



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, January 12, 2017
Board Room
6:30 p.m.**

NOTE:

If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

IVCC teaches those who seek and is enriched by those who learn.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Non-tenured Faculty Contracts
Tuition and Fee Review
Three-year Financial Forecast
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Tenure Recommendations
President's Evaluation
Student Fall Demographic Profile
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

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
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session Minutes

July

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

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance

September

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

October

Authorize Preparation of Levy
Audit Report

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, January 12, 2017 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – November 29, 2016 Board Planning Committee and December 8, 2016 Board Meeting (Pages 1-8)
 - 6.2 Approval of Bills - \$1,298,113.15
 - 6.2.1 Education Fund - \$892,897.80
 - 6.2.2 Operations & Maintenance Fund - \$75,875.38
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$54,170.14
 - 6.2.4 Auxiliary Fund - \$175,213.22
 - 6.2.5 Restricted Fund - \$12,642.87
 - 6.2.6 Audit Fund - \$750.00
 - 6.2.7 Liability, Protection & Settlement Fund - \$86,563.74
 - 6.3 Treasurer's Report (Pages 9-27)
 - 6.3.1 Financial Highlights (Pages 10-11)
 - 6.3.2 Balance Sheet (Pages 12-13)
 - 6.3.3 Summary of FY16 Budget by Fund (Page 14)
 - 6.3.4 Budget to Actual Comparison (Pages 15-21)
 - 6.3.5 Budget to Actual By Budget Officers (Page 22)
 - 6.3.6 Statement of Cash Flows (Page 23)
 - 6.3.7 Investment Status Report (Pages 24-25)
 - 6.3.8 Disbursements - \$5,000 or more (Pages 26-27)
 - 6.4 Personnel - Stipends for Pay Periods Ending November 26, 2016, December 10, 2016 and December 24, 2016 (Pages 28-31)

7. President's Report
8. Committee Reports
9. Staff Appointment – Julie Hogue, Director of Nursing (Pages 32-33)
10. Faculty Resignation – Dr. Abhijeet Bhattacharya, Economics Instructor (Pages 34-35)
11. Bid Request – Cultural Centre Renovation Project (Pages 36-40)
12. Board Policies (Second Reading) (Pages 41-50)
13. Items for Information (Pages 51-59)
 - 13.1 Staff Retirement – Tom Templeton, Criminal Justice Instructor (part-time) Page 51)
 - 13.2 Staff Resignation – Robert Peterlin, Assessment Center Assistant (part-time) (Page 52)
 - 13.3 Change Order – Building B Air Handler/Chiller Replacement (Page 53)
 - 13.4 Change Order – D225 Renovation (Page 54)
 - 13.5 Fall 2016 Graduation – Page 55)
 - 13.6 FY2017 Student Organization Budgets (Pages 56-57)
 - 13.7 Thank You – Oglesby Public Schools (Page 58)
 - 13.8 Thank You – Adam Kinzinger (Page 59)
14. Trustee Comment
15. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) litigation; and 3) closed session minutes.
16. Other
17. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
November 29, 2016

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6:00 p.m. on Tuesday, November 29, 2016 in the Board Room-C307 at Illinois Valley Community College.

Committee Members Michael C. Driscoll, Committee Chair
Physically Present: Jane E. Goetz

Committee Members Laurie A. Bonucci
Absent:

Board Members Present:

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Bonnie Campbell, Associate Vice President for Academic Affairs
Matt Suerth, Director of Institutional Research
Frances Whaley, Head Librarian
Lauri Carey, Instructor
Delores Robinson, Instructor

The meeting was called to order at 6:00 p.m. by Dr. Driscoll.

KEY PERFORMANCE INDICATORS

The Key Performance Indicators (KPIs) have been reviewed and have been trimmed from nine to six to better align with the Higher Learning Commission's (HLC) AQIP strategic goals. The KPIs will benefit from the new action project – Managing Data and Creating a Dashboard. Frances Whaley, Head Librarian, and member of the KPI Revision Committee, gave an informative 30-minute PowerPoint presentation, furnishing those in attendance with a color handout of the 15 slides. Frances touched on the definition of KPIs; the purpose of KPIs at IVCC; how the nine KPIs were trimmed to six new KPIs; initial goals for KPI revision; KPI review process; structural revision; content revision; target calculation; demonstration link www.ivcc.edu/kpi; recognition of major contributors including Dr. Anderson; and evaluating KPI revision. Dr. Driscoll and Ms. Goetz posed questions and comments regarding the data. Jerry concluded it is a work in progress and highlighted that Frances did a nice job when the HLC visit took place on campus. Dr. Driscoll commented the format looks nice and Jane agreed.

PROGRAM REVIEW REPORT

Dr. Anderson prefaced her report by recognizing the hard work of Matt Suerth and Laura Hooper from Institutional Research. The highlights from the 2016 Program Review were summarized

from the July 18, 2016 Memorandum. Dr. Anderson then pointed out the highlights from the first internal transfer program review from her November 21, 2016 Memorandum. Dr. Driscoll pointed out the glaring question is enrollment which affects finances and everything. Dr. Corcoran responded the Interact Committee is positive and that good things are coming from the brand new market of agriculture with a lot of folks working hard. Discussion ensued with Dr. Driscoll adamant to find a way to reverse the trend with new ideas. Dr. Corcoran defended we have good strategies in place but not seeing the results yet and that keeping Adult Education going is critical to the college's mission.

ACCREDITATION UPDATE

Dr. Anderson anticipates receiving the Comprehensive Quality Review report at any time as it has been at the HLC for two weeks. Once our reaffirmation has been approved, IVCC will have the opportunity to elect one of two accreditation pathways, the Open Pathway or the Academic Quality Improvement Program (AQIP). Institutional Research and Information Technology are working hard on the data collection, dissemination, and transparency in making data readily available for campus constituencies.

GENERAL EDUCATION AND ASSESSMENT UPDATE

During the past two years the Assessment Committee has reviewed all eight general education goals with six of the eight assessed more than once with the committee to begin the process of using the results to determine measures to improve teaching and learning. Dr. Anderson commended co-chairs, Dr. Kim Radek and Emily Vescogni, who have "moved mountains" in their accomplishments with this long-standing action project which is expected to close out soon after seven years.

STRATEGIC AND ACADEMIC PLANNING UPDATE

The Strengths Weaknesses Opportunities and Threats (SWOT) analyses are to be completed by year's end with the Academic Administrators synthesizing the information in an effort to prioritize the issues that will help the college develop institutional goals for the next three to five years. The faculty SWOT analysis produced academic mission and vision statements that will be presented at the January in-service for work on academic goals to use to drive strategic goals.

NATIONAL COMMUNITY COLLEGE BENCHMARK PROJECT (NCCBP)

This project has been conducted annually, during the spring term at IVCC since 2007. Each school that participates has the opportunity to compare themselves with other colleges on over 150 benchmarks such as student demographics, measures of student success, faculty and staff data, and so forth. The report focuses on selected strengths and opportunities for the College. The NCCBP considers a strength as any metric above the 75th percentile on the national survey and opportunities for improvement as any metric below the 25th percentile. IVCC excelled in several academic measures. The area most in need of improvement is the percent of distance learning credit hours of total credit hours. IVCC is applying to become a member of the State Authorization Reciprocity Agreements (SARA) to provide distance learning to students who do not reside in Illinois. The administration is working with Interact Communications to find out if its in-district students want more online courses. The good news is that the College's strengths outweigh the opportunities for improvement by a four-to-one margin.

Cheryl Roelfsema spoke first referring to Matt Suerth's report and the charts with trending of measures. Dr. Driscoll referred to the NCCBP 2016 Strengths/Opportunities Report and commented that if we are in the 80th to 90th percentile, then we need to be tooting our horn and use in PR materials. Dr. Corcoran stated he can take to the enrollment task force meeting on November 30. Mr. Suerth is aware of strengths, shortcomings, and opportunities for improvement. Ms. Goetz acknowledged the good improvement and appreciates all the work; Dr. Driscoll added that the time and diligence is appreciated.

BOARD POLICIES (NEW AND REVISED)

Dr. Driscoll suggested that in the interest of time the many policies up for review be discussed by exception and Ms. Goetz agreed. Alcoholic Beverage Sales: Cheryl mentioned current insurance will cover and the event must have liability and DRAM insurance with \$0 net cost to us. Jerry brought up foundation events like the 21st century scholarship dinner could be held on campus and not have to spend \$1,500 elsewhere to host with that cost savings going to the students. Our policy is modeled after other community colleges. Must approach the board 60 days before an event for approval. Business Travel: Ms. Goetz asked if the policy is due to College of DuPage. Supplier Diversity: Dr. Driscoll inquired whether this new policy still allowed the College to award contracts to the lowest bidder to which Cheryl Roelfsema responded yes and that we are actively encouraging women-owned businesses to submit bids. Dr. Driscoll commented it must be fair to everybody. Other policies were presented to the Committee for their review and they were encouraged to send comments back to the administration. Changes will be incorporated into the policies and then will be presented to the whole board for two readings at the December and January meetings before adoption. Dr. Driscoll and Ms. Goetz gave their support and Dr. Corcoran mentioned that Ms. Bonucci had reviewed all the policies and had no questions.

OTHER

None.

ADJOURNMENT

Dr. Driscoll declared the meeting adjourned at 7:13 p.m.

Michael C. Driscoll, Planning Committee Chair

Melissa M. Olivero, Board Chair

Larry D. Huffman, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
December 8, 2016

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, December 8, 2016 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Michael C. Driscoll, Vice Chair
Larry D. Huffman, Secretary
Laurie A. Bonucci (entered the meeting at 6:35 p.m.)
Jane E. Goetz
David O. Mallery
Everett J. Solon

Members Absent: Melissa M. Olivero, Chair
Sarah J. Tipton, Student Trustee

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Bonnie Campbell, Associate Vice President for Academic Affairs
Mark Grzybowski, Associate Vice President for Student Services
Glenna Jones, Director of Human Resources
Walt Zukowski, Attorney

In the absence of Ms. Olivero, Dr. Driscoll called the meeting to order.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None.

CONSENT AGENDA

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

The following items were approved in the consent agenda:

Approval of Minutes – November 10, 2016 Board Meeting

Approval of Bills - \$1,216,443.56

Education Fund - \$629,130.62; Operations & Maintenance Fund - \$64,836.13; Operations & Maintenance (Restricted Fund) - \$67,359.72; Bond & Interest - \$268,812.50; Auxiliary Fund - \$97,389.41; Restricted Fund - \$15,296.23; Audit Fund - \$4,375.00; and Grants, Loans & Scholarships - \$69,243.95

Personnel

Approved the stipends for pay periods ending October 29, 2016 and November 12, 2016

PRESIDENT’S REPORT

Dr. Corcoran reported the November 30 Support Staff Craft Fair fundraiser was a terrific success with over \$900 in raffle-ticket sales and \$485 in vendor-table-fees received; thus, Support Staff members were able to make a \$1,398 donation to the local animal shelters! Dr. Corcoran thanked everyone who volunteered, bought raffle tickets and supported the event. Dr. Corcoran was proud to announce that Kaitlin Raineri, as reported by Board Chair Melissa Olivero, was recently awarded a Jane M. Klausman Women in Business scholarship from Zonta International after receiving the same award from the Zonta Club of LaSalle-Peru Area and Zonta District 6. She is one of only 12 winners of this award worldwide. Kaitlin is a proud graduate of IVCC and in the same way as IVCC’s mission statement suggests “we teach those who seek and are enriched by those who learn” Dr. Corcoran could not think of a graduate who has had a more profound affect upon IVCC than Kaitlin. Therefore, she has been asked to return one more time and deliver the commencement address to IVCC graduates on May 20 and she has accepted. Dr. Corcoran has heard her speak at just about every level one can imagine and she has always done an excellent job. Her wisdom and experience far exceed her age. Dr. Corcoran encouraged everyone to mark their calendars and attend commencement on May 20. On November 17, Aseret Loveland and Crystal Credi coordinated the fall 2016 On the Spot Admission Day. Representatives from NIU, ISU, Bradley, SIUC, EIU, WIU, and UW-Platteville attended and met with 67 IVCC students. Aseret and Crystal were commended for a job well done. The Hall of Fame Induction ceremony on November 18 was excellent—a very large turnout of old friends had a chance to reconnect and relive their positive experiences at IVCC because of Donna Swiskoski, Janice Corrigan and Fran Brolley. Dr. Corcoran thanked Trustees Goetz and Solon for attending and representing the Board of Trustees. Dr. Corcoran reported Tuesday night’s Therapeutic Massage Graduation Ceremony was very well done. He noted that just about everything Cherie Monterastelli handles is going to be top-notch, which is why she is viewed by her peers across the state as a one of the leaders in the field of massage therapy. Yesterday’s Honorspalooza was outstanding. Those attending the event and interacting with the students regarding their capstone projects were treated to a special experience. Dr. Corcoran thanked Adam Oldaker for coordinating IVCC’s extraordinary Honors Program.

