
Peru Savings Bank	137,304.79									
	<u>\$ 3,299,846.20</u>									

Respectfully submitted,



Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
November 30, 2012

<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>
12/13/2012	500,000		500,000				1,000,000	2,000,000	FSB	0.65%	0.65%	1013190905
12/20/2012				500,000		1,000,000	500,000	2,000,000	FSB	0.65%	0.65%	1013221568
1/30/2013						100,000		100,000	NCB	0.60%	0.60%	35803
3/21/2013						1,000,000		1,000,000	FSB	0.65%	0.65%	1013615272
4/22/2013							100,000	100,000	MB	0.80%	0.80%	914161
6/7/2013		300,000			1,200,000			1,500,000	FSB	0.75%	0.75%	1012287786
8/8/2013							2,000,000	2,000,000	FSB	0.70%	0.70%	1012583709
9/20/2013	100,000	100,000	300,000			500,000		1,000,000	FSB	0.75%	0.75%	1014349142
10/9/2013	300,000	100,000	200,000			200,000	200,000	1,000,000	FSB	0.95%	0.95%	1012883729
11/7/2012						150,000		150,000	MB	1.00%	1.00%	915192
11/23/2012				300,000		1,500,000		1,800,000	FSB	0.65%	0.65%	1013096844
Total CD	900,000	500,000	1,000,000	800,000	1,200,000	4,450,000	3,800,000	12,650,000				

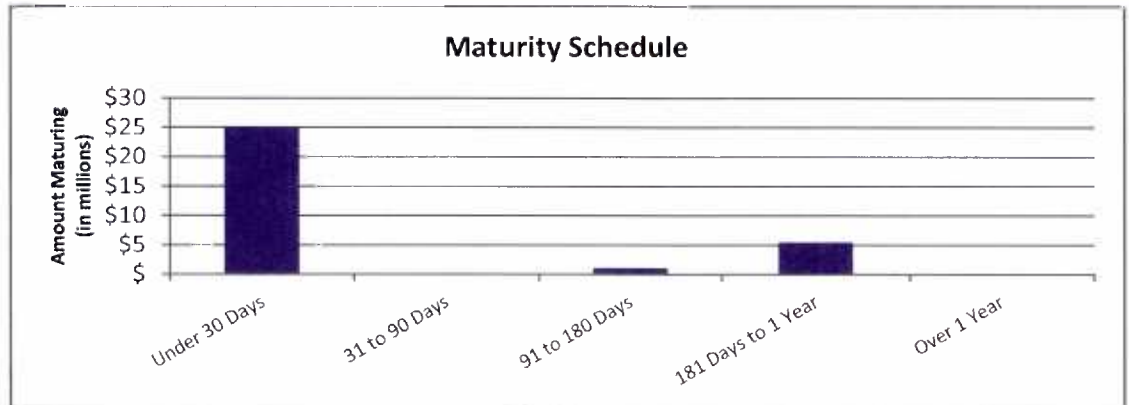
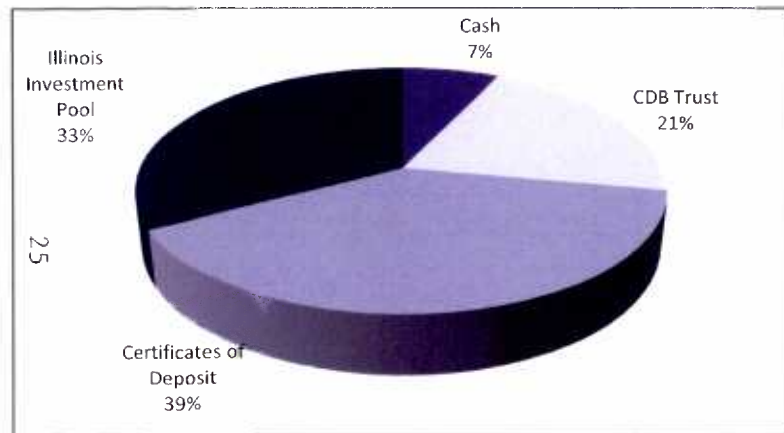
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
CFNB	Citizens First National Bank	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.11%

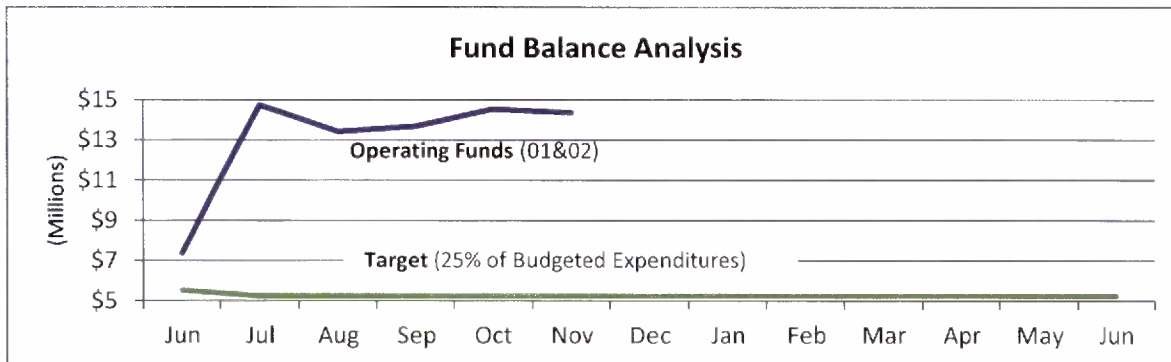
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
November 30, 2012**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	7.0%	\$ 2,195,477	0.33%
CDB Trust	20.8%	6,543,377	0.25%
Certificates of Deposit	39.3%	12,350,000	0.78%
Illinois Investment Pool	32.8%	10,299,449	0.11%
Total	100.0%	\$ 31,388,304	0.42%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 10,299,449			\$ 10,299,449	33%
Centrue Bank			1,688,981	1,688,981	5%
First State Bank		12,300,000		12,300,000	39%
LaSalle State Bank			132,222	132,222	0%
Marseilles Bank		250,000		250,000	1%
North Central Bank		100,000		100,000	0%
Citizens First National			6,780,346	6,780,346	21%
Peru Federal Savings			137,305	137,305	0%
Total	\$ 10,299,449	\$ 12,650,000	\$ 8,738,854	\$ 31,688,304	100%



