



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, October 15, 2013
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
President's Contract Review
Vice Presidents' Contract Renewals

June

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

July

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

August

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

September

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

October

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

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, October 15, 2013 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. 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 – September 17, 2013 Board Meeting (Pages 1-6)
 - 6.2 Approval of Bills - \$1,204,734.70
 - 6.2.1 Education Fund - \$784,531.80
 - 6.2.2 Operations & Maintenance Fund - \$131,060.41
 - 6.2.3 Operations & Maintenance Fund (Restricted) - \$4,276.20
 - 6.2.4 Auxiliary Fund - \$75,097.81
 - 6.2.5 Restricted Fund - \$22,984.84
 - 6.2.6 Audit Fund - \$8,300.00
 - 6.2.7 Liability, Protection & Settlement Fund - \$178,483.64
 - 6.3 Treasurer's Report (Pages 7-24)
 - 6.3.1 Financial Highlights (Pages 8-9)
 - 6.3.2 Balance Sheet (Pages 10-11)
 - 6.3.3 Summary of FY13 Budget by Fund (Page 12)
 - 6.3.4 Budget to Actual Comparison (Pages 13-19)
 - 6.3.5 Budget to Actual by Budget Officers (Page 20)
 - 6.3.6 Statement of Cash Flows (Page 21)
 - 6.3.7 Investment Status Report (Pages 22-23)
 - 6.3.8 Check Register - \$5,000 or more (Page 24)
 - 6.4 Personnel - Stipends for Pay Periods Ending September 7, 2013 and September 21, 2013 (Pages 25-32)

- 6.5 Bid Results (Pages 33-34)
 - 6.5.1 HVAC Lab/Classroom Equipment (Page 33)
 - 6.5.2 3D Printer (Page 34)
- 6.6 Consortia Purchase – Rock Salt (Page 35)
7. President’s Report
8. Committee Reports
9. Resolution Authorizing Preparation of the 2013 Tax Levy (Pages 36-37)
10. Request to Purchase – Equipment for Community Technology Center (Page 38)
11. Request to Purchase – Digital Signage System for the Community Technology Center (Page 39)
12. Request to Purchase – Additional Lateral File Cabinets for Community Technology Center (Page 40)
13. Staff Appointment – Kimberly Krenz, Controller (Pages 41-42)
14. Board Policies (second reading) (Pages 43-46)
 - 14.1 Board Policy 3.21 – Medical/Occupational Examinations (Page 44)
 - 14.2 Board Policy 6.3 – Drug-Free Campus (Page 45)
 - 14.3 Board Policy – Bicycles and Skateboards on Campus (Page 46)
15. Naming Rights in the Peter Miller Community Technology Center
 - 15.1 Manufacturing Center (Page 47)
 - 15.2 MIMIC Meeting Room (Page 48)
16. Items for Information (Pages 49-51)
 - 16.1 FY2013 Audit (Page 49)
 - 16.2 Cash Farm Lease (Page 50)
 - 16.3 Thank you – United States Department of Agriculture (Page 51)
17. Trustee Comment
18. Closed Session – 1) collective negotiating matters; 2) pending litigation; 3) probable litigation; and 4) closed session minutes.
19. Closed Session Minutes – September 17, 2013 Board Meeting
20. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
September 17, 2013

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on September 17, 2013 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Melissa M. Olivero, Chair (entered the meeting at 6:42 p.m.)
Michael C. Driscoll, Vice Chair
Larry D. Huffman, Secretary
Laurie A. Bonucci
Jane E. Goetz
David O. Mallery
Everett J. Solon

Members Absent: Taylor A. Gunia, Student Trustee

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Walt Zukowski, Attorney

CALL TO ORDER

Dr. Driscoll called the meeting to order at 6:30 p.m.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CAMPUS UPDATE – EMPLOYEE DEMOGRAPHICS REPORT (Glenna Jones)

Glenna, Director of Human Resources, presented an overview of the activities of the Human Resources department. She also presented IVCC's demographics for fiscal year 2013 along with 2011 and 2012. She compared the percentages for each racial or ethnic group between data from the U.S. Census Bureau FedStats for IVCC's district and IVCC's spring 2013 population and employee data. In the White, non-Hispanic category, the district population has seen an increase, the student population has had a decrease and the employee population has remained constant. IVCC's Hispanic category reflects a higher percentage of students as compared to the district population and is considerably higher than the employee population. The Black, non-Hispanic category also reflects a higher percentage of students as compared to the district population and

the employee population. The percentage of the district population for the combined group (Asian, Native Indian/Alaskan Native, Native Hawaiian/Pacific Islander and 2+ races) has seen a slight decrease in FY13, a modest increase in the student population, and the employee population has remained constant. A review of the data collected regarding gender found that the employee population reflects a greater percentage of females than the student and district populations. Glenna reviewed the hiring process at IVCC and listed the sources for advertising open positions. IVCC's exposure for potential retirees has been evaluated during the past two years. Based on spring 2013 data for full-time employees who have 10+ years of service and are age 45 or older, 39 faculty, 47 support staff, and 11 administrators will be eligible to retire within the next 10 years. Of the eight employees who retired in FY13, six were full-time. Other services provided by the Human Resources department include professional development, evaluations, and wellness through programs, activities, and resources.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes -- August 7, 2013 Planning Committee Meeting, August 19, 2013 Facilities Committee Meeting, and August 20, 2013 Board Meeting

Approval of the Bills - \$2,206,307.02

Education Fund - \$991,412.73; Operations & Maintenance Fund - \$169,819.00; Operations & Maintenance Fund (Restricted) - \$254,492.90; Auxiliary Fund - \$654,161.43; Restricted Fund - \$19,990.38; and Liability, Protection and Settlement Fund - \$116,430.58

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending August 10, 2013 and August 24, 2013

PRESIDENT'S REPORT

Dr. Jerry Corcoran reported that Steve Alvin, interim dean for humanities, fine arts and social services, has advised that Mark Walczynski, adjunct faculty member who teaches history, philosophy and criminal justice courses for us and wrote the book "Starved Rock State Park: The First 100 Years", was recently honored by the Illinois Department of Natural Resources as an Outstanding Volunteer of the Year at a ceremony at the Illinois State Fair. Geology professor Mike Phillips has accepted an invitation to speak at the 125th Annual Meeting of the Geological Society of America (GSA) in Denver, Colorado, in October. Phillips will speak at a special session organized to honor Dr. Dale Ritter, who was one of his geology professors at Southern Illinois University. In his talk, "How an Epilogue Impacted a Career," Mike will discuss the influence of Dr. Ritter's teaching on his career which has included investigating the impact of environmental contamination for the past 24 years and teaching at IVCC for the past 16 years. Marianne Dzik, dean of English, Math and Education, has reported that professor Jill Urban-Bollis was appointed to the Curriculum Coordinating Council at LaSalle-Peru High School. She

will be representing both the community college connection and parents. Dr. Corcoran was very pleased to announce that the Illinois Valley Building Trades Council has agreed to donate the labor to replace the softball field dugouts. Gary Johnson is the college's point person on this project which includes working with Coach Cory Tomasson on the design of the dugouts as well as the Building Trades representatives on soliciting donations for materials. Once the work is complete, Fran Brolley will prepare a press release recognizing all of the groups that participated in this partnership. Fran Brolley, Donna Swiskoski, and Sue Monroe should be commended for the excellent job they did of coordinating the 21st Century Scholars program on September 5. Dr. Corcoran thanked the board members, foundation members and employees who are members of the 21st Century Society for their tremendous support. Thursday of this week Fran, Donna, and Sue will be hosting this year's annual scholarship recognition event, which provides the opportunity for 200 students to visit with the 75 benefactors who generously give of themselves for the benefit of others. It's one of the most moving events one could attend at IVCC. Dr. Corcoran stated if anyone would like to endow a scholarship or provide funding for an annual scholarship so that they can attend the event in the future, he was sure that Fran would love to visit with them at their convenience. On September 9, several representatives of the college met with Jill Guynn and members of the University of Illinois Extension Task Force to update everyone on a plan that was first discussed approximately three years ago which involves the Extension's four-county regional office being housed on IVCC's campus after programs move into the Peter Miller Community Technology Center and time is allowed for renovation. The Extension Task Force members realize that there will be costs associated with the renovation and the goal is to work together on fundraising to meet mutual business objectives. Overall it's an exciting plan that will allow two public institutions, so steeped in mission and tradition, to work together for the benefit of its constituents. Dr. Corcoran congratulated Cory Tomasson and the team he assembled for coordinating last Wednesday's Spirit Day activities. Everything went very well—the students and staff had a great time.

Construction update: Landscaping is going well and should be wrapping up any day now with mulch and edging being put in place. The detention pond and geothermal field will be replanted later in October. Only six percent of the plantings grew, leaving 94 percent of the vegetation being volunteer weeds. The furniture delivery and installation should wrap up this week. Technology shipments have arrived and are being staged for installation in early October. The MAG vertical machining center is scheduled for delivery next week with installation the following week. Phase 2 work on the east campus is still on schedule for an October 22 substantial completion date. As part of the capital campaign, a donation of two air compressors by Gardner Denver was made recently and the items will soon be installed in the CTC's manufacturing area and the auto/welding lab. A press release will soon be going out including the faculty and staff who will benefit by this generous donation. The College is gearing up for the November 1 grand opening.

COMMITTEE REPORTS

Ms. Olivero reported that two possible dates were available for a Board Retreat, Wednesday, October 23 or Saturday, October 26. There was consensus among the board members to schedule the Board Retreat on Saturday, October 26 from 9 a.m. – noon.

Dr. Huffman reported the Audit/Finance Committee will hold a meeting on Thursday, October 3, 2013 to review the FY2013 Audit.

PROTECTION, HEALTH, AND SAFETY PROJECTS FOR TAX YEAR 2013

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the Protection, Health, and Safety project for the Cultural Centre Sound System Replacement as presented for a total cost of \$691,700, and authorize submission of the resolution to the Illinois Community College Board. Ms. Olivero noted it is hard to explain to families that that College is spending close to \$700,000 on a sound system and these families are having a hard time meeting their tax responsibilities. Mr. Mallery was concerned with the consultants that say there is nothing else we can do. There are other stakeholders that find projects that are more important and that serve different needs of the College. Ms. Bonucci noted the College has tried to be as cost effective as possible with the new building – doing the best it can with the dollars available. It would be an embarrassment if the Board did nothing regarding the sound system. She supported the project. Dr. Huffman stated the College hosts a lot of events in the Cultural Centre. When the College does a project, it tries to do it the right way like installing a sound system for the hearing impaired. This project does not take away from other projects in the operating fund. Ms. Goetz feels this is a project that would help the whole community. Dr. Driscoll was torn because the cost was excessive. Roll Call Vote: “Ayes” – Dr. Huffman, Mr. Solon, Ms. Bonucci, and Ms. Goetz. “Nays” – Mr. Mallery, Dr. Driscoll, and Ms. Olivero. Motion carried.

It was moved by Dr. Driscoll and seconded by Mr. Mallery to approve the Building A Chiller/Air Handler Replacement Protection, Health, and Safety project as presented for a total cost of \$797,907, and authorize submission of the resolution to the Illinois Community College Board. Motion passed by voice vote.

INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF OGLESBY – ARMED SECURITY

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the Intergovernmental Agreement with the City of Oglesby for Armed Security, as presented. Mr. Mallery noted the Intergovernmental Agreement was brought to the Facilities Committee. The Board had asked the administration to look at other options. The options were evaluated and Mr. Mallery believes this is the best way to serve this need. Motion passed by voice vote.

PURCHASE REQUEST – EQUIPMENT FOR CTC

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to approve the purchase of the following equipment and technology for a total amount of \$218,749.50: Turbine Generator Control Troubleshooting Learning System - \$79,854.00; Mechanical Drives 1 Learning System, - Full Bench, Mechanical Drives 2 Learning System, and Viscosimeter - \$20,165.50; Lab Volt Solar/Wind Energy Training System - \$45,580.00; and Lab Volt EMS-8010 Renewable Energy Training Program - \$73,150.00. Motion passed by voice vote.

CREATION OF TEMPORARY FULL-TIME BUSINESS SPECIALIST POSITION IN THE SMALL BUSINESS DEVELOPMENT CENTER/INTERIM PERSON NAMED

It was moved by Ms. Goetz and seconded by Dr. Huffman to approve a temporary full-time business specialist position be created in the Small Business Development Center contingent

upon grant funds and to approve Gina Czubachowski be named the interim full-time business specialist, effective immediately. A full search will be made once the position is funded for 2014. This position is granted funded and will have no affect on the College's operating funds. Motion passed by voice vote.

LETTER OF CONTINUED RECOGNITION TO ICCB

It was moved by Ms. Bonucci and seconded by Ms. Goetz to authorize the Board Chair to submit a letter requesting the ICCB assign a status of "recognition continued" to Illinois Valley Community College District #513. Motion passed by voice vote.

BOARD POLICIES

The Board of Trustees reviewed Board Policy 3.21 – Medical/Occupational Examinations, 6.3 – Drug-Free Campus, and a new policy for Bicycles and Skateboards on Campus. This is the first reading for the policies and no action was taken. Dr. Huffman submitted some minor changes and will be incorporated into the policies for the second reading.

TRUSTEE COMMENT

Mr. Mallery could not attend the ICCTA September meeting and apologized for not notifying Ms. Bonucci to go in his place. Ms. Goetz noted that she has been a member of the 21st Century Scholars Society and encouraged others to join and attend the event to listen to the students' stories.

CLOSED SESSION

It was moved by Mr. Mallery and seconded by Dr. Huffman to convene a closed session at 7:20 p.m. to discuss 1) collective negotiating matters; 2) pending litigation; 3) probable litigation; and 4) closed session minutes.

Roll Call Vote: "Ayes" – Dr. Huffman, Mr. Mallery, Mr. Solon, Ms. Bonucci, Dr. Driscoll, Ms. Goetz, and Ms. Olivero. "Nays" – None. Motion carried.

After a short break, the Board entered closed session at 7:25 p.m. On a motion by Dr. Huffman and seconded by Ms. Goetz, the regular meeting resumed at 8:45 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Ms. Goetz and seconded by Dr. Driscoll to approve and retain the closed session minutes of the August 20, 2013 meeting. Motion passed by voice vote.

RESOLUTION TO APPROVE THE APPEAL OF PUTNAM COUNTY PARCEL ASSESSMENT

It was moved by Dr. Huffman and seconded by Ms. Goetz to authorize Zukowski Law Offices to file an Industrial Appeal with the Illinois Property Tax Appeal Board for Tax Year 2013 concerning Parcel Identification Number 01-10-092-000. Motion passed by voice vote.

DISABILITIES SERVICES POSITION

There was consensus of the Board to table this item until the next board meeting. No action was taken.

ADJOURNMENT

Ms. Olivero declared the meeting adjourned at 8:47 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT
SEPTEMBER 2013

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

FINANCIAL HIGHLIGHTS – September 2013

Revenues

- As of September 27, the student headcount for fall semester was 4,006, which is 183 students, or 4.37 percent, less than at this same point in time last year. Credit hours were at 34,931, which is 1,887, or 5.12 percent, less than one year ago. A 5.3 percent decrease in credit hours was included in the fiscal year 2014 budget. Enrollment at the Oglesby campus decreased by 2,067 credit hours, or 6.70 percent; enrollment at the Ottawa Center decreased by 158 credit hours, or 5.59 percent; Early Entry College enrollment increased by 21 credit hours; and the IBEW (International Brotherhood of Electrical Workers) credit hours decreased by 57 from this same point in time one year ago.
- The second installment distribution of 2012 real estate taxes from LaSalle County was received in September. A total of \$34,686 was held back by LaSalle County for 2010, 2011, and 2012 real estate taxes for St. Mary's Hospital and Community Hospital of Ottawa (currently St. Elizabeth's). State legislation was enacted exempting not-for-profit hospitals from real estate taxes.
- The State of Illinois Base Operating Grant has been paid through June 2013 and the Equalization Grant has been paid through July 2013. The shutdown of the federal government should not affect our operations since our federal grants are being paid from past appropriations.

Expenditures

Some of the more significant variances in expenditures for the three months ending September 30, 2013 include the following:

- Fund 01 – Education Fund – Instruction – Fixed Charges – includes \$77,000 in rent for July 1 – December 31, 2013 for the Ottawa Center and \$17,704 in rental fees for the truck driver training program;
- Fund 01 – Education Fund – Academic Support – Contractual Services – Annual software license fees including \$71,273 for Blackboard;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$201,284 for Ellucian (formerly Datatel) annual support;
- Fund 02 – Operations & Maintenance Fund – Operations & Maintenance – Contractual – includes \$53,967 in annual maintenance fees for the McQuay chillers;
- Fund 05 – Auxiliary Enterprises Fund – Materials & Supplies – includes textbooks for fall and spring semesters;

- Fund 11 – Audit Fund – Contractual Services – includes \$17,300 in payments to McGladrey LLC. McGladrey personnel have finished their onsite field work.

Protection, Health & Safety Projects in progress:

- Restroom Renovations Phase II – project is complete except for punch list items;
- Building C Boiler Room Upgrades – project is complete;
- Facility Door Hardware/Rekeying Upgrades – materials are ordered;
- Exterior Egress Concrete Replacement – structures have been replaced;
- Cultural Centre Stage Upgrade – stage floor has been removed and work is progressing on the replacement;
- Culture Centre Sound System – submitted to ICCB for approval;
- Building G Heat Exchanger Replacement – construction documents are at the 90 percent review stage;
- Building A Air Handler/Chiller Replacement – submitted to ICCB for approval.

• **Other Projects:**

- Community Instructional Center Project – Project is on schedule (substantial completion for the building was August 28, 2013 for Phase 1; substantial completion is scheduled for October 22, 2013 for Phase 1 site work and Phase 2). A tentative work schedule follows:

Site work	Landscaping is complete. The geothermal field and detention pond will be replanted after October 15. Too many undesirable plants necessitate the reseeding.
Community Technology Center	Punch list items are to be completed by October 25.
CTC – Furniture and Equipment	Furniture installation is complete except for a few pieces that were ordered later; MAG equipment arrived September 26 and is being installed; 20+ pallets of computer equipment were delivered the week of September 2.
CIC – Phase 2	East addition – finish flooring; install cameras and fire alarms; West addition – finish flooring; install ceiling tile and lockers.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 30, 2013

	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	\$ 2,194,355	\$ 72,238	\$ 353,251	\$ 1,963,316	\$ 110,822			\$ 4,693,982
Investments	8,406,868	13,524,440	1,433,926	-				23,365,234
Receivables								
Property taxes	7,942,405	1,658,516	1,270,329	-				10,871,250
Governmental claims	782,772	2,613,985			664,556			4,061,313
Tuition and fees	577,468	-		592				578,060
Due from other funds	744,329	157,732	141,218	607,704	2,227			1,653,210
Bookstore inventories				643,513				643,513
Other assets	2,838	27,174	2,243	7,123			2,557,594	2,596,972
Fixed assets - net where applicable				20,465		58,497,163		58,517,628
Other debits								
Amount available in Debt Service Fund							1,352,406	1,352,406
Amount to be provided to retire debt								-
Total Assets and Other Debits	<u>\$20,651,035</u>	<u>\$18,054,085</u>	<u>\$ 3,200,967</u>	<u>\$ 3,242,713</u>	<u>\$ 777,605</u>	<u>\$58,497,163</u>	<u>\$ 3,910,000</u>	<u>\$ 108,333,568</u>

**Illinois Valley Community College District No. 513
Combined Balance Sheet
All Fund Types and Account Groups
September 30, 2013**

	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	\$ 221,846	\$ (54)	\$ 7,645	\$ 14,593				\$ 244,030
Accrued salaries & benefits	1,340,515	22,331		17,255				1,380,101
Post-retirement benefits & other	127,667							127,667
Unclaimed property	2,439	403			41			2,883
Due to other funds	454,109	278,001	360	103,000	365,542			1,201,012
Due to student groups/deposits					412,022			412,022
Deferred revenue								-
Property taxes	3,972,344	961,521	635,368					5,569,233
Tuition and fees	-	-						-
Grants	-	-						-
Bonds payable							3,910,000	3,910,000
Total liabilities	<u>6,118,920</u>	<u>1,262,202</u>	<u>643,373</u>	<u>134,848</u>	<u>777,605</u>	<u>-</u>	<u>3,910,000</u>	<u>12,846,948</u>
Equity and Other Credits								
Investment in general fixed assets						58,497,163		58,497,163
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for grant purposes		150,945						150,945
Reserved for building purposes		7,948,198						7,948,198
Reserved for debt service			2,557,594					2,557,594
Reserved for Liab.,Prot.,Settl.		3,958,026						3,958,026
Unreserved	<u>14,532,115</u>	<u>4,734,714</u>		<u>3,107,865</u>				<u>22,374,694</u>
Total equity and other credits	<u>14,532,115</u>	<u>16,791,883</u>	<u>2,557,594</u>	<u>3,107,865</u>	<u>-</u>	<u>58,497,163</u>	<u>-</u>	<u>95,486,620</u>
Total Liabilities, Equity and Other Credits	<u>\$20,651,035</u>	<u>\$18,054,085</u>	<u>\$ 3,200,967</u>	<u>\$ 3,242,713</u>	<u>\$ 777,605</u>	<u>\$58,497,163</u>	<u>\$ 3,910,000</u>	<u>\$ 108,333,568</u>

Student accounts receivable are adjusted on a monthly basis. However, taxes receivable and inventories are only adjusted at fiscal year end.