COMMITTEE REPORTS

Dr. Driscoll reported on the Board Planning Committee which met on Tuesday, November 29, 2016. Items on the agenda included Program Review Report, Planning and Accreditation Update, National Community College Benchmark Project (NCCBP), Key Performance Indicators (KPIs) and Board Policies. Frances Whaley presented on the overview of the KPIs showing the key metrics of the College. The number of KPIs was reduced from nine to six. Features of the updated KPIs were a cohesive grouping, expandable, and able to drill down. Ms. Goetz noted the team

that worked on the KPIs should be commended in posting it on line – very impressive. Dr. Driscoll highlighted the Program Review Report. IVCC has been experiencing a time of successive drops in enrollments. This has been a concern. The Associate of Science degree remains the most sought after degree. The Paraprofessional Educator program has been moved to Inactive Status and the Process Operations Technology program remains on Inactive Status. The programs do not seem to generate the interest to fill the classes. The Truck Driver Training program is a real gem with a 95 percent pass rate on the state exam and a 95 percent job placement rate for students who complete the program. Dr. Driscoll reported the College is waiting for the final report of the peer reviewers from the Higher Learning Commission for reaffirmation of accreditation. IVCC will have to select one of two accreditation pathways, the Open Pathway or continue with the Academic Quality Improvement Program (AQIP). Three action projects were discussed at the meeting. The National Community College Benchmarking Project (NCCBP) Report was broken down into the top 10-20 strengths and opportunities for improvement. IVCC's strengths were persistence and academic course completion, ranking 85 and 93 percent nationwide on both of these areas. Opportunities for improvement were in enrollments, more specifically distance learning credit hours of total credit hours was low but improving. The College has a plan to increase credit hours in distance learning. Mr. Mallery was pleased to see a five-year snap shot on enrollments, credit hours, and number of students. E²C credits and the success rate of E²C only students. The students are handpicked by the high school counselors and had phenomenal results. There was a drastic reduction in the number of students. How can IVCC do better? IVCC did have a relatively high number of strengths to the number of opportunities for improvement. Most community colleges are struggling with enrollments and trying to stay vital particularly during tough times. Dr. Driscoll reported the proposed and revised board policies were included in the board book and will be discussed later in the meeting.

2016 TAX LEVY

It was moved by Ms. Goetz and seconded by Dr. Huffman to adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Levy an Additional Tax, and Certificate of Compliance with the Truth and Taxation Act, as presented. Mr. Mallery noted at last month's meeting he voted against the tentative tax levy, but did not explain his reason. In regard to the additional tax that is considered the backdoor referendum, he knows the statute allows the College to levy the tax, but the College is not required to do so. This tax continues to grow. This year another \$250,000 will be added from the tax payers. Mr. Mallery is concerned with the number of signatures needed to defend this additional tax. This is why he will vote against it. Mr. Solon agreed with what Mr. Mallery said but asked where the College would get the money to provide new programs and increase enrollments. Mr. Mallery suggested doing away with athletics. Ms. Bonucci is a supporter of athletics and wanted to look at other ways of cutting. She feels cutting athletics would be a negative effect. Motion passed by voice vote with Mr. Mallery voting "naye."

FACULTY APPOINTMENT – JODY LOWE, NURSING INSTRUCTOR

It was moved by Dr. Huffman and seconded by Mr. Solon to approve the appointment of Jody Lowe as Nursing Instructor at B-6, an annualized salary of \$48,307 on the 2016/2017 faculty salary schedule, effective January 10, 2017. Motion passed by voice vote.

HIGH DEDUCTIBLE HEALTH PLAN/HEALTH SAVINGS ACCOUNTS

It was moved by Dr. Huffman and seconded by Mr. Mallery to authorize the administration to contribute to employee Health Savings Plans (individual - \$2,500; employee +1 - \$5,000; and family - \$5,000) for employees electing the High Deductible Health Plan beginning January 1, 2017. Motion passed by voice vote.

It was moved by Mr. Mallery and seconded by Dr. Huffman to authorize the administration to contribute to employee Health Reimbursement Accounts (individual - \$2,500; employee +1 - \$5,000; and family - \$5,000) for employees electing the High Deductible Health Plan beginning January 1, 2017. Motion passed by voice vote.

CONFIRM APPROVAL OF BUILDINGS D AND E EMERGENCY REPAIRS

It was moved by Mr. Solon and seconded by Ms. Goetz to confirm approval of emergency repairs completed by H & H Builders, Inc. in the amount of \$23,500. Motion passed by voice vote.

It was moved by Dr. Huffman and seconded by Mr. Solon to confirm approval of emergency repairs completed by John's Service and Sales, Inc. in the amount of \$23,259.75. Mr. Mallery was glad they worked on it so quickly. Dr. Huffman commended Scott Curley on his quickness and noted that when it is fixed quickly, it usually ends up costing less. Dr. Driscoll was impressed with the communication on this issue – open and direct. Motion passed by voice vote.

BOARD POLICIES (first reading)

Mr. Mallery referred to Board Policy 6.5 – Drug-Free Work Place. He indicated the policy is geared toward fundraising and does not change the consumption of alcohol in the student handbook. He then referred to the new Board Policy – Alcoholic Beverage Sales. He was concerned about the potential litigation in allowing alcohol to be served or sold at the College. Mr. Solon noted that this is addressed by insurance. Walt stated that most places that have alcohol available have a condition to show proof of dram shop insurance. The expense would be paying for the premium. An alcohol-related incident would be covered by the insurance, but a work-related incident would be covered under workers' compensation. Dr. Huffman stated the only way to avoid any litigation is by no alcohol. If the College wants to allow it, the policy proposed delineates the responsibility from the organization. The College will be covered as much as possible. Mr. Mallery believes having no alcohol at events has served the College well. He would like to consider a simple policy – no alcohol. Dr. Driscoll noted the event still has to be approved by the Board of Trustees. Dr. Huffman wanted to add another paragraph to the Supplier Diversity Policy to emphasize that the College must following the purchasing act for community colleges. A paragraph was added to the administrative procedure for Board Policy 1.15 – Board Travel, Conference and Meeting Expenses. New legislation requires travel expenses for any member of the Board of Trustees must be approved by a roll-call vote during an open meeting of the Board of Trustees.

SCHEDULE OF REGULAR MEETING DATES AND TIMES

It was moved by Mr. Solon and seconded by Ms. Goetz to approve the following dates for 2017 and to provide public notice of this schedule. All meetings will take place at 6:30 p.m. in Room

C307, the Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, IL. Motion passed by voice vote.

Thursday, January 12, 2017
Thursday, February 9, 2017
Thursday, March 9, 2017
Thursday, April 13, 2017
Thursday, May 11, 2017
Thursday, June 8, 2017

Thursday, July 13, 2017
Thursday, August 17, 2017
Thursday, September 13, 2017
Thursday, October 12, 2017
Thursday, November 9, 2017
Thursday, December 14, 2017

TRUSTEE COMMENT

None.

CLOSED SESSION

It was moved by Dr. Huffman 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) litigation; 3) collective negotiations; 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 Mr. Solon and seconded by Ms. Bonucci, the regular meeting resumed at 7:32 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve and retain the closed session minutes of the November 10, 2016 Closed Session Meeting. Motion passed by voice vote.

OTHER

None.

ADJOURNMENT

Dr. Driscoll declared the meeting adjourned at 7:33 p.m.

Melissa M. Olivero, Board Chair

Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT
DECEMBER 2016

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – December 2016

Revenues

- As of December 21, the headcount for fall semester was 3,404, which is 125 students less than at the same point in time last year. Credit hours for fall 2016 decreased by 36, a very insignificant amount, from this point in time one year ago, for a total of 27,826. Traditional credit hours and dual credit/dual enrollment credit hours decreased one percent from Fall 2015. Enrollment in the International Brotherhood of Electrical Workers (IBEW) Program has doubled since Fall 2015 to 641 credit hours.
- As of December 21, the headcount for spring semester is 2,852, which is 66 students more than at the same point in time last year. Credit hours for Spring 2017 decreased by 240, or slightly less than one percent, for a total of 25,693 from this point in time one year ago. Traditional credit hours decreased by 631, or 2.81 percent; dual credit/dual enrollment credit hours increased by 519 which could be a timing issue for registrations. Spring semester starts on January 11.
- There has been no update on State financial support. The State's stop-gap budget expired December 31. The 99th General Assembly is in session January 9 and 10. The 100th General Assembly is sworn in January 11 and both chambers are in session on January 12. The Governor's State of the State address is January 25. In October IVCC's Adult Education allocation was finalized with an allocation of \$455,145 which is \$44,473 higher than FY2016. In November \$210,000 was received for the Career and Technical Education Grant. These are unrestricted funds for education purposes (Education Fund).

Expenditures

- Fund 01 – Education Fund – Instruction – Fixed Charges – includes \$132,000 Ottawa Center annual lease payment and \$23,650 Truck Driver Training Program equipment leases;
- Fund 01 – Education Fund – Academic Support – Contractual – includes Blackboard annual fee of \$75,600 and \$68,350 in other software maintenance renewal fees;
- Fund 01 – Education Fund – Institutional Support – Contractual – includes legal fees of \$56,475, a payment of \$36,350 to Interact Communications for marketing consultation, Ellucian (administrative software) annual maintenance fee of \$236,000, and \$12,900 to Burwood Group for a hardware service agreement;
- Fund 06 – Restricted Fund – Instruction – Capital – includes a 3-D printer paid for with capital campaign funds and dental assisting program equipment paid for with Carl Perkins grant funds;
- Fund 12 – Liability, Protection & Settlement Fund – Institutional Support - Fixed Costs – includes \$39,100 for athletic insurance; \$68,300 general insurance premium billings; and workers' compensation premiums of \$127,700.

Protection, Health & Safety Projects

- Building B Air Handler/Chiller Replacement – demolition started on December 16 and the project is progressing well with completion scheduled for the end of January;
- Building D Air Handler/Chiller Replacement –bid documents will be available in mid-January;
- Building E Air Handler/Chiller Replacement – Board approved in October 2016;
- Building G Temperature Controls – work will be coordinated with the replacement of Building D Air Handler/Chiller with bid documents available in mid-January;
- Building J Overhead Door Replacement – work is scheduled to start in May 2017; bid documents will be available in mid-January.

