



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, July 10, 2014  
Board Room  
6 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

## **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 – June 9, 2014 Closed Session Minutes Committee Meeting; June 9, 2014 Audit/Finance Committee Meeting; and June 12, 2014 Board Meeting (Pages 1-9)
  - 6.2 Approval of Bills - \$795,644.97
    - 6.2.1 Education Fund - \$655,350.15
    - 6.2.2 Operations & Maintenance Fund - \$83,456.54
    - 6.2.3 Auxiliary Fund - \$35,549.19
    - 6.2.4 Restricted Fund - \$16,243.52
    - 6.2.5 Audit Fund - \$4,000.00
    - 6.2.6 Liability, Protection & Settlement Fund - \$1,045.57
  - 6.3 Treasurer's Report (Pages 10-27)
    - 6.3.1 Financial Highlights (Pages 11-12)
    - 6.3.2 Balance Sheet (Pages 13-14)
    - 6.3.3 Summary of FY14 Budget by Fund (Page 15)
    - 6.3.4 Budget to Actual Comparison (Pages 16-22)
    - 6.3.5 Budget to Actual by Budget Officers (Page 23)
    - 6.3.6 Statement of Cash Flows (Page 24)
    - 6.3.7 Investment Status Report (Pages 25-26)
    - 6.3.8 Disbursements - \$5,000 or more (Page 27)
  - 6.4 Personnel - Stipends for Pay Period Ending June 14, 2014 (Pages 28-30)

- 6.5 Purchase Requests (Pages 31-33)
  - 6.5.1 FY2015 Radio Advertising Contracts (Page 31)
  - 6.5.2 Consortia Purchases (Page 32)
  - 6.5.3 Fuel for Truck Driver Training Program (Page 33)
- 6.6 McQuay Screw Chiller Maintenance (Page 34)
7. President's Report
8. Committee Reports
9. Fiscal Year 2015 Tentative Budget (Pages 35-37)
10. Staff Appointment – Dr. Robyn Schiffman, Dean of English, Mathematics, and Education (Pages 38-39)
11. Purchase Request – VMware ESX Servers and ESX Disk Array (Page 40)
12. Purchase Request – Network Core and Edge Switches and Installation (Page 41)
13. Proposal Results – Student Athlete and Catastrophic Student Athlete Insurance (Pages 42-44)
14. Bid Results – Asphalt Pavement Repair, Sealing, and Marking (Page 45)
15. Request for Proposal Results – Copier Lease (Page 46)
16. Bid Request – Tree Removal (Page 47)
17. Professional Services Proposal – ADA Parking Lot Design and Parking Lot 1 Reconstruction (Pages 48-51)
18. Semi-annual Review of Closed Session Minutes (Page 52)
19. Items for Information (Pages 53-55)
  - 19.1 Staff Resignation – Bryan Clark, Public Services Librarian (Page 53)
  - 19.2 Interim Staff Appointment – Public Services Librarian (Page 54)
  - 19.3 IVCC Foundation Tuition Assistance Initiative (Page 55)
20. Trustee Comment
21. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) pending litigation; and 4) closed session minutes.
22. Closed Session Minutes – June 9, 2014 Closed Session Minutes Committee Meeting and June 12, 2014 Board Meeting
23. Other
24. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Closed Session Minutes Committee Meeting**  
**June 9, 2014**

The Closed Session Minutes Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 4:30 p.m. on Monday, June 9, 2014 in the Board Room - C307 at Illinois Valley Community College.

**Members Present:**        Larry D. Huffman, Chair  
                                 Laurie A. Bonucci  
                                 Everett J. Solon (entered the meeting at 5:10 p.m.)

**Members Absent:**

The meeting was called to order at 4:30 p.m. by Dr. Huffman.

**CLOSED SESSION**

It was moved by Ms. Bonucci and seconded by Dr. Huffman to convene a closed session to discuss the minutes of meetings lawfully closed under the Open Meetings Act. Motion passed by voice vote.

On a motion by Ms. Bonucci, seconded by Mr. Solon, and carried unanimously, the regular meeting resumed at 5:16 p.m.

**ADJOURNMENT**

Dr. Huffman declared the meeting adjourned at 5:17 p.m.

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Larry D. Huffman, Committee Chair

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Audit/Finance Committee Meeting**  
**June 9, 2014**

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Monday, June 9, 2014 in the Board Room (C307) at Illinois Valley Community College.

**Committee Members** Larry D. Huffman, Chair

**Physically Present:** Michael C. Driscoll  
Everett J. Solon

**Others Physically Present:** Jerry Corcoran, President

Cheryl Roelfsema, Vice President for Business Services and Finance  
Sue Isermann, Interim Vice President for Learning and Student Development  
Katherine Ross, Controller

The meeting was called to order at 5:30 p.m. by Dr. Huffman.

**FY2015-2017 STRATEGIC PLAN FOR INFORMATION TECHNOLOGY**

The Committee was provided a memo from Harold Barnes and Emily Vescogni which included a brief explanation of each expenditure related to a strategic plan project or expenditures not related to the plan, but which the cost is expected to exceed \$10,000. Each entry indicated the source of funding. Also included was an executive summary of the FY14 Progress Report and the Report highlighting projects and activities from the past year. The FY15 Update to the Information Technology Strategic Plan provides the anticipated expenditures for achieving the stated goal and objectives. The PowerPoint focused on projects that are in the Plan for FY2015. Wi-Fi Expansion is a top priority along with improved cell phone reception through a Distributed Antenna System. Another project that Information Technology is working on is Microsoft 365. This is a new product from Microsoft for students. The Server Room will be upgraded by replacing 14 small Uninterruptable Power Supplies (UPS) with one high-reliability UPS in emergency power outages. The Virtual Desktop Initiative will continue to be expanded. Dr. Driscoll asked if the IT Strategic Plan was linked with the KPIs by number. He would like to see it clearly linked with the KPIs. It was noted there are a number of lap tops for loan in the library. A set of 25 are checked out to students while they are in the library. The laptops do not leave the library. Project Success has maintained a fleet of 8 computers for their students. There are software locks where every time the computer boots up, it is fresh. Nothing is saved on the laptops. The College does have insurance for the laptops, but there have been no instances. The MIMIC lab stores laptops in combination lockers. Jerry would like to see IVCC partner with another college to save the College's data off campus. Harold stated that community colleges that all use Colleague met and discussed this, but it didn't go anywhere. Currently, backups are

stored in fire-proof and water-proof systems in Building B. Harold would like to store the data at the Ottawa Center as another site. Information Technology has a \$1.5 million budget. The College held off using reserves for IT projects until the CTC was complete. It will be using reserves to fund the upgrades noted above. There is a \$5 per credit hour technology fee and this fee funds the classroom technology for students.

### **FY2015 BUDGET AND FY2014 FINANCIAL UPDATE**

Cheryl Roelfsema reported the College is on target to come in on budget for FY2014. For FY2015, the College faces some challenges. Total operating revenues are expected to be \$21.5 million, \$187,000 less than last year. This is based on flat enrollment, a 10 percent increase in tuition, flat funding from the State, a \$73,600 grant for the distributed antenna system project, and \$40,000 in gifts from the five area hospitals. IVCC's tuition is \$111 per credit hour and the average state tuition for FY2015 is \$118 per credit hour. Summer enrollments are down 9.93 percent and the latest figures for fall are down by 8.72 percent. This is down a total of approximately 2800 credit hours, a loss of \$318,737. A balanced budget is achieved based on a one percent increase in all salaries. The College will be hiring a number of part-time faculty and increasing full-time faculty overload due to the Affordable Care Act regulations. The College has cut its utility costs by 12 percent. Even with the addition of the Community Technology Center, IVCC's utilities have been low due to the low utility rates and the demolition of the temporary buildings. Utility rates are expected to remain low for at least another year. Expenses for professional development have increased. There is a long list of personnel positions that are not being filled. The only addition to personnel is a full-time dental assisting program coordinator. Due to the low enrollment figures a contingency of \$186,000 is budgeted at this time. The College will be looking at other reserves to cover the shortfalls. If spring enrollments do not increase, the College will need to be prepared to make significant changes. The administration has worked hard to increase enrollments, however it appears that the lack of adequate financial aid has significantly affected enrollments across the state at universities and community colleges.

### **WORKERS' COMPENSATION INSURANCE EXPERIENCE RATING**

Cheryl Roelfsema shared with the Committee the NCCI Workers' Compensation Experience Rating for IVCC for the last three years. The rate has decreased each year from a 1.38 to a .97. A credit modification is a modification lower than 1.00. If an employer runs a safe workplace, which includes implementing safety programs, the employer will be in a better position to receive a credit experience rating modification factor against their premium. IVCC's modification factor is a result of its safety-minded staff and faculty, supervisors providing a safe work environment, and Human Resources managing the claims well.

### **OTHER**

None.

### **ADJOURNMENT**

Dr. Huffman declared the meeting adjourned at 6:17 p.m.

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Larry D. Huffman  
Audit/Finance Committee Chair

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary



**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Regular Meeting**  
**June 12, 2014**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6 p.m. on Thursday, June 12, 2014 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Melissa M. Olivero, Chair  
Michael C. Driscoll, Vice Chair  
Larry D. Huffman, Secretary  
Laurie A. Bonucci  
Jane E. Goetz  
David O. Mallery  
Everett J. Solon  
Amy M. Rogowski, Student Trustee

**Members Absent:**

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Sue Isermann, Interim Vice President for Learning and Student Development  
Mark Grzybowski, Interim Associate Vice President for Student Services  
Walt Zukowski, Attorney

**APPROVAL OF AMENDED AGENDA**

After the Board Book was mailed, an added reason to go into closed session was placed on the agenda – student discipline. It was moved by Dr. Driscoll and seconded by Mr. Solon to approve the agenda, as amended. Motion passed by voice vote.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

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

The following items were approved in the consent agenda:

Approval of Minutes – May 8, 2014 Board Meeting and May 21, 2014 Facilities Committee Meeting

Approval of Bills - \$1,206,516.95

Education Fund - \$971,646.07; Operations & Maintenance Fund - \$39,186.01; Operations & Maintenance Fund (Restricted) - \$28,525.42; Bond & Interest Fund - \$32,543.75; Auxiliary Fund - \$70,008.19; Restricted Fund - \$33,223.30; and Liability, Protection and Settlement Fund - \$31,384.21

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending May 3, 2014; May 17, 2014; and May 31, 2014.

**PRESIDENT'S REPORT**

Dr. Corcoran reported Mark Grzybowski, interim associate vice president for student services, has quite a bit on his plate these days and it's all good news: (1) he and his wife, Liz, are the proud parents of Eloise "Ellie" Charlie Grzybowski, born on Tuesday, June 3 at 9 lbs. 3 oz. and 21 inches long; (2) Women's Tennis coach, Julie Milota, informed Mr. Grzybowski that the team finished a very respectful 27<sup>th</sup> in the national tournament in El Paso, Texas last month; (3) Athletic Director, Tommy Canale, is delighted with the news that the College's eight-teams overall GPA for FY 2014 was 3.0, in fact, nearly half of the athletes earned the Arrowhead Academic Excellence Award; and finally, the May 17<sup>th</sup> commencement was a great success because of the work Mr. Grzybowski's team did in coordinating all of the activities. Mark is doing a great job in his new position. Two other administrators were commended – Dean Bonnie Campbell for the May 17 Nurse Pinning ceremony and Adult Education director, Sara Escatel for the May 18 GED graduation ceremony. Both programs were very moving and the students and staff members were appreciative of everyone's hard work and the board members who could join in the celebration. Jean Batson Turner's Human Services program tribute to students and service learning partners in the community on May 12 was a first-class event, particularly because Dr. Brian Holloway was the keynote speaker. Kudos to Jean and Brian on their fine work. On May 14, Dr. Corcoran attended the Ottawa Chamber of Commerce and Industry's annual dinner where IVCC was recognized for 40 years of membership. Also in attendance were Trustee Jane Goetz and Foundation Board director, Karen Nussbaum, always demonstrating their support of the College. And the following day, Chris Herman and his team of Cynthia Cardosi, Diane Scoma, and Teresa Bowen had a terrific end-of-the-year event for Project Success students, which included motivational speeches by past Project Success program participants. Sue Isermann and Jerry Corcoran agreed that some of the stories shared with the group that evening could not have been more heartwarming and sincere – a great inspiration for IVCC students. On Sunday, May 25<sup>th</sup>, Dr. Corcoran was proud to represent IVCC at the Marquette Academy graduation ceremony, where Principal Brooke Rick and he congratulated six students who, not only received their high school diplomas, but also associate degrees as graduates of the Running Start program. That program would not have taken root were it not for the work of Trustee Dr. Mike Driscoll. Dr. Corcoran thanked Mike for his vision and leadership on this program. Speaking of leadership, the leadership and core values retreat held on May 30

was very organized by the committee of Glenna Jones, Bryan Clark, Angie Hartman, Jeanne Hayden, Polly Ragazincky, Cristina Sarabia, Connie Sprong, and Sarah Trager. Dr. Corcoran congratulated these eight fine employees for their dedication and service to IVCC's staff. And finally, former student trustee, David Zallis, stopped by for a visit a few days ago. He recently earned his bachelor's degree from ISU and is now living in Chicago. He has fond memories of his years at IVCC, especially on the Board of Trustees, and he wishes everyone nothing but the best.

