



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, October 9, 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

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, October 9, 2014 – 6 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – September 11, 2014 Board Meeting (Pages 1-6)
 - 6.2 Approval of Bills - \$2,042,900.25
 - 6.2.1 Education Fund - \$978,478.81
 - 6.2.2 Operations & Maintenance Fund - \$245,229.87
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$193,111.52
 - 6.2.4 Auxiliary Fund - \$455,341.62
 - 6.2.5 Restricted Fund - \$35,738.46
 - 6.2.6 Audit Fund - \$12,000.00
 - 6.2.7 Liability, Protection & Settlement Fund - \$122,999.97
 - 6.3 Treasurer's Report (Pages 7-24)
 - 6.3.1 Financial Highlights (Pages 8-9)
 - 6.3.2 Balance Sheet (Pages 10-11)
 - 6.3.3 Summary of FY15 Budget by Fund (Page 12)
 - 6.3.4 Budget to Actual Comparison (Pages 13-19)
 - 6.3.5 Budget to Actual by Budget Officers (Page 20)
 - 6.3.6 Statement of Cash Flows (Page 21)
 - 6.3.7 Investment Status Report (Pages 22-23)
 - 6.3.8 Disbursements - \$5,000 or more (Page 24)
 - 6.4 Personnel - Stipends for Pay Periods Ending September 6, 2014 and September 20, 2014 (Pages 25-28)

7. President's Report
8. Committee Reports
9. Resolution Authorizing Preparation of the 2014 Tax Levy (Pages 29-30)
10. Staff Appointment – Scott Curley, Director of Facilities (Pages 31-32)
11. Ratification of American Federation of Teachers Local 1810 Contract (Pages 33-39)
12. Bid Results – Lincoln Electric VRTEX[®] Mobile Virtual Reality Arc Welding Trainers (Page 40)
13. Items for Information (Pages 41-45)
 - 13.1 Staff Appointment – Stephanie King, Public Services Librarian (Page 41)
 - 13.2 Staff Resignation – Loree Kellett, Shipping and Receiving Clerk (Page 42)
 - 13.3 Interim Hiring Process Administrative Procedure (Pages 43-45)
14. Trustee Comment
15. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes.
16. Closed Session Minutes – September 3, 2014 and September 11, 2014 Board Meetings
17. Increase in Part-time Faculty Pay Scale
18. Vice President's Contract
19. Compensation for FY15 – Employees not Affected by Negotiated Labor Agreements
20. Athletic Salary Schedule
21. Other
22. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
September 11, 2014

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6 p.m. on Thursday, September 11, 2014 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Larry D. Huffman, Secretary
Laurie A. Bonucci
Jane E. Goetz
David O. Mallery (entered the meeting 6:20 p.m.)
Amy M. Rogowski, Student Trustee

Members Absent: Melissa M. Olivero, Chair
Everett J. Solon

Telephonically Present: Michael C. Driscoll, Vice Chair

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Sue Isermann, Associate Vice President for Academic Affairs
Mark Grzybowski, Interim Associate Vice President for Student Services
Walt Zukowski, Attorney

In the absence of Ms. Olivero and Dr. Driscoll, Dr. Huffman called the meeting to order at 6:20 p.m.

SECRETARY PRO-TEM – Dr. Huffman appointed Ms. Goetz as secretary pro-tem.

APPROVAL OF AGENDA

The agenda had previously been amended. It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve the agenda, as amended. Motion passed by voice vote.

PUBLIC COMMENT

None.

CAMPUS UPDATE – EMPLOYEE DEMOGRAPHICS

Glenna Jones, Director of Human Resources, presented an overview of the activities of the Human Resources department. This included IVCC's demographics for fiscal year 2014 along

with 2013, 2012, and 2011. She compared the percentages for each racial or ethnic group for IVCC's district and IVCC's spring 2014 population and employee data. A review of the data collected regarding gender found that the employee population reflects a greater percentage of females than the student and district populations. Glenna reviewed the hiring process at IVCC and listed the sources for advertising open positions. IVCC's exposure for potential retirees has been evaluated during the past two years. Based on spring 2014 data for full-time employees who have 10+ years of service and are age 45 or older, 45 faculty, 44 support staff, and eight administrators will be eligible to retire within the next 10 years. Of the seven employees who retired in FY14, five were full-time. Other services provided by the Human Resources department include professional development, evaluations, and wellness through programs, activities, and resources.

CONSENT AGENDA

It was moved by Ms. Bonucci 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 – July 10, 2014 Facilities Committee Meeting; August 14, 2014 Board Meeting; August 22, 2014 Special Board Meeting; and September 3, 2014 Special Board Meeting

Approval of Bills - \$1,687,508.99

Education Fund - \$785,651.10; Operations & Maintenance Fund - \$97,800.97; Operations & Maintenance (Restricted Fund) - \$42,012.58; Auxiliary Fund - \$515,069.02; Restricted Fund - \$37,409.61; and Liability, Protection and Settlement Fund - \$209,565.71

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending August 9, 2014 and August 23, 2014.

Bid Results – Printing Supplies

Accepted the bid from Blackhawk, Inc. for printing supplies in the amount of \$27,761.51.

PRESIDENT'S REPORT

Dr. Corcoran received word from Sue Isermann that the College will be receiving three grants to help promote student success: Adam Oldaker and Dr. Robyn Schiffman were responsible for receiving a \$10,000 "Bridging the Gap" grant in order to continue the work that has gone into discussions between the high schools and college on the alignment of English and mathematic curriculums. Danielle Stoddard and Michelle Story were commended for their fine work in obtaining a \$5,000 "Program of Study" grant which will allow the College to utilize a five-phase, continuous improvement process focused on outcomes and equity for the Business Technology AAS program. Also, Danielle Stoddard and Dr. Brian Holloway were responsible for receiving a \$10,000 "Dual Credit Enhancement" grant to continue expanding the blended dual enrollment course offerings and professional development activities with high school dual credit instructors

focusing on curriculum alignment and portfolios. On Tuesday of this week representatives from the Art in Architecture program from the State of Illinois and the artist who was selected to create the huge sun dial that will be placed near the secondary entrance to the Peter Miller Community Technology Center met with the administration for an update on the project. A concrete pad will be poured soon and the goal is for the work of art to arrive and be in place in October. Phi Theta Kappa is the leading two-year college academic honor society. Students must have a minimum 3.5 cumulative grade point average to be eligible to join. Invitations are being sent to eligible students later this week; Eric Schroeder is coordinating the induction invitation and ceremony to be held on Tuesday, October 7 at 7 p.m. in the IVCC cafeteria. The board was invited to attend the program. Eric, Charles Kwiatkowski and Carmen Hartford are the co-advisors to PTK and Dr. Corcoran commended them for a fine job. The new student convocation held on August 15 was a terrific program thanks to the hard work of a team comprised of Mark Grzybowski, Linda Hawkins, Carey Burns, Lori Cinotte, Norman Engstrom, Karen Gregorich, Chris Herman, Melissa Killian, Betsy Klopcic, Renee Prine, Connie Skerston, Jennifer Sowers, Jenna Stinson, Danielle Stoddard, Cory Tomasson, and Dawn Watson. Feedback from the students was outstanding. Dr. Corcoran, personally, thinks it was the best one the College has had for the many years that it has been offered. Last week's 21st Century Scholars Society program was excellent thanks to Fran Brolley, Donna Swiskoski and Sue Monroe. Eighteen incredible students were honored for their achievement. Dr. Corcoran thanked the Board members who have joined the Society. Tim Bias, manufacturing program coordinator, advised Dr. Corcoran that 42 students were able to attend the International Manufacturing Technology Show in Chicago yesterday thanks to funding provided by the iNAM grant—complements of Sue Isermann, Jamie Gahm, Jennifer Scheri and others. Tim, Paul Leadingham, Dorene Verucchi and the majority of students spent some time with Dan Janka and others associated with Fives Machining Systems. The faculty and academic administrators were commended for a job well done. Former Board member and current Mayor of Streator, Jimmie Lansford, always one of IVCC's most vocal supporters in the community, has proposed that the College and city of Streator work together on a pilot project that would result in the NCAT system (North Central Area Transit) offering direct-route public transportation services to the College. Sara Escatel, director of adult education, has made a pretty compelling case for pursuing this option which could result in more than 100 students per year enrolling in GED, ESL and Literacy coursework. IVCC administrators have also met with representatives of the high school in order to discuss the feasibility of using the NCAT system for students coming to the campus for dual-enrollment purposes. The College is very close to having a plan in place that will be good for everyone. IVCC is expecting a nice turnout for next Monday's 90th anniversary celebration. Senators Rezin and LaHood, Representatives Mautino and Pritchard, local mayors, former IVCC presidents and others will be attending the event at 1 p.m.

COMMITTEE REPORTS

The Board Planning Committee has scheduled a meeting on Thursday, September 25 at 6:15 p.m. The Audit/Finance Committee will be scheduling a meeting the end of September or the beginning of October to review the audit.

BUILDING A CHILLER/AIR HANDLER UNIT BUDGET MODIFICATION

It was moved by Mr. Mallery and seconded by Ms. Goetz to approve the revised budget of \$1,134,470 for PHS project – Building A Chiller/Air Handler Unit. Excess PHS funds

(Restricted Operations and Maintenance Fund) will be used for the additional costs. Mr. Mallery noted it was hard to adjust to the new budget numbers, but it fits within the scope of these funds and is needed. Motion passed by voice vote.

PROTECTION, HEALTH, AND SAFETY PROJECTS FOR TAX YEAR 2014

It was moved by Mr. Mallery and seconded by Ms. Bonucci to approve the three Protection, Health, and Safety Projects as presented for a combined total cost of \$1,547,875, and authorize submission of the appropriate resolutions for each to the Illinois Community College Board. Mr. Mallery asked about the 15 percent overhead and profit. Mr. Rimmele responded that it was the recommended amount. Mr. Mallery noted that some people limit it to 10 percent. It was a suggestion and something to think about. It is a way to potentially save the College some money. Motion passed by voice vote.

STUDENT SUPPORT SERVICES – PROJECT SUCCESS – LOCAL MATCH

It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve the annual \$10,000 transfer from the Education Fund (Fund 01) to Restricted Fund (Fund 06) for the Student Support Services grant for FY2015. Motion passed by voice vote.

CASH FARM #8842 LEASE RENEWAL – YEAR 2015

It was moved by Ms. Bonucci and seconded by Ms. Goetz to approve the renewal of the lease with Chris Kolodziej at \$380 per acre on 149 acres for year 2015 for an annual lease payment of \$56,620. Mr. Mallery asked if the river bottom parcel was a part of this lease and the answer was no, it is in the CREP program. Motion passed by voice vote.

NEW POSITION – FULL-TIME DENTAL ASSISTING INSTRUCTOR AND PROGRAM COORDINATOR

It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve a full-time Dental Assisting Instructor and Program Coordinator position be created in the Health Professions Division. This is a position that was discussed with the Audit/Finance Committee and included in previous budget discussions. If the College did not comply with the addition of this position, Dental Assisting would no longer be an accredited program. A report is due in November and the program must be in compliance by August 2015. The program currently has 16 students – 13 full-time and 3 part-time. The program advisory committee meets regularly and this position is a priority. Motion passed by voice vote.

ACADEMIC CALENDARS FOR FALL 2015, SPRING 2016, SUMMER 2016 & Fall 2016, SPRING 2017, SUMMER 2017

It was moved by Ms. Bonucci and seconded by Ms. Goetz to approve the academic calendars for 2015-2016, 2016-2017, and the 2016 and 2017 summer terms, as presented. Motion passed by voice vote.

BID RESULTS – ADA PARKING LOT AND LOT 1 RECONSTRUCTION

It was moved by Mr. Mallery and seconded by Ms. Goetz to accept the base bid from Len Trovero Construction – LaSalle, IL, in the amount of \$416,870.27 for the proposed ADA Parking Lot and Lot 1 Reconstruction Project. The original estimated costs for the individual

lots were ADA (\$280,000) and Lot 1 (\$250,000) before combining the two projects. Motion passed by voice vote.

RESOLUTION DESIGNATING DATE, TIME AND PLACE FOR FILING BOARD OF TRUSTEES NOMINATING PETITIONS

It was moved by Ms. Goetz and seconded by Ms. Bonucci to adopt the Resolution designating date, time and place for filing board of trustees nominating petitions, as presented. Motion passed by voice vote.

APPROVAL OF SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 138 CONTRACT

It was moved by Ms. Bonucci and seconded by Ms. Goetz to approve the four-year contract with the Service Employees International Union Local 138, as negotiated. Dr. Huffman expressed how pleased he was as to how well the negotiations moved along. Motion passed by voice vote.

ITEMS FOR INFORMATION

Dr. Huffman wished all the retirees and employees who are resigning well and congratulated Cory Tomasson on his appointment as Interim Athletic Director and Chris Herman as Men's Head Basketball Coach.

TRUSTEE COMMENT

Ms. Goetz commended the IVCC Foundation for an outstanding evening at the 21st Century Scholars Society. The stories from the students and the instructors are great, very inspiring. She also believes the NCAT service is a great idea. Amy Rogowski commended G4S security on their attentiveness to when the team arrives back to the College from a late volleyball game. Security is there to provide extra light for the team and she appreciates this. Amy noted that this year the bookstore experienced problems with books arriving late and the book vouchers expiring before the books arrived. She would hope in the future that the expiration date could be extended. Amy will be attending ICCB meetings on Friday and will update everyone at the October meeting. She noted a volleyball tournament will take place on Saturday, September 13 from 10 a.m. to 2 p.m. in the IVCC gym. Amy also noted that due to the large server conversion, the College is unable to run official transcripts, but the College is sending letters to the universities explaining the situation and informing them the transcripts will be sent as soon as the program is up and running. Dr. Huffman noted it is encouraging to see the quality of the students at the 21st Century Scholars Society and how active the students are in the community. He believes five to ten years from now they will become leaders in their community and in their professions.