Other Projects

- Cultural Centre Upgrade – a project funded with a bequest through the IVCC Foundation is scheduled to start in May; we will request Board permission to seek bids at the January Board meeting; if approved bid documents will be available in mid-January.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2016

	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	\$ 4,853,197	\$ 2,304,220	\$ 169,368	\$ 622,170	\$ 220,898	\$ -	\$ -	\$ 8,169,853
Investments	4,208,781	9,527,268	635,011	480,869	-	-	-	14,851,929
Receivables								
Property taxes	8,769,100	2,113,721	266,083	-	-	-	-	11,148,904
Governmental claims	-	337,660	-	-	-	-	-	337,660
Tuition and fees	2,104,015	8,476	-	52,277	-	-	-	2,164,768
Due from other funds	723,813	-	1,927	-	-	-	-	725,740
Due to/from student groups	358,018	-	-	-	-	-	-	358,018
Bookstore inventories	-	-	-	814,524	-	-	-	814,524
Other assets	50,459	66,988	-	571	-	-	-	118,018
Fixed assets - net where applicable	-	-	-	58,886	-	62,115,706	-	62,174,592
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	-	-
Other Debits	<u>\$21,067,383</u>	<u>\$14,358,333</u>	<u>\$ 1,072,389</u>	<u>\$ 2,029,297</u>	<u>\$ 220,898</u>	<u>\$62,115,706</u>	<u>\$ -</u>	<u>\$ 100,864,006</u>

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2016

	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	\$ 85,097	\$ -	\$ -	\$ 9,685	\$ 6,864	\$ -	\$ -	\$ 101,646
Accrued salaries & benefits	1,312,443	16,784	-	14,753	-	-	-	1,343,980
Post-retirement benefits & other	63,930	-	-	-	-	-	-	63,930
Unclaimed property	2,060	2,407	-	-	45	-	-	4,512
Due to other funds	250,435	268,119	-	206,808	378	-	-	725,740
Due to student groups/deposits	-	-	-	-	213,611	-	-	213,611
Deferred revenue								-
Property taxes	4,425,842	1,059,291	133,090	-	-	-	-	5,618,223
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Leases Payable	-	-	-	56,989	-	-	-	-
Bonds payable	-	-	-	-	-	-	-	-
Total liabilities	<u>6,139,807</u>	<u>1,346,601</u>	<u>133,090</u>	<u>288,235</u>	<u>220,898</u>	<u>-</u>	<u>-</u>	<u>8,128,631</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	62,115,706	-	62,115,706
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								-
Reserved for restricted purposes	-	13,011,732	-	-	-	-	-	13,011,732
Reserved for debt service	-	-	939,299	-	-	-	-	939,299
Unreserved	14,927,576	-	-	1,741,062	-	-	-	16,668,638
Total equity and other credits	<u>14,927,576</u>	<u>13,011,732</u>	<u>939,299</u>	<u>1,741,062</u>	<u>-</u>	<u>62,115,706</u>	<u>-</u>	<u>92,735,375</u>
Total Liabilities, Equity and Other Credits	<u>\$21,067,383</u>	<u>\$14,358,333</u>	<u>\$ 1,072,389</u>	<u>\$ 2,029,297</u>	<u>\$ 220,898</u>	<u>\$62,115,706</u>	<u>\$ -</u>	<u>\$ 100,864,006</u>

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

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2017 Revenues & Expenditures by Fund
For the six months ended December 31, 2016

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 16,804,227	\$ 1,889,908	\$ 1,505,680	\$ 266,403	\$ 11,805	\$ 1,072,828	\$ 2,617,525	\$ 585,939	\$ 35,419	\$ 24,789,734
Actual Expenditures	(9,174,533)	(1,145,478)	(480,258)	(268,260)	-	(1,391,265)	(2,845,088)	(593,894)	(29,825)	(15,928,601)
Other Financing Sources (Uses)	(10,000)	-	-	-	-	-	10,000	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	7,619,694	744,430	1,025,422	(1,857)	11,805	(318,437)	(217,563)	(7,955)	5,594	8,861,133
Fund balances July 1, 2016	4,006,154	2,557,303	5,848,982	941,157	4,573,073	2,059,498	(20,552)	1,765,543	27,382	21,758,540
Fund balances December 31, 2016	<u>\$ 11,625,848</u>	<u>\$ 3,301,733</u>	<u>\$ 6,874,404</u>	<u>\$ 939,300</u>	<u>\$ 4,584,878</u>	<u>\$ 1,741,061</u>	<u>\$ (238,115)</u>	<u>\$ 1,757,588</u>	<u>\$ 32,976</u>	<u>\$ 30,619,673</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
For the six months ended December 31, 2016**

	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 7,708,916	\$ 7,622,230	98.9%	\$ 6,718,643	98.4%	\$ 6,826,706
Corporate Personal Property Replacement Tax	1,098,835	185,033	16.8%	248,854	28.5%	873,556
TIF Revenues	381,000	259,247	68.0%	265,706	69.7%	381,000
Total Local Government	<u>9,188,751</u>	<u>8,066,510</u>	87.8%	<u>7,233,203</u>	89.5%	<u>8,081,262</u>
State Government:						
ICCB Credit Hour Grant	1,419,017	862,216	60.8%	-	0.0%	2,009,096
Equalization	50,000	-	0.0%	-	0.0%	50,000
Career/Technical Education Formula Grant	190,000	210,077	110.6%	-	0.0%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>1,659,017</u>	<u>1,072,293</u>	64.6%	<u>-</u>	0.0%	<u>2,224,096</u>
Federal Government						
PELL Administrative Fees	8,000	1,105	13.8%	345	4.2%	8,300
Total Federal Government	<u>8,000</u>	<u>1,105</u>	13.8%	<u>345</u>	4.2%	<u>8,300</u>
Student Tuition and Fees:						
Tuition	7,344,081	6,750,329	91.9%	6,589,462	88.4%	7,451,219
Fees	846,132	760,853	89.9%	769,875	85.8%	897,300
Total Tuition and Fees	<u>8,190,213</u>	<u>7,511,182</u>	91.7%	<u>7,359,337</u>	88.2%	<u>8,348,519</u>
Other Sources:						
Public Service Revenue	427,800	109,761	25.7%	152,336	35.5%	428,950
Other	107,163	43,376	40.5%	38,588	42.8%	90,102
Total Other Sources	<u>534,963</u>	<u>153,137</u>	28.6%	<u>190,924</u>	36.8%	<u>519,052</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,580,944</u>	<u>16,804,227</u>	85.8%	<u>14,783,809</u>	77.1%	<u>19,181,229</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,822,920	4,265,067	48.3%	4,479,227	50.2%	8,915,712
Employee Benefits	1,655,386	692,942	41.9%	655,411	41.3%	1,585,859
Contractual Services	186,403	28,893	15.5%	35,902	24.3%	147,647
Materials & Supplies	444,189	133,462	30.0%	142,967	31.0%	461,421
Conference & Meeting Expenses	107,169	12,947	12.1%	28,270	30.7%	92,169
Fixed Charges	197,500	158,050	80.0%	158,210	80.1%	197,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	15,999	-	0.0%	-	0.0%	4,094
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 11,429,566</u>	<u>\$ 5,291,361</u>	46.3%	<u>\$ 5,499,987</u>	48.2%	<u>\$ 11,404,402</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
For the six months ended December 31, 2016**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
Academic Support:						
Salaries	\$ 669,903	\$ 334,557	49.9%	\$ 354,335	51.1%	\$ 692,859
Employee Benefits	129,256	53,422	41.3%	61,859	42.7%	144,988
Contractual Services	184,276	145,954	79.2%	136,482	79.3%	172,207
General Materials & Supplies	232,080	52,123	22.5%	181,728	38.3%	473,885
Conference & Meeting Expenses	9,010	254	2.8%	2,010	17.6%	11,445
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	26,160	10,983	42.0%	11,177	44.1%	25,343
Capital Outlay	-	-	0.0%	31,890	40.5%	78,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,250,685	597,293	47.8%	779,481	48.7%	1,599,477
Student Services:						
Salaries	1,245,962	626,576	50.3%	668,400	54.5%	1,226,134
Employee Benefits	327,463	137,976	42.1%	120,980	37.5%	322,348
Contractual Services	8,300	4,448	53.6%	3,770	50.9%	7,400
Materials & Supplies	62,129	21,594	34.8%	23,962	44.2%	54,260
Conference & Meeting Expenses	30,895	5,422	17.5%	8,136	35.4%	22,955
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,674,749	796,016	47.5%	825,248	50.5%	1,633,097
Public Services/Continuing Education:						
Salaries	514,353	207,406	40.3%	236,438	52.1%	453,520
Employee Benefits	86,351	29,634	34.3%	29,618	57.7%	51,310
Contractual Services	250,600	99,582	39.7%	112,767	50.3%	224,150
Materials & Supplies	90,320	40,030	44.3%	43,904	56.0%	78,350
Conference & Meeting Expenses	19,375	4,358	22.5%	5,109	26.2%	19,465
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	500	-	0.0%	-	0.0%	750
Total Public Services/Continuing Education	961,499	381,010	39.6%	427,836	51.7%	827,545
Institutional Support:						
Salaries	1,834,609	959,985	52.3%	923,078	51.5%	1,792,349
Employee Benefits	580,295	266,707	46.0%	216,529	44.5%	486,552
Contractual Services	542,830	419,532	77.3%	377,158	60.5%	623,325
Materials & Supplies	447,585	157,962	35.3%	278,265	55.4%	502,230
Conference & Meeting Expenses	73,390	11,154	15.2%	18,467	30.7%	60,150
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	26,395	4,542	17.2%	4,832	47.2%	10,228
Capital Outlay	237,000	-	0.0%	40,941	26.0%	157,250
Other	59,200	(233)	-0.4%	(493)	-2.0%	24,375
Provision for Contingency	222,092	-	0.0%	-	0.0%	151,767
Total Institutional Support	4,023,396	1,819,649	45.2%	1,858,777	48.8%	3,808,226
Scholarships, Grants and Waivers	493,400	289,204	58.6%	229,799	47.0%	488,750
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,833,295	\$ 9,174,533	46.3%	\$ 9,621,128	48.7%	\$ 19,761,497
INTERFUND TRANSFERS - NET	\$ 252,352	\$ (10,000)	0.0%	\$ 30,640	0.0%	\$ 580,268

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**Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
For the six months ended December 31, 2016**

	<u>Annual Budget FY2017</u>	<u>Actual 12/31/16</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/15</u>	<u>Act/Budget 50.0%</u>	<u>Annual Budget FY2016</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,200,000	\$ 1,189,036	99.1%	\$ 1,192,910	99.6%	\$ 1,197,142
Corporate Personal Property Replacement Tax	178,500	32,653	18.3%	43,915	26.5%	165,921
TIF	127,000	86,416	68.0%	88,569	69.7%	127,000
Total Local Government	<u>1,505,500</u>	<u>1,308,105</u>	86.9%	<u>1,325,394</u>	88.9%	<u>1,490,063</u>
State Government:						
ICCB Credit Hour Grant	218,833	-	0.0%	-	0.0%	174,704
Total State Government	<u>218,833</u>	<u>-</u>	0.0%	<u>-</u>	0.0%	<u>174,704</u>
Student Tuition and Fees:						
Tuition	585,844	556,423	95.0%	541,830	88.8%	610,408
Total Tuition and Fees	<u>585,844</u>	<u>556,423</u>	95.0%	<u>541,830</u>	88.8%	<u>610,408</u>
Other Sources:						
Facilities Revenue	135,000	20,278	15.0%	75,165	60.1%	125,000
Investment Revenue	2,000	4,256	212.8%	1,069	71.3%	1,500
Other	-	846	0.0%	586	-	-
Total Other Sources	<u>137,000</u>	<u>25,380</u>	18.5%	<u>76,820</u>	60.7%	<u>126,500</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,447,177</u>	<u>\$ 1,889,908</u>	77.2%	<u>\$ 1,944,044</u>	80.9%	<u>\$ 2,401,675</u>
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 898,774	\$ 425,414	47.3%	\$ 455,265	52.3%	\$ 870,560
Employee Benefits	256,648	103,797	40.4%	94,694	36.2%	261,511
Contractual Services	214,300	75,871	35.4%	81,994	41.8%	196,000
General Materials & Supplies	230,070	134,876	58.6%	65,064	29.0%	224,070
Conference & Meeting Expenses	5,675	170	3.0%	50	0.9%	5,675
Fixed Charges	64,500	41,916	65.0%	61,995	88.9%	69,750
Utilities	776,250	328,219	42.3%	343,430	52.9%	649,713
Capital Outlay	-	-	0.0%	9,846	10.5%	94,000
Provision for Contingency	-	-	0.0%	-	0.0%	25,000
Other	(63,000)	-	0.0%	(63,000)	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,383,217</u>	<u>1,110,263</u>	46.6%	<u>1,049,338</u>	45.0%	<u>2,333,279</u>
Institutional Support:						
Salaries	43,808	22,877	52.2%	22,867	47.5%	48,149
Employee Benefits	10,103	4,205	41.6%	4,757	46.2%	10,297
Contractual Services	2,500	2,491	99.6%	2,491	166.1%	1,500
Materials & Supplies	3,340	1,432	42.9%	1,242	36.0%	3,450
Conference & Meeting Expenses	-	-	-	-	0.0%	-
Fixed Charges	4,210	4,210	100.0%	4,210	84.2%	5,000
Capital Outlay	-	-	-	-	0.0%	-
Other	-	-	-	-	0.0%	-
Total Institutional Support	<u>63,961</u>	<u>35,215</u>	55.1%	<u>35,567</u>	52.0%	<u>68,396</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,447,178</u>	<u>\$ 1,145,478</u>	46.8%	<u>\$ 1,084,905</u>	45.2%	<u>\$ 2,401,675</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2017 Budget to Actual Comparison
 For the six months ended December 31, 2016