Weighted Average Maturity of CD's 123 Days



\$5,000 and Over Check Register

11/01/12 - 11/30/12

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
702329	11/01/12	0001111	Dell Computers	\$ 17,909.84	Computers for CAD Lab (Carl Perkins Grant)
702356	11/01/12	0113796	Illinois Department of Corrections	152,059.14	FY12 ICCB Credit Hour Grant Repayment
702435	11/01/12	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
702436	11/02/12	0079038	IVCC Student Activity	295,000.00	Activity Fees & Scholarship Funds
702455	11/08/12	0001369	Ameren Illinois	28,805.74	Electricity (09/10/12-10/09/12) , Electricity EC (9/11/12-10/09/12)
702474	11/08/12	0108916	CCIC	279,828.53	Health Insurance (November)
702442	11/08/12	0000001	Illinois Valley Community College	95,977.79	Federal & State Payroll Taxes (11/08/12)
702547	11/08/12	0180447	Prudential Insurance Company	6,650.98	Life & Disability Insurance (November)
702449	11/08/12	0082897	SURS	50,714.27	Payroll (11/08/12)
702577	11/08/12	0128401	Vanguard Contractors, Inc.	110,931.00	Ceiling & Lighting Replacement*, Replace Panic Door Hardware*, Restroom Modification Phase 2*
ACH	11/08/12		VALIC Retirement Services	14,399.70	403(b) & 457(b)Payroll (11/08/12)
702637	11/15/12	0155694	Condensed Curriculum International	16,083.90	Continuing Education Classes-Medical Administrative Assistant & Pharmacy Technician
702646	11/15/12	0189224	Federal Appraisal & Consulting	25,075.00	Appraisal-Marquis Energy Ethanol Plant
702691	11/15/12	0170639	Smuckers, Inc.	5,108.99	Business Seminars
702740	11/20/12	0169822	Constellation NewEnergy - Gas	9,746.32	Natural Gas (10/01/12-10/31/12)
702747	11/20/12	0115940	First State Bank of Mendota	1,216,464.58	Series 2011 Annual Bond Payment
702748	11/20/12	0181795	G4S Secure Solutions (USA) Inc	27,143.82	Security Services (October)
702715	11/20/12	0000001	Illinois Valley Community College	93,285.07	Federal & State Payroll Taxes (11/20/12)
702722	11/20/12	0082897	SURS	49,699.68	Payroll (11/20/12)
ACH	11/21/12		VALIC Retirement Services	14,384.06	403(b) & 457(b)Payroll (11/20/12)
702819	11/29/12	0081443	American Express	40,716.18	CDW Government, Inc., Central Illinois Trucks, Inc., Elsevier Science, Pearson Education, Inc., University of Illinois
				\$ 2,555,984.59	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 11/03/12

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Arbuckle, Dennis Wayne	Clothing Allowance/Taxable	11/03/12	11/03/12	11/03/12	TF	\$ 70.78	027210472052900			
Arbuckle, Kathleen Ann	Clothing Allowance/Taxable	11/03/12	11/03/12	11/03/12	TF	83.19	027210472052900			
Ault, Richard L	Percussion Lessons/4	09/19/12	10/10/12	11/03/12	OV	128.00	011120650051340			
Ault, Richard L	Drum Lessons/4	09/27/12	10/18/12	11/03/12	OV	128.00	011120650051340			
Baker, Kathryn June	CEX-4708-319,309	09/24/12	10/18/12	11/03/12	ST	840.00	014110394151320	CEX-4708-319	QuickBooks Pro 2011 Part 1	
Balzarini, Doreen J	CEX-4607-410	10/15/12	10/18/12	11/03/12	ST	210.00	064410335051320	CEX-4607-410	Beg.Internet & E-mail/ New Users	
Baracani, Del Geno	Clothing Allowance/Taxable	11/03/12	11/03/12	11/03/12	TF	89.97	027210472052900			
Bias, Timothy John	SU/12 Prog Coord Manufacturing	10/21/12	11/03/12	11/03/12	OV	6,400.00	011320410051340			
Bias, Timothy John	Meal Reimbursement	09/12/12	09/13/12	11/03/12	TF	11.38	011320414755212			
Booras, Pamela H	CPD-3133-10	10/19/12	10/19/12	11/03/12	ST	245.00	014110394151320	CPD-3133-10	Tuning Fork Class for Massage	
Czubachowski, Brandon Lee	Tuba Lessons/4	09/27/12	10/18/12	11/03/12	ST	115.32	011120650051320			
Duffy, Patricia	HLR-2120-10	10/20/12	10/20/12	11/03/12	ST	125.00	014110394151320	HLR-2120-10	Harvest Tote	
Dunlap, Angela Jane	FY13 Ad Ed Hrly Tchng/Retro Pay	11/03/12	11/03/12	11/03/12	MI	45.00	014220271051320			
Engstrom, Norman Bruce	Voice Lessons/8	09/19/12	10/17/12	11/03/12	OV	256.00	011120650051340			
Freed, Timothy Daniel	HLR 3415 310	10/22/12	10/22/12	11/03/12	ST	140.00	014110394151320	HLR-3415-310	Home Classics	
Johnson, Laura Elizabeth	HLR 2748 430	10/23/12	10/23/12	11/03/12	ST	60.00	014110394151320	HLR-2748-430	Hot Glass Experience I	
Koehler, Richard A	LC Driver Improvement #839	10/17/12	10/17/12	11/03/12	ST	150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Koehler, Richard A	LC Driver Improvement #840	10/20/12	10/20/12	11/03/12	ST	187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
McGuire, Patricia Ann	FY13 Hrly Retro Pay	11/03/12	11/03/12	11/03/12	MI	29.54	011420730051320			
Minnick, Michael Robert	Clothing Allowance/Taxable	11/03/12	11/03/12	11/03/12	TF	170.00	027110471052900			
O'Brien, Clint Michael	CDV 5012 310	10/10/12	10/24/12	11/03/12	ST	54.00	014110394151320	CDV-5012-310	Focus on Fixed Income	
Panizzi, Gerald W	LC Driver Improvement #841	10/27/12	10/27/12	11/03/12	ST	187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Quincer, Mark Stephen	Clothing Allowance/Taxable	11/03/12	11/03/12	11/03/12	TF	47.88	027110471052900			
Ragazincky, Peter James	FY13 PT Fac Hrly/Retro Pay	11/03/12	11/03/12	11/03/12	MI	14.10	011420730051320			
Ray, Darlene A	HLR 5208 610	10/20/12	10/20/12	11/03/12	ST	75.00	014110394151320	HLR-5208-610	Put Your Garden To Bed Winter	
Rorem, Dawn Michelle	HLR 2766 310	10/24/12	10/24/12	11/03/12	ST	75.00	014110394151320	HLR-2766-310	Soapy Suds Adventures Part 1	
Schomas, Jane Elizabeth	HLR 5108 409	09/11/12	10/16/12	11/03/12	ST	360.00	014110394151320	HLR-5108-409	Wedding Reception Survival	
Schuster, Janice B	CEU 1501 310	10/15/12	10/18/12	11/03/12	ST	250.00	014110394151320	CEU-1501-310	Food Sanitation Recertification	
Smith, Mary Theresa	HLR 2746 640	10/17/12	10/24/12	11/03/12	ST	150.00	014110394151320	HLR-2746-640	E-z Peyote Cuff	
Spanbauer, Jeffrey A	Mileage Reimbursement	10/01/12	10/11/12	11/03/12	ML	79.92	011120650055210			
Vogl, Robert	HLR 5522 10	10/10/12	10/20/12	11/03/12	ST	100.00	014110394151320	HLR-5522-10	Basics of Solar Electricity	