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Illinois Valley Community College District No. 513
Summary of Fiscal Year 2014 Revenues & Expenditures by Fund
Three Months Ended September 30, 2013

	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	\$ 10,960,390	\$ 1,651,950	\$ 1,204,549	\$ 1,114,616	\$ 1,041	\$ 1,157,539	\$ 555,176	\$ 222,712	\$ 30,999	\$ 16,898,972
Actual Expenditures	(5,168,731)	(602,389)	(758,769)	-	-	(1,105,385)	(2,882,307)	(318,930)	(17,300)	(10,853,811)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,791,659	1,049,561	445,780	1,114,616	1,041	52,154	(2,327,131)	(96,218)	13,699	6,045,161
Fund balances July 1, 2013 (est)	4,467,754	3,014,462	8,023,444	1,369,459	4,672,920	3,164,652	(175,859)	4,072,129	28,469	28,637,430
Fund balances September 30, 2013	\$ 10,259,413	\$ 4,064,023	\$ 8,469,224	\$ 2,484,075	\$ 4,673,961	\$ 3,216,806	\$ (2,502,990)	\$ 3,975,911	\$ 42,168	\$ 34,682,591

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**Illinois Valley Community College District No. 513
Fiscal Year 2014 Budget to Actual Comparison
Three Months Ended September 30, 2013**

	<u>Annual Budget FY2014</u>	<u>Actual 9/30/13</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/12</u>	<u>Act/Budget FY13</u>	<u>Annual Budget FY2013</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,646,368	\$ 5,879,476	88.5%	\$ 5,783,446	87.5%	\$ 6,611,055
Corporate Personal Property Replacement Tax	798,556	20,355	2.5%	21,692	2.5%	878,840
TIF Revenues	381,000	99,476	26.1%	122,031	32.0%	381,000
Total Local Government	7,825,924	5,999,307	76.7%	5,927,169	75.3%	7,870,895
State Government:						
ICCB Credit Hour Grant	1,923,233	611,798	31.8%	-	0.0%	1,923,233
Equalization	50,000	63,010	126.0%	-	0.0%	133,618
Career/Technical Education Formula Grant	165,000	92,819	56.3%	-	0.0%	165,000
Dept of Corrections	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total State Government	2,138,233	767,627	35.9%	-	0.0%	2,221,851
Federal Government						
PELL Administrative Fees	10,000	-	0.0%	-	0.0%	10,000
ARRA Grant	-	-	-	-	-	-
Total Federal Government	10,000	-	0.0%	-	0.0%	10,000
Student Tuition and Fees:						
Tuition	6,766,042	3,616,418	53.4%	3,551,652	56.1%	6,329,675
Fees	971,730	516,164	53.1%	543,413	57.2%	950,335
Total Tuition and Fees	7,737,772	4,132,582	53.4%	4,095,065	56.3%	7,280,010
Other Sources						
Investment Revenue	21,000	508	2.4%	2,888	14.4%	20,000
Public Service Revenue	421,850	47,550	11.3%	158,327	34.6%	457,450
Nongovernmental Gifts	1,048,000	-	0.0%	24,000	50.0%	48,000
Other	17,100	12,816	74.9%	10,850	63.5%	17,100
Total Other Sources	1,507,950	60,874	4.0%	196,065	36.1%	542,550
TOTAL EDUCATION FUND REVENUE	\$ 19,219,879	10,960,390	57.0%	10,218,299	57.0%	17,925,306
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,492,966	2,299,428	27.1%	2,032,664	24.0%	8,461,066
Employee Benefits	1,535,040	413,600	26.9%	430,241	29.2%	1,471,033
Contractual Services	126,219	17,534	13.9%	21,822	16.3%	133,779
General Materials & Supplies	402,788	45,913	11.4%	53,618	14.0%	382,084
Conference & Meeting Expenses	53,514	3,380	6.3%	2,572	5.6%	45,992
Fixed Charges	219,700	94,807	43.2%	83,923	40.2%	208,600
Utilities	500	110	22.0%	199	19.9%	1,000
Capital Outlay	1,000,000	-	0.0%	147,500	65.6%	22,500
Other	-	-	-	-	-	-
Total Instruction	\$ 11,830,727	\$ 2,874,772	24.3%	\$ 2,772,539	25.8%	\$ 10,726,054

**Illinois Valley Community College District No. 513
Fiscal Year 2014 Budget to Actual Comparison
Three Months Ended September 30, 2013**

EDUCATION FUND EXPENDITURES (continued)

	<u>Annual Budget FY2014</u>	<u>Actual 9/30/13</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/12</u>	<u>Act/Budget FY13</u>	<u>Annual Budget FY2013</u>
Academic Support:						
Salaries	\$ 681,604	\$ 166,293	24.4%	\$ 144,465	23.4%	\$ 617,016
Employee Benefits	131,760	36,172	27.5%	32,283	29.6%	109,095
Contractual Services	165,102	106,842	64.7%	98,093	62.7%	156,464
General Materials & Supplies	304,326	67,147	22.1%	68,514	33.4%	204,882
Conference & Meeting Expenses	7,115	504	7.1%	-	0.0%	10,437
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	50,700	7,316	14.4%	9,161	17.3%	52,955
Capital Outlay	200,763	-	0.0%	-	0.0%	23,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,541,370</u>	<u>384,274</u>	<u>24.9%</u>	<u>352,516</u>	<u>30.0%</u>	<u>1,174,599</u>
Student Services:						
Salaries	1,177,829	316,752	26.9%	284,220	24.9%	1,141,956
Employee Benefits	290,105	78,994	27.2%	78,873	28.3%	278,952
Contractual Services	5,100	645	12.6%	654	31.9%	2,050
General Materials & Supplies	52,895	4,642	8.8%	10,919	22.7%	48,045
Conference & Meeting Expenses	15,125	1,428	9.4%	1,305	10.3%	12,700
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,541,054</u>	<u>402,461</u>	<u>26.1%</u>	<u>375,971</u>	<u>25.3%</u>	<u>1,483,703</u>
Public Services/Continuing Education						
Salaries	424,443	104,027	24.5%	120,535	28.8%	418,792
Employee Benefits	55,924	14,490	25.9%	11,396	23.1%	49,405
Contractual Services	276,800	22,455	8.1%	63,121	21.3%	296,000
General Materials & Supplies	79,175	23,161	29.3%	26,239	29.8%	87,950
Conference & Meeting Expenses	9,970	3,315	33.2%	2,278	27.2%	8,375
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	250
Total Public Services/Continuing Education	<u>846,312</u>	<u>167,448</u>	<u>19.8%</u>	<u>223,569</u>	<u>26.0%</u>	<u>860,772</u>
Institutional Support:						
Salaries	1,672,936	465,393	27.8%	442,169	26.2%	1,688,680
Employee Benefits	471,283	145,421	30.9%	147,177	31.8%	462,246
Contractual Services	505,516	229,779	45.5%	287,121	70.1%	409,635
General Materials & Supplies	558,267	193,778	34.7%	100,014	25.2%	397,499
Conference & Meeting Expenses	59,305	6,011	10.1%	6,731	9.3%	72,410
Fixed Charges	-	-	0.0%	-	0.0%	17,000
Utilities	19,500	2,490	12.8%	3,201	15.5%	20,613
Capital Outlay	310,829	78,212	25.2%	-	0.0%	362,951
Other	38,000	(728)	-1.9%	(1,175)	-3.1%	38,000
Total Institutional Support	<u>3,635,636</u>	<u>1,120,356</u>	<u>30.8%</u>	<u>985,238</u>	<u>28.4%</u>	<u>3,469,034</u>
Scholarships, Grants and Waivers	574,200	219,420	38.2%	236,130	37.4%	631,095
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,969,299</u>	<u>\$ 5,168,731</u>	<u>25.9%</u>	<u>\$ 4,945,963</u>	<u>27.0%</u>	<u>\$ 18,345,257</u>
INTERFUND TRANSFERS - NET	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 419,951</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2014 Budget to Actual Comparison
Three Months Ended September 30, 2013**

OPERATIONS & MAINTENANCE FUND REVENUES	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
Local Government Sources:						
Current Taxes	\$ 1,221,821	\$ 1,077,173	88.2%	\$ 1,091,284	87.6%	\$ 1,245,606
Corporate Personal Property Replacement Tax	140,921	3,592	2.5%	3,828	2.5%	155,089
TIF	127,000	33,159	26.1%	40,677	32.0%	127,000
Total Local Government	<u>1,489,742</u>	<u>1,113,924</u>	<u>74.8%</u>	<u>1,135,789</u>	<u>74.3%</u>	<u>1,527,695</u>
State Government:						
ICCB Credit Hour Grant	339,394	107,964	31.8%	-	0.0%	339,394
Total State Government	<u>339,394</u>	<u>107,964</u>	<u>31.8%</u>	<u>-</u>	<u>0.0%</u>	<u>339,394</u>
Student Tuition and Fees:						
Tuition	551,081	418,513	75.9%	302,158	59.2%	672,792
Total Tuition and Fees	<u>551,081</u>	<u>418,513</u>	<u>75.9%</u>	<u>302,158</u>	<u>59.2%</u>	<u>672,792</u>
Other Sources:						
Facilities Revenue	124,000	10,829	8.7%	12,189	13.0%	94,000
Investment Revenue	2,000	594	29.7%	368	18.4%	2,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	-	-
Other	-	126	0.0%	2,920	-	-
Total Other Sources	<u>126,000</u>	<u>11,549</u>	<u>9.2%</u>	<u>15,477</u>	<u>16.1%</u>	<u>96,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,506,217</u>	<u>\$ 1,651,950</u>	<u>65.9%</u>	<u>\$ 1,549,434</u>	<u>58.8%</u>	<u>\$ 2,635,881</u>

OPERATIONS & MAINTENANCE FUND	Annual Budget FY2014	Actual 09/30/13	Act/Budget 25.0%	Actual 09/30/12	Act/Budget FY13	Annual Budget FY2013
Operations & Maintenance of Plant:						
Salaries	\$ 840,042	\$ 239,850	28.6%	\$ 191,733	22.6%	\$ 848,004
Employee Benefits	221,972	62,618	28.2%	57,046	25.2%	226,694
Contractual Services	222,820	83,603	37.5%	64,967	35.3%	183,900
General Materials & Supplies	250,000	34,643	13.9%	29,573	10.5%	282,500
Conference & Meeting Expenses	4,000	289	7.2%	495	12.4%	4,000
Fixed Charges	52,500	190	0.4%	176	0.4%	40,000
Utilities	794,980	146,029	18.4%	95,430	11.8%	809,410
Capital Outlay	104,000	18,376	17.7%	64,890	50.3%	129,000
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	(63,000)
Provision for Contingency	-	-	0.0%	-	0.0%	100,000
Total Operations & Maintenance of Plant	<u>2,427,314</u>	<u>585,598</u>	<u>24.1%</u>	<u>504,310</u>	<u>19.7%</u>	<u>2,560,508</u>
Institutional Support:						
Salaries	49,065	12,356	25.2%	13,333	23.4%	56,881
Employee Benefits	21,738	2,590	11.9%	2,600	29.6%	8,792
Contractual Services	2,400	-	0.0%	2,395	99.8%	2,400
General Materials & Supplies	1,700	1,205	70.9%	751	22.8%	3,300
Conference & Meeting Expenses	-	-	0.0%	25	0.0%	-
Fixed Charges	4,000	640	16.0%	1,014	25.4%	4,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>78,903</u>	<u>16,791</u>	<u>21.3%</u>	<u>20,118</u>	<u>26.7%</u>	<u>75,373</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,506,217</u>	<u>\$ 602,389</u>	<u>24.0%</u>	<u>\$ 524,428</u>	<u>19.9%</u>	<u>\$ 2,635,881</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2014 Budget to Actual Comparison
 Three Months Ended September 30, 2013