	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,576,454	\$ 1,486,296	94.3%	\$ 1,491,137	99.6%	\$ 1,496,428
State Government Sources	-	11,850	0.0%	-	0.0%	235,000
Investment Revenue	8,500	7,534	88.6%	3,288	92.0%	3,572
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,584,954	1,505,680	95.0%	1,494,425	86.1%	1,735,000
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	35,898	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,450,000	480,258	33.1%	1,269,846	42.7%	2,977,071
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,450,000	480,258	33.1%	1,305,744	43.9%	2,977,071
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 265,000	\$ 264,957	100.0%	\$ 1,261,228	99.5%	\$ 1,267,175
Investment Revenue	1,400	1,446	103.3%	774	77.4%	1,000
TOTAL BOND & INTEREST FUND REVENUES	266,400	266,403	100.0%	1,262,002	99.5%	1,268,175
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ 265,000	265,000	100.0%	1,245,000	100.0%	1,245,000
Interest on Bonds	3,313	2,760	83.3%	18,875	0.0%	22,188
Fees	500	500	100.0%	500	100.0%	500
TOTAL BOND & INTEREST EXPENDITURES	\$ 268,813	\$ 268,260	99.8%	\$ 1,264,375	99.7%	\$ 1,267,688
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ 11,805	59.0%	\$ 16,929	84.6%	\$ 20,000
TOTAL WORKING CASH REVENUES	20,000	11,805	59.0%	16,929	84.6%	20,000
Transfers In (Out)	\$ 20,000	-	0.0%	-		\$ 70,000

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**Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
For the six months ended December 31, 2016**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
Service Fees	\$ 2,257,200	\$ 1,064,047	47.1%	\$ 1,129,623	47.4%	\$ 2,385,600
Other Revenue	-	6,262	0.0%	1,899	0.0%	-
Investment Revenue	1,700	2,519	148.2%	813	27.1%	3,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,258,900	1,072,828	47.5%	1,132,335	47.4%	2,388,600

AUXILIARY ENTERPRISES FUND	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
Salaries	\$ 320,725	156,016	48.6%	167,839	49.5%	339,239
Employee Benefits	93,123	26,132	28.1%	36,800	40.9%	89,872
Contractual Services	46,000	24,425	53.1%	24,173	57.2%	42,230
Materials & Supplies	1,857,965	1,120,795	60.3%	1,271,287	64.4%	1,973,765
Conference & Meeting	27,255	13,980	51.3%	14,343	50.5%	28,430
Fixed Charges	64,282	21,995	34.2%	21,493	47.6%	45,150
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	33,391	27,711	83.0%	-	0.0%	5,748
Other	104,500	211	0.2%	63,000	56.5%	111,500
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,547,241	1,391,265	54.6%	1,598,935	60.7%	2,635,934

Transfer In (Out)	\$ (180,938)	\$ -	0.0%	\$ (40,640)	0.0%	\$ (475,336)
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RESTRICTED PURPOSES FUND	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
State Government Sources	-	57,357	0.0%	41,905	13.3%	\$ 313,970
Federal Government Sources	5,731,194	2,522,943	44.0%	2,618,679	44.9%	5,826,932
Service Fees	1,500	3,035	202.3%	1,430	47.7%	3,000
Nongovernmental gifts or grants	65,857	33,711	51.2%	170,540	0.0%	-
Other Revenue	-	479	0.0%	204	0.0%	58,768
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 5,798,551	2,617,525	45.1%	2,832,758	45.7%	6,202,670

RESTRICTED PURPOSES FUND	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
Instruction:						
Salaries	\$ 221,132	144,571	65.4%	239,779	50.6%	474,258
Employee Benefits	62,178	37,003	59.5%	61,102	56.3%	108,540
Contractual Services	19,235	15,032	78.1%	7,954	31.6%	25,135
Materials & Supplies	22,822	13,530	59.3%	48,713	84.2%	57,846
Conference & Meeting	22,749	4,195	18.4%	13,131	54.0%	24,339
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	1,121	44.8%	2,500
Capital Outlay	14,023	65,096	464.2%	38,195	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 362,139	\$ 279,427	77.2%	\$ 409,995	59.2%	\$ 692,618

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Illinois Valley Community College District No. 513
 Fiscal Year 2017 Budget to Actual Comparison
 For the six months ended December 31, 2016

RESTRICTED PURPOSES FUND	Annual Budget FY2017	Actual 12/31/16	Act/Budget 50.0%	Actual 12/31/15	Act/Budget 50.0%	Annual Budget FY2016
Student Services						
Salaries	196,440	99,683	50.7%	99,988	52.7%	189,882
Employee Benefits	87,705	33,859	38.6%	38,056	49.1%	77,435
Contractual Services	2,500	616	24.6%	696	32.4%	2,150
Materials & Supplies	1,926	304	15.8%	2,105	100.2%	2,100
Conference & Meeting	1,500	112	7.5%	1,145	37.3%	3,071
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	9,000	6,000	66.7%	3,000	18.7%	16,014
Total Student Services	<u>299,071</u>	<u>140,574</u>	47.0%	<u>144,990</u>	49.9%	<u>290,652</u>
Public Service						
Salaries	53,038	35,809	67.5%	72,458	48.3%	149,970
Employee Benefits	16,319	8,502	52.1%	12,285	30.7%	39,999
Contractual Services	500	1,459	291.8%	2,067	413.4%	500
Materials & Supplies	500	444	88.8%	241	13.9%	1,731
Conference & Meeting	500	2,770	554.0%	3,659	130.7%	2,800
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	198	0.0%	198	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Service	<u>70,857</u>	<u>49,182</u>	69.4%	<u>90,908</u>	46.6%	<u>195,000</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 89,554	\$ 55,863	62.4%	\$ 67,523	76.4%	\$ 88,364
Total Institutional Support	<u>89,554</u>	<u>55,863</u>	62.4%	<u>67,523</u>	76.4%	<u>88,364</u>
Student grants and waivers (PELL & SEOG)	4,986,429	2,320,042	46.5%	2,467,973	49.5%	4,987,268
TOTAL RESTRICTED FUND EXPENDITURES	<u>5,808,050</u>	<u>\$ 2,845,088</u>	49.0%	<u>\$ 3,036,399</u>	48.6%	<u>\$ 6,253,902</u>
Transfer In (Out)		<u>\$ 10,000</u>	0.0%	<u>\$ 10,000</u>	37.8%	<u>\$ 26,482</u>

ok

**Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
For the six months ended December 31, 2016**

	<u>Annual Budget FY2017</u>	<u>Actual 12/31/16</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/15</u>	<u>Act/Budget 50.0%</u>	<u>Annual Budget FY2016</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 868,950	\$ 582,299	67.0%	\$ 268,143	99.2%	\$ 270,255
Investment Revenue	10,000	3,640	36.4%	6,057	121.1%	5,000
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>878,950</u>	<u>585,939</u>	66.7%	<u>274,200</u>	99.6%	<u>275,255</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Operations & Maintenance of Plant						
Contractual Services	\$ 429,075	\$ 243,054	56.6%	\$ 181,008	50.8%	\$ 356,550
Material & Supplies	200	138	69.0%	118	35.8%	330
Conference & Meeting	305	-	0.0%	289	57.8%	500
Utilities	450	179	39.8%	201	36.5%	550
Capital Outlay	-	-	0.0%	55,151	-	-
Total for Operations & Maintenance of Plant	\$ 430,030	\$ 243,371	56.6%	\$ 236,767	66.1%	\$ 357,930
Institutional Support						
Salaries	\$ 80,332	\$ 41,579	51.8%	\$ 42,509	47.0%	\$ 90,462
Employee Benefits	210,660	8,899	11.1%	4,436	2.1%	211,001
Contractual Services	111,950	24,712	22.1%	37,265	161.0%	23,150
Materials & Supplies	300	114	38.0%	154	9.9%	1,550
Conference & Meeting	-	-	0.0%	2,000	0.0%	-
Fixed Charges	344,600	234,709	68.1%	192,185	60.1%	319,850
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	40,510	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>747,842</u>	<u>350,523</u>	46.9%	<u>278,549</u>	43.1%	<u>646,013</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,177,872</u>	<u>\$ 593,894</u>	50.4%	<u>\$ 515,316</u>	51.3%	<u>\$ 1,003,943</u>
AUDIT FUND						
Local Government Sources	\$ 36,125	\$ 35,370	97.9%	\$ 38,956	103.3%	\$ 37,708
Investment Revenue	100	49	49.0%	10	4.0%	250
TOTAL AUDIT FUND REVENUES	<u>36,225</u>	<u>35,419</u>	97.8%	<u>38,966</u>	102.7%	<u>37,958</u>
AUDIT FUND						
Contractual Services	35,750	29,825	83.4%	32,475	92.8%	35,000
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 35,750</u>	<u>\$ 29,825</u>	83.4%	<u>\$ 32,475</u>	92.8%	<u>\$ 35,000</u>

Illinois Valley Community College District No. 513
Fiscal Year 2017 Budget to Actual Comparison
All Funds - By Budget Officer
For the six months ended December 31, 2016

<u>Department</u>	<u>Annual Budget FY2017</u>	<u>Actual 12/31/2016</u>	<u>Act/Budget 50.0%</u>	<u>Explanation</u>
President	\$ 340,432	\$ 170,475	50.1%	
Board of Trustees	3,250	941	29.0%	
Community Relations	399,468	202,050	50.6%	
Continuing Education	918,353	405,242	44.1%	
Facilities	3,833,216	1,624,232	42.4%	
Information Technologies	2,656,087	1,049,034	39.5%	
Academic Affairs	362,918	158,797	43.8%	
Academic Affairs (AVPCE)	593,634	375,857	63.3%	Includes Ottawa Center rent
Adult Education	263,324	160,144	60.8%	
Learning Technologies	584,316	252,956	43.3%	
Career & Tech Education Division	1,733,397	758,616	43.8%	
Natural Science & Business Division	2,346,394	1,113,833	47.5%	
Humanities & Fine Arts/Social Science Division	2,194,226	998,244	45.5%	
Health Professions Division	2,214,425	961,404	43.4%	
English, Mathematics, Education Division	2,609,010	1,255,152	48.1%	
Admissions & Records	392,338	188,918	48.2%	
Counseling	656,795	312,090	47.5%	
Student Services	170,125	88,069	51.8%	
Financial Aid	5,288,862	2,564,323	48.5%	
Athletics	265,954	135,523	51.0%	
TRiO (Student Success Grant)	299,071	140,574	47.0%	
Campus Security	428,125	240,876	56.3%	
Business Services/General Institution	1,205,382	779,801	64.7%	Includes bond payment of \$268,313
Risk Management	602,747	350,087	58.1%	
Tuition Waivers	493,400	289,202	58.6%	
Purchasing	117,799	52,509	44.6%	
Human Resources	132,335	54,199	41.0%	
Bookstore	2,287,426	1,152,441	50.4%	
Shipping & Receiving	63,961	35,215	55.1%	
Copy Center	111,429	57,797	51.9%	
Total FY17 Expenditures	<u>\$ 33,568,199</u>	<u>\$ 15,928,601</u>	47.5%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended December 31, 2016