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Stipends For Pay Period 11/03/12

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Volker, Richard H	HLR 1113-310	10/02/12	10/16/12	11/03/12	ST	112.50	014110394151320	HLR-1113-310	It's Decision Time	
Volker, Todd D	HLR 5114 610.10	10/20/12	10/20/12	11/03/12	ST	150.00	014110394151320	HLR-5114-10	You Can Uke	
TOTAL						\$ 11,140.58				

*Earntypes

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

C Cheryl Roelfsema

Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran

Dr. Jerry Corcoran
 President

11/5/12

Stipends For Pay Period 11/17/12

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons / 4	09/24/12	11/17/12	11/17/12	ST	\$128.00	11120650051340	MUP-2025-01	Applied Music: Drum Sets	
Baker, Kathryn June	Computer Basics	09/25/12	11/17/12	11/17/12	ST	\$840.00	14110394151320	CEX-4408-609	Introduction To Windows	
Balzarini, Doreen J	Beginning Word 2007	10/22/12	11/17/12	11/17/12	GR	\$210.00	64410335051320	CEX-4018-410	Beginning Word 2007	
Balzarini, Doreen J	Computer Basics	11/05/12	11/17/12	11/17/12	RE	\$210.00	14110394151320	CEX-4408-411	Computer Basics	
Booras, Pamela H	CPD-3133-10	10/19/12	10/19/12	11/03/12	ST	\$245.00	14110394151320	CPD-3133-10	Tuning for Class for Massage	
Booras, Pamela H	Massage Cupping Body Therapy	11/02/12	11/17/12	11/17/12	ST	\$245.00	14110394151320	CPD-3132-11		
Brady-Crite, Stephanie Jean	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	RE	\$45.00	11520910051900			
Brolley, Vincent Depaul	Mileage Reimbursement	08/20/12	11/17/12	11/17/12	ML	\$186.92	11120650055210			
Brown, Suzanne	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Cetwinski, Jennifer Louise	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Codo, Kim G	Guitar Lessons / 28	09/19/12	10/19/12	10/19/12	ST	\$905.52	11120650051320	MUP-2013-01	Applied Music: Guitar	
Dellatori, Beth Ann	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Engstrom, Norman Bruce	Voice Lessons / 20	09/19/12	11/17/12	11/17/12	ST	\$640.00	11120650051340	MUP-2001-01	Applied Music- Vocal	
Engstrom, Norman Bruce	Voice Lessons / 8	09/24/12	11/17/12	11/17/12	ST	\$256.00	11120650051340	MUP-2001-01	Applied Music- Vocal	
Fiorentini, Jo Ellen	Art of Tree Decorating	11/13/12	11/17/12	11/17/12	RE	\$75.00	14110394151320	HLR-4401-311	The Art of Tree Decorating	
Forst, Jean	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Freed, Timothy Daniel	Easy Baking	11/05/12	11/17/12	11/17/12	ST	\$170.00	14110394151320	HLR-3207-311	Easy Baking	
Gibbs, Kathryn Ann	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Gillio, Susan M	Flute Lessons / 16	08/20/12	11/17/12	11/17/12	ST	\$517.44	11120650051320	MUP-2062-01	Applied Music: Flute	
Haynes, Tricia Lynn	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Johnson, Laura Elizabeth	Hot Glass Level I & II HLR	11/03/12	11/17/12	11/17/12	ST	\$170.00	14110394151320	HLR-2751-411	Hot Glass Experience II & I	
Koehler, Richard A	LC Driver Improvement #843	11/07/12	11/17/12	11/17/12	RE	\$150.00	14110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Koehler, Richard A	P&B C Driver Improvement #172	11/10/12	11/17/12	11/17/12	ST	\$150.00	14110394351320	CDV-6000-01	Putnam & Bureau Co Driver Improvement	
Krancic, Carol Ann	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Maurice, Jeanette A	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			