### **COMMITTEE REPORTS**

Mr. Mallery reported the FY2016 RAMP submittal was discussed. The RAMP includes two projects – renovation of Jacobs Library and the addition and renovation of the fitness center in Building G. There have been discussions of splitting the RAMP into two separate proposals for state funding. The Committee would like to evaluate each one separately and possibly a new RAMP submitted at a later date. The College will not lose any ground by starting over and there is no cost involved. From the list of facility projects, the Operations Committee prioritized the projects and recommended the following be considered for the 2014 tax levy and the Facilities Committee agreed; 1) Building C plumbing; 2) access card readers; 3) chiller replacement; 4) lighting replacement in LRC B and A; and 5) replacement of carpeting in the Cultural Centre. Mr. Mallery noted the link area behind the Community Technology Center (CTC) building is in need of drainage and restoration. The Committee agreed to move forward to seek bids. The Committee discussed the construction of an ADA-only parking lot. While the College has a sufficient number of ADA parking spaces, a proposal to add additional parking at a closer location south of the CTC was recommended. A couple of alternates were offered, but there were justified reasons not to go that way. The Committee was in support of the additional parking lot.

The Closed Session Minutes Committee met on Monday, June 9. Closed session minutes were reviewed and discussed. A recommendation will be made to the full Board at the July meeting for release of minutes.

The Audit/Finance Committee met on Monday, June 9 and received a review of the Information Technology equipment purchased this past year as well as the Information Technology Strategic Plan for the future. There was an update on the development of the FY2015 budget. Dr. Huffman noted the outlook has not been good and has not improved. FY2015 will be financially tight and the administration is working on prioritizing areas of need. There has been significant cost savings to the utility costs despite the new Community Technology Center. The cost of utilities is not significantly more than last year. Enrollments are behind what they were a year ago and the budget is based on flat enrollment. The workers' compensation rate has decreased every year for the past four years and the College's cost for insurance will be less.

### **PRESIDENT'S CONTRACT**

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to approve a three-year employment contract for Dr. Jerry Corcoran, President, with an FY2015 salary of \$183,092.80 as well as benefits and other conditions presented in the contract. Ms. Olivero noted the salary is based on a one percent increase, but is not a reflection of Dr. Corcoran's performance or the Board's assessment of his performance. The financial picture of the College has not been what it has

been in past years. The Board is very pleased with Dr. Corcoran's performance. Motion passed by voice vote.

**STAFF APPOINTMENT – DR. DEBORAH L. ANDERSON, VICE PRESIDENT FOR ACADEMIC AFFAIRS**

It was moved by Ms. Goetz and seconded by Dr. Huffman to approve the appointment of Dr. Deborah L. Anderson as Vice President for Academic Affairs at an annualized salary of \$110,000. Dr. Huffman noted he attended all four open forums and there was a very strong finalist group. Motion passed by voice vote.

**BID REQUEST – CONSTRUCTION OF ADA-ONLY PARKING LOT**

It was moved by Mr. Mallery and seconded by Ms. Bonucci to authorize the administration to seek bids for construction of an ADA-only parking lot at an estimated cost of \$280,000. Dr. Huffman noted there was no indication of lighting in the estimate cost of the parking lot. Ms. Roelfsema reassured him that lighting was included. Ms. Bonucci noted the College is in compliance with the letter of the law with the number of parking spaces, but the additional parking lot brings the College into compliance with the spirit of the law. Motion passed by voice vote.

**PURCHASE REQUEST – NURSING LABORATORY EQUIPMENT**

It was moved by Mr. Solon and seconded by Dr. Huffman to approve the purchase of the Pyxis MedStation 4000 4-Drawer Main Training Unit and Pyxis MedStation 4000 Single Column Auxiliary 4-Door Unit from Medical Shipment, Elk Grove Village, IL in the amount of \$30,547. Motion passed by voice vote.

**PROPOSAL RESULTS – MECHATRONICS LEARNING SYSTEM**

It was moved by Dr. Huffman and seconded by Ms. Goetz to accept the Option 2 proposal from Advanced Technologies Consultants, Inc., Northville, MI, in the amount of \$184,050 for the Mechatronics Learning System. Dr. Huffman noted this action item was amended because while Aidex Corporation submitted a proposal option with a lower cost, the College did not feel that the robot included in that proposal was an industry standard robot. Motion passed by voice vote.

**PROPOSAL RESULTS – PORTABLE ADVANCED TRAINING SYSTEMS FOR MECHATRONICS CURRICULUM**

It was moved by Dr. Huffman and seconded by Ms. Goetz to accept the option to purchase two (2) units from Aidex Corporation, Rossville, IN in the amount of \$122,690 for the Portable Advanced Training Systems for the mechatronics curriculum. Motion passed by voice vote.

**AUTHORIZATION TO CONTINUE PAYMENT FOR STANDARD OPERATING EXPENDITURES**

It was moved by Mr. Solon and seconded by Ms. Goetz to authorize the administration to continue the operation of the College by making those expenditures required for normal operations, including salaries, approved contracts, utilities, routine maintenance supplies, and regular activities for the period July 1, 2014 through budget adoption. Motion passed by voice vote.

### **PREVAILING WAGE RESOLUTION**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to adopt the Prevailing Wage Resolution for Fiscal Year 2015, as presented. Motion passed by voice vote.

### **TRUSTEE COMMENT**

Ms. Olivero had received a letter from Susan Caley Opsal regarding the excellent students she had in her class from the athletic department. Susan cited several reasons in support of athletics and Ms. Olivero would like the Board to consider this when moving forward on the adoption of the budget.

Amy Rogowski attended the ICCB Student Leadership Institute in Springfield. She noted it was the largest group to attend this event – 60 student trustees and student government leaders. She learned a lot and made a lot of friends. As a group they prepared a list of priorities with financial aid at the top. They would like a portion of the MAP grant set aside for community colleges and this will be an item for lobby day. This group hopes to increase awareness of campus activities and promote diversity throughout the campus. She learned that 100,000 students in Illinois took distant learning classes last year. She can't wait to meet again in September.

The ICCTA Northwest Regional Meeting will be held at Kishwaukee College on Wednesday, June 25, 2014. Ms. Olivero asked the Board to check their calendars and let Jeanne Hayden know if they are able to attend.

### **CLOSED SESSION**

It was moved by Dr. Huffman and seconded by Ms. Bonucci to convene a closed session at 6:23 p.m. to discuss 1) student discipline; 2) collective negotiating matters; 3) pending litigation; and 4) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 6:29 p.m. On a motion by Ms. Goetz and seconded by Dr. Huffman, the regular meeting resumed at 8:35 p.m. Motion passed by voice vote.

### **CLOSED SESSION MINUTES**

It was moved by Ms. Bonucci and seconded by Ms. Goetz to approve and retain the closed session minutes of the May 8, 2014 board meeting. Motion passed by voice vote.

### **OTHER**

None.

### **ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 8:37 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JUNE 2014

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

Kathy Ross  
Controller

## FINANCIAL HIGHLIGHTS – June 2014

### Revenues

- As of June 26, the student headcount for summer semester was 1,404 which is 162 students, or 10.34 percent, less than at this same point in time last year. Credit hours were at 6,088, which is 684, or 10.11 percent, less than one year ago. Summer semester is considered the first semester for Fiscal Year 2015. Level enrollment (no increase or decrease in credit hours) was assumed for the proposed budget for Fiscal Year 2015. The headcount for fall semester 2014 is 2,429, which is 302 students less than at the same point in time last year. Credit hours for fall 2014 decreased by 2,109, or 7.53 percent, for a total of 25,891, from this point in time one year ago. The timing for Early Entry College student registration varies greatly from year to year and if we assumed no change from last year's Early Entry College registration, our credit hours would be down by 4.00 percent versus the 7.53 percent we currently show.
- The first installment of property tax payments have been received from DeKalb, LaSalle, and Putnam counties.
- The State of Illinois Base Operating Grant has been paid through February 2014 and the Equalization Grant has been paid through January 2014. The federal and state portions of Adult Education grants have been paid through May 2014.

### Expenditures

Some of the more significant variances in expenditures for the twelve months ending June 30, 2014 include the following:

- Fund 01 – Education Fund – Instruction – Contractual Services – includes \$56,200 in payments to area high schools for providing instructors for the Early Entry College courses; \$15,326 for truck driver training student physicals which are offset by course fees; \$26,120 for nursing student background checks which are also offset by course fees;
- Fund 01 – Education Fund – Academic Support – Materials & Supplies – includes \$223,450 for computers and \$24,350 for projectors for classrooms; \$62,750 for electronic resources for the library; \$23,885 for library books; and \$13,000 for Accuplacer testing;
- Fund 01 – Education Fund – Institutional Support – Materials & Supplies – includes \$156,250 for advertising; \$11,108 for ICCTA dues; \$10,150 for NCICG, AACC, and local chamber dues; \$44,800 for bank fees and credit card processing fees; \$13,175 for campus car fuel and repairs; \$58,450 for postage; \$282,250 for computers, software, and audio visual equipment; and \$51,350 for software and software renewals; and,

- Fund 02 – Operations and Maintenance Fund – Fixed Charges – includes \$62,550 for the annual property casualty insurance premium.

#### **Protection, Health & Safety Projects:**

- Culture Centre Sound System – construction is underway with an estimated completion date of November 14;
- Building A Air Handler/Chiller Replacement – approved by ICCB;
- Building E Elevator – approved by ICCB and will be installed during the Community Instructional Center Project Phase 3; and,
- Asbestos Removal – CIC Phase 3 – approved by ICCB and will occur prior to the Community Instructional Center Project Phase 3.

#### **Capital Renewal Project:**

- Building C Lobby Remodel – approved by ICCB and will be done at the time of the Community Instructional Center Project Phase 3.

#### **Other Projects:**

- Community Instructional Center Project –
  - **Phase 1** – 9-month inspection of CTC building occurred on May 30 with only minor issues noted which the general contractor will remedy;
  - **Phase 2** – final inspection is scheduled for July 10;
  - **Phase 3** – project is proceeding to 100 percent design development which is due to the CDB in August;
- ADA Parking Lot –
  - Pending Board approval, Chamlin & Associates will begin preparation of the bidding documents; and,
- Parking Lot #1 Repairs
  - Pending Board approval, Chamlin & Associates will begin preparation of the bidding documents.



Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 June 30, 2014  
 (Unaudited)

	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	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 1,467,141	1,657,447	137,289	\$ 298,862	\$ 208,611			\$ 3,769,350
Investments	4,025,153	11,512,596	673,991	920,018	-			17,131,758
Receivables								
Property taxes	7,942,405	1,658,516	1,270,329		-			10,871,250
Governmental claims	-	-	-	-	21,506			21,506
Tuition and fees	3,584,279	-	-	1,306	-			3,585,585
Due from other funds	170,983	3,127		1,053,844	-			1,227,954
Bookstore inventories	-	-	-	643,513	-			643,513
Other assets	22,641		-	6,334	-		1,438,596	1,467,571
Fixed assets - net where applicable	-	-	-	20,465	-	58,497,163		58,517,628
Other debits								
Amount available in Debt Service Fund	-						1,286,404	1,286,404
Amount to be provided to retire debt								-
<b>Total Assets and Other Debits</b>	<u>\$17,212,602</u>	<u>\$14,831,686</u>	<u>\$ 2,081,609</u>	<u>\$ 2,944,342</u>	<u>\$ 230,117</u>	<u>\$58,497,163</u>	<u>\$ 2,725,000</u>	<u>\$ 98,522,519</u>

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 June 30, 2014

	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	
<b>Liabilities</b>								
Accounts payable	\$ (10,509)	\$ (54)	\$ 7,645	\$ 14,254	\$ 396	\$ -	\$ -	\$ 11,732
Accrued salaries & benefits	761,817	11,284	-	-	-	-	-	773,101
Post-retirement benefits & other	127,667	-	-	-	-	-	-	127,667
Unclaimed property	1,926	401	-	-	18	-	-	2,345
Due to other funds	1,044,390	100,707	-	-	82,857	-	-	1,227,954
Due to student groups/deposits	(147)	-	-	-	146,846	-	-	146,699
Deferred revenue								-
Property taxes	3,972,466	829,520	635,368	-	-	-	-	5,437,354
Tuition and fees	3,922,259	-	-	-	-	-	-	3,922,259
Grants	-	-	-	-	-	-	-	-
Bonds payable	-	-	-	-	-	-	2,725,000	2,725,000
Total liabilities	<u>9,819,869</u>	<u>941,858</u>	<u>643,013</u>	<u>14,254</u>	<u>230,117</u>	<u>-</u>	<u>2,725,000</u>	<u>14,374,111</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets						58,497,163		58,497,163
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for grant purposes		108,355						108,355
Reserved for building purposes		5,450,360						5,450,360
Reserved for debt service			1,438,596					1,438,596
Reserved for Liab., Prot., Sett.		3,593,343						3,593,343
Unreserved	<u>7,392,733</u>	<u>4,737,770</u>		<u>2,930,088</u>				<u>15,060,591</u>
Total equity and other credits	<u>7,392,733</u>	<u>13,889,828</u>	<u>1,438,596</u>	<u>2,930,088</u>	<u>-</u>	<u>58,497,163</u>	<u>-</u>	<u>84,148,408</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$17,212,602</u>	<u>\$14,831,686</u>	<u>\$ 2,081,609</u>	<u>\$ 2,944,342</u>	<u>\$ 230,117</u>	<u>\$58,497,163</u>	<u>\$ 2,725,000</u>	<u>\$ 98,522,519</u>