CLOSED SESSION

It was moved by Ms. Bonucci and seconded by Ms. Goetz to convene a closed session at 7:13 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 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 7:20 p.m. On a motion by Ms. Goetz and seconded by Ms. Bonucci, the regular meeting resumed at 9:10 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Mr. Mallery and seconded by Ms. Bonucci to approve and retain the closed session minutes as modified for the August 14, 2014 Board meeting and the August 22, 2014 Special Board meeting. Motion passed by voice vote.

LETTER OF UNDERSTANDING – JENNIFER SAVOIA, NURSING INSTRUCTOR

It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve the recommendation that Ms. Jennifer Savoia, Nursing instructor, be paid her deferred pay of \$3,235 from AY 2013-2014 in one lump sum without precedent. Further the Board authorized the President to sign the Letter of Understanding on behalf of the College. Motion passed by voice vote.

RESOLUTION TO APPROVE THE APPEAL OF PUTNAM COUNTY PARCEL ASSESSMENT

It was moved by Ms. Bonucci and seconded by Ms. Goetz to authorize Zukowski Law Offices to file an Industrial Appeal with the Illinois Property Tax Appeal Board for Tax Year 2014 concerning Parcel Identification Number 01-10-092-000. Motion passed by voice vote.

OTHER

Dr. Corcoran noted he is preparing the part-time faculty pay scale for recommendation at the October meeting with an increase of 2.5 percent. He would like the College to always remain competitive with other institutions. He believes the 2.5 percent adjustment would be in the College's best interest. Dr. Huffman's concern was how it would be funded.

There was no action taken on Agenda Items 24, 25, 26, 27, and 28.

ADJOURNMENT

Dr. Huffman declared the meeting adjourned at 9:15 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

SEPTEMBER 2014

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – September 2014

Revenues

- As of September 26, the headcount for fall semester 2014 is 3,720, which is 286 students less than at the same point in time last year. Credit hours for fall 2014 decreased by 2,400, or 6.87 percent. from this point in time one year ago, for a total of 32,531,. The Early Entry College credit hours are at 2,218, a decrease of 6.92 percent from this time last year. A Health Professions class, ALH-1214, has been moved from fall semester 2014 to spring semester 2015, which accounted for over 600 credit hours in fall semester 2013. Without this change the decrease in credit hours would be at a 5.0 percent decrease for 2014. Level enrollment (no increase or decrease in credit hours) was assumed for the proposed budget for Fiscal Year 2015.
- A preliminary EAV (equalized assessed valuation) report from LaSalle County shows an estimated decline of \$39.2 million, or 1.8 percent, in EAV for tax year 2014. Farmland EAV in LaSalle County increased by ten percent but the value of Exelon's LaSalle Generating Plant declined for \$30.0 million.
- The State of Illinois Base Operating Grant and the Equalization Grant payments have been paid through June 2014. Fiscal Year 2015 ICCB system grants are \$2,234,072, a decrease of \$52,213 from Fiscal Year 2014. Both years include \$88,700 to offset the state mandated veterans grant and \$50,000 for the equalization grant. In addition, IVCC received a special appropriation of \$300,000 for the Community Instructional Center Project Phase 3.
- The federal portions of Adult Education grants have been paid through September 2014. The Fiscal Year 2015 Adult Education funding is \$400,933, an increase of \$16,639 from Fiscal Year 2014, yet still below the Fiscal Year 2013 funding level of \$428,224. The state basic grant increased by \$7,500 for Fiscal Year 2015 and the federal basic grant increased by \$5,700 for Fiscal Year 2015.

Expenditures

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

- Fund 01 – Education Fund – Instruction – Fixed Charges – includes Ottawa Center annual rent of \$154,000 and semi/trailer leases for Truck Driver Training of \$13,278;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$220,100 to Ellucian for annual software support and \$10,000 to Ektron for maintenance services on audio/visual equipment; IT consultants for the software conversion to a Windows product, \$16,500; IT maintenance services from Burwood Group, \$27,150;

- Fund 01 – Education Fund – Institutional Support – Capital Outlay – includes \$320,875 to Burwood Group for a new network core and switches and a payment to DELL of \$38,000 for computers;
- Fund 02 – Operations & Maintenance Fund – Contractual Services – includes \$56,675 to Daiken for annual chiller maintenance, \$5,425 to Thyssenkrupp for elevator maintenance, \$24,750 to Chamlin & Associates for the design of and bid documents for the parking lot project; and \$18,650 for sealing and stripping the roadways;
- Fund 02 – Operations & Maintenance Fund – Fixed Charges – annual property insurance payment of \$68,278;
- Fund 12 – Liability, Protection & Settlement Fund – Fixed Charges – includes workers’ compensation insurance premium of \$165,271 and athletic insurance of \$34,520.

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 –a budget modification was approved in September; architect is working on bid documents;
- Building E Elevator – approved by ICCB; will be installed during the Community Instructional Center Project Phase 3; and,
- Asbestos Removal – CIC Phase 3 – approved by ICCB; will occur prior to the Community Instructional Center Project Phase 3.

Capital Renewal Project:

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

Other Projects:

- Community Instructional Center Project –
 - **Phase 1 and Phase 2** –complete.
 - **Phase 3** – pre-bid meeting is set for October 15 and bid documents were released September 30;
- ADA Parking Lot & Parking Lot #1 Repairs
 - Bid results were approved with Len Trovero Construction being the successful bidder; work is to commence soon.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 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 | |
| Assets and Other Debits | | | | | | | | |
| Cash and cash equivalents | \$ (413,061) | 1,582,127 | 301,741 | \$ 111,283 | \$ 1,942,466 | | | \$ 3,524,556 |
| Investments | 10,188,211 | 12,611,851 | 1,619,785 | 920,048 | - | | | 25,339,895 |
| Receivables | | | | | | | | |
| Property taxes | 7,981,051 | 1,775,132 | 1,266,013 | 1,002,541 | - | | | 12,024,737 |
| Governmental claims | - | (300) | | - | 27,501 | | | 27,201 |
| Tuition and fees | (298,048) | 581 | | - | - | | | (297,467) |
| Due from other funds | 2,650,882 | 140,778 | 97,608 | 108,497 | 1,260 | | | 2,999,025 |
| Bookstore inventories | - | | | 420,820 | - | | | 420,820 |
| Other assets | 7,624 | | | 3,167 | - | | 2,646,501 | 2,657,292 |
| Fixed assets - net where applicable | - | | | 14,412 | - | 61,020,335 | | 61,034,747 |
| Other debits | | | | | | | | |
| Amount available in Debt Service Fund | - | | | | - | | | - |
| Amount to be provided to retire debt | - | | | | - | | 78,499 | 78,499 |
| Total Assets and Other Debits | <u>\$20,116,659</u> | <u>\$16,110,169</u> | <u>\$ 3,285,147</u> | <u>\$ 2,580,768</u> | <u>\$ 1,971,227</u> | <u>\$61,020,335</u> | <u>\$ 2,725,000</u> | <u>\$ 107,809,305</u> |

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 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 | |
| Liabilities | | | | | | | | |
| Accounts payable | \$ 253,678 | | \$ 5,424 | \$ 16,207 | \$ 6,864 | | | \$ 282,173 |
| Accrued salaries & benefits | 1,205,404 | 19,338 | | 17,895 | | | | 1,242,637 |
| Post-retirement benefits & other | 127,667 | | | | | | | 127,667 |
| Unclaimed property | 1,926 | | | | | | | 1,926 |
| Due to other funds | 392,132 | 1,195,492 | | | 1,411,401 | | | 2,999,025 |
| Due to student groups/deposits | | | | | 552,962 | | | 552,962 |
| Deferred revenue | | | | | | | | - |
| Property taxes | 3,991,867 | 887,865 | 633,222 | | | | | 5,512,954 |
| Tuition and fees | - | | | | | | | - |
| Grants | - | | | | | | | - |
| Bonds payable | - | | | | | | 2,725,000 | 2,725,000 |
| Total liabilities | <u>5,972,674</u> | <u>2,102,695</u> | <u>638,646</u> | <u>34,102</u> | <u>1,971,227</u> | <u>-</u> | <u>2,725,000</u> | <u>13,444,344</u> |
| Equity and Other Credits | | | | | | | | |
| Investment in general fixed assets | | | | | | 61,020,335 | | 61,020,335 |
| Contributed capital | | | | | | | | - |
| Retained earnings | | | | | | | | - |
| Fund balance | | | | | | | | - |
| Reserved for grant purposes | | | | | | | | - |
| Reserved for building purposes | | | | | | | | - |
| Reserved for debt service | | | 2,646,501 | | | | | 2,646,501 |
| Reserved for Liab., Prot., Sett. | | | | | | | | - |
| Unreserved | <u>14,143,985</u> | <u>14,007,474</u> | | <u>2,546,666</u> | | | | <u>30,698,125</u> |
| Total equity and other credits | <u>14,143,985</u> | <u>14,007,474</u> | <u>2,646,501</u> | <u>2,546,666</u> | <u>-</u> | <u>61,020,335</u> | <u>-</u> | <u>94,364,961</u> |
| Total Liabilities, Equity and Other Credits | <u>\$20,116,659</u> | <u>\$16,110,169</u> | <u>\$ 3,285,147</u> | <u>\$ 2,580,768</u> | <u>\$ 1,971,227</u> | <u>\$61,020,335</u> | <u>\$ 2,725,000</u> | <u>\$ 107,809,305</u> |

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

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2015 Revenues & Expenditures by Fund
 For the three months ended September 30, 2014

| | 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 | \$ 11,069,275 | \$ 1,535,842 | \$ 1,420,765 | \$ 1,207,581 | \$ (535) | \$ 1,050,053 | \$ 3,069,468 | \$ 233,473 | \$ 34,512 | \$ 19,620,434 |
| Actual Expenditures | (5,633,096) | (676,407) | (102,534) | - | - | (1,204,972) | (4,010,238) | (378,319) | (12,000) | (12,017,566) |
| Other Financing Sources (Uses) | (10,000) | | | | | - | 10,000 | - | - | - |
| Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses | 5,426,179 | 859,435 | 1,318,231 | 1,207,581 | (535) | (154,919) | (930,770) | (144,846) | 22,512 | 7,602,868 |
| Fund balances July 1, 2014 (unaudited) | 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 September 30, 2014 | \$ 10,054,437 | \$ 3,871,856 | \$ 9,292,242 | \$ 2,650,558 | \$ 4,690,868 | \$ 2,900,799 | \$ (787,915) | \$ 3,909,399 | \$ 51,083 | \$ 36,633,327 |

CA

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| | <u>Annual Budget FY2015</u> | <u>Actual 9/30/14</u> | <u>Act/Budget 25.0%</u> | <u>Actual 9/30/13</u> | <u>Act/Budget 25.0%</u> | <u>Annual Budget FY2014</u> |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| EDUCATION FUND REVENUES | | | | | | |
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 6,762,916 | \$ 6,457,187 | 95.5% | \$ 5,879,476 | 88.5% | \$ 6,646,368 |
| Corporate Personal Property Replacement Tax | 798,556 | 18,576 | 2.3% | 20,355 | 2.5% | 798,556 |
| TIF Revenues | 381,000 | 88,603 | 23.3% | 99,476 | 26.1% | 381,000 |
| Total Local Government | <u>7,942,472</u> | <u>6,564,366</u> | <u>82.6%</u> | <u>5,999,307</u> | <u>76.7%</u> | <u>7,825,924</u> |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 1,923,233 | - | 0.0% | 611,798 | 31.8% | 1,923,233 |
| Equalization | 50,000 | - | 0.0% | 63,010 | 126.0% | 50,000 |
| Career/Technical Education Formula Grant | 165,000 | - | 0.0% | 92,819 | 56.3% | 165,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total State Government | <u>2,138,233</u> | <u>-</u> | <u>0.0%</u> | <u>767,627</u> | <u>35.9%</u> | <u>2,138,233</u> |
| Federal Government | | | | | | |
| PELL Administrative Fees | 10,000 | - | 0.0% | - | 0.0% | 10,000 |
| Total Federal Government | <u>10,000</u> | <u>-</u> | <u>0.0%</u> | <u>-</u> | <u>0.0%</u> | <u>10,000</u> |
| Student Tuition and Fees: | | | | | | |
| Tuition | 7,399,631 | 3,895,668 | 52.6% | 3,616,418 | 53.4% | 6,766,042 |
| Fees | 966,527 | 487,660 | 50.5% | 516,164 | 53.1% | 971,730 |
| Total Tuition and Fees | <u>8,366,158</u> | <u>4,383,328</u> | <u>52.4%</u> | <u>4,132,582</u> | <u>53.4%</u> | <u>7,737,772</u> |
| Other Sources: | | | | | | |
| Investment Revenue | 21,000 | 502 | 2.4% | 508 | 2.4% | 21,000 |
| Public Service Revenue | 413,960 | 106,557 | 25.7% | 47,550 | 11.3% | 421,850 |
| Nongovernmental Gifts | 40,000 | - | 0.0% | - | 0.0% | 1,048,000 |
| Other | 88,472 | 14,522 | 16.4% | 12,816 | 14.5% | 17,100 |
| Total Other Sources | <u>563,432</u> | <u>121,581</u> | <u>21.6%</u> | <u>60,874</u> | <u>10.8%</u> | <u>1,507,950</u> |
| TOTAL EDUCATION FUND REVENUE | <u>\$ 19,020,295</u> | <u>11,069,275</u> | <u>58.2%</u> | <u>10,960,390</u> | <u>57.0%</u> | <u>19,219,879</u> |
| EDUCATION FUND EXPENDITURES | | | | | | |
| Instruction: | | | | | | |
| Salaries | \$ 8,893,252 | 2,390,445 | 26.9% | 2,299,428 | 27.1% | 8,492,966 |
| Employee Benefits | 1,567,960 | 416,015 | 26.5% | 413,600 | 26.9% | 1,535,040 |
| Contractual Services | 140,588 | 22,677 | 16.1% | 17,534 | 13.9% | 126,219 |
| General Materials & Supplies | 441,166 | 69,427 | 15.7% | 45,913 | 11.4% | 402,788 |
| Conference & Meeting Expenses | 70,829 | 5,001 | 7.1% | 3,380 | 6.3% | 53,514 |
| Fixed Charges | 219,500 | 171,874 | 78.3% | 94,807 | 43.2% | 219,700 |
| Utilities | 600 | - | 0.0% | 110 | 22.0% | 500 |
| Capital Outlay | 3,245 | - | 0.0% | - | 0.0% | 1,000,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Instruction | <u>\$ 11,337,140</u> | <u>\$ 3,075,439</u> | <u>27.1%</u> | <u>\$ 2,874,772</u> | <u>24.3%</u> | <u>\$ 11,830,727</u> |