Stipends For Pay Period 11/17/12

Mekeel, Ashley Marie	Piano Lessons / 6	11/05/12	11/17/12	11/17/12	ST	\$172.98	11120650051320	MUP-2005-01	Applied Music:Piano	
Panizzi, Gerald W	LC Driver Improvement #842	11/03/12	11/17/12	11/17/12	RE	\$187.50	14110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Perkins, Rebecca W	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Peterson, Delle Jeanne	Cello Lessons / 4	09/24/12	10/15/12	10/15/12	ST	\$115.32	11120650051320	MUP-2053-01	Applied Music: Cello	
Peterson, Delle Jeanne	Cello Lessons / 4	10/05/12	11/17/12	11/17/12	ST	\$115.32	11120650051320	MUP-2053-01	Applied Music: Cello	
Rossman, Teri Lynn	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Smith, Sara E	Food Service Sanitation	10/22/12	11/17/12	11/17/12	ST	\$828.00	14110394151320	FSS-1200-631	Appl. Food Service Sanitation	
Sobin, Betsy Lynn	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
Spanbauer, Jeffrey A	Mileage Reimbursement	10/16/12	11/17/12	11/17/12	ML	\$89.91	11120650055210			
Stevenson, Keith Howard	WHS 1200 300	10/30/12	11/15/12	11/15/12	ST	\$150.00	11320410051320	WHS-1220-300	Warehousing & Workforce Skills	
Weitl, Jamie B	ENG 0900 Instructor Meeting	11/06/12	11/17/12	11/17/12	ST	\$45.00	11520910051900			
TOTAL						\$7,342.91				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 11/22/12

Dr. Jerry Corcoran
President

***Earntypes**

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

Request for Proposal – Information Security Consultant

The administration is requesting qualified consultants to propose a plan to aid the College in complying with applicable regulations and safeguarding personally-identifiable information. The College’s objective in issuing this request is to provide a competitive means in which to select a single qualified provider.

IVCC has an Information Security Committee (“ISC”) that has been in place for several years. IVCC has a board approved Red Flag Rules policy. Four years ago, the College hired a consultant to assess our physical vulnerabilities and only minor exposures were discovered.

Since then, the ISC has been restructured and a new sub-committee, the “Fire Team” was formed to create breach response plans. The ISC needs to perform departmental reviews across the campus to document and remediate vulnerabilities, document and implement red-flag procedures, and update and deploy campus-wide training.

While there are several employees on the ISC with training and knowledge of information security regulations, there is a need for an expert to review and direct the committee’s efforts. The objective is to steer the committee’s efforts ensuring that the committee’s time is spent on the most appropriate areas resulting in better security and compliance, more efficient use of human resources, and properly educated employees.

It is expected that the total costs will be under \$10,000. Funding for the consultant will come from the Tort Liability Fund.

Recommendation:

The administration recommends the Board grant permission to seek proposals for an Information Security Consultant.

Tax Levy 2012

The administration anticipates a 1.5 percent decline in assessed valuations for Tax Year 2012 for an estimated equalized assessed valuation (EAV) of \$3,085,804,367. The Illinois Community College Board (ICCB) has notified IVCC of the authority to levy .0883 as the Additional Tax (Equalization). In Tax Year 2011, the Additional Tax (Equalization) tax rate was .0821. The Education, Operations and Maintenance, Protection, Health and Safety, and Audit tax rates are limited. As per past practice, the administration will try to maximize the tax extensions for these particular levies. The Bond and Interest and Social Security fund levies are not limited and the proposed levy request is similar to prior years. It is estimated the total tax rate for 2012 will be .3584, which is 1.7 percent higher than 2011. This is due to a decrease in EAV, not because of a higher tax levy.

The anticipated tax extensions for Tax Year 2012 are \$16,888 higher than Tax Year 2011, but \$122,865 less than Tax Year 2010.

The administration is proposing a tax levy of \$11,535,296 be submitted to the county clerks at the end of December. This amount is under a five percent increase and will not require a public notice or hearing. The request for a higher levy than is estimated will insure that if the EAV is higher than the estimate, the levies for the Education and Operations and Maintenance funds will be at the tax rate limit and maximize the tax revenue for these funds.

The attached schedule illustrates how IVCC's tax rate has decreased by 25 percent over the last ten years, from \$.4687 to \$.3523. The tax rate increased slightly for levy years 2010 and 2011 from 2009 due to a decrease in equalized assessed valuation, which is the case for the 2012 projected rate, also.

Recommendation:

The administration recommends the Board adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent and Notice of Intent to Levy an Additional Tax, and Certificate of Compliance with the Truth and Taxation Act, as presented.

RESOLUTION APPROVING A TAX LEVY

RESOLUTION

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

SECTION 1: That the following amounts of money, as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, must be raised for the various purposes as in said Certificate of Tax Levy and that the levy for the year 2012 be allocated 50 percent for FY 2013 and 50 percent for FY 2014.

SECTION 2: That the Chair and Secretary are hereby authorized and directed to sign said certificate and related documents.

APPROVED this 18th day of December, 2012.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

CERTIFICATE OF TAX LEVY

Community College District No. 513 County(ies) LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy & Livingston

Community College District Name Illinois Valley Community College and State of Illinois

We hereby certify that we require:

- the sum of \$ 4,339,200 to be levied as a tax for educational purposes(110 ILCS 805/3-1), and
- the sum of \$ 1,335,100 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 2,947,300 to be levied as an additional tax for educational purposes (110 ILCS 805/3-14.3), and
- the sum of \$ -0- to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 10/9-107), and
- the sum of \$ 250,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 34,900 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 1,365,377 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and
- the sum of \$ -0- to be levied as a special tax for (specify) _____ purposes, on the taxable property of our community college district for the year 20 _____.

Signed this 18th day of December, 20 12

Chair of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 1.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 513 County(ies) of _____ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2012 was filed in the office of the County Clerk of this county on _____, 2012.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2012 is \$ _____.