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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  
 For the twelve months ended June 30, 2014  
 (Unaudited)

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 18,863,393	\$ 2,428,141	\$ 5,377,363	\$ 1,259,536	\$ 19,707	\$ 2,388,720	\$ 6,246,960	\$ 259,850	\$ 34,990	\$ 36,878,660
Actual Expenditures	(19,031,332)	(2,264,247)	(7,901,739)	(1,263,919)	-	(2,589,319)	(6,293,287)	(721,514)	(39,900)	(40,105,257)
Other Financing Sources (Uses)	5,000					61,414	10,000	-	-	76,414
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	(162,939)	163,894	(2,524,376)	(4,383)	19,707	(139,185)	(36,327)	(461,664)	(4,910)	(3,150,183)
Fund balances July 1, 2013	4,628,258	3,012,421	7,974,011	1,442,977	4,691,403	3,055,718	142,855	4,054,245	28,571	29,030,459
Fund balances June 30, 2014	\$ 4,465,319	\$ 3,176,315	\$ 5,449,635	\$ 1,438,594	\$ 4,711,110	\$ 2,916,533	\$ 106,528	\$ 3,592,581	\$ 23,661	\$ 25,880,276

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Illinois Valley Community College District No. 513  
 Fiscal Year 2014 Budget to Actual Comparison  
 For the twelve months ended June 30, 2014  
 (Unaudited)

	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 6,646,368	\$ 6,631,424	99.8%	\$ 6,644,357	100.5%	\$ 6,611,055
Corporate Personal Property Replacement Tax	798,556	844,659	105.8%	1,005,672	114.4%	878,840
TIF Revenues	381,000	361,456	94.9%	389,505	102.2%	381,000
Total Local Government	<u>7,825,924</u>	<u>7,837,539</u>	100.1%	<u>8,039,534</u>	102.1%	<u>7,870,895</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	1,405,011	73.1%	1,859,191	96.7%	1,923,233
Equalization	50,000	33,334	66.7%	189,030	141.5%	133,618
Career/Technical Education Formula Grant	165,000	185,637	112.5%	195,732	118.6%	165,000
Other	-	-		-		-
Total State Government	<u>2,138,233</u>	<u>1,623,982</u>	75.9%	<u>2,243,953</u>	101.0%	<u>2,221,851</u>
Federal Government						
PELL Administrative Fees	10,000	7,370	73.7%	8,490	84.9%	10,000
Total Federal Government	<u>10,000</u>	<u>7,370</u>	73.7%	<u>8,490</u>	84.9%	<u>10,000</u>
Student Tuition and Fees:						
Tuition	6,766,042	7,622,632	112.7%	6,304,607	99.6%	6,329,675
Fees	971,730	387,357	39.9%	968,680	101.9%	950,335
Total Tuition and Fees	<u>7,737,772</u>	<u>8,009,989</u>	103.5%	<u>7,273,287</u>	99.9%	<u>7,280,010</u>
Other Sources:						
Investment Revenue	21,000	3,931	18.7%	23,205	116.0%	20,000
Public Service Revenue	421,850	387,357	91.8%	444,188	97.1%	457,450
Nongovernmental Gifts	1,048,000	888,431	84.8%	195,500	407.3%	48,000
Other	17,100	104,794	612.8%	23,543	137.7%	17,100
Total Other Sources	<u>1,507,950</u>	<u>1,384,513</u>	91.8%	<u>686,436</u>	126.5%	<u>542,550</u>
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 19,219,879</u>	<u>18,863,393</u>	98.1%	<u>18,251,700</u>	101.8%	<u>17,925,306</u>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,492,966	8,549,970	100.7%	8,445,603	99.8%	8,461,066
Employee Benefits	1,535,040	1,641,770	107.0%	1,480,936	100.7%	1,471,033
Contractual Services	126,219	146,808	116.3%	144,254	107.8%	133,779
General Materials & Supplies	402,788	339,676	84.3%	325,545	85.2%	382,084
Conference & Meeting Expenses	53,514	41,495	77.5%	34,487	75.0%	45,992
Fixed Charges	219,700	207,817	94.6%	195,901	93.9%	208,600
Utilities	500	448	89.6%	730	73.0%	1,000
Capital Outlay	1,000,000	367,753	38.8%	181,835	808.2%	22,500
Other	-	-		-		-
Total Instruction	<u>\$ 11,830,727</u>	<u>\$ 11,315,737</u>	95.6%	<u>\$ 10,809,291</u>	100.8%	<u>\$ 10,726,054</u>

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**Illinois Valley Community College District No. 513**  
**Fiscal Year 2014 Budget to Actual Comparison**  
**For the twelve months ended June 30, 2014**  
(Unaudited)

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
Academic Support:						
Salaries	\$ 681,604	\$ 594,022	87.2%	\$ 599,696	97.2%	\$ 617,016
Employee Benefits	131,760	146,237	111.0%	117,222	107.4%	109,095
Contractual Services	165,102	172,393	104.4%	124,437	79.5%	156,464
General Materials & Supplies	304,326	386,408	127.0%	200,475	97.8%	204,882
Conference & Meeting Expenses	7,115	2,625	36.9%	2,614	25.0%	10,437
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	50,700	30,113	59.4%	41,942	79.2%	52,955
Capital Outlay	200,763	93,509	46.6%	23,700	99.8%	23,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,541,370</u>	<u>1,425,307</u>	92.5%	<u>1,110,086</u>	94.5%	<u>1,174,599</u>
Student Services:						
Salaries	1,177,829	1,086,606	92.3%	1,096,478	96.0%	1,141,956
Employee Benefits	290,105	305,522	105.3%	278,684	99.9%	278,952
Contractual Services	5,100	3,998	78.4%	5,622	274.2%	2,050
General Materials & Supplies	52,895	44,806	84.7%	47,831	99.6%	48,045
Conference & Meeting Expenses	15,125	11,814	78.1%	9,506	74.9%	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>1,452,746</u>	94.3%	<u>1,438,121</u>	96.9%	<u>1,483,703</u>
Public Services/Continuing Education:						
Salaries	424,443	418,130	98.5%	394,823	94.3%	418,792
Employee Benefits	55,924	65,011	116.2%	46,634	94.4%	49,405
Contractual Services	276,800	181,803	65.7%	285,488	96.4%	296,000
General Materials & Supplies	79,175	76,804	97.0%	74,382	84.6%	87,950
Conference & Meeting Expenses	9,970	14,625	146.7%	9,611	114.8%	8,375
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	498	0.0%	-	0.0%	250
Total Public Services/Continuing Education	<u>846,312</u>	<u>756,871</u>	89.4%	<u>810,938</u>	94.2%	<u>860,772</u>
Institutional Support:						
Salaries	1,672,936	1,582,337	94.6%	1,653,702	97.9%	1,688,680
Employee Benefits	471,283	507,518	107.7%	464,582	100.5%	462,246
Contractual Services	505,516	524,143	103.7%	626,587	153.0%	409,635
General Materials & Supplies	558,267	697,598	125.0%	383,402	96.5%	397,499
Conference & Meeting Expenses	59,305	35,057	59.1%	49,849	68.8%	72,410
Fixed Charges	-	-	0.0%	5,475	32.2%	17,000
Utilities	19,500	11,401	58.5%	15,955	77.4%	20,613
Capital Outlay	310,829	324,602	104.4%	278,653	76.8%	362,951
Other	38,000	(54,497)	-143.4%	42,599	112.1%	38,000
Total Institutional Support	<u>3,635,636</u>	<u>3,628,159</u>	99.8%	<u>3,520,804</u>	101.5%	<u>3,469,034</u>
Scholarships, Grants and Waivers	574,200	452,512	78.8%	578,507	91.7%	631,095
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 19,969,299</u>	<u>\$ 19,031,332</u>	95.3%	<u>\$ 18,267,747</u>	99.6%	<u>\$ 18,345,257</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ -</u>	<u>\$ 5,000</u>	0.0%	<u>\$ (31,891)</u>	-7.6%	<u>\$ 419,951</u>

**Illinois Valley Community College District No. 513**  
**Fiscal Year 2014 Budget to Actual Comparison**  
**For the twelve months ended June 30, 2014**  
(Unaudited)

<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<b>Annual Budget FY2014</b>	<b>Actual 6/30/14</b>	<b>Act/Budget 100.0%</b>	<b>Actual 6/30/13</b>	<b>Act/Budget 91.7%</b>	<b>Annual Budget FY2013</b>
Local Government Sources:						
Current Taxes	\$ 1,221,821	\$ 1,214,936	99.4%	\$ 1,235,785	99.2%	\$ 1,245,606
Corporate Personal Property Replacement Tax	140,921	149,058	105.8%	177,472	114.4%	155,089
TIF	127,000	120,485	94.9%	129,163	101.7%	127,000
Total Local Government	<u>1,489,742</u>	<u>1,484,479</u>	99.6%	<u>1,542,420</u>	101.0%	<u>1,527,695</u>
State Government:						
ICCB Credit Hour Grant	339,394	252,037	74.3%	328,093	96.7%	339,394
Total State Government	<u>339,394</u>	<u>252,037</u>	74.3%	<u>328,093</u>	96.7%	<u>339,394</u>
Student Tuition and Fees:						
Tuition	551,081	535,086	97.1%	705,611	104.9%	672,792
Total Tuition and Fees	<u>551,081</u>	<u>535,086</u>	97.1%	<u>705,611</u>	104.9%	<u>672,792</u>
Other Sources:						
Facilities Revenue	124,000	110,237	88.9%	124,870	132.8%	94,000
Investment Revenue	2,000	1,769	88.5%	4,430	221.5%	2,000
Non-Governmental Gifts & Grants	-	90,000	0.0%	-	-	-
Other	-	(45,467)	0.0%	29,129	-	-
Total Other Sources	<u>126,000</u>	<u>156,539</u>	124.2%	<u>158,429</u>	165.0%	<u>96,000</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<u>\$ 2,508,217</u>	<u>\$ 2,428,141</u>	96.9%	<u>\$ 2,734,553</u>	103.7%	<u>\$ 2,635,881</u>

<b>OPERATIONS &amp; MAINTENANCE FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 06/30/14</b>	<b>Act/Budget 100.0%</b>	<b>Actual 06/30/13</b>	<b>Act/Budget 91.7%</b>	<b>Annual Budget FY2013</b>
Operations & Maintenance of Plant:						
Salaries	\$ 840,042	\$ 786,578	93.6%	\$ 838,786	98.9%	\$ 848,004
Employee Benefits	221,972	243,744	109.8%	219,267	96.7%	226,694
Contractual Services	222,820	175,731	78.9%	158,559	86.2%	183,900
General Materials & Supplies	250,000	220,755	88.3%	212,124	75.1%	282,500
Conference & Meeting Expenses	4,000	1,246	31.2%	1,377	34.4%	4,000
Fixed Charges	52,500	70,075	133.5%	57,271	143.2%	40,000
Utilities	794,980	712,758	89.7%	581,764	71.9%	809,410
Capital Outlay	104,000	59,021	56.8%	153,148	118.7%	129,000
Facility Charges to Other Funds	(63,000)	(63,000)	100.0%	(63,000)	100.0%	(63,000)
Provision for Contingency	-	-	0.0%	-	0.0%	100,000
Total Operations & Maintenance of Plant	<u>2,427,314</u>	<u>2,206,908</u>	90.9%	<u>2,159,296</u>	84.3%	<u>2,560,508</u>
Institutional Support:						
Salaries	49,065	40,053	81.6%	60,575	106.5%	56,881
Employee Benefits	21,738	9,616	44.2%	9,654	109.8%	8,792
Contractual Services	2,400	-	0.0%	4,790	199.6%	2,400
General Materials & Supplies	1,700	2,819	165.8%	2,758	83.6%	3,300
Conference & Meeting Expenses	-	-	0.0%	102	0.0%	-
Fixed Charges	4,000	4,851	121.3%	4,055	101.4%	4,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>78,903</u>	<u>57,339</u>	72.7%	<u>81,934</u>	108.7%	<u>75,373</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<u>\$ 2,506,217</u>	<u>\$ 2,264,247</u>	90.3%	<u>\$ 2,241,230</u>	85.0%	<u>\$ 2,635,881</u>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2014 Budget to Actual Comparison  
 For the twelve months ended June 30, 2014  
 (Unaudited)

	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,362,330	\$ 1,356,976	99.6%	\$ 1,461,813	93.9%	\$ 1,557,008
State Government Sources	7,350,000	4,013,193	54.6%	17,802,066	142.4%	12,500,000
Investment Revenue	15,000	7,194	48.0%	34,759	19.3%	180,000
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 8,727,330</b>	<b>5,377,363</b>	<b>61.6%</b>	<b>19,298,638</b>	<b>135.6%</b>	<b>14,237,008</b>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	\$ -	12,786	0.0%	108,997	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	8,727,330	7,888,953	90.4%	21,831,131	153.3%	14,237,008
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 8,727,330</b>	<b>7,901,739</b>	<b>90.5%</b>	<b>21,940,128</b>	<b>154.1%</b>	<b>14,237,008</b>