	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,362,330	\$ 1,203,241	88.3%	\$ 1,363,942	87.6%	\$ 1,557,008
State Government Sources	7,350,000	-	0.0%	-	0.0%	12,500,000
Investment Revenue	15,000	1,308	8.7%	14,991	8.3%	180,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 8,727,330	1,204,549	13.8%	1,378,933	9.7%	14,237,008
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	8,727,330	758,769	8.7%	296,698	2.1%	14,237,008
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 8,727,330	758,769	8.7%	296,698	2.1%	14,237,008
Other Financing Source - Bond Issuance	-	-	0.0%	-	0.0%	-
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,258,919	\$ 1,114,352	88.5%	\$ 1,098,600	87.1%	\$ 1,261,840
Investment Revenue	5,000	264	5.3%	219	11.0%	2,000
TOTAL BOND & INTEREST FUND REVENUES	1,263,919	1,114,616	88.2%	1,098,819	86.9%	1,263,840
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ 1,185,000	-	0.0%	-	0.0%	1,261,840
Interest on Bonds	78,419	-	0.0%	-	0.0%	-
Fees	500	-	0.0%	-	0.0%	500
TOTAL BOND & INTEREST EXPENDITURES	\$ 1,263,919	\$ -	0.0%	\$ -	0.0%	\$ 1,262,340

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
WORKING CASH FUND						
Investment Revenue	\$ 35,000	\$ 1,041	3.0%	\$ 1,109	5.5%	\$ 20,000
TOTAL WORKING CASH REVENUES	35,000	1,041	3.0%	1,109	5.5%	20,000
Transfers In (Out)		\$ -	0.0%	\$ -	0.0%	\$ (120,000)

**Illinois Valley Community College District No. 513
Fiscal Year 2014 Budget to Actual Comparison
Three Months Ended September 30, 2013**

	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 2,472,700	\$ 1,156,335	46.8%	\$ 1,227,511	46.0%	\$ 2,666,700
Other Revenue	1,000	50	5.0%	2,934	293.4%	1,000
Investment Revenue	8,000	1,154	14.4%	80	1.6%	5,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,481,700	1,157,539	46.6%	1,230,525	46.0%	2,672,700
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 339,281	87,013	25.6%	85,050	24.3%	349,348
Employee Benefits	94,629	24,616	26.0%	25,250	27.1%	93,053
Contractual Services	45,300	5,161	11.4%	17,670	34.6%	51,035
Materials & Supplies	1,998,478	976,928	48.9%	1,112,620	49.7%	2,240,300
Conference & Meeting	23,363	7,245	31.0%	7,903	36.4%	21,683
Fixed Charges	42,400	4,422	10.4%	2,029	3.8%	53,400
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	-	0.0%	3,840
Other	111,500	-	0.0%	-	0.0%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,658,791	1,105,385	41.6%	1,250,522	42.9%	2,915,659
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ (265,537)

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
RESTRICTED PURPOSES FUND						
State Government Sources	\$ 360,972	\$ 77,275	21.4%	\$ 6,626	1.4%	\$ 468,498
Federal Government Sources	6,743,340	477,231	7.1%	2,972,309	38.6%	7,701,634
Service Fees	3,000	665	22.2%	4,423	147.4%	3,000
Other Revenue	15,700	5	0.0%	(2,265)	-20.6%	11,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 7,123,012	555,176	7.8%	2,981,093	36.4%	8,184,132
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	\$ 486,019	97,554	20.1%	80,618	19.4%	415,474
Employee Benefits	115,559	26,672	23.1%	23,751	29.2%	81,388
Contractual Services	85,284	9,925	11.6%	8,800	14.3%	61,654
Materials & Supplies	144,092	13,545	9.4%	12,931	11.8%	109,812
Conference & Meeting	67,273	7,166	10.7%	9,631	13.1%	73,520
Fixed Charges	500	-	0.0%	-	0.0%	3,000
Utilities	3,500	-	0.0%	-	0.0%	2,350
Capital Outlay	212,723	-	0.0%	2,845	8.5%	33,286
Other (P-16 Grant Waivers)	-	-	0.0%	-	0.0%	9,030
Total Instruction	\$ 1,114,950	\$ 154,862	13.9%	\$ 138,576	17.6%	\$ 789,514

Illinois Valley Community College District No. 513
 Fiscal Year 2014 Budget to Actual Comparison
 Three Months Ended September 30, 2013

RESTRICTED PURPOSES FUND	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	1,874	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	160,000
Total Academic Support	-	1,874	0.0%	-	0.0%	160,000
Student Services						
Salaries	187,260	47,862	25.6%	47,226	23.6%	199,755
Employee Benefits	65,102	17,222	26.5%	17,230	28.1%	61,214
Contractual Services	3,320	1,378	41.5%	4,419	106.5%	4,150
Materials & Supplies	5,200	105	2.0%	402	5.7%	7,100
Conference & Meeting	4,500	347	7.7%	687	5.6%	12,209
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	24,175	11,300	46.7%	2,920	9.1%	32,000
Total Student Services	289,557	78,214	27.0%	72,884	23.0%	316,428
Public Service						
Salaries	151,098	39,880	26.4%	145,860	36.0%	405,046
Employee Benefits	29,701	8,431	28.4%	36,923	44.8%	82,379
Contractual Services	500	(319)	-63.8%	27,969	19.1%	146,701
Materials & Supplies	6,330	2,138	33.8%	13,148	16.1%	81,470
Conference & Meeting	7,931	5,183	65.4%	15,106	30.8%	49,017
Fixed Charges	-	-	0.0%	2,901	15.2%	19,119
Utilities	1,000	31	3.1%	320	6.3%	5,105
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	360	0.0%	15	7.5%	200
Total Public Service	196,560	55,704	28.3%	242,242	30.7%	789,037
Auxiliary Services						
Materials & Supplies	-	-		5,561	0.0%	-
Total Auxiliary Services	-	-		5,561	0.0%	-
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ 19,799	21.7%	\$ 8,987	9.8%	\$ 91,245
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	91,245	19,799	21.7%	8,987	9.8%	91,245
Student grants and waivers (PELL & SEOG)	5,485,000	2,571,854	46.9%	2,686,321	44.1%	6,088,493
TOTAL RESTRICTED FUND EXPENDITURES	7,177,312	\$ 2,882,307	40.2%	\$ 3,154,571	38.3%	\$ 8,234,717
Transfer In (Out)		\$ -	0.0%	\$ -	0.0%	\$ 27,000

Illinois Valley Community College District No. 513
 Fiscal Year 2014 Budget to Actual Comparison
 Three Months Ended September 30, 2013

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
Local Government Sources	\$ 250,473	\$ 220,537	88.0%	\$ 239,436	87.4%	\$ 274,033
Investment Revenue	30,000	2,175	7.3%	(1,732)	-8.7%	20,000
Other	-	-	0.0%	315	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	280,473	222,712	79.4%	238,019	80.9%	294,033

Fiscal Year 2014 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
Operations & Maintenance of Plant						
Salaries	\$ -	\$ -	0.0%	\$ 1,385	0.0%	\$ -
Employee Benefits	-	-	0.0%	87	0.0%	-
Contractual Services	351,500	52,248	14.9%	52,314	13.0%	401,500
Material & Supplies	100	9	9.0%	25	25.0%	100
Conference & Meeting	500	135	27.0%	150	30.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	39	0.0%	94	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	\$ 352,100	\$ 52,431	14.9%	\$ 54,055	13.4%	\$ 402,100
Institutional Support						
Salaries	\$ 70,929	\$ 20,682	29.2%	\$ 18,311	26.9%	\$ 68,073
Employee Benefits	240,849	3,536	5.0%	3,750	1.6%	233,919
Contractual Services	14,500	1,694	11.7%	314	0.6%	55,000
Material & Supplies	2,750	909	33.1%	60	2.2%	2,750
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	373,250	239,678	64.2%	383,931	101.4%	378,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	702,278	266,499	37.9%	406,366	55.0%	738,242
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,054,378	\$ 318,930	30.2%	\$ 460,421	40.4%	\$ 1,140,342

Fiscal Year 2014 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2014	Actual 9/30/13	Act/Budget 25.0%	Actual 9/30/12	Act/Budget FY13	Annual Budget FY2013
Local Government Sources	\$ 34,900	\$ 30,999	88.8%	\$ 30,096	87.2%	\$ 34,500
Investment Revenue	-	-	0.0%	2	0.0%	-
TOTAL AUDIT FUND REVENUES	34,900	30,999	88.8%	30,098	87.2%	34,500
AUDIT FUND						
Contractual Services	34,900	17,300	49.6%	20,000	58.0%	34,500
TOTAL AUDIT FUND EXPENDITURES	\$ 34,900	\$ 17,300	49.6%	\$ 20,000	58.0%	\$ 34,500


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

<u>Department</u>	<u>Annual Budget FY2014</u>	<u>Actual 9/30/2013</u>	<u>Act/Budget 25.0%</u>	<u>Explanation</u>
President	\$ 308,482	\$ 84,643	27.4%	
Board of Trustees	16,900	5,838	34.5%	
Community Relations	330,793	103,225	31.2%	
Continuing Education	1,118,350	245,206	21.9%	
Facilities	10,504,644	1,360,682	13.0%	
Information Technologies	1,733,820	722,580	41.7%	Annual software support fees
Academic Affairs	225,423	64,218	28.5%	
Academic Affairs (AVPCE)	1,025,666	200,499	19.5%	
Adult Education	531,518	106,992	20.1%	
Learning Technologies	664,014	189,984	28.6%	
Career & Tech Education Division	1,784,514	400,554	22.4%	
Natural Science & Business Division	2,151,066	590,079	27.4%	
Humanities & Fine Arts/Social Science Division	2,074,146	577,486	27.8%	
Health Professions Division	2,042,654	515,578	25.2%	
English, Mathematics, Education Division	2,442,190	661,447	27.1%	
Admissions & Records	382,557	95,744	25.0%	
Student Development	620,080	175,111	28.2%	
Student Services	146,425	37,089	25.3%	
Financial Aid	5,923,618	2,681,636	45.3%	Includes summer and fall financial aid
Athletics	237,332	52,424	22.1%	
TRIO (Student Success Grant)	289,256	78,214	27.0%	
Safety Service	350,000	52,296	14.9%	
Business Services/General Institution	2,185,911	240,237	11.0%	
Risk Management	704,378	266,633	37.9%	Includes annual insurance premiums
Tuition Waivers	634,200	219,419	34.6%	
Purchasing	111,089	29,497	26.6%	
Human Resources	130,655	30,415	23.3%	
Bookstore	2,246,100	1,026,795	45.7%	Fall & Spring semester book purchases
Shipping & Receiving	78,903	16,790	21.3%	
Copy Center	135,709	22,500	16.6%	
Total FY14 Expenditures	\$ 41,130,393	\$ 10,853,811	26.4%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended September 30, 2013