Date

County Clerk and County

Illinois Community College Board



Alexi Giannoulis
Chairman

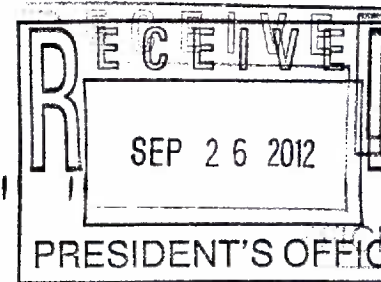
Geoffrey S. Obrzut
President/CEO

proudly serving the

Illinois Community College System

September 24, 2012

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



At its September 21, 2012 meeting, the Illinois Community College Board approved the following motion:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in fiscal year 2012 or fiscal year 2013 and (2) had combined educational and operations and maintenance purposes tax rates less than 25.83 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 25.83 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
Heartland Community College
Illinois Central College
Illinois Eastern Community Colleges
Illinois Valley Community College
Kankakee Community College
Kaskaskia College
Lake Land College
Lewis and Clark Community College
Moraine Valley Community College
Rend Lake College
Carl Sandburg College
Southwestern Illinois College
Spoon River College
John Wood Community College

This certificate pertains to all named colleges to the levy adopted and filed in the fall of 2012. Please note the provisions of Section 3-14.3 which specify that your board of trustees must adopt a resolution expressing its intent to levy such an additional tax, thereby giving district voters an opportunity to request a referendum on the proposed additional levy.

Illinois Community College Board

CERTIFICATION ON ELIGIBILITY FOR SPECIAL TAX LEVY

Section 3-14.3 of the Public Community College Act allows districts eligible for equalization grants in Fiscal Year 2012 or Fiscal Year 2013 to levy up to or at the combined statewide average tax rate for educational and operations and maintenance purposes if they currently are levying less than that amount. The Illinois Community College Board is required to certify the eligibility of districts to levy by November 1 of each year.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in Fiscal Year 2012 or Fiscal Year 2013 and (2) had combined educational and operations and maintenance purposes tax rates less than 25.83 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 25.83 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
Heartland Community College
Illinois Central College
Illinois Eastern Community Colleges
Illinois Valley Community College
Kankakee Community College
Kaskaskia College
Lake Land College
Lewis and Clark Community College
Moraine Valley Community College
Rend Lake College
Carl Sandburg College
Southwestern Illinois College
Spoon River College
John Wood Community College

BACKGROUND.

Pursuant to Section 3-14.3 of the Public Community College Act, the following table identifies the eligible districts and the additional levy authority they have, should they choose to exercise it, along with an estimate of how much additional tax revenues will be available because of this additional levy authority.

Agenda Item #14.3
September 21, 2012

District	Current Combined Maximum Authorized Operating Tax Rates	Additional Tax Rate Authority	Estimated Additional Tax Revenue
Black Hawk	19.00¢	6.83¢	\$ 2,400,480
Heartland	22.50¢	3.33¢	\$ 1,372,621
Illinois Central	25.00¢	.83¢	\$ 558,480
Illinois Eastern	25.00¢	.83¢	\$ 105,501
Illinois Valley	17.00¢	8.83¢	\$ 2,811,676
Kankakee	18.00¢	7.83¢	\$ 1,857,915
Kaskaskia	25.00¢	.83¢	\$ 113,432
Lake Land	18.00¢	7.83¢	\$ 1,865,671
Lewis and Clark	25.00¢	.83¢	\$ 299,039
Moraine Valley	22.50¢	3.33¢	\$ 4,281,219
Rend Lake	25.00¢	.83¢	\$ 64,415
Sandburg	22.00¢	3.83¢	\$ 559,562
Southwestern	16.00¢	9.83¢	\$ 6,681,652
Spoon River	25.00¢	.83¢	\$ 65,269
John Wood	22.50¢	3.33¢	\$ 432,777
			\$ 23,469,710

The additional levy authority is subject to “backdoor” referendum. Within ten days after the adoption of a resolution expressing the district’s intent to levy all or a portion of the additional taxes, the district is required to publish notice of its intent. A petition signed by 10 percent or more of the registered voters in the district will cause the proposed increase to be placed on the ballot at the next regularly scheduled election. A 30-day period is allowed for such a petition to be received.

This special tax levy authority does not circumvent tax cap legislation. All tax cap legislation is still applicable to those districts that fall under it.

RESOLUTION OF INTENT

RESOLUTION

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

SECTION 1: That it is the intent of Illinois Valley Community College District No. 513 to levy a tax pursuant to 110 ILCS 805/3-14.3 for an amount of money as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, for the various purposes as expressed in said Statute.

SECTION 2: That the Chair and Secretary are hereby authorized and directed to file this Resolution and related documents or cause the same to be filed with the County Clerks of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston Counties on or before the last Tuesday in December of this year.

SECTION 3: That the College shall cause to be attached to this Resolution, when filed with the appropriate County Clerks, the applicable Certificate of Eligibility from the State of Illinois pertaining to the issuance of this additional tax.

SECTION 4: This Resolution, in the absence of a Petition received by the College, consistent with the requirements of the aforesaid Statute, shall be authority for the College to levy such additional tax.

SECTION 5: The filing of these documents with the appropriate County Clerks shall be the authority for said Clerks to extend such a tax in the absence of other subsequently filed documents relating to said additional tax.

SECTION 6: The Chair and Secretary shall see that all other provisions of the aforesaid Statute are satisfied and to take such other actions as are necessary or appropriate to comply with the letter and spirit of this Resolution.

APPROVED this 18th day of December, 2012.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

NOTICE OF INTENT TO INCREASE TAX LEVY

Notice is hereby given that the Board of Trustees of Illinois Valley Community College District No. 513, LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston counties, State of Illinois, adopted on December 18, 2012, its annual tax levy including an additional tax levy of \$2,947,300 for educational purposes, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended.

In accordance with the provisions of Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended, the following information is provided:

A petition may be filed with the Secretary of the Board of Trustees of Illinois Valley Community College in Building C, Room C-301, at 815 North Orlando Smith Road, Oglesby, Illinois 61348-9692, on or before 4:30 p.m., CDT, January 22, 2013, signed by not less than 9,569 registered voters of the Illinois Valley Community College District No. 513 requesting that an election be held on the 9th day of April, 2013, to determine whether the increased levy should be authorized. If no such petition is filed with the Secretary of the Board of Trustees on or before January 22, 2013, then the District shall be authorized to levy the additional tax. Petition forms are available in Building H – Truck Driver Training Center from December 19, 2012 through January 22, 2013 and in the President’s Office from January 3 through January 18, 2013.