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 1,258,919	\$ 1,256,706	99.8%	\$ 1,259,520	99.8%	\$ 1,261,840
Investment Revenue	5,000	2,830	56.6%	4,328	216.4%	2,000
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>1,263,919</b>	<b>1,259,536</b>	<b>99.7%</b>	<b>1,263,848</b>	<b>100.0%</b>	<b>1,263,840</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support:						
Debt Principal Retirement	\$ 1,185,000	1,185,000	100.0%	1,090,000	86.4%	1,261,840
Interest on Bonds	78,419	78,419	100.0%	104,485	0.0%	-
Fees	500	500	100.0%	500	100.0%	500
					0.0%	
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ 1,263,919</b>	<b>\$ 1,263,919</b>	<b>100.0%</b>	<b>\$ 1,194,985</b>	<b>94.7%</b>	<b>\$ 1,262,340</b>

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 35,000	\$ 19,707	56.3%	\$ 35,866	179.3%	\$ 20,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>35,000</b>	<b>19,707</b>	<b>56.3%</b>	<b>35,866</b>	<b>179.3%</b>	<b>20,000</b>
Transfers In (Out)		\$ -	0.0%	\$ -	0.0%	\$ (120,000)

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Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
For the twelve months ended June 30, 2014  
(Unaudited)

AUXILIARY ENTERPRISES FUND	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
Service Fees	\$ 2,472,700	\$ 2,384,719	96.4%	\$ 2,516,381	94.4%	\$ 2,666,700
Other Revenue	1,000	80	8.0%	3,034	303.4%	1,000
Investment Revenue	8,000	3,921	49.0%	8,489	169.8%	5,000
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<u>2,481,700</u>	<u>2,388,720</u>	96.3%	<u>2,527,904</u>	94.6%	<u>2,672,700</u>
					0.0%	
					0.0%	
					0.0%	
Salaries	\$ 339,281	309,102	91.1%	340,960	97.6%	349,348
Employee Benefits	94,629	89,599	94.7%	85,135	91.5%	93,053
Contractual Services	45,300	32,829	72.5%	69,473	136.1%	51,035
Materials & Supplies	1,998,478	1,976,653	98.9%	2,130,536	95.1%	2,240,300
Conference & Meeting	23,363	25,786	110.4%	21,536	99.3%	21,683
Fixed Charges	42,400	41,477	97.8%	42,097	78.8%	53,400
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	7,149	186.2%	3,840
Other	111,500	113,873	102.1%	102,778	99.8%	103,000
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<u>2,658,791</u>	<u>2,589,319</u>	97.4%	<u>2,799,664</u>	96.0%	<u>2,915,659</u>
Transfer In (Out)	\$ -	\$ 61,414	0.0%	\$ 61,564	-23.2%	\$ (265,537)

Fiscal Year 2014 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
State Government Sources	\$ 360,972	\$ 574,341	159.1%	\$ 474,870	101.4%	\$ 468,498
Federal Government Sources	6,743,340	5,657,522	83.9%	7,368,808	95.7%	7,701,634
Service Fees	3,000	2,265	75.5%	9,418	313.9%	3,000
Nongovernmental gifts or grants	-	12,750		22,271		
Other Revenue	15,700	82	0.5%	64	0.6%	11,000
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<u>\$ 7,123,012</u>	<u>6,246,960</u>	87.7%	<u>7,875,431</u>	96.2%	<u>8,184,132</u>
<b>RESTRICTED PURPOSES FUND</b> Instruction:						
Salaries	\$ 486,019	425,198	87.5%	430,239	103.6%	415,474
Employee Benefits	115,559	96,300	83.3%	97,965	120.4%	81,388
Contractual Services	85,284	47,208	55.4%	47,670	77.3%	61,654
Materials & Supplies	144,092	75,378	52.3%	133,602	121.7%	109,812
Conference & Meeting	67,273	42,715	63.5%	43,695	59.4%	73,520
Fixed Charges	500	-	0.0%	-	0.0%	3,000
Utilities	3,500	1,766	50.5%	2,334	99.3%	2,350
Capital Outlay	212,723	26,967	12.7%	18,927	56.9%	33,286
Other (P-16 Grant Waivers)	-	-	0.0%	-	0.0%	9,030
Total Instruction	<u>\$ 1,114,950</u>	<u>\$ 715,532</u>	64.2%	<u>\$ 774,432</u>	98.1%	<u>\$ 789,514</u>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2014 Budget to Actual Comparison  
 For the twelve months ended June 30, 2014  
 (Unaudited)

RESTRICTED PURPOSES FUND	Annual Budget FY2014	Actual 6/30/14	Act/Budget 100.0%	Actual 6/30/13	Act/Budget 91.7%	Annual Budget FY2013
<b>Academic Support</b>						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	2,150	0.0%	850	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	104,004	0.0%	160,000
Total Academic Support	<u>-</u>	<u>2,150</u>	<u>0.0%</u>	<u>104,854</u>	<u>0.0%</u>	<u>160,000</u>
<b>Student Services</b>						
Salaries	187,260	182,514	97.5%	182,579	91.4%	199,755
Employee Benefits	65,102	66,369	101.9%	64,292	105.0%	61,214
Contractual Services	3,320	2,430	73.2%	6,248	150.6%	4,150
Materials & Supplies	5,200	1,983	38.1%	7,342	103.4%	7,100
Conference & Meeting	4,500	1,703	37.8%	3,542	29.0%	12,209
Fixed Charges	-	121	0.0%	97	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	24,175	19,299	79.8%	19,600	61.3%	32,000
Total Student Services	<u>289,557</u>	<u>274,419</u>	<u>94.8%</u>	<u>283,700</u>	<u>89.7%</u>	<u>316,428</u>
<b>Public Service</b>						
Salaries	151,098	143,916	95.2%	502,666	124.1%	405,046
Employee Benefits	29,701	38,769	130.5%	103,998	126.2%	82,379
Contractual Services	500	4,200	840.0%	395,280	269.4%	146,701
Materials & Supplies	6,330	9,931	156.9%	127,240	156.2%	81,470
Conference & Meeting	7,931	11,606	146.3%	80,310	163.8%	49,017
Fixed Charges	-	-	0.0%	28,424	148.7%	19,119
Utilities	1,000	99	9.9%	6,152	120.5%	5,105
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	375	187.5%	200
Total Public Service	<u>196,560</u>	<u>208,521</u>	<u>106.1%</u>	<u>1,244,445</u>	<u>157.7%</u>	<u>789,037</u>
<b>Auxiliary Services</b>						
Materials & Supplies	-	-		5,561	0.0%	-
Total Auxiliary Services	<u>-</u>	<u>-</u>		<u>5,561</u>	<u>0.0%</u>	<u>-</u>
<b>Institutional Support</b>						
Salaries (Federal Work Study)	\$ 91,245	\$ 86,254	94.5%	\$ 91,245	100.0%	\$ 91,245
Total Institutional Support	<u>91,245</u>	<u>86,254</u>	<u>94.5%</u>	<u>91,245</u>	<u>100.0%</u>	<u>91,245</u>
Student grants and waivers (PELL & SEOG)	5,485,000	5,006,411	91.3%	5,420,616	89.0%	6,088,493
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<u>7,177,312</u>	<u>\$ 6,293,287</u>	<u>87.7%</u>	<u>\$ 7,924,853</u>	<u>96.2%</u>	<u>\$ 8,234,717</u>
<b>Transfer In (Out)</b>		<u>\$ 10,000</u>	<u>0.0%</u>	<u>\$ 47,291</u>	<u>0.0%</u>	<u>\$ 27,000</u>

**Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
For the twelve months ended June 30, 2014  
(Unaudited)**

<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 6/30/14</b>	<b>Act/Budget 100.0%</b>	<b>Actual 6/30/13</b>	<b>Act/Budget 91.7%</b>	<b>Annual Budget FY2013</b>
Local Government Sources	\$ 250,473	\$ 248,689	99.3%	\$ 261,697	95.5%	\$ 274,033
Investment Revenue	30,000	11,161	37.2%	28,836	144.2%	20,000
Other	-	-	0.0%	315	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>280,473</b>	<b>259,850</b>	<b>92.6%</b>	<b>290,848</b>	<b>98.9%</b>	<b>294,033</b>

**Fiscal Year 2014 Budget to Actual Comparison**

<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>Annual Budget FY2014</b>	<b>Actual 6/30/14</b>	<b>Act/Budget 100.0%</b>	<b>Actual 6/30/13</b>	<b>Act/Budget 91.7%</b>	<b>Annual Budget FY2013</b>
<b>Operations &amp; Maintenance of Plant</b>						
Contractual Services	\$ 351,500	\$ 283,976	80.8%	\$ 316,504	78.8%	\$ 401,500
Material & Supplies	100	160	160.0%	192	192.0%	100
Conference & Meeting	500	490	98.0%	503	100.6%	500
Utilities	-	499	0.0%	520	0.0%	-
Total for Operations & Maintenance of Plant	\$ 352,100	\$ 285,125	81.0%	\$ 317,719	79.0%	\$ 402,100
<b>Institutional Support</b>						
Salaries	\$ 70,929	\$ 72,986	102.9%	\$ 75,307	110.6%	\$ 68,073
Employee Benefits	240,849	6,572	9.3%	213,370	91.2%	233,919
Contractual Services	14,500	12,414	85.6%	27,262	49.6%	55,000
Material & Supplies	2,750	959	34.9%	2,526	91.9%	2,750
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	373,250	343,458	92.0%	396,672	104.8%	378,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	702,278	436,389	62.1%	715,137	96.9%	738,242
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>1,054,378</b>	<b>721,514</b>	<b>68.4%</b>	<b>1,032,856</b>	<b>90.6%</b>	<b>1,140,342</b>

**Fiscal Year 2014 Budget to Actual Comparison**

<b>AUDIT FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 6/30/14</b>	<b>Act/Budget 100.0%</b>	<b>Actual 6/30/13</b>	<b>Act/Budget (Unaudited)</b>	<b>Annual Budget FY2013</b>
Local Government Sources	\$ 34,900	\$ 34,980	100.2%	\$ 34,387	99.7%	\$ 34,500
Investment Revenue	-	10	0.0%	6	0.0%	-
<b>TOTAL AUDIT FUND REVENUES</b>	<b>34,900</b>	<b>34,990</b>	<b>100.3%</b>	<b>34,393</b>	<b>99.7%</b>	<b>34,500</b>
<b>AUDIT FUND</b>						
Contractual Services	34,900	39,900	114.3%	36,050	104.5%	34,500
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>34,900</b>	<b>39,900</b>	<b>114.3%</b>	<b>36,050</b>	<b>104.5%</b>	<b>34,500</b>

**Illinois Valley Community College District No. 513**  
**Fiscal Year 2014 Budget to Actual Comparison**  
**All Funds**  
**For the twelve months ended June 30, 2014**  
**(Unaudited)**

<b>Department</b>	<b>Annual Budget FY2014</b>	<b>Actual 6/30/2014</b>	<b>Act/Budget 100.0%</b>	<b>Explanation</b>
President	\$ 308,482	\$ 300,451	97.4%	
Board of Trustees	16,900	14,239	84.3%	
Community Relations	330,793	392,181	118.6%	Includes development office salaries which are reimbursed
Continuing Education	1,118,350	1,029,234	92.0%	
Facilities	10,504,644	10,990,232	104.6%	Includes capital campaign expenses which were reimbursed
Information Technologies	1,733,820	1,906,570	110.0%	
Academic Affairs	225,423	186,039	82.5%	
Academic Affairs (AVPCE)	1,025,666	682,297	66.5%	
Adult Education	531,518	472,059	88.8%	
Learning Technologies	664,014	633,458	95.4%	
Career & Tech Education Division	1,784,514	1,674,534	93.8%	
Natural Science & Business Division	2,151,066	2,280,653	106.0%	
Humanities & Fine Arts/Social Science Division	2,074,146	2,167,451	104.5%	
Health Professions Division	2,042,654	2,023,794	99.1%	
English, Mathematics, Education Division	2,442,190	2,443,799	100.1%	
Admissions & Records	382,557	360,603	94.3%	
Student Development	620,080	611,231	98.6%	
Student Services	146,425	120,537	82.3%	
Financial Aid	5,923,618	5,413,518	91.4%	
Athletics	237,332	237,990	100.3%	
TRiO (Student Success Grant)	289,256	274,419	94.9%	
Campus Security	350,000	283,085	80.9%	
Business Services/General Institution	2,185,911	2,125,585	97.2%	
Risk Management	704,378	438,429	62.2%	
Tuition Waivers	634,200	452,513	71.4%	
Purchasing	111,089	107,611	96.9%	
Human Resources	130,655	117,006	89.6%	
Bookstore	2,246,100	2,204,309	98.1%	
Shipping & Receiving	78,903	57,340	72.7%	
Copy Center	135,709	104,090	76.7%	
<b>Total FY14 Expenditures</b>	<b>\$ 41,130,393</b>	<b>\$ 40,105,257</b>	<b>97.5%</b>	

