



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, February 8, 2018  
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  
Tuition and Fee Review  
Three-year Financial Forecast  
ICCTA Award Nominations  
(Alumnus, Student Trustee, Ethical)

#### **March**

Tenure Recommendations  
Non-tenured Faculty Contracts  
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  
IVCC Foundation Update

#### **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, February 8, 2018 – 6:30 p.m. – Board Room (C307)**

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## **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 – January 11, 2018 Board Meeting and January 26, 2018 Audit/Finance Committee Meeting (Pages 1 – 8)
  - 6.2 Approval of Bills - \$2,315,717.43
    - 6.2.1 Education Fund - \$1,403,595.72
    - 6.2.2 Operations & Maintenance Fund - \$77,437.97
    - 6.2.3 Operations & Maintenance (Restricted Fund) - \$652,060.02
    - 6.2.4 Auxiliary Fund - \$102,699.45
    - 6.2.5 Restricted Fund - \$33,954.38
    - 6.2.6 Liability, Protection & Settlement Fund - \$45,969.89
  - 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 FY18 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 January 6, 2018 and January 20, 2018 (Pages 28 - 33)
  - 6.5 Consortium Purchase – Rock Salt (Page 34)

7. President's Report
8. Committee Reports
9. Resolution Designating the Fiscal Year (Pages 35 - 37)
10. Tuition Adjustment (Page 38)
11. Course Fees/Adjustments (Pages 39 - 42)
12. Audit Services (Pages 43 – 45)
13. Purchase Request – Furniture for C-316, C-325, and C-326 (Page 46)
14. Purchase Request – Furniture for Common Areas in Building B (Page 47)
15. Faculty Retirement – Michael Sankovich, Accounting Instructor (Pages 48 - 49)
16. Faculty Retirement – Francie Skoflanc – Graphic Arts Technology Instructor (Pages 50 - 51)
17. Request for Inactivation – Entrepreneurship Program (Pages 52 -53)
18. Items for Information (Pages 54 - 57)
  - 18.1 Staff Appointment – Dawn Watson, Administrative Assistant III, Academic Affairs (Page 54)
  - 18.2 Staff Appointment – Eugene Schultz, Maintenance (Page 55)
  - 18.3 Faculty Resignation – Janice Skeen, Part-time English Instructor (Page 56)
  - 18.4 Fall 2017 Fall Graduation (Page 57)
19. Trustee Comment
20. Closed Session – 1) collective negotiations and 2) closed session minutes
21. Approval of Closed Session Minutes
22. Other
23. Adjournment



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

**Minutes of Regular Meeting**  
**January 11, 2018**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, January 11, 2018 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Jane E. Goetz, Chair  
Everett J. Solon, Vice Chair  
David O. Mallery, Secretary  
Amy L. Boyles  
Jay K. McCracken  
Melissa M. Olivero  
Angela M. Stevenson  
Matthew F. Pehoski, Student Trustee

**Members Absent:**

**Members Telephonically Present:**

**Others Physically Present:** Jerry Corcoran, President  
Deborah Anderson, Vice President for Academic Affairs  
Mark Grzybowski, Associate Vice President for Student Services  
Leslie Hofer, Director of Human Resources  
Walt Zukowski, Attorney

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

It was moved by Ms. Olivero and seconded by Mr. McCracken to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – December 14, 2017 Board Meeting.

Approval of Bills - \$1,200,121.73

Education Fund - \$784,138.78; Operations & Maintenance Fund - \$111,986.24; Operations & Maintenance (Restricted Fund) - \$40,230.00; Auxiliary Fund - \$212,321.01; Restricted Fund - \$32,058.78; and Liability, Protection & Settlement Fund - \$19,386.92.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending December 9, 2017 and December 23, 2017.