Dated this 18th day of December, 2012

Secretary, Board of Trustees, District No. 513
Illinois Valley Community College

STATE OF ILLINOIS)
)
COUNTY OF _____)

PETITION

We, the undersigned, do hereby certify that we are voters of Community College District No. 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of Community College District No. 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, be authorized to levy an additional tax of \$2,974,300 for educational purposes, as provided in Section 805/3/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerks of the counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, for submission to said voters at the election to be held on the 9th day of April, 2013 .

SIGNATURE	ADDRESS
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois

The undersigned, being first duly sworn, deposes and certifies that he/she is now and at all times he/she circulated this petition was a registered voter of Community College District 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, that his/her residence address is _____, Illinois, that the signatures on the foregoing petition were signed in his/her presence and are genuine, that to the best of his/her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me _____, 20 ____.

Notary Public

(NOTARY SEAL)

CERTIFICATE OF COMPLIANCE WITH THE TRUTH IN TAXATION ACT

I, the undersigned, do hereby certify that I am the Chair of the Board of Trustees of Illinois Valley Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, Livingston, State of Illinois; and

I do further certify that the Board of Trustees of said District at a regularly convened meeting held on the 18th day of December, 2012, adopted a motion to prepare and approve a tax levy, a true and correct copy of which is attached hereto and which was and has been available for public inspection at least twenty (20) days preceding the adoption of the aggregate tax levy of the district; and

That the tax levy resolution was adopted pursuant to and in all respect in compliance with the provisions of 35 ILCS 200/18-60 through 35 ILCS 200/18-85 of the Truth in Taxation Act; and

That the tax levy for the District being less than 105% of the amount of taxes extended, exclusive of election costs for the District for the previous year, a hearing in compliance with the Truth in Taxation Act was not required; and

The notice and hearing requirements of 35 ILCS 200/18-70 of the Truth in Taxation Act are inapplicable; and

The notice requirement of Section 18-85 is inapplicable.

Chair, Board of Trustees
Illinois Valley Community College District No. 513,
Counties of LaSalle, Bureau, Marshall, Lee, Putnam,
DeKalb, Grundy and Livingston, State of Illinois

Letter of Agreement Between Board of Trustees Community College District No. 513 and American Federation of Teachers Local 1810

Negotiations in response to the Administrative Law Judge's decision to add the Fitness Center Director to the bargaining unit concluded in November, 2012, with a tentative agreement. Terms and conditions of employment tentatively agreed to by the College and the AFT Local 1810 are outlined in the attached *Letter of Agreement*.

Recommendation:

Approve the *Letter of Agreement* between the Board of Trustees Community College District No. 513 and the American Federation of Teachers Local 1810, as presented.

LETTER OF AGREEMENT

- The Fitness Center Instructor/Director (FCID) will work on a 12 month contract per the college schedule. Normal work days will be those days that the college is open (Administrative Support Staff is working). The FCID shall be placed in the appropriate cell of the faculty salary schedule. The value of that cell on the faculty salary schedule shall be multiplied by a factor of 1.115 annually to reflect additional work responsibilities under the twelve (12) month contract.
- The normal work week is 35 hours exclusive of lunch, on responsibilities covered by the employee's Job Description. Also, the FCID shall be required to work an additional five (5) student conference hours per week, when the FCID shall be regularly available to the students. Student conference hours are to be scheduled at no less than 30 minutes.
- Twelve (12) sick days.
- Four (4) personal days.
- Vacation:
 - Fitness Center Instructor/Director earns at least 80 hours (ten days) of vacation during each full year of employment. After five years of employment, vacation time increases to 120 hours (fifteen days) and then per the schedule below.
 - 5 to under 10 years 15 days
 - 10-11 years 16 days
 - 12-13 years 17 days
 - 14-15 years 18 days
 - 16-17 years 19 days
 - 18+ years 20 days
 - Subject to availability of staff to cover.
 - Not during first or last week of fall, spring, or summer semesters.
 - Accrued days carry over up to 20 and must be used consistent with College custom and practice regarding same.
- Overload hours will be allowed or required based upon preapproval by the Dean in consultation with the FCID, barring an emergency situation. It is the intention of the parties that the FCID not work overload hours, unless necessary. The FCID will be allowed one flex time hour for each hour worked in excess of 40 hours per week. Before working any emergency overtime hours, the FCID shall first attempt to contact all other qualified employees of the Fitness Center to see if he/she would be available to work those hours which would constitute overload time for the FCID. If so, that other employee shall work the emergency overtime hours instead. Even if the FCID is unable to arrange for another employee of the Fitness Center to work those overload hours, before working said hours the FCID shall attempt to contact his supervisor and obtain consent of the supervisor for the FCID to work said hours. In the event that the FCID is unsuccessful in contacting his/her supervisor prior to working the emergency overload hours, the FCID shall so inform the supervisor as soon as reasonably possible after working said overload hours.
- The FCID may opt to take flex time, rather than monetary compensation, for all or part of the work days included in the addendum. Flex time must be used by the end of December or it will automatically be turned into overload pay for the February pay period.

- The FCID will be compensated at .6 of the faculty overload rate (overload rate/16 x .6).
- Except where specifically noted in the letter, the FCID shall enjoy all rights and privileges of the contract.
- Except where specifically noted in the letter, the FCID shall be subject to all duties and limitations of the contract.
- The FCID shall be required to successfully complete the College's then current non-tenured evaluation process before acquiring tenure. The student feedback form used in this process shall be addressed in EEC.
- Terms and conditions regarding the Fitness Center Instructor/Director shall be contained in a new Article to be added to the Collective Bargaining Agreement between the Board of Trustees and American Federation of Teachers, Local 1810.
- The Job Description for FCID is attached.