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| EDUCATION FUND EXPENDITURES (continued) | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| Academic Support: | | | | | | |
| Salaries | \$ 672,958 | \$ 169,245 | 25.1% | \$ 166,293 | 24.4% | \$ 681,604 |
| Employee Benefits | 134,630 | 39,478 | 29.3% | 36,172 | 27.5% | 131,760 |
| Contractual Services | 167,246 | 95,174 | 56.9% | 106,842 | 64.7% | 165,102 |
| General Materials & Supplies | 243,898 | 69,043 | 28.3% | 67,147 | 22.1% | 304,326 |
| Conference & Meeting Expenses | 11,885 | 1,032 | 8.7% | 504 | 7.1% | 7,115 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | 25,283 | 2,700 | 10.7% | 7,316 | 14.4% | 50,700 |
| Capital Outlay | 850 | - | 0.0% | - | 0.0% | 200,763 |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Academic Support | 1,256,750 | 376,672 | 30.0% | 384,274 | 24.9% | 1,541,370 |
| Student Services: | | | | | | |
| Salaries | 1,194,194 | 305,372 | 25.6% | 316,752 | 26.9% | 1,177,829 |
| Employee Benefits | 296,852 | 78,812 | 26.5% | 78,994 | 27.2% | 290,105 |
| Contractual Services | 6,250 | 2,689 | 43.0% | 645 | 12.6% | 5,100 |
| General Materials & Supplies | 53,560 | 10,410 | 19.4% | 4,642 | 8.8% | 52,895 |
| Conference & Meeting Expenses | 20,675 | 1,805 | 8.7% | 1,428 | 9.4% | 15,125 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Student Services | 1,571,531 | 399,088 | 25.4% | 402,461 | 26.1% | 1,541,054 |
| Public Services/Continuing Education: | | | | | | |
| Salaries | 445,953 | 152,041 | 34.1% | 104,027 | 24.5% | 424,443 |
| Employee Benefits | 51,932 | 20,416 | 39.3% | 14,490 | 25.9% | 55,924 |
| Contractual Services | 263,250 | 33,507 | 12.7% | 22,455 | 8.1% | 276,800 |
| General Materials & Supplies | 85,025 | 22,498 | 26.5% | 23,161 | 29.3% | 79,175 |
| Conference & Meeting Expenses | 12,510 | 2,246 | 18.0% | 3,315 | 33.2% | 9,970 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Public Services/Continuing Education | 858,670 | 230,708 | 26.9% | 167,448 | 19.8% | 846,312 |
| Institutional Support: | | | | | | |
| Salaries | 1,686,123 | 443,310 | 26.3% | 465,393 | 27.8% | 1,672,936 |
| Employee Benefits | 505,137 | 134,836 | 26.7% | 145,421 | 30.9% | 471,283 |
| Contractual Services | 535,329 | 269,991 | 50.4% | 229,779 | 45.5% | 505,516 |
| General Materials & Supplies | 484,584 | 148,889 | 30.7% | 193,778 | 34.7% | 558,267 |
| Conference & Meeting Expenses | 66,900 | 4,973 | 7.4% | 6,011 | 10.1% | 59,305 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | 11,228 | 1,196 | 10.7% | 2,490 | 12.8% | 19,500 |
| Capital Outlay | 751,280 | 358,901 | 47.8% | 78,212 | 25.2% | 310,829 |
| Other | 41,000 | (453) | -1.1% | (728) | -1.9% | 38,000 |
| Provision for Contingency | 77,203 | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | 4,158,784 | 1,361,643 | 32.7% | 1,120,356 | 30.8% | 3,635,636 |
| Scholarships, Grants and Waivers | 588,700 | 189,546 | 32.2% | 219,420 | 38.2% | 574,200 |
| TOTAL EDUCATION FUND EXPENDITURES | \$ 19,771,575 | \$ 5,633,096 | 28.5% | \$ 5,168,731 | 25.9% | \$ 19,969,299 |
| INTERFUND TRANSFERS - NET | \$ 751,280 | \$ (10,000) | 0.0% | \$ - | 0.0% | \$ - |

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**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| OPERATIONS & MAINTENANCE FUND REVENUES | | | | | | |
| Local Government Sources: | | | | | | |
| Current Taxes | \$ 1,206,048 | \$ 1,151,597 | 95.5% | \$ 1,077,173 | 88.2% | \$ 1,221,821 |
| Corporate Personal Property Replacement Tax | 140,921 | 3,278 | 2.3% | 3,592 | 2.5% | 140,921 |
| TIF | 127,000 | 29,534 | 23.3% | 33,159 | 26.1% | 127,000 |
| Total Local Government | <u>1,473,969</u> | <u>1,184,409</u> | <u>80.4%</u> | <u>1,113,924</u> | <u>74.8%</u> | <u>1,489,742</u> |
| State Government: | | | | | | |
| ICCB Credit Hour Grant | 339,394 | - | 0.0% | 107,964 | 31.8% | 339,394 |
| Total State Government | <u>339,394</u> | <u>-</u> | <u>0.0%</u> | <u>107,964</u> | <u>31.8%</u> | <u>339,394</u> |
| Student Tuition and Fees: | | | | | | |
| Tuition | 589,134 | 329,252 | 55.9% | 418,513 | 75.9% | 551,081 |
| Total Tuition and Fees | <u>589,134</u> | <u>329,252</u> | <u>55.9%</u> | <u>418,513</u> | <u>75.9%</u> | <u>551,081</u> |
| Other Sources: | | | | | | |
| Facilities Revenue | 115,000 | 18,269 | 15.9% | 10,829 | 8.7% | 124,000 |
| Investment Revenue | 2,000 | 416 | 20.8% | 594 | 29.7% | 2,000 |
| Non-Governmental Gifts & Grants | - | - | 0.0% | - | 0.0% | - |
| Other | - | 3,496 | 0.0% | 126 | - | - |
| Total Other Sources | <u>117,000</u> | <u>22,181</u> | <u>19.0%</u> | <u>11,549</u> | <u>9.2%</u> | <u>126,000</u> |
| TOTAL OPERATIONS & MAINTENANCE FUND REVENUES | \$ 2,519,497 | \$ 1,535,842 | 61.0% | \$ 1,651,950 | 65.9% | \$ 2,506,217 |

| | Annual Budget FY2015 | Actual 09/30/14 | Act/Budget 25.0% | Actual 09/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|---|---------------------------------|----------------------------|-----------------------------|----------------------------|-----------------------------|---------------------------------|
| OPERATIONS & MAINTENANCE FUND | | | | | | |
| Operations & Maintenance of Plant: | | | | | | |
| Salaries | \$ 858,848 | \$ 216,497 | 25.2% | \$ 239,850 | 28.6% | \$ 840,042 |
| Employee Benefits | 266,394 | 69,113 | 25.9% | 62,618 | 28.2% | 221,972 |
| Contractual Services | 178,550 | 114,396 | 64.1% | 83,603 | 37.5% | 222,820 |
| General Materials & Supplies | 218,470 | 41,643 | 19.1% | 34,643 | 13.9% | 250,000 |
| Conference & Meeting Expenses | 1,725 | 146 | 8.5% | 289 | 7.2% | 4,000 |
| Fixed Charges | 66,250 | 68,278 | 103.1% | 190 | 0.4% | 52,500 |
| Utilities | 726,900 | 149,343 | 20.5% | 146,029 | 18.4% | 794,980 |
| Capital Outlay | 626,038 | - | 0.0% | 18,376 | 17.7% | 104,000 |
| Provision for Contingency | 100,000 | - | 0.0% | - | 0.0% | - |
| Other | (63,000) | - | 0.0% | - | 0.0% | (63,000) |
| Total Operations & Maintenance of Plant | <u>2,980,175</u> | <u>659,416</u> | <u>22.1%</u> | <u>585,598</u> | <u>24.1%</u> | <u>2,427,314</u> |
| Institutional Support: | | | | | | |
| Salaries | 49,556 | 11,148 | 22.5% | 12,356 | 25.2% | 49,065 |
| Employee Benefits | 9,665 | 2,696 | 27.9% | 2,590 | 11.9% | 21,738 |
| Contractual Services | 1,500 | 2,491 | 166.1% | - | 0.0% | 2,400 |
| General Materials & Supplies | 3,601 | 656 | 18.2% | 1,205 | 70.9% | 1,700 |
| Conference & Meeting Expenses | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | 5,000 | - | 0.0% | 640 | 16.0% | 4,000 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | <u>69,322</u> | <u>16,991</u> | <u>24.5%</u> | <u>16,791</u> | <u>21.3%</u> | <u>78,903</u> |
| TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES | \$ 3,049,497 | \$ 676,407 | 22.2% | \$ 602,389 | 24.0% | \$ 2,506,217 |

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Illinois Valley Community College District No. 513
 Fiscal Year 2015 Budget to Actual Comparison
 For the three months ended September 30, 2014

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|--|-------------------------|-------------------|---------------------|-------------------|---------------------|-------------------------|
| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | | | | | | |
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,498,515 | \$ 1,419,990 | 94.8% | \$ 1,203,241 | 88.3% | \$ 1,362,330 |
| State Government Sources | 2,000,000 | - | 0.0% | - | 0.0% | 7,350,000 |
| Investment Revenue | 8,000 | 775 | 9.7% | 1,308 | 8.7% | 15,000 |
| Other Revenue | - | - | 0.0% | - | 0.0% | - |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES | \$ 3,506,515 | 1,420,765 | 40.5% | 1,204,549 | 13.8% | 8,727,330 |
| OPERATIONS & MAINTENANCE FUND (RESTRICTED) | | | | | | |
| Operations & Maintenance | | | | | | |
| Contractual Services | \$ - | (41,850) | 0.0% | - | 0.0% | - |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | 3,500,000 | 144,384 | 4.1% | 758,769 | 8.7% | 8,727,330 |
| TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES | \$ 3,500,000 | 102,534 | 2.9% | 758,769 | 8.7% | 8,727,330 |
| INTERFUND TRANSFERS - NET | \$ 270,000 | \$ - | | \$ - | | \$ - |

Fiscal Year 2015 Budget to Actual Comparison

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|--|-------------------------|-------------------|---------------------|-------------------|---------------------|-------------------------|
| BOND & INTEREST FUND | | | | | | |
| Local Government Sources | | | | | | |
| Current Taxes | \$ 1,266,316 | \$ 1,207,362 | 95.3% | \$ 1,114,352 | 88.5% | \$ 1,258,919 |
| Investment Revenue | 3,500 | 219 | 6.3% | 264 | 5.3% | 5,000 |
| TOTAL BOND & INTEREST FUND REVENUES | 1,269,816 | 1,207,581 | 95.1% | 1,114,616 | 88.2% | 1,263,919 |
| BOND & INTEREST FUND | | | | | | |
| Institutional Support: | | | | | | |
| Debt Principal Retirement | \$ 1,215,000 | - | 0.0% | - | 0.0% | 1,185,000 |
| Interest on Bonds | 51,425 | - | 0.0% | - | 0.0% | 78,419 |
| Fees | 500 | - | 0.0% | - | 0.0% | 500 |
| TOTAL BOND & INTEREST EXPENDITURES | \$ 1,266,925 | \$ - | 0.0% | \$ - | 0.0% | \$ 1,263,919 |

Fiscal Year 2015 Budget to Actual Comparison

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|------------------------------------|-------------------------|-------------------|---------------------|-------------------|---------------------|-------------------------|
| WORKING CASH FUND | | | | | | |
| Investment Revenue | \$ 25,000 | \$ (535) | -2.1% | \$ 1,041 | 3.0% | \$ 35,000 |
| TOTAL WORKING CASH REVENUES | 25,000 | (535) | -2.1% | 1,041 | 3.0% | 35,000 |
| Transfers In (Out) | \$ - | \$ - | 0.0% | \$ - | 0.0% | \$ (120,000) |