**PRESIDENT'S REPORT**

Dr. Corcoran reported that the overall Athletics GPA for the fall semester was an impressive 3.07. He noted that while it is always good to report more wins than losses, the fact of the matter that our student athletes are indeed students first and all of the coaches and athletics program staff should be commended for a job well done. Dr. Corcoran informed of an IVCC Agriculture Night event to be held on Tuesday, January 23 beginning at 5:30 p.m. when our men's and women's basketball teams will compete against Kishwaukee College. Flyers promoting AG NIGHT were made available to the Board members. Dr. Corcoran announced that Sauk Valley College will host an ICCTA regional meeting at 6:00 p.m. on Thursday, March 22. Exact details are still forthcoming; the Board members were asked to consider holding that date if free and joining in the trip to Sauk for a chance to interact with trustees from our Northwest Region which includes Highland, Kishwaukee, Rock Valley, Sauk and IVCC. Dr. Corcoran will send more detailed information on the event when it is available. (The planned meeting of the Northwest Regional Trustees group was later changed from March 22 to Thursday, April 5 at 6:00 p.m. at Sauk Valley College.) Dr. Corcoran informed that IVCC's part-time faculty in-service this past Monday evening, January 8, and all-staff program the following day went well. He informed that the slideshow that summarized activities from the fall and what to expect in the spring could not have come together in such a professional format were it not for the fine work of his colleague Judy Day. Dr. Corcoran noted that when you couple that effort with Dr. Anderson and her academic leadership team's work on programs of particular interest to the faculty, it was a wonderful kickoff to the spring semester. Dr. Corcoran commended Fran Brolley for the great job he did with his campus update at our meeting on November 9 when talking about our Foundation and the role it plays in helping the college carry out its mission. Dr. Corcoran noted that Fran specifically highlighted the tremendous support that we have received over the years from Bill and Dian Taylor. One of the action items presented this evening for board consideration is the purchase of a student-planning module that will help students stay on track and complete their program of study on time. Dr. Corcoran shared that Bill and Dian are amongst our most generous benefactors and without their donation of \$12,500, this purchase may have stayed on the "wish" list for another year or two.

**COMMITTEE REPORTS**

The Audit/Finance Committee will meet Friday, January 26, at 3:00 p.m. in the Board Room (C307).



**PURCHASE REQUEST – Colleague Student Planning Module**

The administration recommends the Board authorize the purchase of the Colleague Student Planning module and implementation services in the amount of \$41,075 from Ellucian Company L.P. The purchase price of 41,057 will be covered as follows:

Donation from Willian & Dian Taylor	\$12,500
FY 18 IT Budget Cost Reductions	28,500

It was moved by Mr. Solon and seconded by Mr. McCracken to approve the purchase of the Colleague Student Planning module and implementation services. Motion passed by voice vote.

**BOARD POLICIES (Second Reading)**

Revisions to the following Board Policies were recommended:

- 3.1 Classification of Employees
- 3.19 Hiring Process: Administrators and Support Staff

The following new Board Policies were proposed:

- Alternative Credit
- Illinois Articulation Initiative
- Use of Unmanned Aerial Vehicles (UAVs) or Drones

Motion made by Dr. Boyles, seconded by Ms. Stevenson to approve the revisions to the Board Policies and the new Board Policies, as presented. Motion passed by voice vote.

**TRUSTEE COMMENT**

Board Chair Jane Goetz shared a news article from *The Times* (January 11) featuring a 4-H competition of robotics teams held at IVCC’s Oglesby campus. Ms. Goetz expressed that it was a great event and applauded IVCC’s support of it. She noted that providing the location for such an event allows students the opportunity to visit the College and become familiar with the campus. Ms. Goetz informed that she was in 4-H for eight years.

**CLOSED SESSION**

It was moved by Ms. Stevenson and seconded by Mr. Pehoski to convene a closed session at 6:37 p.m. to discuss 1) litigation; 2) collective negotiations; and 3) closed session minutes. Motion passed by voice vote.

After a brief break, the Board entered closed session at 6:40 p.m. On a motion by Dr. Boyles and seconded by Ms. Stevenson, the regular meeting resumed at 6:49 p.m. Motion passed by voice vote.

**APPROVAL OF CLOSED SESSION MINUTES**

It was moved by Mr. Solon and seconded by Mr. Mallery to approve and retain the Closed Session minutes of December 14, 2017. Motion passed by voice vote.

**OTHER**

None

**ADJOURNMENT**

Ms. Goetz declared the meeting adjourned at 6:50 p.m.

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Jane E. Goetz, Board Chair

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David O. Mallery, Secretary

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

**Audit/Finance Committee Meeting**  
**January 26, 2018**

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 3:14 p.m. on Friday, January 26, 2018 in the Board Room (C307) at Illinois Valley Community College.

**Committee Members**      Everett J. Solon, Chair  
**Physically Present:**      David O. Mallery  
   Jay K. McCracken

**Board Members**              Matthew F. Pehoski, Student Trustee  
**Present:**

**Others Physically**              Jerry Corcoran, President  
**Present:**                          Cheryl Roelfsema, Vice President for Business Services and Finance  
   Deborah Anderson, Vice President for Academic Affairs  
   Mark Grzybowski, Associate Vice President for Student Services  
   Fran Brolley, Director of Community Relations and Development  
   Kathy Ross, Controller  
   Renee Prine, Counselor  
   Delores Robinson, Instructor

The meeting was called to order at 3:14 p.m. by Mr. Solon.