Board of Trustees,
Community College District No. 513

American Federation of Teachers, Local 1810

INSTRUCTOR/DIRECTOR IN FITNESS CENTER
Illinois Valley Community College
Tenure Track Faculty

Reports to: Dean, Division of Natural Sciences and Business

I. BASIC FUNCTIONS:

The instructor/director is responsible for the management and supervision of the Educational Fitness Center including organizing and operating the Educational Fitness Center. The instructor/director provides one-on-one instruction to students enrolled in the Fitness Center classes. This person provides leadership in the preparation and instruction of all individualized courses offered on-campus and all satellite facilities and is responsible for the training, scheduling, and supervising of fitness center assistants and student workers. The instructor/director assists the Dean in developing a maintenance and replacement schedule for equipment and maintaining the annual budget for the Educational Fitness Center.

II. DUTIES AND RESPONSIBILITIES:

- A. To provide leadership and supervision to the fitness center assistants and student workers in the Educational Fitness Center on campus and at all satellite facilities.
- B. Work to plan, organize, and develop corporate fitness activities to increase enrollment in fitness center classes.
- C. To assist in the hiring, training, and the evaluation of fitness center assistants and student workers.
- D. To teach in the Educational Fitness Center by providing one-on-one instruction to students.
- E. To implement a variety of assessment techniques to assess student performance.
- F. To establish and maintain students' records and files.
- G. To monitor student performance.
- H. To maintain retention and completion stats.
- I. Work with other college personnel to help promote activities in the Educational Fitness Center.
- J. Ensure the Educational Fitness Center facility and equipment is maintained in a safe condition.
- K. To make requests and recommendations to the dean based on the analysis of relevant data and information.
- L. To keep abreast with the current trends in fitness to maximize the educational benefit for students.
- M. To develop and maintain the Educational Fitness Center budget for instructional supplies, capital equipment and the maintenance of equipment.
- N. To order instructional supplies and equipment for the Educational Fitness Center following the College's established purchasing procedures.

- O. To participate in division meetings and to serve on college teams and committees.
- P. To achieve the College Mission and Vision while modeling the College's valued practices.
- Q. To perform other duties as assigned by the Dean

III. QUALIFICATIONS:

- A. Master's degree in physical education, physical fitness, exercise physiology, recreation, or a comparable area involving fitness required.
- B. Supervisory experience preferred
- C. Course work or experience in fitness-related activities
- D. Current CPR and defibrillation certification
- E. Excellent communication skills
- F. Demonstrated commitment to the mission of the comprehensive community college

Schedule of Regular Meeting Dates and Times

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

Recommendation:

The administration recommends Board approval of the following dates for 2013 and will provide public notice of this schedule. All meetings will take place at 6:30 p.m. in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois.

Tuesday, January 15, 2013

Tuesday, February 19, 2013

Tuesday, March 19, 2013

Tuesday, April 16, 2013

Tuesday, May 21, 2013

Tuesday, June 18, 2013

Tuesday, July 16, 2013

Tuesday, August 20, 2013

Tuesday, September 17, 2013

Tuesday, October 15, 2013

Tuesday, November 19, 2013

Tuesday, December 17, 2013

Semi-annual Review of Closed Session Minutes

Dr. Larry Huffman, a member of the Closed Session Minutes Committee, and Dr. Corcoran thoroughly reviewed all minutes lawfully closed under the Open Meetings Act in October. Since only two months have passed since a thorough review, their recommendation is not to release any minutes of closed session meetings.

Recommendation:

The recommendation to the Board is to continue to retain the minutes of closed session meetings.

Authorization for Destruction of Verbatim Recordings of Closed Session Meetings

In accordance with the Open Meetings Act, a verbatim record has been kept of all meetings of the Board of Trustees of Community College District 513 that are closed to the public since April 2010. The verbatim record is in the form of an audio recording. The audio tape recording of closed sessions is not subject to Board approval, nor is it open for public inspection or subject to discovery in any proceeding other than a court action to enforce the Open Meetings Act.

Furthermore, in accordance with the law, Dr. Jerry Corcoran has authorized for destruction the tape recordings of closed meetings that meet the following criteria:

1. A verbatim record exists;
2. At least 18 months have passed since the date of the meeting;
3. The Board of Trustees has approved the written minutes of the closed meeting as to form, regardless of whether the minutes have been released for public review; and,
4. There is no lawsuit pending regarding the legality of the closed session.

Recommendation:

That the Board adopts the following resolution:

“Be it resolved that the Board of Trustees of Community College District 513, accepts for destruction the verbatim audiotapes of Closed Session Meetings from April 22, 2010, May 12, 2010, and May 27, 2010.

“Be it further resolved that the Board of Trustees of Community College District 513 authorizes the destruction of Closed Session audiotapes from April 22, 2010, May 12, 2010, and May 27, 2010 as all the criteria for destruction of these tapes under the Open Meetings Act have been met.”

RECOMMENDED FOR STAFF APPOINTMENT
2012-2013

GENERAL INFORMATION:

POSITION TO BE FILLED: Collection Development & Access Librarian

NUMBER OF APPLICANTS: 31

NUMBER OF APPLICANTS INTERVIEWED: 8

APPLICANTS INTERVIEWED BY:

Ms. Cinotte, Ms. Escatel, Ms. Isermann, Ms. Jalley, Ms. Mertel,
Mr. Spanbauer, Ms. Whaley

APPLICANT RECOMMENDED:

Mr. Ian Reddy

EDUCATIONAL PREPARATION:

University of Toronto, Toronto, ON - M.I. in Library & Information Science
Carleton University, Ottawa, ON – M.A. in Arts & Its Institutions
Carleton University, Ottawa, ON – B.A. in Art History

EXPERIENCE:

University of Toronto, Toronto, ON – Library Reference Assistant
University of Toronto, Toronto, ON – Teaching Assistant
Carleton University, Ottawa, ON – Audio-Visual Special Assistant

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

1. Reference and teaching experience
2. Teaching demonstration was clear, easy to follow, with content delivered smoothly
3. Good technology skills
4. Cataloging experience, including the new RDA format

RECOMMENDED SALARY: \$40,000 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

November 14, 2012

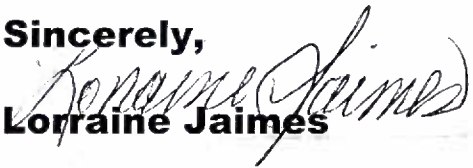
Dear Sara:

I am writing to give notice of my resignation from the position of ESL instructor effective immediately. My last day of teaching will be Wednesday evening, November 14, 2012.