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended June 30, 2014**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 522,938.56	\$ (187,083.55)	\$ 763,753.89	\$ (17,743.78)	\$ 70,214.57	\$ 19,914.26	\$ 312,955.48	\$ 5,844.92	\$ 341,841.77	\$ 1,832,636.12
Total Receipts	951,483.98	17,286.14	182.67	32.83	37,431.72	1.68	74.85	0.44	80.20	1,006,574.51
Total Cash	1,474,422.54	(169,797.41)	763,936.56	(17,710.95)	107,646.29	19,915.94	313,030.33	5,845.36	341,921.97	2,839,210.63
Due To/From Accts										-
Transfers/Bank CDs	1,400,000.00	800,000.00	-	155,000.00	-	45,000.00	100,000.00	-	-	2,500,000.00
Expenditures	(1,460,526.02)	(165,709.61)	-	-	(68,627.37)	(88,833.40)	-	(4,000.00)	(6,528.96)	(1,794,225.36)
ACCOUNT BALANCE	1,413,896.52	464,492.98	763,936.56	137,289.05	39,018.92	(23,917.46)	413,030.33	1,845.36	335,393.01	3,544,985.27
Deposits in Transit	(27,438.45)									(27,438.45)
Outstanding Checks	109,974.74									109,974.74
BANK BALANCE	1,496,432.81	464,492.98	763,936.56	137,289.05	39,018.92	(23,917.46)	413,030.33	1,845.36	335,393.01	3,627,521.56
Certificates of Deposit	-	-	-	-	-	-	398,000.00	-	2,100,000.00	2,498,000.00
Illinois Funds	2,147,588.67	1,877,564.78	2,323,494.04	673,990.79	920,018.20	62,879.44	3,900,079.16	7,165.40	1,043,775.16	12,956,555.64
CDB Trust Fund CTC			594,159.28							594,159.28
Bldg Reserve-ILLFund			1,083,043.85							1,083,043.85
Total Investment	\$ 2,147,588.67	\$ 1,877,564.78	\$ 4,000,697.17	\$ 673,990.79	\$ 920,018.20	\$ 62,879.44	\$ 4,298,079.16	\$ 7,165.40	\$ 3,143,775.16	\$ 17,131,758.77
LaSalle State Bank	\$ 96,937.10									
Centrue Bank	3,530,584.46									
	<u>\$ 3,627,521.56</u>									

Respectfully submitted,



Cheryl Roelfsema  
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
June 30, 2014

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/24/2014							1,000,000	1,000,000	MB	0.60%	0.60%	16139
11/7/2014						150,000		150,000	MB	0.65%	0.65%	915192
3/26/2015							1,000,000	1,000,000	NCB	0.35%	0.35%	
3/31/2015						248,000		248,000	MBS	0.40%	0.40%	
4/22/2015							100,000	100,000	MB	0.45%	0.45%	914161
<b>Total CD</b>	-	-	-	-	-	398,000	2,100,000	2,498,000				

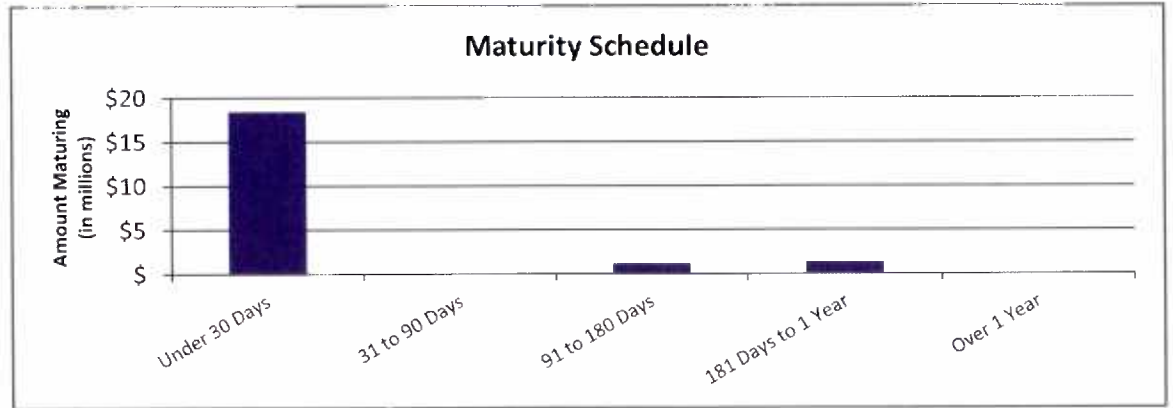
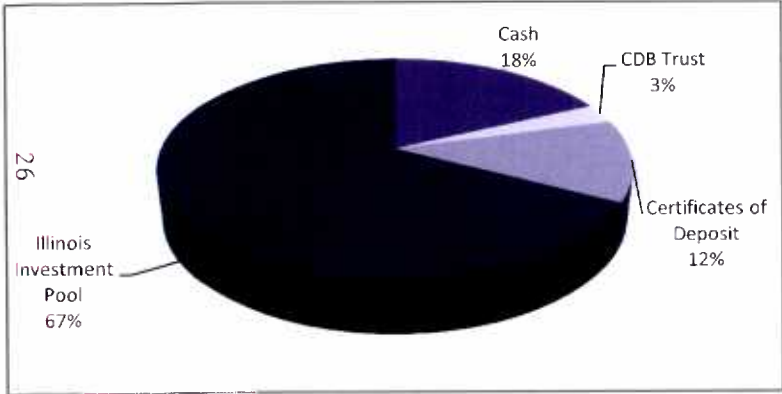
CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

\*\* Current IL Funds interest rate: 0.017%

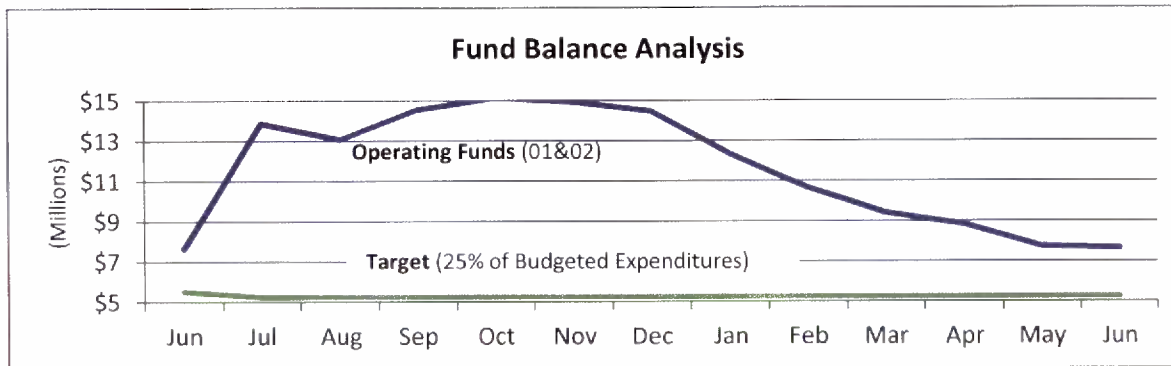
**Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
June 30, 2014**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	18.0%	\$ 3,766,655	0.34%
CDB Trust	2.8%	594,159	0.25%
Certificates of Deposit	12.0%	2,498,000	0.50%
Illinois Investment Pool	67.2%	14,039,600	0.02%
<b>Total</b>		<b>\$ 20,898,414</b>	<b>0.28%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 14,039,600			\$ 14,039,600	67%
Centrue Bank			3,461,033	3,461,033	17%
North Central Bank		1,000,000		1,000,000	5%
Heartland Trust Acct			594,159	594,159	3%
LaSalle State Bank			99,267	99,267	0%
Multi Bank Securities		248,000		248,000	1%
Heartland Bank			206,355	206,355	1%
Marseilles Bank		1,250,000		1,250,000	6%
	<b>\$ 14,039,600</b>	<b>\$ 2,498,000</b>	<b>\$ 4,360,814</b>	<b>\$ 20,898,414</b>	<b>100%</b>



**Weighted Average Maturity of CD's** 133 Days



*AK*

**\$5,000 and Over Disbursements**  
**06/01/14 - 06/30/14**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
713387	06/05/14	0001369	Ameren Illinois	\$ 42,437.66	Electricity (04/10/14-05/12/14)
713395	06/05/14	0108962	Carquest	6,136.49	Genisys TPMS Scan Tool (Carl Perkins Grant), Auto Supplies
713398	06/05/14	0108916	CCIC	278,490.16	Health Insurance (June)
ACH	06/05/14		VALIC Retirement Services	12,920.04	403(b) & 457(b)Payroll (06/05/14)
ACH	06/05/14		Internal Revenue Service	73,589.96	Federal Payroll Taxes (06/05/14)
ACH	06/05/14		Illinois Department of Revenue	22,172.95	State Payroll Taxes (06/05/14)
713466	06/06/14	0082897	SURS	48,951.68	Payroll (06/05/14)
713509	06/12/14	0149548	Burwood Group	9,629.55	Firewall Installation/Services, ISP Migration/IP Addressing Change
713516	06/12/14	0001296	Follett Higher Education Group	6,471.71	Books for Resale
713523	06/12/14	0079038	IVCC Student Activity	13,498.24	MAP Funds
713549	06/12/14	0197364	School Chapters, Inc.	5,482.50	Books for Resale
713568	06/12/14	0001927	Walter J Zukowski & Associates	23,502.25	Legal Services
713668	06/18/14	0001420	Advanced Technologies Consultants	6,980.00	Computer Software-Electronic Technologies and Wind Energy
713670	06/18/14	0145770	All Risk Training and Safety,	6,240.00	Consulting-Business Seminars
27 713690	06/18/14	0190646	CNE Gas Division, LLC	11,701.71	Natural Gas (05/01/14-05/31/14)
713722	06/18/14	0001524	LaSalle County Treasurer	6,413.66	Property Taxes
713727	06/18/14	0030668	LP Area Career Center	12,209.40	Early Entry Classes
713739	06/18/14	0001018	Ottawa Township High School	13,497.30	Early Entry Classes
713755	06/18/14	0034253	Streator Township High School	15,976.98	Early Entry Classes
713763	06/18/14	0001927	Walter J Zukowski & Associates	6,478.50	Legal Services
713778	06/19/14	0082897	SURS	50,743.57	Payroll (06/19/14)
ACH	06/19/14		VALIC Retirement Services	12,452.57	403(b) & 457(b)Payroll (06/19/14)
ACH	06/19/14		Internal Revenue Service	74,294.34	Federal Payroll Taxes (06/19/14)
ACH	06/19/14		Illinois Department of Revenue	23,667.23	State Payroll Taxes (06/19/14)
713824	06/26/14	0001317	Elsevier, Inc.	15,600.00	Computer Software-Nursing
713844	06/26/14	0197105	Martin Sullivan, Inc.	5,950.00	Exmark Mower
				\$ 805,488.45	

Stipends For Pay Period 06/14/14

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alfano, Maddalena Lucia	ALH 1214 300	05/27/14	07/21/14	07/26/14	SS	\$3,269.70	011420730051320	ALH-1214-300	Certified Nursing Assistant	
Alvarado, Ruben Joseph	SPN 1002 01	06/11/14	07/08/14	07/12/14	ST	\$2,624.00	011120650051320	SPN-1002-01	Elementary Spanish II	
Anderson, Jeanette K	DLA 2202 300	05/19/14	07/22/14	07/26/14	SS	\$2,362.50	011420730051320	DLA-2202-300	Clinical Practice	
Baker, Kathryn June	Professional Development	05/19/14	05/22/14	06/14/14	SS	\$150.00	011120080151900			
Baker, Kathryn June	CSP 1203 300	06/11/14	08/05/14	08/09/14	SS	\$2,562.00	011320410051320	CSP-1203-300	Microsoft Office Professional I	
Bates, Michael James	GEL 1007 01	06/11/14	07/08/14	07/12/14	SS	\$2,835.00	011120570051320	GEL-1007-01	Environmental Geology	
Beyer, Jason Adam	PHL 1013 01	06/11/14	08/05/14	08/09/14	SS	\$1,920.00	011120650051340	PHL-1013-01	Comparative Religions	
Bias, Timothy John	INAM Spring Lab Work	06/01/14	06/14/14	06/14/14	ST	\$3,200.00	061320182051900			
Bias, Timothy John	MET 2206 01	05/27/14	07/21/14	07/26/14	SS	\$211.20	011320410051340	MET-2206-01	Manufacturing Technical Internship	
Blood, Trisha Marie	MTH 1003 01 1005 01	06/11/14	08/05/14	08/09/14	SS	\$5,670.00	011120910051320	MTH-1003-01	College Algebra	
Borkowski, Andrew Joseph	EMS Program Coordinator	06/11/14	07/10/14	07/12/14	ST	\$1,968.00	011420730051320			
Boyle- Bruch, Ida Lee	Food Service Sanitation	06/02/14	06/02/14	06/14/14	SS	\$250.00	014110394151320	CEU-1501-06	Food Service Recertification	
Bray, Kristal A	ALH 1214 03	05/27/14	07/21/14	07/26/14	SS	\$3,404.64	011420730051320	ALH-1214-03	Certified Nursing Assistant	
Brolley, Vincent Depaul	Mileage Reimbursement	01/13/14	03/28/14	06/14/14	ML	\$805.28	011120650055210			
Brown, Paula A	NUR 1221 02	05/27/14	07/21/14	07/26/14	SS	\$2,677.50	011420730051320	NUR-1221-02	Holis Med Surgical Nursing/Practical Nursing	
Castaneda, Craig Alexander	BIO 1200 300	06/11/14	08/05/14	08/09/14	SS	\$1,968.00	011120570051320	BIO-1200-300	Human Body Structure & Function	
Christianson, Diane C	Professional Development	05/19/14	05/22/14	06/14/14	SS	\$150.00	011120080151900			
Christianson, Diane C	Extra Program Coordinator Duties	06/11/14	08/05/14	08/09/14	SS	\$3,200.00	011220910051340			
Cinotte, Lori Maret	Professional Development	05/19/14	05/22/14	06/14/14	SS	\$150.00	011120080151900			
Cook Fesperman, Amanda	Mileage Reimbursement	02/10/14	05/12/14	06/14/14	ML	\$143.36	011120650055210			
Cox, Laurie Ann	ART 1010 300	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011120650051320	ART-1010-300	Art Survey II	
Curtin, Walter Michael	EMS 2217 300 2218 300 Coordinator	05/27/14	07/21/14	07/26/14	SS	\$5,531.40	011420730051320	EMS-2217-300	Paramedic VIII / EMS	
Deffenbaugh, Gloria Renee	ALH 1214 02	05/27/14	07/21/14	07/26/14	SS	\$3,269.70	011420730051320	ALH-1214-02	Certified Nursing Assistant	
Dunlap, Angela Jane	ENG 0900 300	06/11/14	08/05/14	08/09/14	SS	\$2,121.00	011520910051320	ENG-0900-300	Basic Composition II	
Dzierzynski, Amber Arlene	SPH 1001 05	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011120650051320	SPH-1001-05	Fundamentals of Speech	
Dzurisin, Juliana Mae	ALH 1214 600 601	05/27/14	07/21/14	07/26/14	SS	\$3,608.00	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Dzwonnik, Marian C.	ENG 0900 01	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011520910051320	ENG-0900-01	Basic Composition II	
Elias, Gina Rae	CSN 2222 01 CSI 1299 80	05/27/14	07/21/14	07/26/14	SS	\$790.00	011320410051340	CSN-2222-01	Computer Networking Internship	
Fesperman, Jeffrey Norris	GEG 1004 100	06/11/14	07/08/14	07/12/14	SS	\$1,920.00	011120570051340	GEG-1004-100	World Region Geography	
Foemmel, Mary Beth	ALH 1214 01	05/27/14	07/21/14	07/26/14	SS	\$3,539.58	011420730051320	ALH-1214-01	Certified Nursing Assistant	
Foemmel, Mary Beth	Advisory Committee Meeting	06/01/14	06/14/14	06/14/14	ST	\$25.00	061320152751900			
Forst, Jean	ENG 1002 01 1002 300	06/11/14	08/05/14	08/09/14	SS	\$3,780.00	011120910051320	ENG-1002-01	English Composition II	
Fox, Amber Rae	ACT 1010 300	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011120570051320	ACT-1010-300	Financial Accounting	
Gibson, James A	GNT 1220 01	06/11/14	08/05/14	08/09/14	SS	\$640.00	011320410051340	GNT-1220-01	Introduction Manual & OSHA 10-hr Safety	
Gibson, James A	MIMIC Presentation	04/30/14	06/14/14	06/14/14	ST	\$750.00	061320152751900			