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**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| | <u>Annual Budget FY2015</u> | <u>Actual 9/30/14</u> | <u>Act/Budget 25.0%</u> | <u>Actual 9/30/13</u> | <u>Act/Budget 25.0%</u> | <u>Annual Budget FY2014</u> |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| AUXILIARY ENTERPRISES FUND | | | | | | |
| Service Fees | \$ 2,228,700 | \$ 1,049,951 | 47.1% | \$ 1,156,335 | 46.8% | \$ 2,472,700 |
| Other Revenue | - | 40 | 0.0% | 50 | 5.0% | 1,000 |
| Investment Revenue | 4,500 | 62 | 1.4% | 1,154 | 14.4% | 8,000 |
| TOTAL AUXILIARY ENTERPRISES FUND REVENUES | <u>2,233,200</u> | <u>1,050,053</u> | <u>47.0%</u> | <u>1,157,539</u> | <u>46.6%</u> | <u>2,481,700</u> |
| AUXILIARY ENTERPRISES FUND | | | | | | |
| Salaries | \$ 336,026 | 73,000 | 21.7% | 87,013 | 25.6% | 339,281 |
| Employee Benefits | 92,335 | 20,346 | 22.0% | 24,616 | 26.0% | 94,629 |
| Contractual Services | 45,050 | 7,576 | 16.8% | 5,161 | 11.4% | 45,300 |
| Materials & Supplies | 1,975,230 | 1,094,166 | 55.4% | 976,928 | 48.9% | 1,998,478 |
| Conference & Meeting | 26,456 | 4,110 | 15.5% | 7,245 | 31.0% | 23,363 |
| Fixed Charges | 45,150 | 5,736 | 12.7% | 4,422 | 10.4% | 42,400 |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay/Depreciation | 3,838 | - | 0.0% | - | 0.0% | 3,840 |
| Other | 104,500 | 38 | 0.0% | - | 0.0% | 111,500 |
| TOTAL AUXILIARY ENTERPRISES EXPENDITURES | <u>2,628,585</u> | <u>1,204,972</u> | <u>45.8%</u> | <u>1,105,385</u> | <u>41.6%</u> | <u>2,658,791</u> |
| Transfer In (Out) | <u>\$ (338,586)</u> | <u>\$ -</u> | <u>0.0%</u> | <u>\$ -</u> | <u>0.0%</u> | <u>\$ -</u> |

Fiscal Year 2015 Budget to Actual Comparison

| | <u>Annual Budget FY2015</u> | <u>Actual 9/30/14</u> | <u>Act/Budget 25.0%</u> | <u>Actual 9/30/13</u> | <u>Act/Budget 25.0%</u> | <u>Annual Budget FY2014</u> |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| RESTRICTED PURPOSES FUND | | | | | | |
| State Government Sources | \$ 390,814 | \$ (542) | -0.1% | \$ 77,275 | 21.4% | \$ 360,972 |
| Federal Government Sources | 6,765,584 | 3,067,728 | 45.3% | 477,231 | 7.1% | 6,743,340 |
| Service Fees | 3,000 | 2,210 | 73.7% | 665 | 22.2% | 3,000 |
| Nongovernmental gifts or grants | 60,000 | - | 0.0% | 5 | 0.0% | - |
| Other Revenue | - | 72 | 0.0% | - | 0.0% | 15,700 |
| TOTAL RESTRICTED PURPOSES FUND REVENUES | <u>\$ 7,219,398</u> | <u>3,069,468</u> | <u>42.5%</u> | <u>555,176</u> | <u>7.8%</u> | <u>7,123,012</u> |
| RESTRICTED PURPOSES FUND | | | | | | |
| Instruction: | | | | | | |
| Salaries | \$ 495,023 | 87,003 | 17.6% | 97,554 | 20.1% | 486,019 |
| Employee Benefits | 111,838 | 22,142 | 19.8% | 26,672 | 23.1% | 115,559 |
| Contractual Services | 75,830 | 16,422 | 21.7% | 9,925 | 11.6% | 85,284 |
| Materials & Supplies | 124,746 | 39,934 | 32.0% | 13,545 | 9.4% | 144,092 |
| Conference & Meeting | 63,266 | 6,137 | 9.7% | 7,166 | 10.7% | 67,273 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | 500 |
| Utilities | 1,314 | - | 0.0% | - | 0.0% | 3,500 |
| Capital Outlay | 211,541 | 28,999 | 13.7% | - | 0.0% | 212,723 |
| Other (P-16 Grant Waivers) | - | - | 0.0% | - | 0.0% | - |
| Total Instruction | <u>\$ 1,083,558</u> | <u>\$ 200,637</u> | <u>18.5%</u> | <u>\$ 154,862</u> | <u>13.9%</u> | <u>\$ 1,114,950</u> |

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**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| RESTRICTED PURPOSES FUND | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| Academic Support | | | | | | |
| Salaries | \$ - | \$ - | 0.0% | \$ - | 0.0% | \$ - |
| Employee Benefits | - | - | 0.0% | - | 0.0% | - |
| Materials & Supplies | - | 4,308 | 0.0% | 1,874 | 0.0% | - |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Academic Support | - | 4,308 | 0.0% | 1,874 | 0.0% | - |
| Student Services | | | | | | |
| Salaries | 187,602 | 45,883 | 24.5% | 47,862 | 25.6% | 187,260 |
| Employee Benefits | 68,484 | 18,069 | 26.4% | 17,222 | 26.5% | 65,102 |
| Contractual Services | 2,320 | 2,768 | 119.3% | 1,378 | 41.5% | 3,320 |
| Materials & Supplies | 5,400 | 728 | 13.5% | 105 | 2.0% | 5,200 |
| Conference & Meeting | 6,112 | - | 0.0% | 347 | 7.7% | 4,500 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Tuition Waivers (TRiO Grant) | 20,000 | 11,300 | 56.5% | 11,300 | 46.7% | 24,175 |
| Total Student Services | 289,918 | 78,748 | 27.2% | 78,214 | 27.0% | 289,557 |
| Public Service | | | | | | |
| Salaries | 152,530 | 45,232 | 29.7% | 39,880 | 26.4% | 151,098 |
| Employee Benefits | 34,845 | 10,786 | 31.0% | 8,431 | 28.4% | 29,701 |
| Contractual Services | 600 | 1,760 | 293.3% | (319) | -63.8% | 500 |
| Materials & Supplies | 2,275 | 301 | 13.2% | 2,138 | 33.8% | 6,330 |
| Conference & Meeting | 4,750 | 3,097 | 65.2% | 5,183 | 65.4% | 7,931 |
| Fixed Charges | - | - | 0.0% | - | 0.0% | - |
| Utilities | - | - | 0.0% | 31 | 3.1% | 1,000 |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | 360 | 0.0% | - |
| Total Public Service | 195,000 | 61,176 | 31.4% | 55,704 | 28.3% | 196,560 |
| Operations and Maintenance of Plant | | | | | | |
| Contractual Services | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | 73,600 | - | 0.0% | - | 0.0% | - |
| Total Auxiliary Services | - | - | 0.0% | - | 0.0% | - |
| Institutional Support | | | | | | |
| Salaries (Federal Work Study) | \$ 91,689 | \$ 15,888 | 17.3% | \$ 19,799 | 21.7% | \$ 91,245 |
| Total Institutional Support | 91,689 | 15,888 | 17.3% | 19,799 | 21.7% | 91,245 |
| Student grants and waivers (PELL & SEOG) | 5,495,633 | 3,649,481 | 66.4% | 2,571,854 | 46.9% | 5,485,000 |
| TOTAL RESTRICTED FUND EXPENDITURES | 7,155,798 | \$ 4,010,238 | 56.0% | \$ 2,882,307 | 40.2% | \$ 7,177,312 |
| Transfer In (Out) | \$ (15,000) | \$ 10,000 | 0.0% | \$ - | 0.0% | \$ - |

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**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
For the three months ended September 30, 2014**

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|---|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| LIABILITY, PROTECTION, & SETTLEMENT FUND | | | | | | |
| Local Government Sources | \$ 260,808 | \$ 238,513 | 91.5% | \$ 220,537 | 88.0% | \$ 250,473 |
| Investment Revenue | 25,000 | (5,040) | -20.2% | 2,175 | 7.3% | 30,000 |
| Other | - | - | 0.0% | - | 0.0% | - |
| TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES | 285,808 | 233,473 | 81.7% | 222,712 | 79.4% | 280,473 |

Fiscal Year 2015 Budget to Actual Comparison

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 25.0% | Annual Budget FY2014 |
|--|---------------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------------|
| LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES | | | | | | |
| Operations & Maintenance of Plant | | | | | | |
| Contractual Services | \$ 351,500 | \$ 69,774 | 19.9% | \$ 52,248 | 14.9% | \$ 351,500 |
| Material & Supplies | 250 | 75 | 30.0% | 9 | 9.0% | 100 |
| Conference & Meeting | 500 | 210 | 42.0% | 135 | 27.0% | 500 |
| Utilities | 500 | 95 | 0.0% | 39 | 0.0% | - |
| Total for Operations & Maintenance of Plant | \$ 352,750 | \$ 70,154 | 19.9% | \$ 52,431 | 14.9% | \$ 352,100 |

| | | | | | | |
|-----------------------------|-----------|-----------|-------|-----------|-------|-----------|
| Institutional Support | | | | | | |
| Salaries | \$ 73,689 | \$ 18,774 | 25.5% | \$ 20,682 | 29.2% | \$ 70,929 |
| Employee Benefits | 217,616 | 1,979 | 2.7% | 3,536 | 1.5% | 240,849 |
| Contractual Services | 29,000 | 198 | 0.7% | 1,694 | 11.7% | 14,500 |
| Material & Supplies | 1,000 | 24 | 2.4% | 909 | 33.1% | 2,750 |
| Conference & Meeting | - | - | 0.0% | - | 0.0% | - |
| Fixed Charges | 361,500 | 287,190 | 79.4% | 239,678 | 64.2% | 373,250 |
| Utilities | - | - | 0.0% | - | 0.0% | - |
| Capital Outlay | - | - | 0.0% | - | 0.0% | - |
| Other | - | - | 0.0% | - | 0.0% | - |
| Total Institutional Support | 682,805 | 308,165 | 45.1% | 266,499 | 37.9% | 702,278 |

| | | | | | | |
|--|---------------------|-------------------|--------------|-------------------|--------------|---------------------|
| TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES | \$ 1,035,555 | \$ 378,319 | 36.5% | \$ 318,930 | 30.2% | \$ 1,054,378 |
|--|---------------------|-------------------|--------------|-------------------|--------------|---------------------|

Fiscal Year 2015 Budget to Actual Comparison

| | Annual Budget FY2015 | Actual 9/30/14 | Act/Budget 25.0% | Actual 9/30/13 | Act/Budget 0.0% | Annual Budget FY2014 |
|----------------------------------|---------------------------------|---------------------------|-----------------------------|---------------------------|----------------------------|---------------------------------|
| AUDIT FUND | | | | | | |
| Local Government Sources | \$ 35,277 | \$ 34,500 | 97.8% | \$ 30,999 | 88.8% | \$ 34,900 |
| Investment Revenue | - | 12 | 0.0% | - | 0.0% | - |
| TOTAL AUDIT FUND REVENUES | 35,277 | 34,512 | 97.8% | 30,999 | 88.8% | 34,900 |

| | | | | | | |
|--------------------------------------|------------------|------------------|--------------|------------------|--------------|------------------|
| AUDIT FUND | | | | | | |
| Contractual Services | 35,700 | 12,000 | 33.6% | 17,300 | 49.6% | 34,900 |
| TOTAL AUDIT FUND EXPENDITURES | \$ 35,700 | \$ 12,000 | 33.6% | \$ 17,300 | 49.6% | \$ 34,900 |

ca

**Illinois Valley Community College District No. 513
Fiscal Year 2015 Budget to Actual Comparison
All Funds
For the three months ended September 30, 2014**

| <u>Department</u> | <u>Annual Budget FY2015</u> | <u>Actual 9/30/2014</u> | <u>Act/Budget 25.0%</u> | <u>Explanation</u> |
|--|-------------------------------------|-----------------------------|-----------------------------|--|
| President | \$ 320,600 | \$ 86,694 | 27.0% | |
| Board of Trustees | 16,000 | 5,935 | 37.1% | First installment of ICCTA dues |
| Community Relations | 399,207 | 103,045 | 25.8% | |
| Continuing Education | 1,001,064 | 266,767 | 26.6% | |
| Facilities | 6,380,175 | 761,950 | 11.9% | |
| Information Technologies | 2,484,810 | 1,021,462 | 41.1% | |
| Academic Affairs | 327,945 | 75,500 | 23.0% | |
| Academic Affairs (AVPCE) | 1,130,619 | 314,303 | 27.8% | |
| Adult Education | 486,555 | 110,740 | 22.8% | |
| Learning Technologies | 676,994 | 203,348 | 30.0% | |
| Career & Tech Education Division | 1,807,419 | 397,904 | 22.0% | |
| Natural Science & Business Division | 2,258,167 | 632,351 | 28.0% | |
| Humanities & Fine Arts/Social Science Division | 2,184,124 | 598,672 | 27.4% | |
| Health Professions Division | 2,156,899 | 612,851 | 28.4% | |
| English, Mathematics, Education Division | 2,527,729 | 647,996 | 25.6% | |
| Admissions & Records | 382,679 | 104,961 | 27.4% | |
| Student Development | 627,789 | 179,384 | 28.6% | |
| Student Services | 154,530 | 17,240 | 11.2% | |
| Financial Aid | 5,944,270 | 3,755,659 | 63.2% | |
| Athletics | 240,349 | 40,766 | 17.0% | |
| TRiO (Student Success Grant) | 289,918 | 78,748 | 27.2% | |
| Campus Security | 350,650 | 69,943 | 19.9% | |
| Business Services/General Institution | 2,283,856 | 204,129 | 8.9% | |
| Risk Management | 684,905 | 308,377 | 45.0% | Annual workers' comp and athletic insurance payments |
| Tuition Waivers | 588,700 | 189,544 | 32.2% | |
| Purchasing | 98,229 | 29,073 | 29.6% | |
| Human Resources | 130,065 | 27,184 | 20.9% | |
| Bookstore | 2,199,721 | 1,131,666 | 51.4% | Books and supplies for fall and spring semester |
| Shipping & Receiving | 69,322 | 16,991 | 24.5% | |
| Copy Center | 136,742 | 24,383 | 17.8% | |
| Total FY14 Expenditures | <u>\$ 38,340,032</u> | <u>\$ 12,017,566</u> | 31.3% | |