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 4,607,619.58	\$ 794,912.58	\$ 1,063,587.72	\$ 163,322.89	\$ 602,640.12	\$ (575,062.27)	\$ 1,270,595.56	\$ 14,621.87	\$ 407,267.14	\$ 28,892.37	\$ 8,378,397.56
Total Receipts	1,143,899.54	128,612.77	45,195.74	8,050.41	55,439.77	-	2,947.29	1,072.30	18,143.43	3,462.00	\$ 1,406,823.25
Total Cash	5,751,519.12	923,525.35	1,108,783.46	171,373.30	658,079.89	(575,062.27)	1,273,542.85	15,694.17	425,410.57	32,354.37	9,785,220.81
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	249,431.50	-	-	-	-	-	-	-	-	-	249,431.50
Expenditures	(1,730,577.59)	(208,989.33)	(54,170.14)	-	(214,340.27)	(114,337.14)	-	(750.00)	(96,623.87)	-	(2,419,788.34)
ACCOUNT BALANCE	4,270,373.03	714,536.02	1,054,613.32	171,373.30	443,739.62	(689,399.41)	1,273,542.85	14,944.17	328,786.70	32,354.37	7,614,863.97
Deposits in Transit	(6,181.09)										(6,181.09)
Outstanding Checks	157,472.82										157,472.82
BANK BALANCE	4,421,664.76	714,536.02	1,054,613.32	171,373.30	443,739.62	(689,399.41)	1,273,542.85	14,944.17	328,786.70	32,354.37	7,766,155.70
Certificates of Deposit	-	-	1,000,000.00	-	248,000.00	-	2,395,976.98	-	1,100,000.00	-	4,743,976.98
Illinois Funds	2,319,443.10	1,942,518.80	2,668,146.46	635,286.87	232,970.27	370,703.09	903,847.30	2,325.24	1,141.84	6,409.42	9,082,792.39
CDB Trust Fund CTC			-								-
Bldg Reserve-ILLFund			1,087,308.72								1,087,308.72
Total Investment	\$ 2,319,443.10	\$ 1,942,518.80	\$ 3,755,455.18	\$ 635,286.87	\$ 480,970.27	\$ 370,703.09	\$ 3,299,824.28	\$ 2,325.24	\$ 1,101,141.84	\$ 6,409.42	\$ 13,914,078.09
LaSalle State Bank	\$ 228,919.88										
Centrue Bank	7,537,235.82										
	<u>\$ 7,766,155.70</u>										

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
December 31, 2016

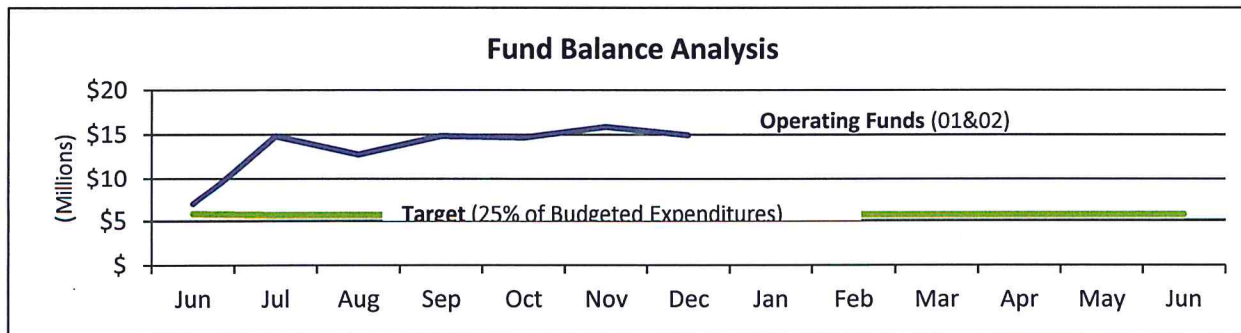
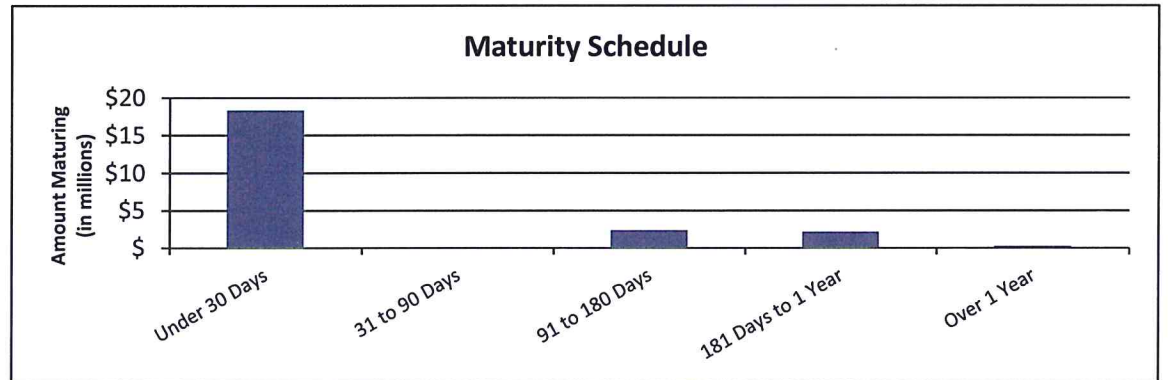
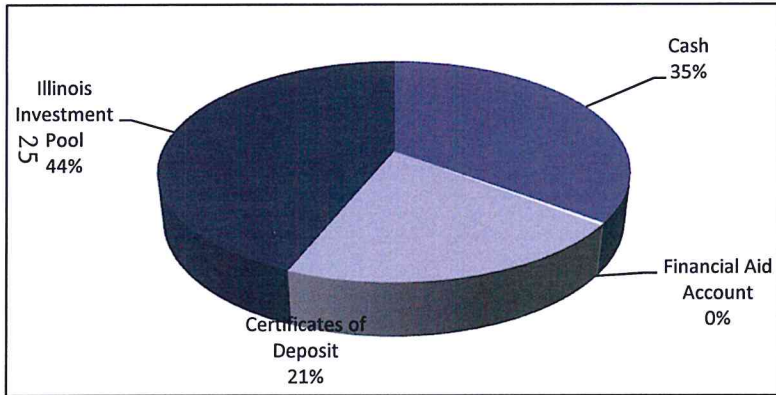
<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
4/2/2017			1,000,000					1,000,000	LSB	0.39%	0.39%	
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
4/13/2017						1,000,000		1,000,000	CB	0.70%	0.70%	2131035592
4/22/2017							100,000	100,000	MB	0.60%	0.60%	914161
7/18/2017						997,977		997,977	MBS	1.24%	1.24%	RMB-02732'
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	
10/24/2017							1,000,000	1,000,000	MB	0.95%	0.95%	916139
11/7/2017						150,000		150,000	MB	0.95%	0.95%	915192
Total CD	-	-	1,000,000	-	248,000	2,395,977	1,100,000	4,743,977				

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

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
December 31, 2016**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	35.2%	\$ 8,124,431	0.35%
Financial Aid Account	0.3%	79,145	0.35%
Certificates of Deposit	20.6%	4,743,977	0.88%
Illinois Investment Pool	43.9%	10,114,361	0.39%
Total		\$ 23,061,914	0.47%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 9,027,523	-	-	\$ 9,027,523	39%
IL Funds -Building	1,086,838			\$ 1,086,838	5%
Centrue Bank	-	1,000,000	7,695,593	\$ 8,695,593	38%
Centrue Financial Aid			79,145	79,145	0%
LaSalle State Bank	-	1,000,000	207,940	1,207,940	5%
First State Bank	-	-	-	-	0%
Multi Bank Securities	-	1,493,977	-	1,493,977	6%
Heartland Bank	-	-	220,898	220,898	1%
Marseilles Bank	-	1,250,000	-	1,250,000	5%
	\$ 10,114,361	\$ 4,743,977	\$ 8,203,576	\$ 23,061,914	100%



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**\$5,000 and Over Disbursements
12/01/16 - 12/31/16**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	12/02/16		Internal Revenue Service	\$ 66,002.95	Federal Payroll Taxes (12/01/16)
ACH	12/02/16		Illinois Department of Revenue	15,926.81	State Payroll Taxes (12/01/16)
ACH	12/02/16		VALIC Retirement Services	14,663.22	403(b) & 457(b)Payroll (12/01/16)
731597	12/02/16	0082897	SURS	46,558.83	Payroll (12/01/16)
731601	12/07/16	0001369	Ameren Illinois	50,386.58	Electricity (10/10/16-11/08/16), Gas (11/01/16-12/01/16), Electricity/OTC (10/27/16-11/28/16)
731602	12/07/16	0081443	American Express	62,885.77	American Red Cross, CDW Government, Inc., Cengage Learning, Inc., McGraw Hill Publishing, Pearson Education, Inc., W.W. Norton & Co Inc.
731612	12/07/16	0108916	CCIC	235,379.68	Health Insurance (December)
731616	12/07/16	0190646	CNE Gas Division, LLC	7,685.64	Natural Gas (October)
731622	12/07/16	0174412	Demonica Kemper Architects	11,094.02	Cultural Center Renovations*
731641	12/07/16	0041932	IVCC Tuition	5,175.46	Veterans Rehabilitation Funds
731642	12/07/16	0041932	IVCC Tuition	14,659.28	Veterans Rehabilitation Funds
731647	12/07/16	0177551	Leapfrog Technologies, Inc.	5,800.00	Annual Software Support
731673	12/07/16	0096904	The Higher Learning Commission	5,691.36	Comprehensive Visit
731678	12/07/16	0001927	Walter J Zukowski & Associates	13,151.50	Legal Services
731696	12/13/16	0149548	Burwood Group	12,918.28	CISCO Phone Software/Maintenance
731711	12/13/16	0181795	G4S Secure Solutions (USA) Inc	32,112.39	Security Services (November)
731715	12/13/16	0001469	John's Service & Sales Inc.	41,378.40	Building "B" Chiller/Air Handler Replacement*
731720	12/13/16	0101216	MBS Textbook Exchange, Inc.	16,033.80	Books for Resale
731744	12/13/16	0066555	United States Postal Service	6,000.00	Postage Meter Reimbursement
ACH	12/15/16		Internal Revenue Service	71,188.39	Federal Payroll Taxes (12/15/16)
ACH	12/15/16		Illinois Department of Revenue	16,899.37	State Payroll Taxes (12/15/16)
ACH	12/15/16		VALIC Retirement Services	14,660.22	403(b) & 457(b)Payroll (12/15/16)
731821	12/15/16	0082897	SURS	48,375.46	Payroll (12/15/16)
731830	12/20/16	0147539	Anaca Technologies Ltd.	10,235.00	Career Cruising Software Renewal (Carl Perkins Grant)
731836	12/20/16	0147977	Bushue Human Resources, Inc.	5,077.00	Insurance Consulting, Background Screening
731838	12/20/16	0108962	Carquest	5,023.46	Auto Shop Supplies
731846	12/20/16	0209567	Delta Dental of Illinois	17,190.00	Prepaid Potential Claims (Three Years)
731886	12/20/16	0000948	Nebraska Book Co., Inc.	19,629.36	Books for Resale
731901	12/20/16	0208424	Response Technologies, Ltd.	40,510.00	Wireless Duress Button System

\$5,000 and Over Disbursements
12/01/16 - 12/31/16

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
731902	12/20/16	0183070	Rittenhouse Book Distributors	12,356.92	Books for Resale
ACH	12/28/16		Prudential	5,280.46	Life Insurance (January)
ACH	12/29/16		Internal Revenue Service	73,384.85	Federal Payroll Taxes (12/29/16)
ACH	12/29/16		Illinois Department of Revenue	16,259.18	State Payroll Taxes (12/29/16)
ACH	12/29/16		VALIC Retirement Services	13,660.22	403(b) & 457(b) Payroll (12/29/16)
731959	12/29/16	0082897	SURS	<u>48,337.40</u>	Payroll (12/29/16)
				\$ 1,081,571.26	
					*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 11/26/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Biagi, Dorothy A.	Tortellini Twist Cook Eat	11/16/16	11/16/16	11/26/16	ST	180.00	014110394151320	HLR-3901-321	Tortellini Twist Cook Eat	
Black, Mary A.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Brolley, Vincent D.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Donna, Rebecca S.	Union President Fall 2016	08/18/16	11/26/16	11/26/16	ST	1,920.00	011120570051340			
Donna, Rebecca S.	Sociology 1000 100 101	11/14/16	11/26/16	11/26/16	OV	3,840.00	011120650051340	SOC-1000-100	Introduction To Sociology	
Forst, Jean	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Hardy, Tina L.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Holloway, Brian R.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Jenrich, Chuck	SABIC Ottawa Prep for ISO/RC	11/06/16	11/07/16	11/26/16	ST	600.00	014210331051320			
King, Keith R.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Koudelka, Arthur E.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Kuester, David A.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Landgraf, Tammy L.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Lee, Tracy D.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Leonard, Bryan D.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Lesman, Emily E.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Lockwood, DawnAnne	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Monroe, Susan M.	Meal Reimbursement	09/27/16	09/29/16	11/26/16	ST	46.71	061320152755212			
Oldaker, Adam G.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Pecherek, Michael J.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Phillips, Michael A.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Pytel, Kyle E.	LC Driver Improvement #1049	11/19/16	11/19/16	11/26/16	ST	175.00	014110394251320	CDV-6000-21	LaSalle Co Driver Improvement	
Rambo, Randy R.	Faculty Development Day	10/07/16	10/07/16	11/26/16	ST	50.00	018120080051900			
Reese, Robert C.	Presenter Fee Etiquette Dinner	11/17/16	11/17/16	11/26/16	ST	300.00	013230067051900			