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 977,178.00	\$ 316,299.00	\$ 294,676.00	\$ 353,251.00	\$ 1,945,940.00	\$ (239,155.00)	\$ 323,124.00	\$ 3,018.00	\$ 2,022,726.00	\$ 5,997,057.00
Total Receipts	228,421.30	304,297.15			1,234,041.00	118,154.96	-			1,884,914.41
Total Cash	1,205,599.30	620,596.15	294,676.00	353,251.00	3,179,981.00	(121,000.04)	323,124.00	3,018.00	2,022,726.00	7,881,971.41
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	100,000.00	100,000.00	300,000.00				500,000.00			1,000,000.00
Expenditures	(1,328,783.46)	(221,972.69)	(4,276.20)	-	(111,455.06)	(110,631.75)	-	(8,300.00)	(185,153.97)	(1,970,573.13)
ACCOUNT BALANCE	(23,184.16)	498,623.46	590,399.80	353,251.00	3,068,525.94	(231,631.79)	823,124.00	(5,282.00)	1,837,572.03	6,911,398.28
Deposits in Transit	(129,378.28)									(129,378.28)
Outstanding Checks	846,900.72									846,900.72
BANK BALANCE	694,338.28	498,623.46	590,399.80	353,251.00	3,068,525.94	(231,631.79)	823,124.00	(5,282.00)	1,837,572.03	7,628,920.72
Certificates of Deposit	300,000.00	100,000.00	700,000.00	500,000.00	-	-	3,850,000.00	-	1,800,000.00	7,250,000.00
Illinois Funds	6,568,046.87	2,264,424.31	2,262,816.84	922,836.72	-	350,652.98	-	25,619.84	182,660.12	12,577,057.68
CDB Trust Fund CTC			2,455,273.00							2,455,273.00
Bldg Reserve-ILLFund			1,082,903.32							1,082,903.32
Total Investment	\$ 6,868,046.87	\$ 2,364,424.31	\$ 6,500,993.16	\$ 1,422,836.72	\$ -	\$ 350,652.98	\$ 3,850,000.00	\$ 25,619.84	\$ 1,982,660.12	\$ 23,365,234.00

LaSalle State Bank	\$ 22,202.00
Centrue Bank	7,606,718.72
	<u>\$ 7,628,920.72</u>

Respectfully submitted,

 Cheryl Roelfsema
 Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
September 30, 2013

<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>
10/10/2013	300,000	100,000	200,000			200,000	200,000	1,000,000	FSB	0.80%	0.80%	1014434018
11/7/2013						150,000		150,000	MB	1.00%	1.00%	915192
11/29/2013						1,500,000		1,500,000	FSB	0.80%	0.80%	1014620792
12/12/2013			500,000				1,000,000	1,500,000	FSB	0.85%	0.85%	1014668663
12/19/2013				500,000		1,000,000	500,000	2,000,000	FSB	0.85%	0.85%	1014703493
3/20/2014						1,000,000		1,000,000	FSB	0.70%	0.70%	1015080074
4/22/2014							100,000	100,000	MB	0.45%	0.45%	914161
Total CD	300,000	100,000	700,000	500,000	-	3,850,000	1,800,000	7,250,000				

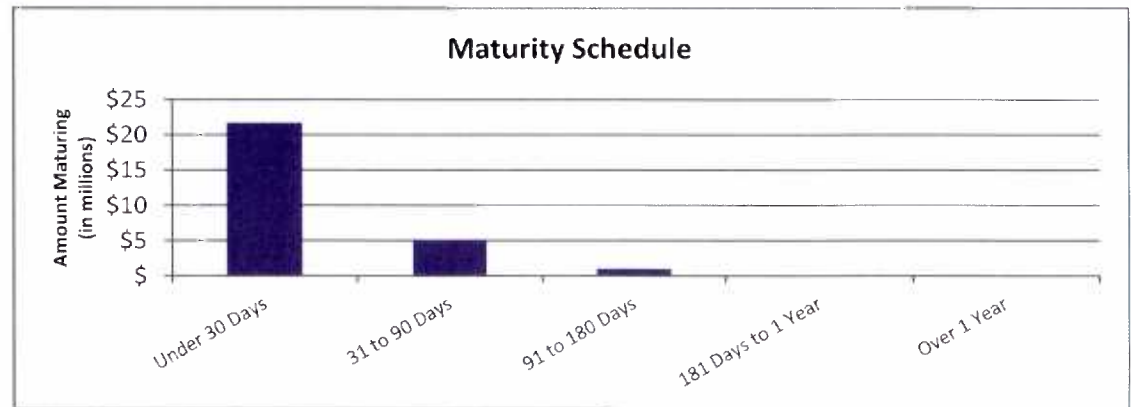
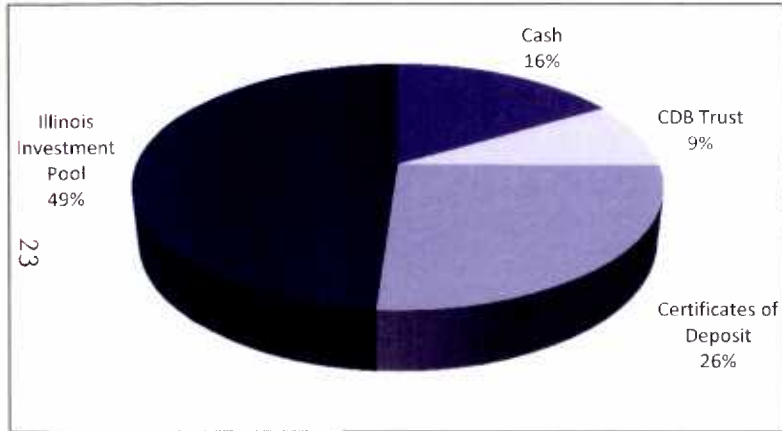
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.015%

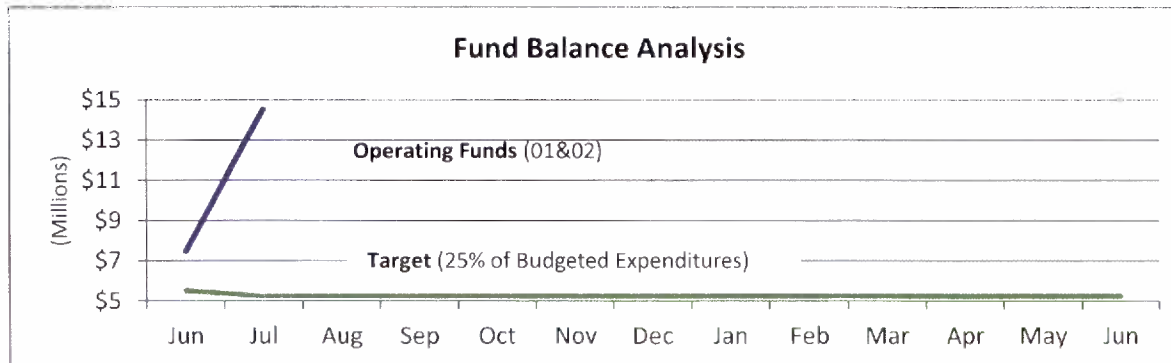
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
September 30, 2013**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	16.4%	\$ 4,583,160	0.34%
CDB Trust	8.8%	2,455,273	0.25%
Certificates of Deposit	25.9%	7,250,000	0.78%
Illinois Investment Pool	48.9%	13,659,961	0.02%
Total	100.0%	\$ 27,948,394	0.29%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 13,659,961			\$ 13,659,961	49%
Centrue Bank			4,561,614	4,561,614	16%
First State Bank		7,000,000		7,000,000	25%
LaSalle State Bank			18,784	18,784	0%
Marseilles Bank		250,000		250,000	1%
Heartland Bank			2,455,273	2,455,273	9%
Cash on Hand			2,762	2,762	0%
Total	\$ 13,659,961	\$ 7,250,000	\$ 7,038,433	\$ 27,948,394	100%



Weighted Average Maturity of CD's 133 Days



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\$5,000 and Over Check Register

09/01/13 - 09/30/13

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
708099	09/05/13	0108916	CCIC	\$ 266,067.03	Health Insurance (August)
708137	09/06/13	0091462	Jones & Bartlett Learning, LLC	6,464.80	Books for Resale
708158	09/06/13	0081443	American Express	12,906.00	Cengage Learning Inc., Pearson Education, Inc.
708159	09/06/13	0001369	Ameren Illinois	35,017.40	Electricity (07/12/13-08/12/13), Gas EC (07/12/13-08/12 /13)
708177	09/12/13	0099391	Blackboard, Inc.	71,273.00	Licensing Renewal
708181	09/12/13	0142736	Central Illinois Trucks, Inc.	10,011.62	Tractor/Trailer Leases
708222	09/12/13	0100092	Midwest Energy Alliance, LLC	11,668.00	Utilities Consultant
708257	09/12/13	0093131	University of Illinois	14,122.68	Library Database Renewals
708264	09/12/13	0099744	S.J. Smith Welding Supply	6,094.52	Welding Supplies
708274	09/13/13	0000001	Illinois Valley Community College	91,669.43	Federal & State Payroll Taxes (09/12/13)
708276	09/13/13	0082897	State Universities	48,415.34	Payroll (09/12/13)
ACH	09/13/13		VALIC Retirement Services	13,798.16	403(b) & 457(b)Payroll (09/12/13)
708294	09/19/13	0190646	CNE Gas Division, LLC	5,450.04	Natural Gas (08/01/13-08/31/13)
708308	09/19/13	0079038	IVCC Student Activity	21,397.92	Chapter 33 Veteran Awards
708316	09/19/13	0188441	Mesirow Insurance Services, Inc.	149,436.00	Umbrella, Liability, Automobile, & Commercial Insurance
708357	09/20/13	0081443	American Express	7,830.65	CDW Government, Inc., Cengage Learning Inc., McGraw Hill Publishing, Pearson Education, Inc.
709630	09/26/13	0001369	Ameren Illinois	50,820.90	Electricity (08/13/13-09/10/13), Gas EC (08/12/13-09/11/13)
709650	09/26/13	0001111	Dell Computers	5,794.14	Computer Equipment (CTC)
709653	09/26/13	0181795	G4S Secure Solutions (USA) Inc.	26,625.60	Security Services (August)
709661	09/26/13	0079038	IVCC Student Activity	7,500.00	Project Success Scholarships
709671	09/26/13	0187054	McGladrey LLP	8,300.00	Audit Financials
709713	09/26/13	0000001	Illinois Valley Community College	90,244.09	Federal & State Payroll Taxes (09/26/13)
709715	09/26/13	0082897	SURS	48,894.25	Payroll (09/26/13)
ACH	09/26/13		VALIC Retirement Services	13,910.26	403(b) & 457(b)Payroll (09/26/13)