Stipends For Pay Period 06/14/14

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Gibson, James A	WND 2222 01 ELT 2209 01	05/19/14	08/05/14	08/09/14	SS	\$851.20	011320410051340	WND-2222-01	Wind Energy Technical Internship	
Gibson, James A	FY 14 NSF Grant Duties	06/01/14	06/14/14	06/14/14	ST	\$1,920.00	061320183851900			
Hodgson, Laura Ann	Classroom Preparation Work	06/02/14	06/11/14	06/14/14	SS	\$808.81	011420730051340			
Jauch, Christian Martin	CSP 1203 01	06/11/14	08/05/14	08/09/14	SS	\$2,383.50	011320410051320	CSP-1203-01	Microsoft Office Professional I	
Kelly, Amy L	ALH 1000 101	05/27/14	07/21/14	07/26/14	ST	\$1,890.00	011420730051320	ALH-1000-101	Introduction To Nutrition	
Killian, Melissa J.	21 Sessions	06/01/14	06/14/14	06/14/14	ST	\$672.00	013230030851540			
Klopacic, Elizabeth Ann	Professional Development	05/19/14	05/22/14	06/14/14	SS	\$150.00	011120080151900			
Klopacic, Elizabeth Ann	PSY 1000 02	06/11/14	07/08/14	07/12/14	SS	\$1,920.00	011120650051340	PSY-1000-02	General Psychology	
Kowalski, Andrea Beth	SPH 1001 400 406	06/09/14	06/27/14	06/28/14	SS	\$4,092.00	011120650051320	SPH-1001-400	Fundamentals of Speech	
Kowalski, Andrea Beth	SPH 1001 300	06/11/14	08/05/14	08/09/14	SS	\$2,046.00	011120650051320	SPH-1001-300	Fundamentals of Speech	
Kowalski, Dena Louise	ALH 1251 301 303	05/19/14	07/17/14	07/26/14	SS	\$1,890.00	011420730051320	ALH-1251-301	Phlebotomy Practicum	
Kreier, Rodney John	DFT 1203 300	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011320410051320	DFT-1203-300	Machine Blueprint Reading	
Kuester, David A	SPH 1001 412	06/11/14	07/01/14	07/12/14	SS	\$1,920.00	011120650051340	SPH-1001-412	Fundamentals of Speech	
Kwiatkowski, Charles S	CSI 1011 01	06/11/14	08/05/14	08/09/14	SS	\$2,304.00	011120410051340	CSI-1011-01	Introduction Programming & Logic	
Lau, Michael S	PSY 1000 301	06/11/14	08/05/14	08/09/14	SS	\$2,046.00	011120650051320	PSY-1000-301	General Psychology	
Leadingham, Paul	Pipefitting Training / Sabic	04/25/14	06/14/14	06/14/14	ST	\$3,075.00	014210331051320			
Lee, Matthew J	Advisory Committee Meeting	06/01/14	06/14/14	06/14/14	ST	\$25.00	061320152751900			
Lee, Tracy Denise	ENG 1001 300	06/11/14	08/05/14	08/09/14	SS	\$1,920.00	011120910051340	ENG-1001-300	English Composition I	
Lesman, Emily Elizabeth	MLC IVCC DAYS	06/11/14	08/05/14	08/09/14	SS	\$4,086.00	011520910051320			
Lockwood, DawnAnne	CSG 1202 100	05/27/14	07/21/14	07/26/14	SS	\$658.80	011320410051320	CSG-1202-100	Photoshop - SP	
Lynch, Rose Marie	FY 14 NSF Grant Duties	06/01/14	06/14/14	06/14/14	ST	\$5,000.00	061320183851900			
Lynch, Theresa Marie	Program Coordinator	05/17/14	07/21/14	07/26/14	SS	\$1,890.00	011420730051320			
Manaligod, John M	ENG 1001 01	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011120910051320	ENG-1001-01	English Composition I	
Martin, Joseph Ryan	Survival for Kids	04/19/14	06/14/14	06/14/14	ST	\$100.00	014110394151320			
Martin, Natalie	Survival for Kids	04/19/14	06/14/14	06/14/14	ST	\$100.00	014110394151320			
Martin, Todd Allen	HIS 1001 02	06/11/14	08/05/14	08/09/14	SS	\$1,890.00	011120650051320	HIS-1001-02	History Western Civilization II	
McKee, Larry E	MLC IVCC Nights	06/11/14	08/05/14	08/09/14	ST	\$4,092.00	011520910051320			
Mills, Jennifer P	MUS 1000 02	06/11/14	07/08/14	07/12/14	SS	\$1,890.00	011120650051320	MUS-1000-02	Music Appreciation	
Nelson, Catherine Lee	RED 0900 01	06/11/14	08/05/14	08/09/14	SS	\$2,046.00	011520910051320	RED-0900-01	Basic Reading II	
Noel, Catherine Ann	Dual Credit Grant Duties	06/01/14	06/14/14	06/14/14	ST	\$1,200.00	061120152551900			
Oldaker, Adam Gregory	Interim Dean	06/02/14	06/13/14	06/14/14	SS	\$1,743.89	011120910051110			
Panizzi, Gerald W	LC Driver Improvement #927 & #928	05/31/14	06/07/14	06/14/14	SS	\$375.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Pietrolonardo, Anna Marie	Professional Development	05/19/14	05/22/14	06/14/14	SS	\$150.00	011120080151900			
Pietrolonardo, Anna Marie	SPN 1002 100	06/11/14	07/08/14	07/12/14	SS	\$2,560.00	011120650051340	SPN-1002-100	Elementary Spanish II	
Ponder, Monica M	ALH 1214 600	05/27/14	07/21/14	07/26/14	SS	\$3,269.70	011420730051320	ALH-1214-600	Certified Nursing Assistant	

Stipends For Pay Period 06/14/14

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Prine, Renee Marie	14 Sessions	06/01/14	06/14/14	06/14/14	ST	\$448.00	013230030851540			
Reese, Robert C	MIMIC Presentation	04/30/14	06/14/14	06/14/14	ST	\$100.00	061320152751900			
Reif, Cynthia Lou	Co-Program Coordinator	05/17/14	07/21/14	07/26/14	SS	\$681.00	011420730051320			
Retoff, Dan J	ALH 1002 01	05/27/14	07/21/14	07/26/14	SS	\$2,046.00	011420730051320	ALH-1002-01	Human Growth & Development	
Ruda, Anthony J	HPE 1000 101	06/11/14	08/05/14	08/09/14	SS	\$192.00	011120570051340	HPE-1000-101	Wellness	
Sankovich, Michael W	ACT 1020 300	06/11/14	08/05/14	08/09/14	SS	\$1,920.00	011120570051340	ACT-1020-300	Managerial Accounting	
Schroeder, Eric Steven	BIO 1000 101	06/11/14	08/05/14	08/09/14	SS	\$384.00	011120570051340	BIO-1000-101	The Global Environment	
Schulte, Glen Walter	Pipefitting Training / Sabic	04/25/14	06/13/14	06/14/14	ST	\$3,187.50	014210331051320			
Schultz, Kim Ann	ALH 1214 601	05/27/14	07/21/14	07/26/14	SS	\$3,269.70	011420730051320	ALH-1214-601	Certified Nursing Assistant	
Serafini, Richard Joseph	MIMIC Presentation	04/30/14	06/14/14	06/14/14	ST	\$750.00	061320152751900			
Serafini, Richard Joseph	ACT 1210 100	06/11/14	08/05/14	08/09/14	SS	\$1,920.00	011220570051340	ACT-1210-100	Fundamentals of Accounting	
Serafini, Richard Joseph	Articulation Testing	06/01/14	06/14/14	06/14/14	ST	\$20.00	061320152751900			
Skoflanc, Francie A	GDT 2206 01 2207 01	06/11/14	08/05/14	08/09/14	SS	\$211.20	011120650051340	GDT-2206-01	Graphic Design Internship II	
Stevenson, Keith Howard	WHS 1250 80	05/27/14	06/24/14	06/28/14	ST	\$125.00	011320410051320	WHS-1250-80	Warehouse/Distribution Process	
Stone, Donna P	SPH 1001 402	06/02/14	06/20/14	06/28/14	SS	\$1,890.00	011120650051320	SPH-1001-402	Fundamentals of Speech	
Swett, Steven A	ALH 1221 301	06/11/14	08/05/14	08/09/14	SS	\$200.00	011420730051320	ALH-1221-301	Industrial First Aid	
Tomasson, Cory J	SPH 1001 04	06/11/14	08/05/14	08/09/14	SS	\$1,920.00	011120650051340	SPH-1001-04	Fundamentals of Speech	
Torbeck, Joel A	ECN 2002 300	06/11/14	08/05/14	08/09/14	SS	\$2,121.00	011120570051320	ECN-2002-300	Principles of Microeconomics	
Tunnell, Thomas D	MTH 1008 100 150	06/11/14	08/05/14	08/09/14	SS	\$3,840.00	011120910051340	MTH-1008-100	General Elementary Statistics	
Tunnell, Thomas D	Subbed for Wes Black	06/02/14	06/05/14	06/14/14	SS	\$480.00	011120910051340			
Verucchi, Dorene Marie	MIMIC Presentation	04/30/14	06/14/14	06/14/14	ST	\$750.00	061320152751900			
Virucchi, Dorene Marie	PTR Grant Duties/ Articulation	06/01/14	06/14/14	06/14/14	ST	\$1,510.00	061320153651900			
Vesper, Kathy Ruth	ALH 1215 600	05/19/14	06/10/14	06/14/14	SS	\$1,464.00	011420730051320	ALH-1215-600	Certified Nursing Assistant Refresher	
Walczynski, Mark J	PHL 1001 300	06/11/14	08/05/14	08/09/14	SS	\$1,965.00	011120650051320	PHL-1001-300	Introduction To Philosophy	
Wasmer, Susan Marie	ALH 1250 300 Program Coordinator	05/27/14	07/21/14	07/26/14	SS	\$3,936.00	011420730051320	ALH-1250-300	Principle/Practice Phlebotomy	
TOTAL						173,131.16				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 6/30/14*

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

**Purchase Request – Radio Advertising Contracts**

Each year Community Relations and Marketing enters into several one-year radio advertising contracts. The payments are expended monthly. The contracts for Fiscal Year 2015 that total \$10,000 or more are listed below:

- **NRG Media – Ottawa, Illinois - \$14,510**  
Includes advertising on WCMY 1430 AM and SAM 95.3 FM.
  
- **LaSalle County Broadcasting Corp. – Oglesby, Illinois - \$14,120**  
Includes radio and web advertising on 99.3 WAJK, WLPO Classic Hits 103.9 FM, and 1220 AM and 96.5 The Wolf.
  
- **Studstill Media – Peru, Illinois - \$27,400**  
Includes radio and web advertising on Q 97.7/103.3, WALLS 102 and 100.9 FM Rocks!
  
- **WZOE, Inc. – Princeton, Illinois - \$13,449**  
Includes WZOE AM 1490, Z98 FM and WRVY FM 100.5.