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

| | EDUCATION | OP/MAINT | OP / MAINT. RESTRICTED | BOND & INTEREST | AUXILIARY | RESTRICTED | WORKING CASH | AUDIT | LIAB, PROT, & SETTLEMENT | TOTAL |
|-------------------------|------------------------|------------------------|---------------------------|------------------------|----------------------|---------------------|------------------------|---------------------|-----------------------------|-------------------------|
| Balance on Hand | \$ 735,448.00 | \$ 520,663.00 | \$ 900,328.95 | \$ 301,740.92 | \$ 97,041.82 | \$ 263,445.00 | \$ 417,255.89 | \$ 18,571.05 | \$ (40,612.64) | \$ 3,213,881.99 |
| Total Receipts | 747,219.43 | 133,671.16 | 114,767.70 | 97,607.76 | 19,304.63 | 10,070.00 | - | 2,803.36 | 19,283.68 | 1,144,727.72 |
| Total Cash | 1,482,667.43 | 654,334.16 | 1,015,096.65 | 399,348.68 | 116,346.45 | 273,515.00 | 417,255.89 | 21,374.41 | (21,328.96) | 4,358,609.71 |
| Due To/From Accts | | | | | | | | | | - |
| Transfers/Bank CDs | | | | | | | | | | - |
| Expenditures | (1,524,657.80) | (332,219.32) | (193,111.52) | - | (481,682.90) | (117,932.11) | - | (12,000.00) | (129,239.10) | (2,790,842.75) |
| ACCOUNT BALANCE | (41,990.37) | 322,114.84 | 821,985.13 | 399,348.68 | (365,336.45) | 155,582.89 | 417,255.89 | 9,374.41 | (150,568.06) | 1,567,766.96 |
| Deposits in Transit | (5,315.81) | | | | | | | | | (5,315.81) |
| Outstanding Checks | 913,140.29 | | | | | | | | | 913,140.29 |
| BANK BALANCE | 865,834.11 | 322,114.84 | 821,985.13 | 399,348.68 | (365,336.45) | 155,582.89 | 417,255.89 | 9,374.41 | (150,568.06) | 2,475,591.44 |
| Certificates of Deposit | - | - | - | - | - | - | 1,394,048.28 | - | 2,100,000.00 | 3,494,048.28 |
| Illinois Funds | 6,987,517.00 | 2,659,438.36 | 3,437,627.67 | 1,621,177.66 | 670,048.50 | 46,063.99 | 2,900,197.46 | 19,228.09 | 930,938.27 | 19,272,237.00 |
| CDB Trust Fund CTC | | | 502,691.50 | | | | | | | 502,691.50 |
| Bldg Reserve-ILLFund | | | 1,083,080.27 | | | | | | | 1,083,080.27 |
| Total Investment | \$ 6,987,517.00 | \$ 2,659,438.36 | \$ 5,023,399.44 | \$ 1,621,177.66 | \$ 670,048.50 | \$ 46,063.99 | \$ 2,900,197.46 | \$ 19,228.09 | \$ 930,938.27 | \$ 20,858,008.77 |

| | |
|--------------------|------------------------|
| LaSalle State Bank | \$ 113,797.43 |
| Centrue Bank | 2,361,794.01 |
| | <u>\$ 2,475,591.44</u> |

Respectfully submitted,



Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
 INVESTMENT STATUS REPORT
 September 30, 2014

| <u>DUE</u> | <u>Education</u> | <u>Oper & Maint</u> | <u>O&M Restricted</u> | <u>Bond & Int</u> | <u>Auxiliary</u> | <u>Working Cash</u> | <u>Liability Protection & Settlement</u> | <u>Total</u> | <u>Bank</u> | <u>Rate %</u> | <u>APY %</u> | <u>Certificate Number</u> |
|-----------------|------------------|-------------------------|-------------------------------|-----------------------|------------------|---------------------|--|--------------|-------------|-------------------|------------------|-------------------------------|
| 10/24/2014 | | | | | | | 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 |
| 7/18/2017 | | | | | | 996,048 | | 996,048 | MBS | 1.24% | 1.24% | RMB-027327 |
| Total CD | - | - | - | - | - | 1,394,048 | 2,100,000 | 3,494,048 | | | | |

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| | | | |
|-----|-----------------------------|-----|-----------------------------|
| 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 |

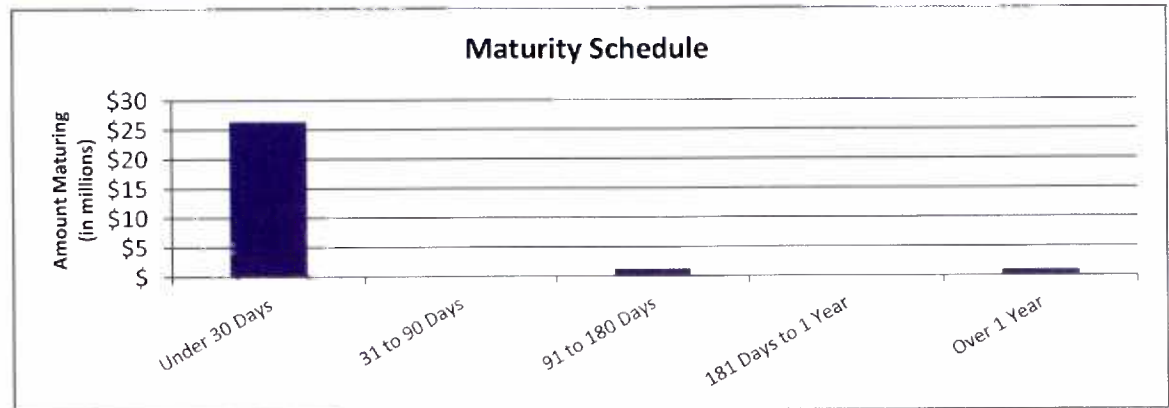
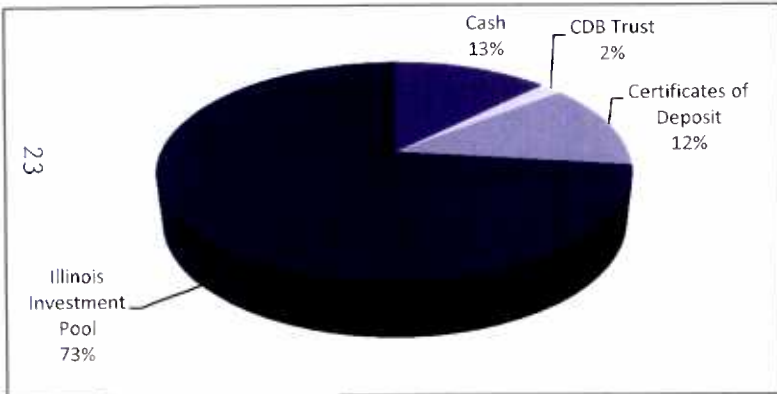
** Current IL Funds interest rate: 0.010%

CP

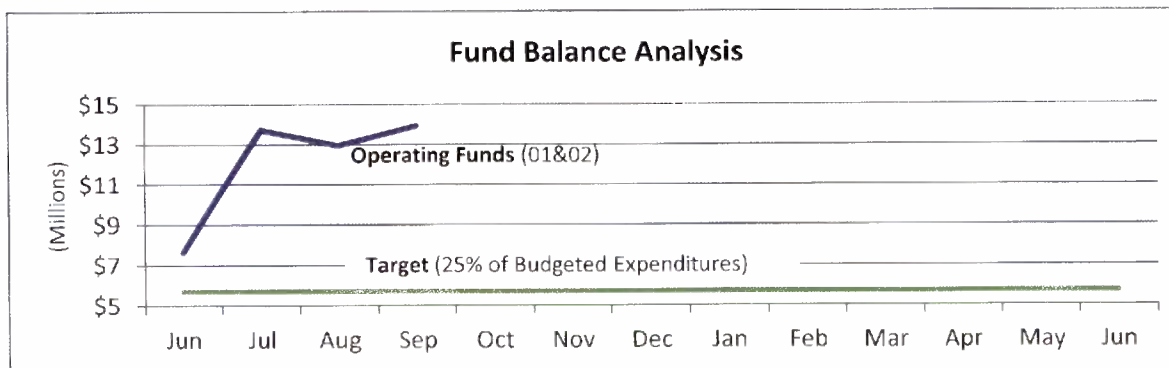
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
September 30, 2014**

| Instrument | Current Portfolio Distribution | Current Portfolio | Weighted Average Yield |
|--------------------------|--------------------------------|----------------------|------------------------|
| Cash | 12.7% | \$ 3,530,326 | 0.34% |
| CDB Trust | 1.8% | 502,691 | 0.25% |
| Certificates of Deposit | 12.5% | 3,494,048 | 0.50% |
| Illinois Investment Pool | 73.0% | 20,355,317 | 0.01% |
| Total | | \$ 27,882,382 | 0.28% |

| Institution | Illinois Investment Pool | Certificates of Deposit | Cash & Trusts | Total | Current Distribution |
|-----------------------|--------------------------|-------------------------|---------------------|-------------------|----------------------|
| IL Funds (US Bank) | \$ 20,355,317 | | | \$ 20,355,317 | 70% |
| Centrue Bank | | | 2,473,453 | 2,473,453 | 9% |
| North Central Bank | | 1,000,000 | | 1,000,000 | 3% |
| Heartland Trust Acct | | | 502,691 | 502,691 | 2% |
| LaSalle State Bank | | | 115,473 | 115,473 | 0% |
| Multi Bank Securities | | 1,244,048 | | 1,244,048 | 4% |
| Heartland Bank | | | 1,941,400 | 1,941,400 | 7% |
| Marseilles Bank | | 1,250,000 | | 1,250,000 | 4% |
| | \$ 20,355,317 | \$ 3,494,048 | \$ 5,033,017 | 28,882,382 | 100% |