\$ 1,023,711.83

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Stipends For Pay Period 09/07/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alfano, Maddalena Lucia	AFDA Module 1	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Alvarado, Ruben Joseph	SPN 1001 800 IND Study	08/19/13	12/18/13	12/28/13	ST	400.00	11120650051320	SPN-1001-80	Elementary Spanish I	
Alvin, Stephen R	Interim Dean	08/12/13	08/23/13	09/07/13	ST	1,941.66	11120650051110			
Alvin, Stephen R	Retro Pay	09/07/13	09/07/13	09/07/13	MI	49.68	11120650051310			
Ault, Richard L	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.66	11120570051310			
Bach, Monica Mehan	FRS 2040 300	08/19/13	12/18/13	12/28/13	ST	1,890.00	11120570051320	FRS-2040-300	Forensic Photography	
Baker, Kathryn June	CSP 2204 100	08/19/13	12/18/13	12/28/13	ST	2,562.00	11320410051320	CSP-2204-100	Microsoft Office Pro III	
Barr, Annette Denise	HFA 1007 80 IND Study	08/19/13	12/18/13	12/28/13	ST	150.00	11120650051320	HFA-1007-80	S/T-Digital Photo Africa	
Batson-Turner, Jean	Retro Pay	09/07/13	09/07/13	09/07/13	MI	67.32	11220650051310			
Bergsieker, David E	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.56	11120650051310			
Beyer, Jason Adam	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.28	11120650051310			
Bhattacharya, Abhijeet	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.40	11120570051310			
Bias, Timothy John	Program Coordinator	08/19/13	12/18/13	12/18/13	ST	640.00	11320410051340		Program Coordinator	
Bias, Timothy John	Retro Pay	09/07/13	09/07/13	09/07/13	MI	39.16	11320410051310			
Black, Mary A	Bridging the Gap	07/22/13	07/26/13	09/07/13	ST	75.00	61120990051900		Bridging the Gap	
Black, Mary A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	30.58	11520910051310			
Black, Wesley Taylor	Retro Pay	09/07/13	09/07/13	09/07/13	ST	43.92	11120910051310			
Blaydes, Christine Ann	Retro Pay	09/07/13	09/07/13	09/07/13	MI	31.69	11420730051310			
Bouxsein, Barbara Jean	CAD 2202 300 IND Study	08/19/13	12/18/13	12/28/13	ST	525.00	11320410051320	CAD-2202-300	Architectural CAD	
Boyle- Bruch, Ida Lee	AFDA Module 1	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Brolley, Vincent Depaul	Retro Pay	09/07/13	09/07/13	09/07/13	MI	39.83	11120650051310			
Bruch, Anna Marie Faletti	Retro Pay	09/07/13	09/07/13	09/07/13	MI	46.66	11420730051310			
Bubb, Jennifer Lee	Retro Pay	09/07/13	09/07/13	09/07/13	MI	34.79	11520910051310			
Caley Opsal, Susan Mary	Retro Pay	09/07/13	09/07/13	09/07/13	MI	46.70	11120570051310			
Carey, Lauri L	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.92	11120570051310			
Christianson, Diane C	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.40	11220910051310			
Cinotte, Lori Maret	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.06	11120650051310			
Cook Fesperman, Amanda	Retro Pay	09/07/13	09/07/13	09/07/13	MI	41.31	11120650051310			

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Stipends For Pay Period 09/07/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Donna, Rebecca S	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.75	11220570051310			
Elias, Gina Rae	Retro Pay	09/07/13	09/07/13	09/07/13	MI	45.84	11320410051310			
Engstrom, Norman Bruce	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.66	11120650051310			
Fesperman, Jeffrey Norris	Retro Pay	09/07/13	09/07/13	09/07/13	MI	45.29	11120570051310			
Francisco, Marjorie Lynn	Class Prep	08/05/13	08/06/13	09/07/13	ST	596.79	11420730051340		Class Prep	
Francisco, Marjorie Lynn	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.92	11420730051310			
Gibson, James A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	78.92	61320183851310			
Giglio, John	AFDA Module 1	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Gustafson, Janelle L	AFDA Module 1	08/19/13	08/19/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Hamilton, Nora Beth	Retro Pay	09/07/13	09/07/13	09/07/13	MI	40.85	11420730051310			
Hanley, Linda Cheryl	Retro Pay	09/07/13	09/07/13	09/07/13	MI	31.24	11420730051310			
Hartford, Carmen Nichole	Retro Pay	09/07/13	09/07/13	09/07/13	MI	26.17	11120570051310			
Hobneck, Cheryl I	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.66	11520910051310			
Hodgson, Laura Ann	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.33	11420730051310			
Hogue, Julie Ann	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.94	11420730051310			
Jagasia, Kaushalya	Retro Pay	09/07/13	09/07/13	09/07/13	MI	49.67	11120910051310			
Jauch, Christian Martin	CSP 2222 01	08/19/13	12/18/13	12/28/13	ST	292.13	11320410051320	CSP-2222-01	Business Technology Internship	
Jauch, Christian Martin	Program Coordinator	08/19/13	12/18/13	12/28/13	ST	655.00	11320410051320		Program Coordinator	
Jenrich, Chuck	Champion Pneumatic Change	08/28/13	08/28/13	09/07/13	ST	500.00	14210331051320		Champion Pneumatic Change	
Johl, Matthew E.	Retro Pay	09/07/13	09/07/13	09/07/13	MI	44.93	11120570051310			
Johnson, LeeAnn	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.05	11120570051310			
Killian, Melissa J.	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.33	13230030851510			
King, Keith Robert	Retro Pay	09/07/13	09/07/13	09/07/13	MI	30.58	11120570051310			
Kloplic, Elizabeth Ann	Professional Development	08/10/13	08/10/13	09/07/13	ST	150.00	11120080151900		Professional Development	
Kloplic, Elizabeth Ann	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.94	11120650051310			
Koehler, Richard A	Mileage Reimbursement	08/16/13	08/16/13	09/07/13	ML	113.00	14110394355212		Mileage Reimbursement	
Koudelka, Arthur Edward	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.40	11320410051310			
Kuester, David A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	52.29	11120650051310			

Stipends For Pay Period 09/07/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Kusek, Karl Kenneth	ELE 1206 300	08/19/13	12/18/13	12/28/13	ST	375.00	11320410051320	ELE-1206-300	Electrical Wiring	
Kwiatkowski, Charles S	Retro Pay	09/07/13	09/07/13	09/07/13	MI	40.39	11320410051310			
Lange, Shane Wilson	Retro Pay	09/07/13	09/07/13	09/07/13	MI	27.05	11320410051310			
Leadingham, Paul	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.33	11320410051310			
Lockwood, DawnAnne	CSG 1202 100	08/19/13	12/18/13	12/28/13	ST	1,756.80	11320410051320	CSG-1202-100	Photoshop	
Lockwood, Kirk D	Retro Pay	09/07/13	09/07/13	09/07/13	MI	46.70	11120910051310			
Mammano, Pamela M	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.40	11420730051310			
Mangold, Richard F	Retro Pay	09/07/13	09/07/13	09/07/13	MI	52.29	11120650051310			
Martin, Todd Allen	AFDA Module 1	08/19/13	08/19/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Mayberry, Carly Lizbeth	AFDA Module 1	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Michael, James N	GER 1001 2001 01 IND Study	08/19/13	12/18/13	12/28/13	ST	1,200.00	11120650051320	GER-1001-01	Elementary German I	
Monterastelli, Cherie A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	49.67	11420730051310			
Moskalewicz, James P	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.66	13230030851510			
Nett, Steve A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.40	11120570051310			
Nink, Tina M	Retro Pay	09/07/13	09/07/13	09/07/13	MI	48.18	11420730051310			
O'Fallon, David E	AFDA Module 1	08/19/13	08/19/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Oldaker, Adam Gregory	AFDA Module 1	06/24/13	07/15/13	09/07/13	ST	60.00	11120910051340		AFDA Module 1	
Oldaker, Adam Gregory	AFDA Module 1	07/22/13	07/26/13	09/07/13	ST	75.00	61120990051900		AFDA Module 1	
Oldaker, Adam Gregory	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.52	11120910051310		Retro Pay	
Olesen, Jared Jeffrey	Retro Pay	09/07/13	09/07/13	09/07/13	MI	30.52	11120650051310			
Padoan-Gallardo, Atti V	FEN SPN IND Study	08/19/13	12/18/13	12/28/13	ST	1,000.00	11120650051320	FEN-2001-01	Intermediate French I	
Panizzi, Gerald W	LC Driver Improvement #888	08/24/13	08/24/13	09/07/13	ST	187.50	14110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Pecherek, Michael John	Retro Pay	09/07/13	09/07/13	09/07/13	MI	45.29	11120650051310			
Pence, Patricia Lynn	Retro Pay	09/07/13	09/07/13	09/07/13	MI	38.40	11420730051310			
Phillips, Michael Alan	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.06	11120570051310			
Pietrolonardo, Anna Marie	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.57	11120650051310			
Prine, Renee Marie	Retro Pay	09/07/13	09/07/13	09/07/13	MI	40.39	13230030851510			
Pumo, Deborah J	Retro Pay	09/07/13	09/07/13	09/07/13	MI	57.52	11420730051310			

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Stipends For Pay Period 09/07/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Radek, Kimberly M	Retro Pay	09/07/13	09/07/13	09/07/13	MI	46.70	11120910051310			
Rambo, Randy R	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.06	11120910051310			
Reese, Robert C	Professional Development	08/10/13	08/10/13	09/07/13	ST	150.00	11120080151900		Professional Development	
Reese, Robert C	Retro Pay	09/07/13	09/07/13	09/07/13	MI	45.29	11220570051310			
Retoff, Dan J	BIO 1200 300	08/19/13	12/18/13	12/28/13	ST	2,121.00	11120570051320	BIO-1200-300	Human Body Structure & Function	
Retoff, Dan J	Professional Development	08/10/13	08/10/13	09/07/13	ST	150.00	11120080151900		Professional Development	
Robinson, Delores R.	Bridging the Gap	07/22/13	07/26/13	09/07/13	ST	75.00	61120990051900		Bridging the Gap	
Robinson, Delores R.	Retro Pay	09/07/13	09/07/13	09/07/13	MI	62.44	11120910051310			
Ruda, Anthony J	Retro Pay	09/07/13	09/07/13	09/07/13	MI	35.16	11120570051510			
Sack, Jane E	42 Sessions	08/25/13	09/07/13	09/07/13	ST	2,777.10	13230030851540			
Sack, Jane E	Retro Pay	09/07/13	09/07/13	09/07/13	MI	47.73	13230030851510			
Sankovich, Michael W	Retro Pay	09/07/13	09/07/13	09/07/13	MI	38.69	11220570051310			
Sarsah, Dominic K	Retro Pay	09/07/13	09/07/13	09/07/13	MI	40.06	11120570051310			
Savoia, Jennifer L	Retro Pay	09/07/13	09/07/13	09/07/13	MI	47.35	11420730051310			
Scheri, Jennifer C	Mileage Reimbursement	06/24/13	08/27/13	09/07/13	ML	234.51	14210331055211		Mileage Reimbursement	
Schroeder, Eric Steven	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.60	11120570051310			
Schultz, Cynthia L	Bridging the Gap	07/22/13	07/26/13	09/07/13	ST	75.00	61120990051900		Bridging the Gap	
Schultz, Cynthia L	Retro Pay	09/07/13	09/07/13	09/07/13	MI	42.12	11120910051310			
Serafini, Richard Joseph	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.69	11220570051310			
Sherbeyn, Julie A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	36.69	11120570051310			
Skoflanc, Francie A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	33.87	11320650051310			
Smith, Mary Helen	CAD 1202 300 Independent Study	08/19/13	12/18/13	12/28/13	ST	525.00	11320410051320	CAD-1202-300	Civil Applications of CAD	
Spanbauer, Jeffrey A	Retro Pay	09/07/13	09/07/13	09/07/13	MI	38.86	11120650051310			
Sramek, Katherine Lynn	CSO 1202 100	08/19/13	12/18/13	12/28/13	ST	1,260.00	11320410051320	CSO-1202-100	Microsoft Windows	
Stevens, Shannon Leigh	Bridging the Gap	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		Bridging the Gap	
Story, Michelle M	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.33	11320410051310			
Thomas, Linda Ann	Retro Pay	09/07/13	09/07/13	09/07/13	MI	46.70	11520910051310			
Tomasson, Cory J	Retro Pay	09/07/13	09/07/13	09/07/13	MI	32.22	11120650051310			