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Stipends For Pay Period 12/10/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alsene, Vickie	Modern Quilting	11/05/16	12/03/16	12/10/16	ST	\$192.00	014110394151320	HLR-2204-611	Modern Quilting	
Balzarini, Doreen	How to Use Windows 10	11/08/16	11/29/16	12/10/16	ST	\$420.00	014110394151320	CEX-4411-311	How To Use Windows 10	
Biagi, Dorothy	Succarines	12/03/16	12/03/16	12/10/16	ST	\$210.00	014110394151320	HLR-3940-12	Succarines The Italian Cookie	
Boyle- Bruch, Ida	Food Service Sanitation	11/28/15	12/02/16	12/10/16	ST	\$500.00	014110394151320	CEU-1503-11	Food Service Sanitation-8 Hour	
Dellinger, Douglas	Photography & Lighting	11/15/16	12/06/16	12/10/16	ST	\$455.00	014110394151320	HLR-2507-311	Photography & Lighting	
Forst, Jean	Course Development Fee	12/10/16	12/10/16	12/10/16	ST	\$1,406.00	011120910051320			
Hanley, Linda	Substituting for Pence	11/27/16	12/10/16	12/10/16	ST	\$80.00	011420730051340			
Klieber, Tracie	Strength, Cardio, Core	10/24/16	12/05/16	12/10/16	ST	\$360.00	014110394151320	HLR-6212-310	Strength, Cardio, Core	
Klieber, Tracie	Yoga Unique to You	10/25/16	12/06/16	12/10/16	ST	\$450.00	014110394151320	HLR-6218-310	Yoga Unique To You	
Landgraf, Tammy	Mileage Reimbursement	11/01/16	11/30/16	12/10/16	ML	\$97.20	011220946155210			
Lee, Tracy	Substituted for Villarreal	12/10/16	12/10/16	12/10/16	OV	\$4,573.60	011120910051340			
Lockwood, Kirk	Substituted for Villarreal	12/10/16	12/10/16	12/10/16	OV	\$480.00	011120910051340			Writing Center Administrative Duties
Matuszewski, Kari	Vintage Jewelry Tree	12/05/16	12/05/16	12/10/16	ST	\$150.00	014110394151320	HLR-2774-312	Vintage Jewelry Tree	
Oldaker, Adam	Course Development Fee	12/10/16	12/10/16	12/10/16	OV	\$2,560.00	011120910051340			
Pytel, Kyle	LC Driver Improvement GDL #1051	12/03/16	12/03/16	12/10/16	ST	\$175.00	014110394251320	CDV-6000-12	LaSalle Co Driver Improvement	
Radek, Kimberly	Substituted for Villarreal	12/10/16	12/10/16	12/10/16	OV	\$4,694.00	011120910051340			
Rambo, Randy	Substituted for Villarreal	12/10/16	12/10/16	12/10/16	OV	\$2,360.00	011120910051340			
Reese, Robert	Meal Reimbursement	10/28/16	10/28/16	12/10/16	MI	\$40.00	011220511555212			
Sarver, Gregory	LC Driver Improvement #1050	11/30/16	11/30/16	12/10/16	ST	\$150.00	014110394251320	CDV-6000-321	LaSalle Co Driver Improvement	
Sondgeroth, Anthony	Welding Registration Sessions	11/21/16	12/01/16	12/10/16	ST	\$100.00	011320410051320			
Thomas, Linda	RWSS Lab	12/10/16	12/10/16	12/10/16	OV	\$1,905.00	011120910051340			
Woods, Amy	Mileage Reimbursement	11/30/16	11/30/16	12/10/16	ML	\$21.60	011120952355210			
Zellmer, Donald	2nd Half Fall 16 Show Choir	12/10/16	12/10/16	12/10/16	ST	\$1,310.00	011120650051900			
						Total	22,689.40			


 Cheryl Roelfsema
 Vice President of Business Services and Finance



 Dr. Jeff Corcoran
 President

*Eartypes
 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 12/24/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Beem, Jessica Anne	Putnam County Art Classes	12/12/16	12/24/16	12/24/16	ST	25.00	1.42103E+13			
Biagi, Dorothy A.	Succarines HLR 3940-22	12/10/16	12/10/16	12/24/16	ST	210.00	1.41104E+13	HLR-3940-22	Succarines The Italian Cookie	
Freed, Timothy Daniel	A German Christmas HLR3922-312	12/07/16	12/07/16	12/24/16	ST	260.00	1.41104E+13	HLR-3922-312	A German Christmas	
Matuszewski, Kari Leigh	Re-Purposed Jewelry	12/12/16	12/12/16	12/24/16	ST	150.00	1.41104E+13	HLR-2749-311	Repurpose Your Jewelry	
Pytel, Kyle Edwin	LC Driver Improvement GDL #1052	12/10/16	12/10/16	12/24/16	ST	175.00	1.41104E+13	CDV-6000-22	LaSalle Co Driver Improvement	
Retoff, Dan J	Tai Chi	11/18/16	12/16/16	12/24/16	ST	140.00	1.41104E+13	HLR-6104-611	Tai Chi	
Retoff, Dan J	Breathing for Life	12/02/16	12/16/16	12/24/16	ST	105.00	1.41104E+13	HLR-6108-612	Breathing for Life	
Sarver, Gregory Stephen	LC Driver Improvement #312	12/07/16	12/07/16	12/24/16	ST	150.00	1.41104E+13	CDV-6000-312	LaSalle Co Driver Improvement	
Schomas, Jane Elizabeth	Latin Rhythms	10/25/16	12/13/16	12/24/16	ST	420.00	1.41104E+13	HLR-5122-410	Latin Rhythms	
Schomas, Jane Elizabeth	Beginners 2 Swing	10/25/16	12/13/16	12/24/16	ST	420.00	1.41104E+13	HLR-5123-410	Beginners 2 Swing	
Schomas, Jane Elizabeth	Beginning Swing Dance	10/27/16	12/15/16	12/24/16	ST	420.00	1.41104E+13	HLR-5102-410	Beginning Swing Dance	
Schomas, Jane Elizabeth	Advanced Swing Dance	10/27/16	12/15/16	12/24/16	ST	420.00	1.41104E+13	HLR-5103-410	Advanced Swing Dance	
Sowers, Jennifer Lynn	YOU 1120 11 Putnam County	11/07/16	12/19/16	12/24/16	ST	600.00	1.42103E+13	YOU-1120-11	Putnam County Picassos	
Total						3,495.00				


 Cheryl Roelfsema
 Vice President of Business Services and Finance

 1/5/17
 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

31

Staff Appointment – Julie Hogue, Director of Nursing

The search advisory committee has selected Julie Hogue as the Director of Nursing for Health Professions to fill the vacancy created by the promotion of Bonnie Campbell. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Julie Hogue as the Director of Nursing for Health Professions at an annualized salary of \$70,500, effective January 12, 2017.

KPI 6: Job Satisfaction

RECOMMENDED FOR STAFF APPOINTMENT
2016-2017

GENERAL INFORMATION:

POSITION TO BE FILLED: Director of Nursing

NUMBER OF APPLICANTS: 2

NUMBER OF APPLICANTS INTERVIEWED: 2

APPLICANTS INTERVIEWED BY: Dr. Anderson, Ms. Bruch,
Ms. Campbell, Dr. Francisco, Ms. Hanley, Ms. Hodgson, Ms. Ragazincky

APPLICANT RECOMMENDED:

Julie Hogue

EDUCATIONAL PREPARATION:

Illinois State University, Normal, IL – MS in Nursing

Illinois State University, Normal, IL – BS in Nursing

St. Francis Medical Center College of Nursing, Peoria, IL – Nursing Diploma

EXPERIENCE:

Illinois Valley Community College – Instructor

Rivershores Nursing and Rehabilitation, Marseilles, IL – Staff Nurse

Ottawa Medical Center, Ottawa, IL – Staff Nurse

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

1. Extraordinary community college teaching experience and knowledge of IVCC operations
2. Commitment to community outreach as a means to grow and improve the program
3. Work ethic and commitment to ethical leadership

RECOMMENDED SALARY: \$70,500 annualized effective January 12, 2017

Ms. Glenna Jones, SPHR
Director of Human Resources

Faculty Resignation – Dr. Abhijeet Bhattacharya, Economics Instructor

Dr. Abhijeet Bhattacharya, Economics Instructor, has submitted his resignation notice effective December 31, 2017. His resignation letter is attached.

Recommendation:

Accept with deep regret the resignation of Dr. Abhijeet Bhattacharya, Economics Instructor, effective December 31, 2017.

KPI 6: Job Satisfaction

December 5, 2016

Mr. Ron Groleau

Dean, Natural Sciences and Business

Illinois Valley Community College

815 North Orlando Smith Ave.

Oglesby, IL 61348

Mr. Groleau,

It is with mixed emotions that I am submitting my resignation as an Economics instructor due to family obligations. My resignation would be effective December 31, 2017. I intend to pursue entrepreneurial opportunities as well as spend quality time with my parents who live in India.

It has been a pleasure working with you and my colleagues at IVCC. You have been a terrific role model and a mentor to me throughout my time at IVCC. I will immensely miss my daily interactions with my students, colleagues, administration and the support staff members. I would like to thank you as well as the senior administration at IVCC for giving me the opportunity to serve the college for the past 8.5 years. I have had a wonderful time at IVCC and the warmth and support extended to me by everyone has helped me grow both professionally and personally. I would be glad to help in the transition process. Once again, thank you from the bottom of my heart.

Sincerely,



Dr. Abhijeet Bhattacharya

Economics Instructor

RECEIVED

DEC - 5 2016

HUMAN RESOURCES

Bid Request – Cultural Centre Renovation

The administration requests authorization to seek bids for the Cultural Centre Renovation project at a total estimated cost of \$396,623.

Project Scope

Lighting Replacement – replace all existing house lighting in the theater (78 fixtures) with LED fixtures to increase energy efficiency, extend “lamp” life, and increase the lighting levels within the area when used for lectures. Bid specifications will include an alternate bid for six fixtures over the front part of the stage;

Wall Treatment – the two side walls will be covered with a vertical wood grille material and the rear wall “tectum” panels will be replaced with fabric-wrapped fiberglass panels. Both of these coverings will enhance the aesthetic qualities and overall acoustical performance;

Painting – the proscenium opening, exposed beams over the front of the stage, and the rear wall of the stage will be painted black.

This purchase will be paid for with a bequest from the Boyle Estate given to the Illinois Valley Community College Foundation, specifically for enhancements to the Cultural Centre.

Recommendation:

The administration recommends Board authorization to seek bids for the Cultural Centre Renovation project at a total estimated cost of \$396,623.