Weighted Average Maturity of CD's 133 Days



ek

**\$5,000 and Over Disbursements
09/01/14 - 09/30/14**

| Check Number | Check Date | Vendor Number | Payee | Check Amount | Description |
|--------------|------------|---------------|--------------------------------|---------------|--|
| 714685 | 09/04/14 | 0108916 | CCIC | \$ 279,013.84 | Health Insurance (September) |
| 714762 | 09/11/14 | 0081443 | American Express | 350,977.62 | CDW Government, Inc., Cengage Learning Inc., Elsevier Science, Goodheart-Willcox Company, Inc., McGraw Hill Publishing, Pearson Education, Inc., W.W. Norton & Co Inc. |
| 714765 | 09/11/14 | 0001369 | Ameren Illinois | 43,774.76 | Electricity (07/13/14-08/11/14) |
| 714801 | 09/11/14 | 0001345 | Hogan Walker, L.L.C. | 6,929.83 | Tractor Repair |
| 714804 | 09/11/14 | 0190341 | Indicom Electric Company, Llc | 7,600.00 | Card Readers-Building J-East |
| 714848 | 09/11/14 | 0183046 | Universal Asphalt & Excavating | 18,650.00 | Asphalt Pavement Repair, Sealing, and Marking |
| 714852 | 09/11/14 | 0001927 | Walter J Zukowski & Associates | 41,449.81 | Legal Services |
| 714867 | 09/11/14 | 0082897 | SURS | 47,741.82 | Payroll (09/11/14) |
| ACH | 09/11/14 | | Internal Revenue Service | 68,346.59 | Federal Payroll Taxes (09/11/14) |
| ACH | 09/11/14 | | Illinois Department of Revenue | 22,223.04 | State Payroll Taxes (09/11/14) |
| ACH | 09/11/14 | | VALIC Retirement Services | 13,162.85 | 403(b) & 457(b)Payroll (09/11/14) |
| 714886 | 09/17/14 | 0156834 | Are We There Yet?, LLC | 14,417.00 | Continuing Education Trip |
| 714887 | 09/17/14 | 0091462 | Jones & Bartlett Learning | 7,436.14 | Books for Resale |
| 714898 | 09/17/14 | 0001558 | Federal Express | 5,876.54 | Shipping Charges-Books for Resale |
| 714903 | 09/17/14 | 0181795 | G4S Secure Solutions (USA | 30,976.51 | Security Services (August) |
| 714913 | 09/17/14 | 0079038 | IVCC Student Activity | 13,025.90 | Chapter 33 Veteran Funds |
| 714916 | 09/17/14 | 0001499 | John Wiley & Sons, Inc. | 5,930.00 | Books for Resale |
| 714924 | 09/17/14 | 0187054 | McGladrey LLP | 12,000.00 | Financial Audit |
| 714926 | 09/17/14 | 0001634 | MPS | 14,665.00 | Books for Resale |
| 714956 | 09/17/14 | 0079038 | IVCC Student Activity | 5,255.00 | Chapter 33 Veteran Funds |
| 714972 | 09/22/14 | 0079038 | IVCC Student Activity | 11,300.00 | Project Success Scholarship Funds |
| 714992 | 09/25/14 | 0149548 | Burwood Group | 397,687.14 | Network Core ,Edge Switches & Installation |
| 714997 | 09/25/14 | 0132827 | Chamlin & Associates, Inc. | 15,125.00 | ADA Parking Lot Design |
| 715001 | 09/25/14 | 0190646 | CNE Gas Division, LLC | 7,827.73 | Natural Gas (08/01/14-08/31/14) |
| 715005 | 09/25/14 | 0104200 | D.J. Sickley Construction | 193,111.52 | Cultural Center Sound System* |
| 715006 | 09/25/14 | 0199422 | Daikin Applied | 56,665.00 | Annual Service Contract for Chillers |
| 715020 | 09/25/14 | 0000966 | Illinois Valley Business | 7,990.55 | Copier Usage |
| 715041 | 09/25/14 | 0188441 | Mesirow Insurance Service | 151,575.00 | Umbrella, Liability, Automobile, & Commercial Insurance |
| 715068 | 09/25/14 | 0199147 | The Allison Group | 6,000.00 | Consulting Fee (NSF Sustainability Grant) |
| 715072 | 09/25/14 | 0093131 | University of Illinois | 14,429.57 | Electronic Databases |
| 715094 | 09/26/14 | 0082897 | SURS | 47,254.04 | Payroll (09/25/14) |
| ACH | 09/26/14 | | Internal Revenue Service | 67,849.04 | Federal Payroll Taxes (09/25/14) |
| ACH | 09/26/14 | | Illinois Department of Revenue | 22,083.93 | State Payroll Taxes (09/25/14) |
| ACH | 09/26/14 | | VALIC Retirement Services | 13,014.38 | 403(b) & 457(b)Payroll (09/25/14) |

\$ 2,021,365.15

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 09/06/14

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|----------------------|--|------------|----------|---------------|------------|----------|-----------------|--------------|---|----------|
| Baker Kathryn | CSP 2203 100 2204 100 | 08/29/14 | 12/17/14 | 12/17/14 | ST | 4,867.80 | 011320410051320 | CSP-2203-100 | Microsoft Office Professional II | |
| Bias Timothy | Program Coordinator | 08/18/14 | 09/06/14 | 09/06/14 | ST | 1,280.00 | 011320410051340 | | | |
| Bouxein Barbara | CAD 2202 300 | 08/18/14 | 12/17/14 | 12/17/14 | ST | 350.00 | 011320410051320 | CAD-2202-300 | Architectural CAD | |
| Boyle- Bruch Ida | CEU 1503 08 | 08/25/14 | 08/28/14 | 09/06/14 | ST | 500.00 | 014110394151320 | CEU-1503-08 | Food Service Sanitation-8 Hour | |
| Elias Gina | Program Coordinator | 08/18/14 | 09/06/14 | 09/06/14 | ST | 1,280.00 | 011320410051340 | | | |
| Fox Amber | Development of ACT 1210 online | 08/18/14 | 09/06/14 | 09/06/14 | ST | 630.00 | 011220570051320 | | | |
| Francisco Marjorie | Nursing Orientation | 08/24/14 | 09/06/14 | 09/06/14 | ST | 785.25 | 011420730051340 | | | |
| Gibson James | iNAM Summer Lab Work | 08/18/14 | 09/06/14 | 09/06/14 | SS | 1,280.00 | 061320182051900 | | | |
| Hardy Tina | Inservice Presentation | 08/14/14 | 08/14/14 | 09/06/14 | ST | 33.14 | 011120910051900 | | | |
| Hodgson Laura | Nursing Orientation | 08/24/14 | 09/06/14 | 09/06/14 | ST | 172.76 | 011420730051340 | | | |
| Jauch Christian | Progam Coordinator CSP 1203 01 2222 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 3,370.95 | 011320410051320 | CSP-1203-01 | Microsoft Office Professional Business Tech Internship | |
| Jenrich Chuck | U S Silica ZIP Pak | 08/21/14 | 09/04/14 | 09/06/14 | ST | 2,750.00 | 014210331051320 | CEU-6242-26 | Six Sigma Green Belt Training | |
| Kusek Karl | iNAM Lab Work | 08/18/14 | 09/06/14 | 09/06/14 | SS | 1,312.00 | 061320182051900 | | | |
| Leadingham Paul | SABIC Innovative Ottawa | 08/11/14 | 08/25/14 | 09/06/14 | ST | 2,620.00 | 014210331051320 | CEU-5301-06 | Welding Training | |
| Leadingham Paul | iNAM Summer Lab Work | 08/18/14 | 09/06/14 | 09/06/14 | ST | 1,920.00 | 061320182051900 | | | |
| Leadingham Paul | Program Coordinator | 08/18/14 | 09/06/14 | 09/06/14 | ST | 2,560.00 | 011320410051340 | | | |
| Leadingham Paul | Vertical Solutions | 08/22/14 | 08/22/14 | 09/06/14 | ST | 540.00 | 014210331051320 | | | |
| Lee Matthew | CNC Series 300 Lab Assistant | 08/18/14 | 12/17/14 | 12/27/14 | ST | 2,362.50 | 061320182051320 | | | |
| Lockwood Dawn | CSG 1201 100 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 1,098.00 | 011320410051320 | CSG-1202-100 | Photoshop | |
| Malooley Beverly | Mileage Reimbursement | 08/22/14 | 09/06/14 | 09/06/14 | ML | 70.56 | 064410392255211 | | | |
| Michael James | GER 2001 01 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 400.00 | 011120650051320 | GER-2001-01 | Intermediate German I | |
| Mika Judyann | Inservice Presentation | 08/14/14 | 08/14/14 | 09/06/14 | ST | 31.92 | 011120910051900 | | | |
| O'Fallon David | HFA 1007 01 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 630.00 | 011120650051320 | HFA-1007-01 | Percussion Ensemble | |
| Padoan-Gallardo Atti | FEN 2001 | 08/18/14 | 12/17/14 | 12/17/14 | ST | 650.00 | 011120650051320 | FEN-2001-01 | Intermediate French I | |

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Stipends For Pay Period 09/06/14

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type* | Amount | GL No. | Section Name | Section Title | Comments |
|----------------------|--------------------------------|------------|----------|---------------|------------|-----------|-----------------|--------------|--|----------|
| Padoan-Gallardo Atti | ITL 1000 | 08/18/14 | 12/17/14 | 12/17/14 | ST | 650.00 | 011120650051320 | ITL-1000-300 | Conversational Italian I | |
| Padoan-Gallardo Atti | SPN 1200 | 08/18/14 | 12/17/14 | 12/17/14 | ST | 650.00 | 011120650051320 | SPN-1200-300 | Conversational Spanish for Medical Personnel | |
| Panizzi Gerald | LC Drivers Improvement #941 | 08/23/14 | 08/23/14 | 09/06/14 | ST | 187.50 | 014110394251320 | CDV-6000-01 | LaSalle County Driver Improvement | |
| Parisot Theodore | GDT 2202 300 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 700.00 | 011120650051320 | GDT-2202-300 | Photoshop II | |
| Reif Cynthia | Lecture Class Change 1 to 2 HR | 08/18/14 | 12/17/14 | 12/17/14 | ST | 681.00 | 011420730051320 | | | |
| Schultz Kim | ALH 1214 601 606 607 608 | 08/29/14 | 12/17/14 | 12/27/14 | RE | 6,734.70 | 011420730051320 | ALH-1214-601 | Certified Nursing Assistant / Labs | |
| Smith Mary | CAD 1202 300 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 175.00 | 011320410051320 | CAD-1202-300 | Civil Applications of CAD | |
| Story Michelle | Program Coordinator | 08/18/14 | 09/06/14 | 09/06/14 | ST | 1,280.00 | 011320410051340 | | | |
| Swett Steven | MKT 2210 300 Add Student | 08/18/14 | 12/17/14 | 12/27/14 | ST | 150.00 | 011220570051320 | MKT-2210-300 | Principles of Advertising | |
| Zebron Wayne | Mileage Reimbursement | 08/04/14 | 08/29/14 | 09/06/14 | ML | 62.72 | 011120910055210 | | | |
| TOTAL | | | | | | 42,765.80 | | | | |

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 9/29/14
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

Stipends For Pay Period 09/20/14

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type * | Amount | GL No. | Section Name | Section Title | Comments |
|-------------------|--------------------------------|------------|----------|---------------|-------------|----------|-----------------|--------------|-----------------------------------|----------|
| Arbuckle Dennis | FY15 Retro Pay | 7/1/2014 | 09/06/14 | 09/20/14 | MI | 162.55 | 027210472051710 | | | |
| Arbuckle Kathleen | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 162.55 | 027210472051710 | | | |
| Baker Kathryn | CEX 4410 609 | 09/05/14 | 09/12/14 | 09/20/14 | ST | 210.00 | 014110394151320 | CEX-4410-609 | How To Use Windows 8 | |
| Baracani Del | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 122.75 | 027210472052900 | | | |
| Baracani Del | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 163.16 | 027210472051710 | | | |
| Bolelli Joseph | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 49.80 | 027110471052900 | | | |
| Bolelli Joseph | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 199.00 | 027110471051710 | | | |
| Booras Pamela | Ethics For Massage | 09/12/14 | 09/12/14 | 09/20/14 | ST | 150.00 | 014110394151320 | CPD-3148-09 | Ethics for Massage Therapists | |
| Cardona Joseph | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 154.84 | 027210472051710 | | | |
| Carey Lori | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 162.55 | 027210472051710 | | | |
| Christmann Mark | ELE 1202 300/Subbing for Kusek | 09/16/14 | 10/28/14 | 11/01/14 | ST | 717.50 | 011320410051320 | ELE-1202-300 | Motors and Controls I | |
| Engstrom Norman | Voice Lessons / 20 | 08/19/14 | 09/12/14 | 09/20/14 | ST | 640.00 | 011120650051340 | MUP-2001-01 | Applied Music- Vocal | |
| Gillio Steve | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 29.88 | 027210472052900 | | | |
| Gillio Steve | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 159.99 | 027210472051710 | | | |
| Gillio Susan | MUP 1012 01 | 08/18/14 | 12/17/14 | 09/20/14 | ST | 50.00 | 011120650051320 | MUP-1012-01 | Flute Ensemble | |
| Harding Suzanne | Coordinator Academic Progress | 08/15/14 | 05/21/15 | 05/21/15 | ST | 1,500.00 | 056430361451900 | | | |
| Hartman Bruce | Mileage Reimbursement | 08/22/14 | 08/22/14 | 09/20/14 | ML | 12.32 | 011320410455211 | | | |
| Hartwig Paul | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 107.95 | 027110471052900 | | | |
| Hartwig Paul | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 201.06 | 027110471051710 | | | |
| Jenrich Chuck | U S Silica Company Six Sigma | 09/09/14 | 09/09/14 | 09/20/14 | ST | 500.00 | 014210331051320 | CEU-6242-26 | Six Sigma Green Belt Training | |
| Klieber Tracie | Yoga Unique To You | 08/12/14 | 09/04/14 | 09/20/14 | ST | 300.00 | 014110394151320 | HLR-6218-308 | Yoga Unique To You | |
| Koehler Richard | BC Driver Improvement #293 | 09/06/14 | 09/06/14 | 09/20/14 | ST | 150.00 | 014110394351320 | CDV-7000-01 | Bureau County Driver Improvement | |
| Koehler Richard | LC Driver Improvement #942 | 09/03/14 | 09/03/14 | 09/20/14 | ST | 150.00 | 014110394251320 | CDV-6000-01 | LaSalle County Driver Improvement | |
| Landgraf Tammy | Mileage Reimbursement | 08/04/14 | 08/29/14 | 09/20/14 | ML | 52.75 | 011220946155210 | | | |
| Lukosus James | Head Golf | 08/15/14 | 05/15/15 | 05/21/15 | ST | 5,917.00 | 056430360451900 | | | |

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Stipends For Pay Period 09/20/14

| Name | Description | Start Date | End Date | Last Pay Date | Earn Type * | Amount | GL No. | Section Name | Section Title | Comments |
|----------------------|----------------------------|------------|----------|---------------|-------------|-----------|-----------------|--------------|-----------------------------------|----------|
| Mercer Jon | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 160.72 | 027210472051710 | | | |
| Minnick Michael | FY15 Retro pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 196.00 | 027310473051710 | | | |
| O'Shea Dennis | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 125.00 | 027210472052900 | | | |
| O'Shea Dennis | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 164.99 | 027210472051710 | | | |
| Panizzi Gerald | LC Driver Improvement #943 | 09/06/14 | 09/06/14 | 09/20/14 | ST | 187.50 | 014110394251320 | CDV-6000-01 | LaSalle County Driver Improvement | |
| Pitsenbarger William | Clothing Reimbursement | 09/01/14 | 09/20/14 | 09/20/14 | TF | 73.46 | 027210472052900 | | | |
| Pitsenbarger William | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 163.16 | 027210472051710 | | | |
| Quincer Mark | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 180.00 | 027110471051710 | | | |
| Savoia Jennifer | Letter of Understanding | 08/14/14 | 08/14/14 | 09/20/14 | ST | 3,235.00 | 011420730051310 | | | |
| Schuerman Patrick | GNT 1220 01 | 08/18/14 | 12/17/14 | 12/27/14 | ST | 1,638.00 | 011320410351320 | GNT-1220-01 | Introduction OSHA 10-hr Safety | |
| Smith Sara | Food Service | 09/09/14 | 09/18/14 | 09/20/14 | ST | 600.00 | 014110394151320 | CEU-1503-639 | Food Service Sanitation-8 Hour | |
| Thatcher Fred | Clothing Reimbursement | 09/18/14 | 09/20/14 | 09/20/14 | TF | 49.95 | 027110471052900 | | | |
| Thatcher Fred | FY15 Retro Pay | 07/01/14 | 09/06/14 | 09/20/14 | MI | 196.00 | 027110471051710 | | | |
| TOTAL | | | | | | 18,995.43 | | | | |

Cheyl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran 9/29/14/
 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

Resolution Authorizing Preparation of the 2014 Tax Levy

The administration would like Board authorization to begin preparing the 2014 tax levy. In keeping with past practice, a tentative tax levy will be presented to the November Board for approval and the levy will then be finalized in December.