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Stipends For Pay Period 09/07/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Trench, Michael Shawn	AFDA Module 1	08/10/13	08/10/13	09/07/13	ST	75.00	11120080151900		AFDA Module 1	
Tunnell, Thomas D	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.92	11120910051310			
Urban-Bollis, Jill L	Retro Pay	09/07/13	09/07/13	09/07/13	MI	43.92	11120910051310			
Verucchi- Perez, Dorene	Professional Development	08/10/13	08/10/13	09/07/13	ST	150.00	11120080151900		Professional Development	
Verucchi- Perez, Dorene	Retro Pay	09/07/13	09/07/13	09/07/13	MI	35.73	11320410051310			
Villarreal, Nora Lynn	Retro Pay	09/07/13	09/07/13	09/07/13	MI	29.64	11120910051310			
Whiteaker, Samantha D	Retro Pay	09/07/13	09/07/13	09/07/13	MI	27.00	11420730051310			
Wiggins, Dawn M	Retro Pay	09/07/13	09/07/13	09/07/13	MI	38.86	11120910051310			
Yong, Promise K.	Retro Pay	09/07/13	09/07/13	09/07/13	MI	40.94	11120570051310			
Zebron, Wayne Edward	Mileage Reimbursement	08/19/13	12/18/13	12/28/13	ML	248.64	11120910055210		Mileage Reimbursement	
Zeilman, Karen Elaine	Retro Pay	09/07/13	09/07/13	09/07/13	MI	32.21	11120650051310			
Zellmer, Donald G.	THE 1005 03	08/19/13	12/18/13	12/28/13	ST	150.00	11120650051320	THE-1005-03	Theatre Play Production	
TOTAL						27,048.93				

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Ceryl Roelfsema

Ceryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 10/2/13

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

Stipends For Pay Period 09/21/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvin, Stephen R	Coordinate Study Abroad Program	08/11/13	09/21/13	09/21/13	ST	\$250.00	011120651351900			
Alvin, Stephen R	Interim Dean	08/26/13	09/06/13	09/21/13	ST	\$1,392.93	011120650051110			
Arbuckle, Dennis Wayne	Clothing Allowance	09/10/13	09/21/13	09/21/13	ST	\$86.55	027110471052900		Clothing Allowance	
Arbuckle, Kathleen Ann	Clothing Allowance	09/10/13	09/21/13	09/21/13	TF	\$93.39	027110471052900		Clothing Allowance	
Batson-Turner, Jean	Retro Pay	08/11/13	09/21/13	09/21/13	MI	\$100.97	011220650051310			
Black, Wesley Taylor	Frisbee Golf	09/10/13	09/10/13	09/21/13	ST	\$50.00	014110394151320	HLR-5309-309	Frisbee Golf	
Bluemer, Ronald Glenn	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Bolelli, Joseph August	Retro Pay	09/12/13	09/21/13	09/21/13	TF	\$39.84	027110471052900			
Bruner, Jill D.	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Burch, Deborah R	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$117.64	013230030851520			
Calvetti, Valery Anderson	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$156.62	013230030851528			
Carruthers, Gary Lee	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$106.47	013230030851520			
Castaneda, Craig Alexander	Subbed Lab Hours	09/07/13	09/07/13	09/21/13	ST	\$124.64	011120570051320			
Engstrom, Norman Bruce	Voice Lessons / 12	08/15/13	09/21/13	09/21/13	ST	\$384.00	011120650051320	MUP-2001-01	Applied Music- Vocal	
Ewers, Kathryn Ciara	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Fisher, Andrew	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Foemmel, Mary Beth	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Freed, Timothy Daniel	Squash and Fall Vegetation	09/16/13	09/16/13	09/21/13	ST	\$140.00	014110394151320	HLR-3420-309	Squash & Fall Vegetables	
Harmon, Wendi Suzanne	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$106.60	013230030851520			
Hoelzer, Jill N	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Immel, John H	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$160.89	013230030851520			
Klieber, Tracie Marie	Two Yoga Sessions	08/01/13	09/21/13	09/21/13	ST	\$100.00	011120570051900		Volley Ball Team Yoga	
Koehler, Richard A	BC Driver Improvement #232	09/07/13	09/07/13	09/21/13	ST	\$150.00	014110394351320	CDV-7000-01	Bureau Co. Driver Improvement	

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Stipends For Pay Period 09/21/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Koehler, Richard A	LC Driver Improvement #889	09/04/13	09/04/13	09/21/13	ST	\$150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Koehler, Richard A	Mileage Reimbursement	09/07/13	09/07/13	09/21/13	ML	\$28.25	014110394355212			
Kowalczyk, Meg E	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$19.68	013230030851528			
Landgraf, Tammy Lynn	Dual Credit Meetings	09/05/13	09/21/13	09/21/13	ST	\$44.30	011220910051900			
Landgraf, Tammy Lynn	Subbed for Diane Christianson	09/12/13	09/12/13	09/21/13	ST	\$36.91	011220910051320			
Lange, Shane Wilson	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$134.60	011320410051310			
Leadingham, Paul	Welding Assessment	08/30/13	08/30/13	09/21/13	ST	\$300.00	014210331051320	CEU-5209-08	Welding Assessment & Training	
Lee, Matthew J	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Leonard, Bryan Donald	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Lesman, Emily Elizabeth	MLC Ottawa	09/05/13	09/05/13	09/21/13	ST	\$125.50	011520910051320			
Martin, Joseph Ryan	Survival for Kids	09/14/13	09/14/13	09/21/13	ST	\$125.00	014110394151320	YOU-2315-09	Survival for Kids!	
Martin, Natalie	Survival for Kids	09/14/13	09/14/13	09/21/13	ST	\$125.00	014110394151320	YOU-2315-09	Survival for Kids!	
Moshage, Lynda Marlene	THM 1228 01	09/11/13	10/31/13	11/02/13	ST	\$2,772.00	011420730051320	THM-1228-01	Therapeutic Massage Clinical	
O'Brien, Tina Marie	MLC Ottawa	09/04/13	09/04/13	09/21/13	ST	\$125.50	011520910051320			
O'Fallon, David E	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Padoan-Gallardo, Atti V	ITL 1010 01	08/19/13	12/18/13	12/28/13	ST	\$150.00	011120650051320	ITL-1010-01	Conversational Italian II	
Panizzi, Gerald W	LC Driver Improvement #890	09/07/13	09/07/13	09/21/13	ST	\$187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Parisot, Debora	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Rambo, Randy R	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$378.32	011120910051310			
Rutkowski, Barbara Ann	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Sarver, Gregory Stephen	LC Driver Improvement #891	09/18/13	09/21/13	09/21/13	ST	\$150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Sarver, Gregory Stephen	Mileage Reimbursement	09/21/13	09/21/13	09/21/13	ML	\$28.25	014110394355212			
Smith, Sara E	Food Service Refresher	08/19/13	08/22/13	09/21/13	ST	\$250.00	014110394151320	CEU-1501-638	Food Service Recertification	

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Stipends For Pay Period 09/21/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Story, Michelle M	Summer Lab Hours	06/01/13	09/21/13	09/21/13	ST	\$1,504.00	011320410051310			
Thompson, Eric Shane	PWS 1200 349	09/03/13	12/03/13	12/14/13	ST	\$1,890.00	014210331051320	PWS-1200-349	Water Supply Operation I	
Turchi, Mary Lynn	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Turchi, Mary Lynn	SFC 1000 100	08/19/13	12/18/13	12/28/13	ST	\$1,343.30	011120910051320	SFC-1000-100	Strategies for College	
Villarreal, Joseph	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Watson, Robb Corey	E2C Workshop	09/05/13	09/21/13	09/21/13	ST	\$50.00	018120080051900		E2C Workshop	
Young, Kate R	Retro Pay	08/11/13	09/07/13	09/21/13	MI	\$69.64	013230030851520			
TOTAL						\$14,198.29				

Cheryl Roofsema
 Cheryl Roofsema
 Vice President of Business Services and Finance

Jerry Corcoran 10/21/13
 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

Bid Results – HVAC Lab/Classroom Equipment

Bids for HVAC Lab/Classroom Equipment were received and publicly opened on September 24, 2013.

Grasser’s Plumbing & Heating, McNabb, Illinois submitted the low bid and met all bidding requirements and specifications. Below is a summary of bids received.

Grasser’s Plumbing & Heating McNabb, IL	\$11,914.14
Rogers Supply Company LaSalle, IL	\$12,643.77
Chapman’s Mechanical Systems, Inc. Peru, IL	\$15,047.00

Recommendation:

The administration recommends Board approval to accept the bid from Grasser’s Plumbing & Heating, McNabb, Illinois, in the amount of \$11,914.14 for the HVAC Lab/Classroom Equipment.

Bid Results –3D Printer

Bids for a 3D Printer were received and publicly opened on September 23, 2013. JBH Technologies, Inc., Glenview, IL submitted the only bid. A summary of the bid is shown below.

Model # Stratasys Objet30 Pro

Objet Studio SW Lite	
Start-up Kit	\$47,100.00
12 Month Warranty (excluding heads)	

Additional Items :

Pack of (2) Support Material (FullCure 705) 1 Kg	\$ 250.00
Pack of (2) VeroBlue Material (FullCure 840) 1 Kg	\$ 500.00
Pack of (2) FullCure 810 VeroClear	\$ 700.00
SHR – Single Print Head Replacement	\$ 1,330.00
Objet Water Jet for Desktop 3D Printers – 110 Volt	\$ 3,200.00
Cabinet Stand for Desktop 3D Printers	\$ 1,280.00
Installation & Training @ Customer Facility	\$ 1,000.00
Shipping	\$ 750.00
Sub-Total	56,110.00

Trade-In:

Stratasys DIMENSION BST768	\$ 5,000.00
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Grand Total	<u>\$51, 110.00</u>
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Recommendation:

The administration recommends the Board accept the bid from JBH Technologies, Inc. as the lowest, most responsible bid for a 3D Printer in the amount of \$51,110.00.

Consortium Purchase – Rock Salt

The College has joined several purchasing consortia with the State of Illinois, the Illinois Community College System, and other higher education institutions. Membership in these consortia allows IVCC to purchase items that have already been through the bidding process.

Recommendation:

The administration recommends Board approval to purchase 280 tons of rock salt from Cargill Incorporated Salt Division through the Illinois Department of Central Management Services at \$52.55 per ton, delivered, for a total of \$14,714.

Resolution Authorizing Preparation of the 2013 Tax Levy

The administration would like Board authorization to begin preparing the 2013 tax levy. In keeping with past practice, a tentative tax levy will be presented to the November Board for approval and the levy will be finalized in December.

Recommendation:

The administration recommends that the Board authorize Dr. Jerry Corcoran to begin preparing the 2013 tax levy.