KPI 5: Fiscal Responsibility/Affordability



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 | T 312.496.0000 | F 312.496.0001
www.dk-design.com

Illinois Valley Community College Cultural Center Renovations

Project Description

December 28, 2016

Project Scope

Lighting Replacement

- Replace all existing lighting within the house area of the theater including pendant lighting and recessed downlights (78 fixtures total)
- Pendant lighting over the front part of the stage will be replaced as an alternate bid (6 fixtures total)
- All new light fixtures will be LED fixtures to increase energy efficiency, extend "lamp" life, and increase overall footcandle levels within the house when used for lecture

Wall Treatment

- New wall treatments are being proposed to enhance the overall aesthetic qualities of the space and the overall acoustical performance within the space
- The two side walls of the house currently consist of painted concrete block and the rear wall consists of painted "tectum" panels with wood vertical battens
- The proposed new side wall treatment will consist of a vertical wood grille material over the existing concrete block painted black – the vertical grilles will help diffuse the sound within the space
- The proposed rear wall treatment flanking the projection booth will consist of one-inch thick fabric-wrapped fiberglass panels in place of the existing "tectum" panels
- The projection booth wall treatment will consist of vertical wood grille material over the existing "tectum" panels

Painting

- The proscenium opening including the existing sound reflector over the stage and the section of walls flanking each side of the stage will be painted black
- The exposed beams over the front of the stage will be painted black
- The rear wall of the stage, including all exposed conduits, will be painted black

Project Schedule

Construction is expected to begin after commencement on or after May 22, 2017 and will be substantially complete on or before August 4, 2017

Estimated Project Cost

The estimated project cost is \$396,623.00 per the attached Cost Estimate, dated November 21, 2016

Illinois Valley Community College

Cultural Center Renovations
Oglesby, Illinois

Prepared by:
Demonica Kemper Architects

Cost Estimate - (Does not include new Stage Lighting)

November 21, 2016

CSI	Description	Quantity	Unit	Unit Price	Subtotal	Total
024119	Selective Demolition					
	Scaffolding	1	ls	\$ 10,000.00	\$10,000.00	
	Interior Demolition (Tectum)	1,504	sf	\$ 2.50	\$3,760.00	
	Handrail System	1	ls	\$ 2,500.00	\$2,500.00	
	Demolition Total					\$16,260
064116	Interior Architectural Woodwork					
	Wood Wall Treatment (\$17.93/SF Material & Freight)	3,150	sf	\$ 34.00	\$107,100.00	
	Wood Base	300	lf	\$ 20.00	\$6,000.00	
	Miscellaneous Wood Trim	1	ls	\$ 5,000.00	\$5,000.00	
	Interior Architectural Woodwork Total					\$118,100
	Handrails and Railings					
	Bracketed to Wall	85	lf	\$ 80.00	\$6,800.00	
	Handrails and Railings Total					\$6,800
	Painting & Wallcovering					
099100	Interior Paint -On wall behind wood grille	3,322	sf	\$ 1.50	\$4,983.00	
	Interior Paint -On Partition Pockets, Girders and Rear Stage	4,953	sf	\$ 1.50	\$7,429.50	
	Acoustical Wall Panels (\$8-10/SF Material)	1,504	sf	\$ 13.00	\$19,552.00	
	Painting & Wallcovering Total					\$31,965
	Electrical					
	Power	1	ls	\$ 5,000	\$5,000.00	
	House LED Lighting (Replace existing)	1	ls	\$ 100,000.00	\$100,000.00	
	Fire Alarm	7,700	ls	\$ 1.25	\$9,625.00	
	Electrical Total					\$114,625
Sub-total (All Trades)						\$287,750
	General Contractor's OH&P		15.00%			\$43,162
	Contingency		8.00%			\$26,473
Total Construction Cost Estimate						\$357,385
	A/E Fees		10.00%			\$35,738
	Acoustical Re-evaluation / Tweaking					\$3,500
Total Project Cost Estimate						\$396,623





AUDITORIUM RENOVATION
Proposed

Board Policies (second reading)

Board Policy 1.21 – Policy Formulation and Adoption requires any revisions to existing board policies or the adoption of a new policy must stand for reading at two regularly scheduled meetings of the Board. Board policies were presented for the first reading at the December 8, 2016 board meeting. The following policies are being presented for the second reading. The period between the first presentation and the actual adoption allows for a period of comment and consideration before the policy is finally adopted. Revisions from the first reading are identified in red.

Revised Board Policies

- 2.24 Required Placement Testing
- 3.7 Decision to Dismiss a Faculty Member
- 6.5 Drug-Free Work Place

New Board Policies

- Alcoholic Beverage Sales
- Fraud, Waste & Abuse
- Supplier Diversity
- Temporary Transfers Working Cash

Recommendation:

Approve the changes to the Board Policies and approve the new Board Policies as presented.

KPI 1: Student Academic Success

Illinois Valley Community College Board Policy

Subject: **Required Placement Testing**
Number: **2.24**

Effective Date: 10/19/10
Last Reviewed: 10/19/10
Last Revised: xx/xx/xx

Placement testing and counseling appointments are required for all first-time, full-time students. Placement testing is also required for placement into all English and math courses. Transfer students may be exempt from placement tests if they can provide proof of completion of pre-requisite courses or testing. ~~ACT scores may be used in lieu of placement. Placement test scores and ACT scores are valid for a period of two years.~~ *ACT, SAT, and PARCC scores may be used in lieu of placement testing. Placement test scores, ACT scores, and SAT scores are valid for a period of two years. PARCC scores are valid for a period of five years.*

Illinois Valley Community College Board Policy

Subject:	Decision to Dismiss a Tenured Faculty Member for Cause	Effective Date:	10/19/10
Number	3.7	Last Reviewed:	10/19/10
		Last Revised:	<i>xx/xx/xx</i>

It is the policy of the Board of Trustees of Illinois Valley Community College that the decision to dismiss a ~~tenured~~-faculty member for cause shall be made in accordance with the Illinois Public Community College Act as amended (11 ILCS 805/3B-4), ~~and~~ the current agreement between the Board of Trustees of Community College District 513 and the American Federation of Teachers Local 1810, *and other Board of Trustee Policies.*

Illinois Valley Community College Board Policy

Subject: **Drug-Free Work Place**
Number: **6.5**

Effective Date: 01/17/12
Last Reviewed: xx/xx/xx
Last Revised: xx/xx/xx

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

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

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

The consumption of alcoholic beverages or drugs is forbidden in all areas of the College unless a special permit for the consumption of alcoholic beverages on campus has been issued by the Board of Trustees. No employees, College representatives, students, or visitors are to consume or be under the influence of alcoholic beverages while on any College property. Those found in violation of this policy are subject to criminal prosecution and/or College disciplinary procedures.

The Board of Trustees is authorized to enact procedures as appropriate and permitted by law regarding serving alcoholic beverages at the College. (See Board Policy "Alcoholic Beverage Sales #6.17) Alcoholic beverages shall not be served on campus except in accordance with the established administrative procedure. The administrative procedure allows for limited alcoholic beverage use as part of community education courses and programs, as well as events approved by the Board of Trustees. Persons in attendance at such an approved event may not be under the influence of alcohol to the degree that their behavior is disruptive to the event or to the operation of the College.

Illinois Valley Community College Board Policy

Subject: ***Alcoholic Beverages Sales***
Number: 6.17

Effective Date:
Last Reviewed:
Last Revised:

Under Illinois Public Act 099-0550, alcoholic liquors may be served or sold in buildings under the control of the Board of Trustees of a community college district for events the Board of Trustees of that community college district may determine are public events and not student-related activities. The following guidelines must be strictly adhered to:

If alcohol is sold at retail, the College must have first obtained a liquor license from the local municipality where the facilities are located or the county if the facility is in an unincorporated area. After receiving the local liquor license, application must be made for a state retailers' liquor license.

- *There shall be a lease of premises agreement between the Board of Trustees and the approved entity to use the college facilities for their event;*
- *Insurance coverage to hold the college harmless must be obtained by the lessee to include any type of dram shop exposure. General liability coverage for the event must include a minimum of one million dollars (\$1,000,000) of general liability, products and completed operations, and if necessary, dram shop insurance.*
- *If applicable, caterers renting the facility are also required to sign a lease of premises agreement and carry insurance including dram shop coverage and general liability, completed operations, and product coverage, in the amount of one million dollars (\$1,000,000). If applicable, caterers will also carry workers compensation insurance with minimum employer liability of \$500,000 and auto liability of \$1,000,000.*

The College reserves the right to take any actions deemed necessary to protect the general public and the reputation of the College in the enforcement of this liquor policy.

Approved activities must meet the following conditions:

1. *Applications to serve alcoholic beverages at an event must be made to the Illinois Valley Community College Board of Trustees at least sixty (60) days prior to the event.*
2. *Alcoholic beverages served at events shall be handled by the sponsoring organization.*
3. *The anticipated attendees and the relative proportion of individuals under the age of 21 to individuals age 21 or older must be considered. The event operator must be able to prevent the sale or distribution of alcohol to individuals under the age of 21.*
4. *At any event where alcoholic beverages are served, provisions must be made for serving non-alcoholic beverages also. Open bars are not allowed.*
5. *Attendees shall be prohibited from providing their own alcohol.*
6. *The sponsoring organization shall make no public advertisement of the sale or serving of alcoholic beverages in connection with the activity.*
7. *Possession and consumption of alcoholic beverages shall be confined to the area or room scheduled for the activity and shall not be permitted in public areas. Participants shall not be permitted to carry any containers of alcoholic beverage out of the serving area.*
8. *Employees of Illinois Valley Community College must be active participants at the event. For purpose of this policy, a participant shall mean faculty, Board of Trustee member, or administrator. The event cannot be a student activity or student-related activity.*

9. *Only members of the sponsoring organization and their invited guests shall be permitted to attend the activity.*
10. *The sponsoring organization shall be held financially responsible for any damage or injury to persons or property as a result of intentional or negligent conduct on the part of the organization, its members, or guests and meet all requirements herein.*

Illinois Valley Community College reserves the right to close the activity if any person or group of persons appears to be intoxicated or otherwise uncontrollable. In addition, Illinois Valley Community College reserves the right to limit the time frame when alcohol may be served, and the volume and/or number of drinks that may be served to a group on an individual basis.

Illinois Valley Community College Board Policy

*Subject: **Fraud, Waste, and Abuse***

Effective Date:

Last Reviewed:

Number:

Last Revised:

Illinois Valley Community College (IVCC or College) has established this fraud, waste, and abuse policy to ensure that all employees clearly understand their obligations as College employees.

Honesty and integrity are important values at IVCC. The College works to earn the trust of the public, its students, and its employees. To accomplish this, all employees must perform their duties in a professional, honest, and ethical manner, avoiding situations that would be considered fraudulent, wasteful, or abusive of College assets. The College expects its employees to be reliable and trustworthy. All employees must act honestly and responsibly and exercise good ethical judgment in the performance of their duties.

Illinois Valley Community College Administrative Procedure

*Subject: **Fraud, Waste, and Abuse***

Effective Date:

Last Reviewed:

Number:

Last Revised:

Supervisors have an additional responsibility to be aware of the types of fraudulent activities, waste, and/or abuse that may occur within their department and to establish and maintain controls to prevent them.

If fraud is suspected within a department, all supervisors shall cooperate fully with College authorities and any other agencies investigating the activity. If fraud is discovered, all supervisors shall take appropriate action and implement appropriate systems to prevent recurrence.

An employee who violates this policy may be subject to disciplinary action up to, and including, termination. The discipline imposed will depend on the severity of the violation and the circumstances of the situation. If appropriate, the College will report any activity that appears to violate any local, state, or federal law to the appropriate authorities.

If the fraud, waste, or abuse involves a financial loss to the College, IVCC may seek restitution from any individuals involved in the activity.

IVCC strictly prohibits retaliation for reporting suspected fraud. Any employee who believes they have been retaliated against should report their concern to the Human Resources Office. Any employee who directly or indirectly retaliates against another employee for reporting suspected fraud may be subject to disciplinary action.

Definitions

- 1. Abuse involves behavior that is deficient or improper when compared with behavior that a prudent person would consider a reasonable and necessary business practice given the facts and circumstances. Abuse includes misuse of authority or position for personal financial interest or those of an immediate or close family member or business associate.*
- 2. Fraud is an intentional act to deceive, steal, or cheat, ordinarily for the purpose or result of causing a detriment to another and/or bringing about some benefit to oneself or others.*
- 3. Waste is an act resulting in the expenditure, consumption, mismanagement and use or squandering of institutional assets or resources to the detriment or potential detriment of the institution. Waste may also result from incurring unnecessary expenses due to inefficient or ineffective practices, systems, or controls.*

Illinois Valley Community College Board Policy

Subject: **Supplier Diversity**
Number:

Effective Date:
Last Reviewed:
Last Revised:

The College recognizes the importance of increasing the participation of businesses owned by minorities, females, and persons with disabilities in public contracts. It is the policy of the College to promote the economic development of disadvantaged business enterprises by setting aspirational goals to award contracts to businesses owned by minorities, females, and persons with disabilities for certain services as provided by the Business Enterprise for Minorities, Females and Persons with Disabilities Act ("Act"), 30 ILCS 575/0.01 et seq. and the Business Enterprise Council ("Council") for Minorities, Females, and Persons with Disabilities which serves to implement, monitor, and enforce the goals of the Act.

In support of this policy, the College makes a commitment to promote and encourage usage of minority, female, and persons with disability owned businesses to the greatest extent feasible within the bounds of financial and fiduciary prudence and to take necessary steps to remove any barriers to the full participation of such firms in the procurement and contraction opportunities afforded. The College will support administrative and staff members in attending and participating in trainings, workshops, conferences, and seminars dealing with procurement through qualified minority, female, and persons with disability owned businesses in compliance with the Act.