Recommendation:

The administration recommends that the Board authorize Dr. Jerry Corcoran to begin preparing the 2014 tax levy.

RESOLUTION TO PREPARE TAX LEVY

RESOLUTION

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

SECTION 1: That Dr. Jerry Corcoran be and is hereby authorized and directed to prepare a tax levy for the calendar year 2014 to be collected in calendar year 2015.

ADOPTED this 9th day of October, 2014.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Action Item 10.

Staff Appointment – D. Scott Curley, Director of Facilities

The search advisory committee has selected Scott Curley as Director of Facilities to fill the vacancy created by the retirement of Gary Johnson. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Scott Curley as Director of Facilities at an annualized salary of \$68,000.

RECOMMENDED FOR STAFF APPOINTMENT
2014-2015

GENERAL INFORMATION:

POSITION TO BE FILLED: Director of Facilities

NUMBER OF APPLICANTS: 18

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Mr. Bolelli, Ms. Carboni, Mr. Dunlap, Ms. Roelfsema, Ms. Smith

APPLICANT RECOMMENDED:

D. Scott Curley

EDUCATIONAL, TRAINING AND CERTIFICATIONS:

Illinois Valley Community College, Oglesby, IL – Industrial Electrician Certificate
Hall High School, Spring Valley, IL – Diploma
EPA Approved Universal Refrigerant Transition and Recovery Certification
Macs Training in CFC-12 Refrigerant Recycling and Service Procedures
Allen-Bradley PLC Training
Asbestos Training
National Fire Protection Agency 2002 NEC Training
OSHA Standards Lockout and Machine Guarding

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Interim Director of Facilities
Illinois Valley Community College, Oglesby, IL – Supervisor of Facilities
Illinois Valley Community College, Oglesby, IL – Maintenance Mechanic
Monterey Mushrooms, Inc. Princeton, IL – Maintenance Mechanic

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

1. Thirteen years' experience in IVCC Facilities department
2. Extensive knowledge of the infrastructure and building design
3. Working knowledge of the geothermal system

RECOMMENDED SALARY: \$68,000 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

Ratification of American Federation of Teachers Local 1810 Contract

Negotiations with the American Federation of Teachers Local 1810 for a four-year contract have been completed. The contract was approved after AFT representatives presented it to their membership for ratification.

This new agreement provides for real economic salary increases, includes a revised salary schedule, and merges various letters of agreement and understanding into the contract. The agreement does not add to the base salary nor does it provide for step movement in the first three years; however, the starting salary does increase each year through the elimination of a step. In addition, all contracted employees will move to the High Deductible Health Plan by January 1, 2016. Employees who elect to remain on Plans 1 or 2 for calendar year 2015 will have an additional premium share.

The estimated cost to the district will average approximately 2.5 percent per year over the life of the contract.

Recommendation:

Approve the collective bargaining agreement between the Board of Trustees of Illinois Valley Community College District No. 513 and the American Federation of Teachers Local 1810 for academic years 2014-2015, 2015-2016, 2016-2017, and 2017-2018, as presented.

AMERICAN FEDERATION OF TEACHERS/LOCAL 1810
Summary of Major Changes to Current Contract

1. The Collective Bargaining Agreement shall be in force for four years, beginning the first day of the Fall semester of the 2014-2015 academic year and expiring the day immediately preceding the first day of the Fall semester of the 2018-2019 academic year.
2. The College shall make available to the Union an amount of money not greater than the sum of \$580,830 (which at current staffing levels, would represent an increase up to an average 2.50% annually over the life of the Agreement), to be allocated as indicated on the attached salary schedules.
3. Article XI. **Medical and Life Insurance.** Beginning January 1, 2015 all employees and dependents not participating in the High Deductible Medical Insurance Plan through the Employer shall be allowed to participate in the traditional "Plan 1" or "Plan 2" with the College paying 75% of the premium and the employees paying the remaining 25% pursuant to Article XI Option A or the College paying 73% of the premium and the employees paying the remaining 27% pursuant to Article XI Option B.

Beginning January 1, 2016, all employees and dependents shall only be allowed to participate in the High Deductible Medical Insurance Plan (HDHP) through the Employer. They shall not be allowed to participate in the traditional "Plan 1" or "Plan 2". Under HDHP the College will pay 80% of the premium and the employees paying the remaining 20% pursuant to Article XI Option A or the College paying 78% of the premium and the employees paying the remaining 22% pursuant to Article XI Option B.

The College agrees to establish a team to evaluate the impacts of the HDHP and the effectiveness of the annual health screening. The administration will at a minimum allocate the benefits coordinator and the controller to this committee. The faculty shall be allowed up to four members to be appointed to the committee at the direction of the Union President. The College will appoint two additional members to the committee to represent other populations. Recommendations with respect to the health screening will be made to The Strategic Leadership Planning Council.

The College will deposit into a Health Savings Account (HSA) for each employee on the HDHP, who is not enrolled in Medicare, on January 1st of each applicable year of participation in the HDHP, a minimum of \$2,500 annually for single coverage and \$5,000 annually for employee plus one or family coverage. The College will deposit into a Health Reimbursement Account (HRA) for each employee on the HDHP, who is enrolled in Medicare, on January 1st of each applicable year of participation in the HDHP, a minimum of \$2,500 annually for single coverage and \$5,000 annually for employee plus one or family coverage. Employees who leave employment prior to the end of an applicable year of participation in the HDHP will reimburse the College the prorated percentage of the College's HSA/HRA deposit for that year (the ratio shall equal the number of full months remaining in that calendar year as compared to the entire year). That amount shall be deducted from the applicable employee's final paycheck. If an employee begins employment after the start of the spring semester, the HRA/HSA contribution will be prorated for the portion of the year for which he/she is employed.

4. Insurance coverage currently in place as of the date of execution of this document shall remain in force through December 31, 2014.
5. Article IV, A.1. **Work Load – Teaching Faculty.** Once all full-time faculty have been assigned load, all remaining sections are available for overload. All full-time qualified bargaining unit faculty shall have the "first right of refusal" for all overload sections. Full-time bargaining unit faculty shall also be notified and have first right of refusal for any sections added after the official published deadline. Full-time bargaining unit faculty shall be deemed qualified for overload sections by meeting the minimal qualifications as established by the College. Each Dean will inform all full-time bargaining unit faculty of overload sections in writing and provide an overload request form to each qualified full-time bargaining unit faculty. On the form each faculty member may prioritize or decline the available course sections for which he/she is qualified. Deadlines for returning forms and requests will be determined by the Vice President for Academic Affairs. For full-time bargaining unit faculty, seniority shall prevail on overload assignments on a continuous rotational basis. Clarification of rotational basis for overload assignment can be found in the Faculty Handbook.
6. Article XIII, E. **Extension Courses.** If a faculty member teaches at more than one extension site where there are five or more miles between sites or the sites are visited on different days, that faculty member may reduce on-campus conference hours by one hour per week with the understanding that the faculty member will use reasonable efforts to accommodate extension site students with availability before and after class and electronically.
7. Article XIII, K. **Director/Musical Director.** In a semester, if total compensation from the theater production courses for an individual full-time faculty member who is serving as the Director or Musical Director of a large play or musical play production is less than \$1,000, the College shall compensate that faculty member in an amount equal to the difference between the faculty member's total compensation for the theater production courses that semester and \$1,000. The "large play or musical play production" refers to the large performance production produced by the IVCC Theatre Department as a required component of the theatre production courses and performed primarily by IVCC college students.
8. Article XII, D. **Initial Placement.** Faculty members shall be placed on the schedule in the column for which they qualify under Item B above. For all new faculty members, the factors of education, experience, ability, and value to the College will be considered in the determination of initial placement. Years of teaching experience and equivalent experience judged on the basis of applicability shall be recognized in this placement, at the Administration's discretion.
9. Article XII, G. **Longevity Adjustment.** Any faculty member who is unable to move a step down the salary schedule because he/she was at the bottom step the previous year shall receive a longevity adjustment. The adjustment shall be 2.50% of the salary shown in the cell of the schedule where that faculty member is located, as shown at the bottom of the salary schedule. This adjustment shall be paid as part of the regular payroll.

SALARY SCHEDULE
Fiscal Year 2014-2015

| STEPS | A Bachelor | B Masters | C Masters +15 | D Masters +30 | E Masters +45 | F Masters +60 | G Doctorate |
|-------|---------------|--------------|---------------------|---------------------|---------------------|---------------------|----------------|
| 1 | 37,075 | 38,705 | 40,405 | 42,105 | 43,905 | 45,765 | 47,765 |
| 2 | 38,272 | 39,941 | 41,681 | 43,400 | 45,259 | 47,180 | 49,224 |
| 3 | 39,511 | 41,220 | 43,000 | 44,737 | 46,658 | 48,642 | 50,730 |
| 4 | 40,793 | 42,543 | 44,365 | 46,118 | 48,102 | 50,153 | 52,286 |
| 5 | 42,120 | 43,911 | 45,775 | 47,545 | 49,595 | 51,713 | 53,891 |
| 6 | 43,485 | 45,327 | 47,234 | 49,019 | 51,137 | 53,325 | 55,549 |
| 7 | 44,916 | 46,792 | 48,742 | 50,542 | 52,729 | 54,989 | 57,261 |
| 8 | 46,387 | 48,307 | 50,302 | 52,115 | 54,375 | 56,709 | 59,029 |
| 9 | 47,910 | 49,874 | 51,914 | 53,740 | 56,074 | 58,486 | 60,854 |
| 10 | 49,486 | 51,496 | 53,581 | 55,419 | 57,830 | 60,321 | 62,738 |
| 11 | 51,117 | 53,173 | 55,305 | 57,153 | 59,643 | 62,217 | 64,684 |
| 12 | 52,806 | 54,908 | 57,088 | 58,944 | 61,516 | 64,175 | 66,693 |
| 13 | 54,126 | 56,704 | 58,931 | 60,794 | 63,452 | 66,198 | 68,767 |
| 14 | 55,561 | 58,122 | 60,837 | 62,705 | 65,451 | 68,287 | 70,908 |
| 15 | 56,996 | 59,762 | 62,358 | 64,680 | 67,516 | 70,446 | 73,119 |
| 16 | 58,431 | 61,197 | 63,947 | 66,297 | 69,649 | 72,676 | 75,402 |
| 17 | 59,866 | 62,734 | 65,535 | 67,963 | 71,390 | 74,979 | 77,759 |
| 18 | | 64,272 | 67,124 | 69,628 | 73,184 | 77,359 | 80,193 |
| 19 | | | | 71,294 | 74,978 | 79,817 | 82,706 |
| 20 | | | | 72,960 | 76,771 | 82,356 | 85,300 |
| 21 | | | | | | 84,415 | 87,433 |
| 22 | | | | | | 86,547 | 89,636 |
| 23 | | | | | | 88,679 | 91,840 |
| 24 | | | | | | 90,811 | 94,044 |
| 25 | | | | | | 92,943 | 96,248 |