RESOLUTION TO PREPARE 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 Dr. Jerry Corcoran be and is hereby authorized and directed to prepare a tax levy for the calendar year 2013 to be collected in calendar year 2014.

ADOPTED this 15th day of October, 2013.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Purchase Request – Equipment for CTC

On February 19, 2013, the Board authorized the administration to move forward with the Requests for Purchase (RFP) for equipment and technology for the Peter Miller Community Technology Center.

The administration is recommending the purchase of two Integrated Hydraulic Training Systems in the amount of \$43,715.70 from Parker Hannifin Corporation. These systems are the same as the Parker Hannifin trainers that are currently being used in the Industrial Maintenance program.

This equipment will be purchased from the current vendor due to the need to match the existing equipment and the fact that these items are only available from one distributor for this product.

This purchase will be paid for with capital campaign funds.

Recommendation:

The administration recommends Board approval to purchase two Integrated Hydraulic Training Systems from Parker Hannifin Corporation in the amount of \$43,715.70.

Purchase Request – Digital Signage System for the Community Technology Center

At the April 16, 2013 Board meeting, the Board approved the CIC Project Phase 1 and 2 Technology Budget. The administration requests authorization to proceed with the purchase of the digital signage system with displays to be placed near the three entrances of the CTC. Three quotes were received ranging from \$12,575 to \$22,800. The system that best meets the needs of the College at the lowest cost and that can be expanded is the Samsung MagicInfo-I Premium system quoted by Springfield Electric.

3 Samsung 55" digital signage displays with Quad Core 32 Gb Media Players	\$10,575
Magic Info Server software (no charge for up to 5 displays)	\$0
Software setup and training	\$2,000
Annual Recurring charges	\$0
TOTAL	<u>\$12,575</u>

Recommendation:

The administration recommends Board approval to proceed with the purchase of the digital signage system for the Community Technology Center from Springfield Electric in the amount of \$12,575.

Purchase Request – Additional Lateral File Cabinets for Community Technology Center

On March 19, 2013, the Board authorized the administration to purchase lateral file cabinets that were built into the casework. Now that the major furniture purchase from Krueger International is almost complete, we have identified the need for additional cabinets. The administration is now requesting to purchase additional lateral file cabinets in the amount of \$11,577.21 from Henricksen & Company Inc., a vendor in the Illinois Public Higher Education Cooperative.

Recommendation:

The administration recommends the Board authorize the purchase of additional lateral file cabinets for the Peter Miller Community Technology Center through the Illinois Public Higher Education Cooperative at a cost of \$11,577.21.

Staff Appointment – Kimberly Krenz, Controller

The search advisory committee has selected Ms. Kimberly Krenz as Controller to fill the vacancy created by the resignation of Patrick Berry. Information on this applicant is attached.

Recommendation:

The administration recommends the appointment of Ms. Kimberly Krenz as Controller at an annualized salary of \$69,500.

RECOMMENDED FOR STAFF APPOINTMENT
2013-2014

GENERAL INFORMATION:

POSITION TO BE FILLED: Controller

NUMBER OF APPLICANTS: 6

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Ms. Cheryl Roelfsema, Mr. Kevin Champlin, Ms. Carolyn Chapman,
Ms. Sue Isermann, Mr. Mike Sankovich

APPLICANT RECOMMENDED:

Kimberly Krenz

EDUCATIONAL PREPARATION:

Washington School of Law, South Jordan, UT - M.S. in Taxation
Northern Illinois University, DeKalb, IL - B.S. in Management

EXPERIENCE:

Coated Sand Solutions/US Silica, Ottawa, IL - Plant Lead Accountant
IAC, Inc., Belvidere, IL – Assistant Controller
Unytite, Inc., Peru, IL – Senior Accountant

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

1. Certified Public Accountant
2. Educational background in taxation
3. Extensive experience in accounting
4. Cash management experience

RECOMMENDED SALARY: \$69,500 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

Board Policies (second reading)

These policies are being presented for the second reading. All three policies are being recommended for adoption.

Recommendation:

- 1) **Approve revisions made to Board Policy 3.21 – Medical/Occupational Examinations, as presented.**
- 2) **Approve revisions made to Board Policy 6.3 – Drug-Free Campus, as presented.**
- 3) **Approve the new Board Policy on Bicycles and Skateboards on Campus, as presented.**

Illinois Valley Community College Board Policy

Subject: **Medical/Occupational
Examinations**

Number: **3.21**

Effective Date: 10/19/10

Last Reviewed: 07/01/11

Last Revised: 07/01/11

It is the policy of the Board of Trustees of Community College District No. 513 ~~agrees to pay~~ that the College pays the cost of the occupational examination as required of new employees in the physical plant departments. Offers of employment are contingent upon the results of the occupational examination. The ~~Board of Trustees~~ College will also pay for the medical examinations of all full-time faculty and administrative positions.

Physical Plant and Shipping & Receiving Employees

The Office of Human Resources sends the Medical Examination Form to the *potential* employee. Offers of employment are contingent upon the results of the occupational examination. The returned form is placed in the appropriate personnel/medical file. The invoice for the examination is given to the appropriate supervisor for processing payment.

Faculty and Administration

The Executive Assistant to the President sends the Medical Examination Form. The returned form is placed in the appropriate personnel/medical file. The invoice for the examination is given to the appropriate supervisor for processing payment.

Illinois Valley Community College Board Policy

Subject: Drug-Free Work-Place Campus	Effective Date: 1/17/12
Number: 6.3	Last Reviewed: 1/17/12
	Last Revised: 1/17/12

It is the policy of the Board of Trustees of Illinois Valley Community College to provide, in accordance with Public Law 100-690, The Anti-Drug Abuse Act of 1988, sanctions or rehabilitation programs for all workers at IVCC who engage in the unlawful manufacture, sale, distribution, possession or use of a controlled substance or alcohol on campus or the work site. Also as a condition for receiving a Pell Grant, students must certify that they will not do any of the activities mentioned. If they do and are convicted, a court could suspend financial aid (Title IV Funds). This policy is stated under the Student Code of Conduct outlined in the current college catalog.

Illinois Valley Community College complies with the federal Drug-Free Workplace Act of 1988, the Drug-Free Workplace Act, 30 ILCS 580/1 et seq. and the federal Drug-Free Schools and Communities Amendments Act of 1989, 20 USC section 3171 et seq. IVCC seeks to improve the work environment, as well as the campus atmosphere, by eliminating drugs and alcohol in the workplace and on the College campus, except where liquor permits have been procured or alcohol is utilized for instructional purposes.

No person shall unlawfully possess, use, dispense, distribute, or manufacture any controlled substance in the workplace or in College facilities.

The use of alcohol within the workplace or in College facilities, including meal periods and breaks, is prohibited except when authorized by the College for approved functions.

Illinois Valley Community College Board Policy

Subject: ***Bicycles and Skateboards on Campus***

Effective Date:

Number:

Last Reviewed:

Last Revised:

Bicycles, skateboards, in-line skates, roller skates, and scooters are allowed on the IVCC campus within the following guidelines:

Walkways: *Transportation use of bicycles, skateboards, in-line or roller skates, and scooters is permitted as transportation on walkways, as long as users yield to pedestrians and are safe and courteous.*

Roadway Guidelines: *Transportation use of bicycles, skateboards, in-line or roller skates, and scooters is permitted on roadways only as follows:*

- *Daylight only (except bicycles with proper lighting and reflectors)*
- *Illinois bicycle rules of the road are followed, including stopping for stop signs*
- *Riders act safely and responsibly*

Prohibited Areas: *Transportation use of bicycles, skateboards, in-line or roller skates, and non-disability scooters is not permitted in the following areas:*

- *Inside buildings*
- *In front of entrances*
- *On railings and stairs*

BICYCLE INFORMATION

Bicycle owners are responsible for keeping their bicycle(s) in safe working order and stored in bicycle racks when not in use. Bicycles are not to obstruct sidewalks, building entrances, lawns, or bushes and are not allowed inside any IVCC building at any time.

Naming Rights for the Manufacturing Center

Dan Janka, a hall of fame graduate of IVCC's mechanical technology program and current president of Fives Machining Systems, Inc., facilitated the donation of a \$300,000 vertical machining center to the college in support of the Community Technology Center capital campaign. Because of the role Mr. Janka has played in orchestrating the donation of equipment from Fives, training and equipment support from Caterpillar, and a bridge to employment for IVCC interns, the administration would like to recognize Mr. Janka by naming the manufacturing center in honor of the manufacturers he has worked with over his extraordinary career.

Recommendation:

The administration recommends naming the manufacturing center in the Peter Miller Community Technology Center the Fives Cincinnati/Giddings & Lewis Manufacturing Center.

Naming Rights for the MIMIC Meeting Room

Ralph Scriba, 1951 L-P-O Junior College alumnus and successful entrepreneur, has donated \$50,000 in support of the Community Technology Center capital campaign. Making Industry Meaningful in College (MIMIC) is a nationally recognized curriculum project that places IVCC students from engineering design, electronics and business into “company” teams to design, manufacture, market and sell products. Few individuals better embody the IVCC MIMIC spirit than Mr. Scriba.

Recommendation:

The administration recommends naming the area designated for MIMIC students and staff in the Peter Miller Community Technology Center the Ralph Scriba MIMIC Meeting Room.

Fiscal Year 2013 Comprehensive Annual Financial Report

The College's Fiscal Year 2013 Comprehensive Annual Financial Report was submitted to the ICCB on October 15, 2013 by our auditors, McGladrey LLP. The auditors' opinion is unmodified. Tests are performed by the auditors to determine the adequacy of the internal control structure, including that portion related to Federal financial assistance programs, as well as to determine that the College has complied with applicable laws and regulations. The results of the tests for the fiscal year ended June 30, 2013 identified one deficiency in the internal control structure but there were no significant violations of applicable laws and regulations.

The Board's Audit/Finance Committee will meet with the audit team from McGladrey LLP on October 22, 2013 for a discussion of the Comprehensive Annual Financial Report.

Holly Farms
11669 E 1500th St.
Granville, IL 61326

Dear IVCC Board

I want to thank you for allowing me to farm your land for the 2013 growing season. I have decided that I am not willing to continue our current lease arrangement for the 2014 crop year. This is due to the fact that Pioneer is not interested in giving me a contract to grow Parent Seed Corn in the north half of your farm in 2014. The reason for this is that in the 2012 growing season, I was informed that Pioneer had a crop failure in their seed fields on the north half of your ground. So without being able to secure a Seed Field Contract it would not be a good financial decision for me to continue with this lease.

Sincerely,



Luke Holly



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250



SEP 10 2013

Ms. Cheryl Roelfsema
Vice President for Business Services
and Finance/Treasurer
Illinois Valley Community College
Oglesby, Illinois 61348

Dear Cheryl,

I would like to thank you for your outstanding work in helping to organize my visit to Illinois Valley Community College during my time as Acting Deputy Secretary.

It was a pleasure to tour your beautiful campus, and I appreciated learning more about the College's important role in your community. I also appreciated your excellent assistance in coordinating our stakeholders' roundtable event and valued the opportunity to exchange views with so many dedicated people on matters of mutual interest and concern.

Again, many thanks for a most enjoyable and worthwhile visit.

Sincerely,

Michael T. Scuse
Under Secretary
Farm and Foreign Agricultural Services

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.