The College is committed to meeting the requirements of the Act. The College will establish the aspirational goals as cited by the Act and pursue good faith efforts to meet such goals. The College President shall appoint the Director of Purchasing as a liaison to the Council with all duties as set forth in the Act. The College has the responsibility to develop policies, plans, and procedures to achieve the goals to the best of its ability to be in compliance with the Act.

The College will continue to award contracts to the lowest responsible bidder after public advertisement, in accordance with procedures specified in and except as otherwise provided in Section 3-27.1 of the Illinois Public Community College Act, (110 ILCS 805/3-27.1)

Illinois Valley Community College Board Policy

*Subject: Temporary Transfers from
Working Cash Fund*

Effective Date:

Last Reviewed:

Number:

Last Revised:

Monies may be transferred from the Working Cash Fund to the Educational Fund or the Operations and Maintenance Fund only upon the authority of the Board of Trustees, which shall direct the Treasurer to make such transfers and to effect repayment of principal thereof to the Working Cash Fund, as prescribed in Section 3-33.6 of the Illinois Public Community College Act (110 ILCS 805/3-33.6).



Thomas J. Templeton

Sheriff of LaSalle County

707 Etna Road
Ottawa, IL 61350
815-433-2161 fax: 815-434-8393



December 15, 2016

Dr. Jerry Corcoran
President
Illinois Valley Community College

Dr. Corcoran,

It is with mixed emotions that I write this letter to inform you and the Board of Trustees of my decision to retire from the part time faculty effective at the end of the spring semester 2017. I greatly appreciate the opportunity that I have been given to be part of the IVCC part time faculty. The years I have spent here have been a learning experience for me and I hope for my students as well. I will always remember fondly my time here at IVCC.

Even though I will not be on campus regularly after my retirement, rest assured of my continued commitment as well as that of my staff, to providing a safe and secure learning environment for all at IVCC. Please do not hesitate to call if I can be of any assistance to you.

You have my very best regards.

Sincerely,


Thomas J. Templeton

RECEIVED

DEC 16 2016

Date: December 12, 2016

From: Robert J. Peterlin

To: Sarah Trager

This letter confirms my resignation as Assessment Center Associate as of December 12, 2016.

My experience at IVCC has been very rewarding. I appreciate and am grateful for the opportunity to have served the IVCC community.

I wish you the best in the future.

Yours Sincerely,


Robert J. Peterlin

RECEIVED

DEC 13 2016

HUMAN RESOURCES

Change Order #1 – PHS Project: Building B Chiller/Air Handler Replacement

To be in compliance with Board Policy 4.11, the administration wishes to advise the Board of Trustees of Change Order #1 for an increase of \$25,999 for the Building B Chiller/Air Handler Replacement PHS Project. The change order consists of the following changes:

Original contract sum	\$842,175
Demolition and replacement of five additional hot water reheat coils	25,999
	<hr/>
New contract sum	<u><u>\$868,174</u></u>

KPI 5: Fiscal Responsibility/Affordability

Change Order #2 – PHS Project: Lecture Hall (D225) Renovation

To be in compliance with Board Policy 4.11, the administration wishes to advise the Board of Trustees of Change Order #2 for an increase of \$1,173 for the Lecture Hall (D225) Renovation PHS Project. The change order consists of the following changes:

Original contract sum			\$476,200
Change order #1 - Additional allowance to upgrade existing fixed tables and seating (more extensive repairs than originally anticipated)			4,103
Change order #1 - Additional plywood panels as a result of additional asbestos removal			7,053
Change order #2 –	Delete light cove detail	(\$1,574)	
	Delete 32' of fixtures	(2,223)	
	Install rigid insulation	4,615	
	Overhead and profit	355	1,173
New contract sum			\$488,529

KPI 5: Fiscal Responsibility/Affordability

Fall 2016 Graduation

There were 216 graduating students earning a total of 278 degrees and certificates in the following areas:

23	Associate in Arts Degree
37	Associate in Science Degree
28	Associate in Applied Science Degree
7	Associate in General Studies Degree
183	Certificates of Completion

By comparison, in Fall 2015, 204 students graduated with a total of 246 degrees and certificates.

MEMORANDUM

TO: Mark Grzybowski *MG*
Associate Vice-President for Student Services

FROM: Cory Tomasson *CT*
Coordinator of Student Activities

RE: FY '17 Student Organization Budgets

DATE: December 9, 2016

Attached is the proposed 2016-2017 Budget for Student Activities.

This budget has been created by the Student Government Association and approved by the Coordinator of Student Activities. We would ask for your approval of these allocations for the 2015-2016 academic year.

Lawren Lamer

Matthew P. White

Conita Mosty

Ni Neis

Gabriel A. Bralcy

Januh Tj

Ellen Herrmann

Alyssa Ayres
Alexis Secor

	ORGANIZATION	2015-2016 Allocations	2016-2017 Request	2016-2017 Proposed Allocations
1	IVNUA (Information Tech)	\$750.00	\$750.00	\$750.00
2	Alpha Delta Nu (Nursing Honors)	\$200.00	\$200.00	\$200.00
3	American Chemical Society	\$3,000.00	\$6,400.00	\$4,000.00
4	Auto Club	\$250.00	\$250.00	\$250.00
5	Black Student Association	\$400.00	\$400.00	\$400.00
6	Chess Club	\$250.00	\$250.00	\$250.00
7	College Democrats	\$500.00	\$550.00	\$550.00
8	Disc Golf Club	\$375.00	\$375.00	\$375.00
9	IVSustainability	\$3,000.00	\$3,000.00	\$3,000.00
10	Economics Student Association	\$200.00	\$200.00	\$200.00
11	Focus On Fitness	\$2,050.00	\$2,050.00	\$2,050.00
12	Gaming Society	\$750.00	\$900.00	\$800.00
13	Gay/Straight Alliance	\$750.00	\$750.00	\$750.00
14	Hispanic Leadership Team	\$200.00	\$200.00	\$200.00
15	Honors Program	\$250.00	\$250.00	\$250.00
16	Horticulture Club *	\$2,000.00	\$0.00	\$0.00
17	Human Service Organization	\$1,000.00	\$1,000.00	\$1,100.00
18	Human Service Honors Society	\$400.00	\$400.00	\$400.00
19	Indefinite Limits (Math Club)	\$750.00	\$950.00	\$850.00
20	International Society	\$1,200.00	\$1,200.00	\$1,200.00
21	IVLeader	\$8,000.00	\$11,000.00	\$11,000.00
22	Lambda Alpha Epsilon (CRJ)	\$4,000.00	\$4,000.00	\$4,000.00
23	One Room **	\$0.00	\$0.00	\$0.00
24	OSAKA Anime Club	\$600.00	\$1,250.00	\$750.00
25	Paintball Club	\$0.00	\$0.00	\$0.00
26	Phi Theta Kappa	\$4,100.00	\$4,100.00	\$3,100.00
27	Physics Club	\$0.00	\$0.00	\$0.00
28	Project Success Leadership Team	\$0.00	\$250.00	\$250.00
29	Psychology Club	\$600.00	\$600.00	\$600.00
30	Red Cross	\$600.00	\$750.00	\$750.00
31	River Currents	\$1,500.00	\$1,500.00	\$1,500.00
32	Running Club	\$0.00	\$0.00	\$0.00
33	SAGE	\$400.00	\$500.00	\$500.00
34	Sigma Delta Mu (Spanish)	\$0.00	\$100.00	\$100.00
35	Sigma Kappa Delta (English)	\$1,600.00	\$1,600.00	\$1,600.00
36	SPAMO	\$2,000.00	\$2,000.00	\$2,000.00
37	Student Ambassadors	\$750.00	\$750.00	\$750.00
38	Student Government Association	\$4,000.00	\$4,000.00	\$4,000.00
39	Student Nurses Association	\$6,500.00	\$7,500.00	\$7,000.00
40	Student Veteran's Association	\$400.00	\$400.00	\$400.00
41	TEACH	\$750.00	\$1,500.00	\$1,000.00
42	World Languages	\$0.00	\$500.00	\$500.00
43	Young Republicans	\$500.00	\$500.00	\$500.00
	Subtotal	\$54,575.00	\$62,875.00	\$57,875.00
	Coordinator's Stipend	\$15,000.00	\$15,000.00	\$15,000.00
	Athletics	\$61,414.00	\$61,414.00	\$61,414.00
	TOTAL	\$130,989.00	\$139,289.00	\$134,289.00

*= No Longer a Student Organization

**=Applied after budgets were submitted

*OK MG 12/15/16
 @msy, etc 12/15/17
 new ... R/15/1*

Oglesby Public Schools, District 125

ADMINISTRATIVE OFFICE
MICHAEL J. PILLION, SUPERINTENDENT
755 BENNETT AVENUE, OGLESBY, ILLINOIS 61348
TEL: (815) 883-9297 FAX: (815) 883-3568

December 12, 2016

Mr. Cory Tomasson
Coordinator of Student Activities
Illinois Valley Community College
815 N. Orlando Smith Avenue
Oglesby, IL 61348

Dear Mr. Cory Tomasson and the Illinois Valley Community College Student
Volunteers:

On behalf of Oglesby Public Schools we want to thank you for volunteering your time and talents for the Children in Need Christmas Party with the Marine Corps League and Members of the Oglesby Elks. There are no words that can express how much the Christmas party has meant to our families. The children had so much fun visiting with Santa Claus, playing games for prizes, face painting, eating cookies and receiving gifts. Our students will have a wonderful holiday season because of your kindness and hard-work. The IVCC Volunteers have made an impact on the lives of our students and their families. We will be forever indebted to you for touching the lives of our students and making their Christmas a memorable one. God bless all your members and have a Merry Christmas and Happy New Year.

Sincerely yours,



Mary Newcomer RN, BSN, PEL-CSN
Oglesby Public Schools

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LINCOLN SCHOOL

CINDY POZZI, DISTRICT PRINCIPAL - 755 BENNETT AVE., OGLESBY, IL 61348 - TEL: (815) 883-8932 FAX: (815) 883-3568

WASHINGTON SCHOOL

CINDY POZZI, DISTRICT PRINCIPAL - 212 WEST WALNUT ST., OGLESBY, IL 61348 - TEL: (815) 883-3517 FAX: (815) 883-9282

ADAM KINZINGER
16TH DISTRICT, ILLINOIS

□ 1221 LONGWORTH HOB
WASHINGTON D.C. 20515
(202) 225-3635
FAX: (202) 225-3521

DEPUTY REPUBLICAN WHIP

COMMITTEE ON
ENERGY & COMMERCE

COMMITTEE ON
FOREIGN AFFAIRS

Congress of the United States
House of Representatives
Washington, DC 20515-1602

□ 628 COLUMBUS ST., STE 507
OTTAWA, IL 61350
(815) 431-9271
FAX: (815) 431-9383

December 5, 2016

Dr. Jerry Corcoran
President
Illinois Valley Community College
815 North Orlando Smith Street
Oglesby, Illinois 612348

Dear Jerry,

My purpose in writing is to thank you for the use once again of the outstanding facilities at Illinois Valley Community College for my 2016 Youth Leadership Summit.

Because of your support, more than 200 high school students from around the 16th Congressional District, although mainly from the Illinois Valley area, benefitted from participating in the event. They heard strong presentations from Mr. Carl Cannon, an U.S. Army veteran and truly inspirational speaker from Peoria, and Dr. Al Bowman, the President Emeritus of Illinois State University. The students also took part in an interactive exercise led by a national policy organization which focused on recognizing and meeting the long range challenges facing the Social Security program.

Without the use of the College's impressive facilities, it would be very difficult for my office to sponsor this event. Clearly, Illinois Valley Community College is an invaluable educational and community service resource.

I want to especially thank both Dawn Watson for assisting greatly with the many arrangements and also Matt Boehm for his valuable technical help in the theater.

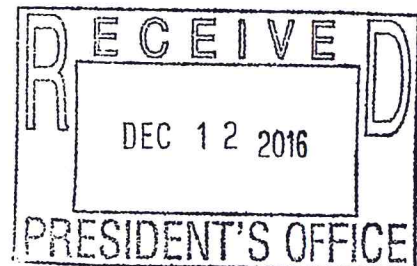
Again, thank you very much for your assistance. Please let me know whenever I can be of service.

Best Wishes to you and your family for a wonderful Holiday Season!

Sincerely,



Adam Kinzinger
Representative in Congress
16th District, Illinois



cc: Ms. Dawn Watson
Mr. Matt Boehm

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.