**Recommendation:**

**The administration recommends Board approval to expend \$69,479 for annual radio advertising contracts for Fiscal Year 2015 from NRG Media, LaSalle County Broadcasting Corp., Studstill Media, and WZOE, Inc.**

**Consortia Purchases**

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 a bidding process by the consortia.

**Recommendation:**

The administration recommends Board approval to purchase the following through a consortium:

- Janitorial supplies from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated annual cost of \$54,000, through the Illinois Public Higher Education Cooperative (IPHEC).
- Elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through National Joint Powers Alliance (NJPA), at an annual cost of \$21,460.

**Purchase Request – Fuel for Truck Driver Training Program**

The Truck Driver Training (TDT) Program will expend an estimated \$55,000 in FY15 for fuel for its vehicles. There is no on-site fuel storage at our campus. Fuel is purchased at the pump, so it is not realistic to conduct a bidding process. In the past, only two local vendors, Sapp Brothers and Flying J, were able to accommodate the TDT vehicles. Love's Truck Stop has recently opened and is able to accommodate TDT vehicles also.

Recently, IVCC switched to WEX Inc. fuel charge cards for all College vehicles. WEX Inc. fuel charge cards give a 1.05 percent credit rebate on all fuel purchases made. The administration recommends using WEX Inc. fuel charge cards for the Truck Driver Training Program.

**Recommendation:**

**The administration recommends Board approval to expend an estimated \$55,000 for fuel for the Truck Driving Training Program using WEX Inc. fuel charge cards.**

**McQuay Screw Chiller Maintenance**

The maintenance service contract with McQuay Factory Service expired on June 30, 2014. The agreement includes the option to renew the contract for additional years.

Bids for the annual maintenance of six (6) McQuay Screw Chillers were received and publicly opened on June 2, 2011. McQuay Factory Service, Wood Dale, Illinois, submitted the only proposal.

The administration is requesting Board approval to extend the existing contract with Daikin Applied Americas Inc. (formerly McQuay Factory Service) for the annual maintenance of six (6) McQuay Screw Chillers for one (1) additional year.

**Recommendation:**

**The administration recommends Board approval to extend the existing contract with Daikin Applied Americas Inc. for one (1) additional year at a cost of \$56,665.**

**FY2015 Tentative Budget**

The administration is pleased to present to the Board the tentative budget for the fiscal year ending June 30, 2015. This document presents the College's financial plan for operations during the coming fiscal year. The resolution for acceptance of the final budget will be submitted for Board approval on August 14, 2014.

The budget contains a total of \$36,114,806 in revenues (13.3 percent decrease from Fiscal Year 2014) and \$38,517,235 in expenditures (11.2 percent decrease). Included in the Fiscal Year 2015 budget is \$2,000,000 in revenues and expenditures for ongoing construction activities of the Community Instructional Center Project. Without the budgetary effects of this project, the budget would contain \$34,114,806 in revenues (2.4 percent increase from Fiscal Year 2014) and \$36,517,235 in expenditures (4.2 percent increase).

The total operating budget revenue is \$21,539,792. Compared to last year's operating budget revenues of \$21,726,096, this represents a decrease of \$186,304, or .9 percent. The total operating budget expenditures are \$22,821,072. Compared to last year's operating budget expenditures of \$22,475,516, this represents an increase of \$345,556, or 1.5 percent. Included in FY2015 operating fund expenditures are \$750,000 for information technology infrastructure improvements, \$500,000 for an additional parking lot and improvements to parking lot #1.

In order to help balance the operating funds an inter-fund transfer of \$400,000 from the Auxiliary Fund is being made for the information technology infrastructure improvements.

**Recommendation:**

- 1. Adopt the Resolution approving the FY2015 Tentative Budget as presented.**
- 2. Authorize publication of the Notice of Public Hearing.**

RESOLUTION APPROVING TENTATIVE BUDGET

RESOLUTION

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

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

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

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

SECTION 4: That a public hearing shall be held as to such Tentative Budget on the 14th day of August, 2014, at the hour of 6:00 p.m. in room C-307 at 815 N. Orlando Smith Road, Oglesby, Illinois.

ADOPTED this 10th day of July, 2014.

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Chair, Board of Trustees

ATTEST:

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Secretary, Board of Trustees



NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN by the Board of Trustees of Community College District No. 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, and the State of Illinois, that a tentative budget for Illinois Valley Community College District No. 513 for the fiscal year beginning July 1, 2014 will be on file and conveniently available to public inspection at the Business Office (Room C-338) of Community College District No. 513, 815 N. Orlando Smith Road, Oglesby, Illinois, on the 10th day of July, 2014. The document will be available for viewing during normal business hours through the 14th day of August, 2014.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said tentative budget will be held at 6:00 p.m. on the 14th day of August, 2014, in Room C-307 at Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois.

DATED this 10th day of July, 2014.

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

\_\_\_\_\_  
Chair, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees

**Staff Appointment – Dr. Robyn Schiffman, Dean of English, Mathematics, and Education**

Upon the recommendation of the search advisory committee, the Interim Vice President for Learning and Student Development is recommending Dr. Robyn Schiffman as the Dean of English, Mathematics, and Education to fill the vacancy created by the retirement of Marianne Dzik. Information on this applicant is attached.

**Recommendation:**

**The administration recommends Board approval of the appointment of Dr. Robyn Schiffman to the position of Dean of English, Mathematics, and Education with an annualized salary of \$70,000, effective August 11, 2014.**

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2014-2015**

GENERAL INFORMATION:

POSITION TO BE FILLED: Dean, English, Mathematics, and Education

NUMBER OF APPLICANTS: 16

NUMBER OF APPLICANTS INTERVIEWED: 6

APPLICANTS INTERVIEWED BY:

Ms. Black, Ms. Bubb, Ms. Carranco, Ms. Christianson, Ms. Hardy,  
Ms. Isermann, Mr. Lockwood, Ms. Mika, Ms. Radek, Ms. Robinson,  
Ms. Whaley

APPLICANT RECOMMENDED:

Dr. Robyn Schiffman

EDUCATIONAL PREPARATION:

University of Chicago, Chicago, IL – Ph.D. in Comparative Literature

University of Chicago, Chicago, IL – M.A. in Humanities

Trinity College, Hartford, CT – B.A. in English Literature and Women’s Studies

EXPERIENCE:

Fairleigh Dickinson University, Madison, NJ – Associate Professor of English/Literature;

Assistant Professor of English/Literature; Interim Honors Program Director

University of Illinois at Chicago, Chicago, IL – Associate Director, Jewish Studies Program

University of Chicago, Chicago, IL

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

1. Outstanding references citing her ability to bring people together in workgroups
2. Outstanding teaching experience teaching developmental and college level English and college level literature courses
3. Experience at working with developmental students at a private, four-year university
4. Experience with Colleague, WebAdvisor, and Blackboard

RECOMMENDED SALARY: \$70,000 annualized

Ms. Glenna Jones, SPHR  
Director of Human Resources

**Purchase Request – VMware ESX Servers and ESX Disk Array**

The administration requests authorization to proceed with the purchase of two Dell Poweredge servers and a Dell Powervault storage array to replace the existing equipment for the VMware virtual server system.

The number of networked resources and their use continues to increase. The current pair of VMware ESX servers do not have the capacity to handle the increased load. This equipment refresh will provide increased capacity and reduced response times.

The system that best meets the needs of the College will be purchased directly from Dell. This purchase is exempt from bidding (110 ILCS 805/3-27.1-f) and will be paid from the IT Administrative FY15 Budget.

Hardware	
2 PowerEdge R720 Rack Servers	\$ 15,612.80
1 PowerVault MD3220	\$18,972.78
Shipping	\$500.00
Total	<u><u>\$35,085.58</u></u>

**Recommendation:**

**The administration recommends Board approval to proceed with the purchase of the Dell Poweredge servers and a Dell Powervault storage array as quoted by Dell Inc., in the amount of \$35,085.58.**

**Purchase Request – Network Core and Edge Switches and Installation**

The administration requests authorization to proceed with the purchase of new network core and edge switches and to contract for their installation and configuration.

The use of networked and Internet resources by the College continues to increase as more faculty utilize streaming video and other Internet resources in their classes. The current bandwidth for the College’s network backbone is 1 GB. This equipment refresh will increase the backbone’s bandwidth to 10 GBs and ensure that sufficient bandwidth is available for the near future.

The system that best meets the needs of the College was quoted by the Burwood Group Inc. The Burwood Group has provided network-related services to the College numerous times in the past. Their familiarity with IVCC and our systems allows them to minimize the cost of their services and to recommend solutions that enhance the IVCC network infrastructure. Pricing for this equipment and services was not obtained from other sources since Cisco protects their channel partners as do many other companies.

This purchase is exempt from bidding (110 ILCS 805/3-27.1-f) and will be paid from the IT fund balance.

Hardware	
Cisco Nexus 7000 Core switch	\$137,483.44
Cisco Catalyst 2960 edge switches (45)	\$255,503.70
Shipping	\$4,700.00
Subtotal	<u>\$397,687.14</u>
Professional Services, Installation, & Configuration	<u>\$40,000.00</u>
Total	<u><u>\$437,687.14</u></u>

**Recommendation:**

**The administration recommends Board approval to proceed with the purchase of the Cisco Nexus 7000 Core switch, 45 Cisco Catalyst 2960 edge switches, and services as quoted by the Burwood Group Inc., in the amount of \$437,687.14.**

**Proposal Results – Student Athlete and Catastrophic Student Athlete Insurance**

Proposals for Student Athlete and Catastrophic Student Athlete Insurance were received and publicly opened on June 18, 2014. A summary of the proposals received is attached. After reviewing and evaluating all options, Fidelity Security Life Insurance through First Agency, Inc. for the Student Athlete Coverage and Axis through Ramza Insurance Group for the Catastrophic Student Athlete Coverage is the lowest proposal and meets all requirements and specifications. The coverage period is from August 1, 2014 to August 1, 2017. Attached is a letter of recommendation from Bushue Human Resources, Inc.

**Recommendation:**

**The administration recommends approval to accept the proposal from First Agency, Inc. for Student Athlete Coverage in the amount of \$34,420 and the proposal from Ramza Insurance Group for Catastrophic Athlete Coverage in the amount of \$3,251.**

# **Bushue Human Resources, Inc.**

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

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

Phone: 217-342-3042  
Fax: 217-342-5653  
Email: info@bushuehr.com

June 24, 2014

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

Dear Mr. Corcoran,

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

The attached summary illustrates coverages for all carriers/agents presenting proposals. The first column of each page is the expiring insurance coverage for the College. The second column is the renewal coverage as presented by the current insurance agent and carriers. The subsequent columns denote the agency name submitting the bid at the top as well as the insurance carrier. In total we had four (4) agents contact us regarding an interest in bidding on the College. We received proposals back from each of those agents. Those agents are listed below.

1. Bob McCloskey Insurance – Peter Ginnegar, Matawan, NJ.
2. First Agency, Inc. – John Griesbach, Kalamazoo, MI.
3. Ramza Insurance Group – Craig Ramza Sr., Streator, IL.
4. MH Insurance Centre – Gary Hill, Marion, IL.

We evaluated all Student Athlete and Catastrophic Student Athlete proposals to see what options would be the most advantageous for the Board of Trustees to consider. After reviewing and evaluating all options, Fidelity Security Life Insurance through First Agency, Inc. for the Blanket Student Athlete Coverage and Axis through Ramza Insurance Group for the Catastrophic Student Athlete Coverage would be the lowest proposal for the College. In reviewing it appears that these proposals match the coverages that the College currently has in place. This option reflects a savings of \$10,873; which is 22.40% less than the expiring.

We appreciate the opportunity to serve the College if you have any questions please feel free to contact our office. Thank you!

Respectfully,



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

VSS

**Illinois Valley Community College - Renewal Date: 08/01/2014**

**Totals**

Insurance Agency Name	Bob McCloskey Ins.	Bob McCloskey Ins.	Bob McCloskey Ins.	Bob McCloskey Ins. / Ramza Insurance Group	Bob McCloskey Ins. / Ramza Insurance Group	First Agency, Inc. / Ramza Insurance Group	MH Insurance Centre / Ramza Insurance Group	MH Insurance Centre / Ramza Insurance Group	Ramza Insurance Group	Ramza Insurance Group
Insurance Carrier Name	QBE Specialty / Mutual of Omaha	QBE Specialty / Mutual of Omaha	US Fire	Arch / Axis	Berkley Accident & Health / Axis	Fidelity Security Life Ins. Co. / Axis	Guarantee Trust Life / Axis	National Guardian Life / Axis	Axis	Zurich American
Coverage	Current	Renewal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal	Alt. Proposal
<b>Blanket Student Athlete</b>	44,431.00	55,507.00	38,808.00	53,347.00	47,447.00	34,420.00	38,758.00	40,696.00	47,408.00	49,586.00
<b>Catastrophic Student Athlete</b>	4,113.00	5,141.00	4,000.00	3,251.00	3,251.00	3,251.00	3,251.00	3,251.00	3,251.00	5,197.00
<b>Total Premium</b>	\$48,544.00	\$60,648.00	\$42,808.00	\$56,598.00	\$50,698.00	\$37,671.00	\$42,009.00	\$43,947.00	\$50,659.00	\$54,783.00
Savings		(\$12,104.00)	\$5,736.00	(\$8,054.00)	(\$2,154.00)	\$10,873.00	\$6,535.00	\$4,597.00	(\$2,115.00)	(\$6,239.00)
Percentage of Increase		24.93%	-11.82%	16.59%	4.44%	-22.40%	-13.46%	-9.47%	4.36%	12.85%

These Proposal worksheets were provided and prepared as a service to Illinois Valley Community College. These worksheets or excerpts thereof contain information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of Illinois Valley Community College. You are hereby notified that using, copying, or distributing any part of these proposal worksheets is strictly prohibited. Copyright 2014 Bushue Human Resources, Inc.