SALARY SCHEDULE
Fiscal Year 2015-2016

| STEPS | A Bachelor | B Masters | C Masters +15 | D Masters +30 | E Masters +45 | F Masters +60 | G Doctorate |
|-------|---------------|--------------|---------------------|---------------------|---------------------|---------------------|----------------|
| 1 | 38,272 | 39,941 | 41,681 | 43,400 | 45,259 | 47,180 | 49,224 |
| 2 | 39,511 | 41,220 | 43,000 | 44,737 | 46,658 | 48,642 | 50,730 |
| 3 | 40,793 | 42,543 | 44,365 | 46,118 | 48,102 | 50,153 | 52,286 |
| 4 | 42,120 | 43,911 | 45,775 | 47,545 | 49,595 | 51,713 | 53,891 |
| 5 | 43,485 | 45,327 | 47,234 | 49,019 | 51,137 | 53,325 | 55,549 |
| 6 | 44,916 | 46,792 | 48,742 | 50,542 | 52,729 | 54,989 | 57,261 |
| 7 | 46,387 | 48,307 | 50,302 | 52,115 | 54,375 | 56,709 | 59,029 |
| 8 | 47,910 | 49,874 | 51,914 | 53,740 | 56,074 | 58,486 | 60,854 |
| 9 | 49,486 | 51,496 | 53,581 | 55,419 | 57,830 | 60,321 | 62,738 |
| 10 | 51,117 | 53,173 | 55,305 | 57,153 | 59,643 | 62,217 | 64,684 |
| 11 | 52,806 | 54,908 | 57,088 | 58,944 | 61,516 | 64,175 | 66,693 |
| 12 | 54,179 | 56,704 | 58,931 | 60,794 | 63,452 | 66,198 | 68,767 |
| 13 | 55,533 | 58,178 | 60,837 | 62,705 | 65,451 | 68,287 | 70,908 |
| 14 | 57,006 | 59,633 | 62,419 | 64,680 | 67,516 | 70,446 | 73,119 |
| 15 | 58,478 | 61,315 | 63,979 | 66,362 | 69,649 | 72,676 | 75,402 |
| 16 | 59,950 | 62,788 | 65,609 | 68,021 | 71,460 | 74,979 | 77,759 |
| 17 | | 64,365 | 67,239 | 69,730 | 73,246 | 77,359 | 80,193 |
| 18 | | | | 71,439 | 75,087 | 79,817 | 82,706 |
| 19 | | | | 73,148 | 76,927 | 82,356 | 85,300 |
| 20 | | | | | | 84,497 | 87,518 |
| 21 | | | | | | 86,610 | 89,706 |
| 22 | | | | | | 88,797 | 91,967 |
| 23 | | | | | | 90,985 | 94,228 |
| 24 | | | | | | 93,172 | 96,489 |

SALARY SCHEDULE
Fiscal Year 2016-2017

| STEPS | A Bachelor | B Masters | C Masters +15 | D Masters +30 | E Masters +45 | F Masters +60 | G Doctorate |
|-------|---------------|--------------|---------------------|---------------------|---------------------|---------------------|----------------|
| 1 | 39,511 | 41,220 | 43,000 | 44,737 | 46,658 | 48,642 | 50,730 |
| 2 | 40,793 | 42,543 | 44,365 | 46,118 | 48,102 | 50,153 | 52,286 |
| 3 | 42,120 | 43,911 | 45,775 | 47,545 | 49,595 | 51,713 | 53,891 |
| 4 | 43,485 | 45,327 | 47,234 | 49,019 | 51,137 | 53,325 | 55,549 |
| 5 | 44,916 | 46,792 | 48,742 | 50,542 | 52,729 | 54,989 | 57,261 |
| 6 | 46,387 | 48,307 | 50,302 | 52,115 | 54,375 | 56,709 | 59,029 |
| 7 | 47,910 | 49,874 | 51,914 | 53,740 | 56,074 | 58,486 | 60,854 |
| 8 | 49,486 | 51,496 | 53,581 | 55,419 | 57,830 | 60,321 | 62,738 |
| 9 | 51,117 | 53,173 | 55,305 | 57,153 | 59,643 | 62,217 | 64,684 |
| 10 | 52,806 | 54,908 | 57,088 | 58,944 | 61,516 | 64,175 | 66,693 |
| 11 | 54,258 | 56,704 | 58,931 | 60,794 | 63,452 | 66,198 | 68,767 |
| 12 | 55,669 | 58,263 | 60,837 | 62,705 | 65,451 | 68,287 | 70,908 |
| 13 | 57,061 | 59,778 | 62,510 | 64,680 | 67,516 | 70,446 | 73,119 |
| 14 | 58,573 | 61,273 | 64,135 | 66,459 | 69,649 | 72,676 | 75,402 |
| 15 | 60,086 | 63,002 | 65,739 | 68,187 | 71,564 | 74,979 | 77,759 |
| 16 | | 64,514 | 67,414 | 69,891 | 73,425 | 77,359 | 80,193 |
| 17 | | | | 71,647 | 75,261 | 79,817 | 82,706 |
| 18 | | | | 73,403 | 77,152 | 82,356 | 85,300 |
| 19 | | | | | | 84,621 | 87,646 |
| 20 | | | | | | 86,821 | 89,925 |
| 21 | | | | | | 88,991 | 92,173 |
| 22 | | | | | | 91,239 | 94,496 |
| 23 | | | | | | 93,487 | 96,819 |

SALARY SCHEDULE
Fiscal Year 2017-2018

| STEPS | A Bachelor | B Masters | C Masters +15 | D Masters +30 | E Masters +45 | F Masters +60 | G Doctorate |
|-------|---------------|--------------|---------------------|---------------------|---------------------|---------------------|----------------|
| 1 | 39,511 | 41,220 | 43,000 | 44,737 | 46,658 | 48,642 | 50,730 |
| 2 | 40,793 | 42,543 | 44,365 | 46,118 | 48,102 | 50,153 | 52,286 |
| 3 | 42,120 | 43,911 | 45,775 | 47,545 | 49,595 | 51,713 | 53,891 |
| 4 | 43,485 | 45,327 | 47,234 | 49,019 | 51,137 | 53,325 | 55,549 |
| 5 | 44,916 | 46,792 | 48,742 | 50,542 | 52,729 | 54,989 | 57,261 |
| 6 | 46,387 | 48,307 | 50,302 | 52,115 | 54,375 | 56,709 | 59,029 |
| 7 | 47,910 | 49,874 | 51,914 | 53,740 | 56,074 | 58,486 | 60,854 |
| 8 | 49,486 | 51,496 | 53,581 | 55,419 | 57,830 | 60,321 | 62,738 |
| 9 | 51,117 | 53,173 | 55,305 | 57,153 | 59,643 | 62,217 | 64,684 |
| 10 | 52,806 | 54,908 | 57,088 | 58,944 | 61,516 | 64,175 | 66,693 |
| 11 | 54,390 | 56,704 | 58,931 | 60,794 | 63,452 | 66,198 | 68,767 |
| 12 | 55,886 | 58,405 | 60,837 | 62,705 | 65,451 | 68,287 | 70,908 |
| 13 | 57,339 | 60,011 | 62,662 | 64,680 | 67,516 | 70,446 | 73,119 |
| 14 | 58,772 | 61,572 | 64,385 | 66,620 | 69,649 | 72,676 | 75,402 |
| 15 | 60,331 | 63,111 | 66,059 | 68,452 | 71,738 | 74,979 | 77,759 |
| 16 | | 64,892 | 67,711 | 70,232 | 73,711 | 77,359 | 80,193 |
| 17 | | | | 71,988 | 75,628 | 79,817 | 82,706 |
| 18 | | | | 73,797 | 77,518 | 82,356 | 85,300 |
| 19 | | | | | | 84,827 | 87,859 |
| 20 | | | | | | 87,159 | 90,275 |
| 21 | | | | | | 89,426 | 92,622 |
| 22 | | | | | | 91,661 | 94,938 |
| 23 | | | | | | 93,976 | 97,331 |

Bid Results – Lincoln Electric VRTEX® Mobile Virtual Reality Arc Welding Trainers

Bids for Lincoln Electric VRTEX® Mobile Virtual Reality Arc Welding Trainers were received and publicly opened on September 25, 2014. Airgas, Inc., Peru, IL submitted the lowest, most responsible bid and met all of the bid requirements and specifications. A summary of the bids is shown below.

| Company | | Base Bid Price per system - two (2) units | Alternate Bid 1 Price per system - three (3) units | Alternate Bid 2 Price per system - four (4) units |
|---------------------|------------|--|---|--|
| Airgas, Inc. | Unit Cost | \$20,041.00 | \$20,041.00 | \$ 20,041.00 |
| Peru, IL | Total Cost | \$40,082.00 | \$60,123.00 | \$ 80,164.00 |
| S.J. Smith | Unit Cost | \$20,240.00 | \$20,240.00 | \$ 20,140.00 |
| LaSalle, IL | Total Cost | \$40,480.00 | \$60,720.00 | \$ 80,560.00 |
| MSC Industrial | Unit Cost | \$25,532.22 | \$25,532.22 | \$ 25,532.22 |
| Supply, LaSalle, IL | Total Cost | \$51,064.44 | \$76,596.66 | \$102,128.88 |

This purchase will be paid for with funds from the iNAM and Perkins Grants.

Recommendation:

The administration recommends the Board accept the bid from Airgas, Inc. as the lowest, most responsible bid for a quantity of four (4) Lincoln Electric VRTEX® Mobile Virtual Reality Arc Welding Trainers in the amount of \$80,164.

RECOMMENDED FOR STAFF APPOINTMENT
2014-2015

GENERAL INFORMATION:

POSITION TO BE FILLED: Public Services Librarian

NUMBER OF APPLICANTS: 20

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Ms. Herout, Ms. Jalley, Ms. Robinson, Mr. Spanbauer, Ms. Whaley

APPLICANT RECOMMENDED:

Stephanie King

EDUCATIONAL PREPARATION:

University of Wisconsin, Madison, WI – M.A. – Library and Information Science

Northern Illinois University, DeKalb, IL – B.S. – Anthropology

Illinois Valley Community College, Oglesby, IL – A.S., A.A.

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Jacobs Library Technician,

Illinois Valley Community College, Oglesby, IL – Jacobs Library Student Worker

Founder's Memorial Library, DeKalb, IL – Practicum Student, Student Worker

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

1. Familiarity with IVCC library and systems
2. Interlibrary loan experience
3. Strong technology skills – teaching demonstration was innovative utilizing current and emerging technologies

RECOMMENDED SALARY: \$40,000 annualized

Ms. Glenna Jones, SPHR
Director of Human Resources

September 29, 2014

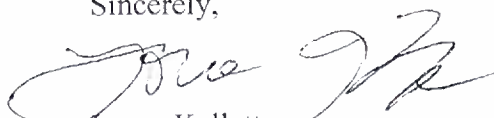
Glenna Jones, Director of Human Resources
Illinois Valley Community College
815 N. Orlando Smith Rd.
Oglesby, IL 61348

Dear Ms. Jones,

I am writing to inform you I will be resigning my position as Shipping and Receiving Clerk on October 2, 2014. I have truly enjoyed working in the IVCC mailroom. In this position, I had the pleasure of meeting all the people in the different areas of the college. I would not be leaving here, but I was fortunate enough to receive full time employment.

Thank you for the opportunities for professional and personal development that you have provided me during the last years. I have enjoyed working for the school and appreciate the support provided me during my time here.

Sincerely,


Loree Kellett




RECEIVED

SEP 29 2014

ADMINISTRATIVE SERVICES

Memo

To: Jerry Corcoran
From: Glenna Jones
Date: 9/30/2014
Re: Interim Hiring Process Administrative Procedure



In response to the Board's request for a review of the hiring process, please be advised the administration has developed the following administrative procedure for posting and filling interim appointments. This procedure was shared with the Board Planning Committee on the night of Thursday, September 25.

Illinois Valley Community College Administrative Procedure

Subject: **Interim Hiring Process:** Effective Date: 10/09/14
Administration and Support Staff Last Reviewed: 10/09/14
Last Revised: 10/09/14

Number: **3.19 (b)**

1. The supervisor with the administrative or support staff vacancy submits to President's Council the need to fill a vacancy on an interim basis. The supervisor receives approval from President's Council to seek letters of interest.
2. Once approval is received, the supervisor will send to HR the updated job description and HR will send an email to Community Relations for distribution to "Everyone" announcing the interim opportunity. The email will instruct employees who are interested to respond with a letter of interest by a specific date.
3. The supervisor initiating the search should appoint at least two other employees to sit on the informal selection committee, led by the supervisor.
4. The committee will create five to seven questions for the interview process.
5. All interim candidates will be invited to an interview with the committee.
6. The committee will receive copies of letters of interest.
7. Following the final interview, the committee will identify strengths and weaknesses of each candidate based on the job description, come to consensus on the top candidate and make a formal recommendation to HR.
8. HR will work with the supervisor to determine an appropriate stipend or salary for the selected candidate. HR will forward the formal recommendation to the next level supervisor, appropriate VPs and the President for final approval. Final approval of the salary and conditions of employment must be approved by the Vice President for Business Services and Finance.
9. The Board of Trustees will act upon all recommendations to hire administrators. Recommendations for full-time support staff positions will be included in the Board agenda as items for information.
10. The interim position will be offered to the candidate by the supervisor, who will also contact the unsuccessful candidates who have interviewed.
11. Part-time employees who accept full-time interim positions will not be eligible for full-time benefits during this interim assignment.
12. Part-time hourly employees who are currently in a regular part-time position and express an interest in an additional regular part-time hourly position on an interim basis will be able to assume the responsibilities of both positions, up to 40 hours per week, but would not be eligible for full-time benefits during this interim assignment. Part-time employees who fill the position on an interim basis and are not the successful candidate for the regular full-time position will

resume their part-time position duties and hours. The part-time employee's hours in the full-time position will not be counted against the total hours allowed for part-time employees.

13. Full-time hourly employees who are currently employed in a regular full-time position and assume interim responsibilities of a full-time exempt level position (salaried) will have their primary position changed to the interim position and receive a salary appropriate for the position and level.
14. Full-time hourly employees who assume additional duties of another full-time hourly position on a temporary basis will have their hourly pay adjusted as appropriate for the position level and additional responsibilities.

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.