I want to thank you and IVCC for the opportunity to teach and touch the lives of so many adults in the Illinois Valley. The experiences and cultural exchanges made in my classroom have enhanced me and I am ever grateful for this.

Sincerely,

Lorraine Jaimes



NOV 16 2012

REC-113



U.S. DEPARTMENT OF COMMERCE
Economic Development Administration
CHICAGO REGIONAL OFFICE
111 N. CANAL ST., SUITE 855
CHICAGO, ILLINOIS 60606-7208

In reply refer to:
EDA Control No. 0706

November 26, 2012

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

Dear Dr. Corcoran:

The U.S. Economic Development Administration's (EDA) Chicago Regional Office's Investment Review Committee (IRC) has considered your application for investment assistance in the current funding cycle to support the purchase of workforce training equipment for a new workforce training center.

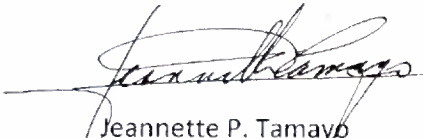
While your application was found to be complete and consistent with EDA's investment priorities in our initial analysis, we regret to inform you that EDA will not be able to fund your application based on an extensive review of the project and portfolio evaluation factors outlined in the FFO.

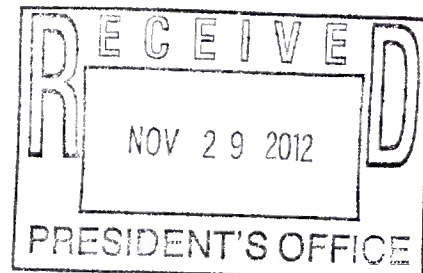
After review and consideration of the application, the EDA determined that the project was not as competitive in comparison to other applications being considered, especially given the limited availability of program funding for a balanced distribution of program funds.

If you have any further questions about why your project was not selected, please contact Ms. Kelly Scott, your point of contact for Illinois at (312) 353-8143, extension 122 or by e-mail at Kelly.b.scott@eda.gov.

Thank you for your interest in EDA. For more information about our programs and other upcoming funding opportunities, please consult our website at www.eda.gov.

Sincerely,


Jeannette P. Tamayo
Regional Director



Dr. Corcoran,

I give thanks for
your kindness and support
every passing day, here
at Eureka College and
everywhere I go.

Thanks to you and
everyone at IVCC, I am
achieving the success of
my fullest potential; you
all have my deepest appreciation.

2012

Dearest Jerry's family,

May you and your family
enjoy Thanksgiving's blessings
and find special happiness
in being together.

May God Bless You
and Yours Today and
Always. Most Sincerely,
Tim Dooley

OUR MISSION: The Times rigorously endorses the Constitution, free speech, increased government accountability, protecting taxpayers and individual property rights. We encourage debate, respect, involvement, innovation, fair and reliable reporting and recognition of achievement.

Great job news in Streator

THUMBS UP TO... great news on the industrial front in Streator. Stertil-Koni earned a contract with the Chicago Transit Authority to build 54 high-capacity, environmentally friendly in-ground vehicle lifts. They will be built at the company's Streator factory.



According to Allan Pavlick, vice president of Stertil ALM, "As a result of the CTA contract, we anticipate increasing local production staff by approximately 25 percent." Pavlick also noted because Stertil ALM uses local vendors in its production processes, the contract should be a positive for other entities in La Salle County and adjacent regions, including those involved in machinery, steel and powder coating. That kind of positive growth in the industrial sector always is welcome.

THUMBS DOWN TO... Mike Madigan, the power-mad ruler of pretty much all of state govern-

ment in Illinois. Sure, he's just the Speaker of the House. But based on his personal whims, he decided to adjourn the House on Wednesday, ending its veto session and skipping a vote to reject Gov. Pat Quinn's veto of \$56 million to fund, among other things, the Dwight prison.

The entire Legislature put the funding in its budget earlier this year only for Quinn to use line-item veto powers to remove the funding so he could close the prisons. But the state Senate voted to restore the cuts last week. There's no reason to think House



lawmakers wouldn't have done the same. But Madigan, the puppet master, decided that wasn't going to happen on his watch. With this setting the groundwork, the lame duck session in January should be an even more shameful display of Illinois politics at its finest.

THUMBS UP TO... continued recognition for Illinois Valley Community College. This time it was the

popular edible car contests, which a team of IVCC faculty have been offering throughout the college district to engage students in science, technology, engineering and math and also promoting nationwide. The program earned



a nomination for the Bellwether, a national award that recognizes outstanding and innovative community college programs.

Honors like this, and for the Making Industry Meaningful In College project, a finalist for a 2012 Bellwether, are just further proof of the wonderful things going on at IVCC. They underscore the importance of having such strong educational opportunities available in the region and prove the importance of continued investment in local, accessible and affordable higher education.

THUMBS DOWN TO... state Sen. Donne Trotter, a Chicago Democrat among the many who want to replace recently resigned U.S. Rep.

Jesse Jackson Jr. in Congress. Trotter spent the night in Chicago police detention and is charged with a felony for attempting to bring a gun onboard an airplane. A Chicago Tribune report, relying on court



documents, said Trotter left his job as a security guard and forgot his gun and ammunition were in a zipped-up pocket of his garment bag.

Security noticed the gun and detained

Trotter, who was expected to attend the annual conference of the National Black Caucus of State Legislators in Washington. Trotter has a valid firearm owner's identification card and is licensed by the state to carry the gun while on the security job and while traveling to and from work, so this could be chalked up as an innocent mistake. But the gun was not registered in Chicago as required by municipal ordinance, which seems to be a glaring oversight from an otherwise respected politician.

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.