**Bid Results – Asphalt Pavement Repair, Sealing, and Marking**

At the May 8 meeting of the Board, the bid for asphalt pavement repair, sealing, and marking was awarded to Seal-A-Lot, the lowest bidder in the amount of \$16,083.60. On June 12, one day before the repairs were to take place, Seal-A-Lot informed our interim director of facilities, Scott Curley, that they could not obtain a performance bond.

Universal Asphalt & Excavating, Inc., the second bidder at \$18,650.00, confirmed their bid price was still accurate and they could perform the work.

**Recommendation:**

**The administration recommends Board approval to accept the bid from Universal Asphalt & Excavating, Inc. in the amount of \$18,650.00 for the Asphalt and Pavement Repair, Sealing, and Marking of the roadway.**

**Request for Proposal Results – Copier Lease**

The extension of the rental agreement with Illinois Valley Business Equipment for the College's general use copiers has expired. Proposals for the rental of 11 copiers and the purchase of eight PaperCut CPad Copier Control Terminals were received and publicly opened on June 25, 2014. The following table summarizes the proposals received.

<b>Vendor</b>	<b>Manufacturer</b>	<b>1-Year Rental</b>	<b>3-Year Rental</b>
IVBE #1	Canon	\$46,971.66	\$140,914.98
<b>IVBE #2</b>	<b>Canon(8)/Kyocera(3)</b>	<b>\$43,999.86</b>	<b>\$131,999.58</b>
IVBE #3	Canon(3)/Kyocera(8)	\$40,913.70	\$122,741.10
Copy-All Services #1	Sharp	\$48,631.32	\$145,893.96
Copy-All Services #2	Sharp	\$47,956.92	\$143,870.76
RK Dixon	Xerox	\$46,309.02	\$138,927.06

Illinois Valley Business Equipment's proposal #3 is the lowest bid, but it did not meet bid specifications. Illinois Valley Business Equipment's proposal #2 met all specifications and requirements and is the next lowest bid. The rental agreement includes maintenance, toner, and staples. Annual costs are estimated based on calculated average monthly copy volume.

**Recommendation:**

**The administration recommends Board approval to accept proposal #2 from Illinois Valley Business Equipment - Peru, IL for a 36-month rental agreement at an estimated annual cost of \$43,999.86.**

**Bid Request – Tree Removal**

The administration requests authorization to seek bids for removal of 45 dead Ash trees across campus.

**Recommendation:**

**The administration recommends Board authorization to seek bids for the tree removal of 45 dead Ash trees across campus.**

**Professional Services Proposal – ADA Parking Lot Design & Lot 1 Reconstruction**

On May 8, 2014, the Board approved the administration to proceed with bids on resurfacing and repairing Parking Lot #1. On June 12, 2014, the Board approved the administration to proceed with construction of an ADA-only parking lot.

The administration contacted Chamlin & Associates, Inc. for a proposal to prepare the bid documents and manage construction of the two parking lots. This firm is very familiar with the campus and possesses current topographic and utility information. Chamlin & Associates, Inc. was the civil engineer for the Community Instructional Center Project (CDB Project #810-046-016) and the Site Improvement Project (CDB Project #810-046-017).

Chamlin & Associates, Inc. proposed a fee of \$27,500 to prepare construction documents, including soil borings and site lighting recommendations, plus an additional fee of \$12,000 for construction management, for a total of \$39,500.

**Recommendation:**

- 1. The administration recommends acceptance of Chamlin & Associates, Inc. proposal of \$27,500 for preparation of construction documents for the ADA-only parking lot and reconstruction of Parking Lot #1.**
- 2. The administration recommends acceptance of Chamlin & Associates, Inc. proposal of \$12,000 for construction management for the ADA-only parking lot and reconstruction of Parking Lot #1.**

June 23, 2013

Sent Via email to cheryl\_roelfsema@ivcc.edu

Cheryl Roelfsema, CPA, CMA  
Vice President Business Services & Finance  
Illinois Valley Community College  
815 North Orlando Smith Avenue  
Oglesby, Illinois 61348

Re: Professional Services Proposal  
"ADA Only" Parking Lot Design & Lot 1 Reconstruction  
Chamlin & Associates, Inc. No. 3759.01

Dear Cheryl,

Chamlin & Associates, Inc. is pleased to offer the following **Proposal for Professional Services** pertaining to the above referenced project.

Chamlin & Associates, Inc. offers the following **Scope of Work** as our understanding of the items necessary to complete the project:

- 1) Acquire topographic information of the area planned for the "ADA Only" parking lot and existing Parking Lot 1 and prepare a Base Map for use for Construction Plans.
- 2) Prepare preliminary Construction Plans for the "ADA Only" parking lot and reconstruction of parking Lot 1 with options for re-stripping existing Parking Lot 1. The "ADA Only" lot plans will include a sidewalk connecting the parking lot to the west of the new Technology Building as well as recommendations for site lighting. Parking Lot 1 plans will include plans for the placement of new electrical conduits to the existing lights by IVCC within a Contractor constructed trench.
- 3) Meet with Client to discuss the preliminary Site Construction Plans.
- 4) Provide soil borings and analysis for use for parking lot design purposes. Please note that a sub-consultant will be contracted for this item (Midwest Testing Services, Inc.).
- 5) Based on Client approval of the preliminary Site Construction Plans, prepare final Site Construction Plans. It is anticipated the plans will include the following:
  - Cover Sheet
  - Site Demolition Plan (with general notes and details)
  - Grading and Storm Water Management Plan (with general notes and details)
  - Electrical and Site Lighting Plan (with general notes and details)

PERU OFFICE:

ROGER J. CHAMLIN, P.E. • LARRY D. GOOD, P.E. • JAMES K. CLINARD, S.E., P.E. • KEVIN W. HEITZ, P.E., P.L.S.  
DAN L. ADRIAN, P.E., P.L.S. • DON W. BIXBY, P.E. • DEAN A. CHALKEY, C.F.M. • PATRICK A. MCCLUSKEY, P.E.  
ADAM J. OSSOLA, P.E. • MICHAEL S. RICETTA, P.L.S.

MORRIS OFFICE:

GUY R. CHRISTENSEN, P.E. • MICHAEL W. PERRY, P.E. • ROBERT T. SCHMUDE, P.E. • MICHAEL E. FARRELL, P.L.S.

- Paving Plan and Details
  - Site Security, Restoration and Erosion Control Plan
  - Pavement Marking, Signage, and Dimensional Layout Plan
- 6) Compute estimated quantities for bidding purposes and prepare an Engineer's Estimate of Probable Construction Cost.
- 7) Prepare Documents for Contractor Bidding Purposes and assist Client during bid process.
- 8) Provide Professional Services pertaining to Construction including construction staking, periodic construction observation, base compaction testing, preparation of Contractor Pay Applications, and preparation and submittal of "As Constructed" Plans.

Chamlin & Associates, Inc. proposes to provide **Item 1 thru 7** of the above **Scope of Work** for a **Lump Sum Fee** of **\$27,500.00**.

Chamlin & Associates, Inc. proposes to provide **Item 8** of the above **Scope of Work** on an **Hourly Basis** as outlined per the following **2014 Rate Schedule**. Chamlin & Associates, Inc. recommends that **\$12,000.00** be budgeted for this Item.

The following items or services are **NOT** included in the Work:

- All permit and application fees and similar costs.
- Landscape Architectural Services, if required.

Additional services requested by the Client or any services beyond the Scope of Work outlined above, will be provided on an Hourly Basis as outlined below or a mutually agreed Lump Sum fee.

**2014 RATE SCHEDULE**

<u>Grade Classification of Employee</u>	<u>Hourly Rate</u>	<u>Grade Classification of Employee</u>	<u>Hourly Rate</u>
Principal	\$ 132.00	Inspector	\$ 77.00
Structural Engineer	\$ 132.00	Draftsman II	\$ 71.00
Sr. Project Engineer	\$ 123.00	Rodman	\$ 44.00
Project Engineer	\$ 120.00	Office Manager	\$ 64.00
Professional Land Surveyor	\$ 106.00	Administrative Support Staff	\$ 40.00
Designer II / Engineer II	\$ 98.00	Vehicle & Standard Survey	\$ 8.00

# CHAMLIN

ASSOCIATES, INC.


Engineer I / Instrument Man	\$ 98.00	Vehicle & Total Survey Station	\$ 18.00
Designer I	\$ 87.00	Vehicle & GPS Survey Station	\$ 38.00
Chief Engineering Aide	\$ 102.00	Inspection Vehicle	\$ 5.00
Sr. Engineering Aide	\$ 85.00	Mileage (per mile)	\$ 0.50
Engineering Aide	\$ 75.00	Computer & Plotter (CADD)	\$ 15.00
Sr. Party Chief	\$ 89.00	ATV Rental	\$ 15.00
Party Chief	\$ 79.00		

The hourly rates itemized above shall be effective the date the parties, hereunto entering this agreement, have affixed their signatures and shall remain in effect until March 31, 2015. In the event that services extend beyond this date, the hourly rates will be adjusted yearly by addendum to the agreement to compensate for increases or decreases in the salary structure that are in effect at that time.

Thank you for the opportunity to submit this Proposal. If acceptable, please sign where indicated and return a copy of this Proposal via mail, fax, or e-mail so we can proceed with the Work.

Sincerely,

CHAMLIN & ASSOCIATES, INC.



\_\_\_\_\_  
Dan L. Adrian, P.E., P.L.S.

Accepted By:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Cc: File

**Semi-annual Review of Closed Session Minutes**

The Closed Session Minutes Committee met on Monday, June 9, 2014 to discuss the minutes of meetings lawfully closed under the Open Meetings Act. The Committee's recommendation follows:

**Recommendation:**

**The Closed Session Minutes Committee recommends Board approval to release closed session minutes of the February 21, 2001 (Extending Service Requirements for Tenure); June 18, 2013 (Associate VP for Academic Affairs & Dean of Workforce Development Salary Adjustment); and August 20, 2013 (Noncompliant Work on Building G Electrical Upgrade) meetings.**



June 11, 2014

Dear Frances Whaley,

I am writing to inform you of my resignation from Illinois Valley Community College. My last day of work will be July 3<sup>rd</sup>, 2014.

Thank you for the knowledge and experience you have given me while employed at Jacobs Library. I am a much stronger librarian due to your tutelage and support. The responsibility and leadership that I developed here will help me greatly in the future.

I will assist with any transition that you foresee with my tasks in the last three weeks of my employment. While it was a difficult decision, I have to do what is best for me both personally and professionally. Thank you again for the opportunity to be a part of the team at Jacobs Library.

Sincerely,



Bryan Clark

RECEIVED

JUN 12 2014

HUMAN RESOURCES

**Interim Staff Appointment – Stephanie King, Interim Public Services Librarian**

With the resignation of Bryan Clark, Public Services Librarian, the administration reached out to the college community for individuals who have an interest in the interim opportunity. Interested employees submitted a letter of interest to Human Resources. A committee consisting of Frances Whaley, Head Librarian; Keith King, Biology Instructor; Ian Reddy, Collection and Development Librarian; and Jill Hejl, Cashier met with each individual and discussed the role of the Public Services Librarian and the expectations of the position. Stephanie King, a part-time Library Technician has been identified as the most qualified individual to serve in this interim capacity.

Stephanie King would assume all of the Public Services Librarian responsibilities, as outlined in the job description, on an interim basis, at the annualized salary of \$37,000 with eligibility for full-time benefits effective, July 7, 2014 and until a full search has been conducted.



ILLINOIS VALLEY  
COMMUNITY COLLEGE

# Memorandum

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**To:** Dr. Jerry Corcoran, President

**From:** Mark Grzybowski, Interim Associate Vice President for Student Services

**Date:** July 3, 2014

**Subject:** Student Services & IVCC Foundation Tuition Assistance Initiative

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Please be advised that the Department of Student Services and the Foundation are working on an initiative that we believe will have a positive effect on the 2014 Fall semester enrollments.

It is our estimation that over 170 prospective students have applied for financial aid for the upcoming academic year and have not yet enrolled in courses at IVCC. Looking at completed FAFSAs, we were able to determine that a number of those students fell just below the threshold of eligibility for Pell and MAP awards or qualified and would receive only a very small amount of financial aid. Because of this, we believe some students would follow through and enroll if we were to offer them an additional financial incentive. Specifically, if the student were to enroll in at least six credit hours, the Foundation would provide financial assistance for up to a maximum of three credit hours.

At the moment we are prepared to offer this incentive to the first 90 students who meet eligibility criteria. Specific questions should be directed to Patty Williamson, Director of Financial Aid, at 815-224-0440.

With two thirds of the jobs in the state of Illinois soon requiring post-secondary education, it is vitally imperative that we do everything we can to encourage potential students to make the wise choice and enroll at IVCC in order to pursue a certificate or degree so they may equip themselves to be gainfully employed for many years to come.

Without a doubt, we owe a debt of gratitude to the Foundation Board of Directors and their generous supporters for making this possible.

# 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.