**THREE-YEAR FINANCIAL PLAN (FY2019 – FY2021)**

Cheryl Roelfsema presented the three-year financial plan. IVCC has three sources of revenue for the Education Fund and the Operation and Maintenance Fund – property taxes, tuition, and state funding. Property tax assumptions for the next three years are increases of 1.5 percent for each year. The district’s property tax revenue is restricted by the limited rates on four of the eight funds and very little increase in equalized assessed valuations (EAV) due to no growth in the area and only a slight increase in property values. In the five-year period from 2010 to 2014, the district’s EAV decreased each year for a total decrease of 6.5 percent. During the last two years, 2015 and 2016, EAV has risen by 3.2 percent. Property tax revenues are allocated at 50 percent for each of the fiscal years following the levy. The levy adopted in December 2017 will be allocated 50 percent each to fiscal year 2018 and fiscal year 2019. In recent years, the decline in EAV of the LaSalle Generating Station has been offset with increases in farmland values. For tax year 2017, the EAV of the nuclear plant is \$430 million, or 14 percent of the district’s tax rate. In 2018, the value will increase to \$435 million and then increase to \$460 million in 2019. From 2010 to 2016, farmland EAV increased by 28 percent, to \$640.7 million, 20 percent of the district’s EAV. The Bureau Putnam Enterprise Zone expired in 2017. In tax year 2016, \$69,172 in taxes was abated



for the college as a result of the Enterprise Zone, based on an EAV of \$18,772,706. With the Enterprise Zone expiring in 2017, this will mean more tax revenue for the College starting in FY18 when 50 percent of the previously abated taxes (or approximately \$34,000, assuming a level EAV) will be recognized as revenue. The financial plan assumes IVCC will remain eligible for the equity tax which was calculated at a rate consistent with the 2017 tax levy request - \$4.2 million. The increased equity tax is what makes it possible to keep tuition increases lower. Since FY12, IVCC's credit hours have declined, a trend that community colleges and universities have been facing. Community college enrollments often follow employment trends with enrollments increasing during times of high unemployment. The economy has improved and the national unemployment rate as of November 2017 is at 4.1%. Local demographics also affect enrollments. Individuals 65 years of age and older make up over 20 percent of the population and an older population is projected by Economic Modeling Specialists, Inc. (EMSI) to continue in the future. Projections also indicate a decrease in elementary and high school students from 2017 to 2022 and a decrease of 2.6 percent for the 20-39 year age group, which is often the returning student. For these reasons, a 1.7 percent increase in enrollment growth has been projected for FY19 with one percent increases for FY20 and FY21. A \$3 increase in tuition and fees is projected for the next year following with an increase of \$4 in FY20 and \$2 in FY21. In comparing tuition and universal fees at similar sized Illinois community colleges, IVCC is lower than seven of the ten colleges. The state base operating grant is based on credit hours earned two years prior to the current year, multiplied by the current year reimbursement rate. The decreasing number of credit hours would have had a more detrimental effect if not for the fact that nearly all the Illinois community colleges experienced a similar decrease in credit hours. In July 2017, Illinois State Legislature passed a FY17 supplemental budget and a FY18 budget. IVCC's total FY17 credit hour grant was \$2,072,904, 95 percent of the FY15 grant. The credit hour grant for FY18 was \$1,800,070, 82 percent of the FY15 grant. As of December 2017, \$1,465,000 of the FY17 funding and \$1,384,000 of the FY18 funding has been received. IVCC received \$207,180 in FY17 and \$203,470 in FY18 for the Career and Technical Education. The three-year projection is based on level funding annually from the State at 85 percent of the FY15 level, or approximately \$1,885,000, and also includes the Equalization Grant of \$50,000 and the CTE Grant at \$200,000. Expenditures projected are salaries (2 percent increase in each year); benefits (5 percent increase in each year); contractual and materials and supplies (1 percent increase the first year, followed by a 2 percent the next two years); conferences/training, fixed costs, capital expenditures, and contingency (no increases for all three years); utilities (1 percent increase each year). The College is due to update the Facilities Master Plan in FY18. The Illinois Community College Board requires an updated plan be submitted every five years. The College maintains a working cash fund of \$4.5 million to be used to pay expenses when awaiting property tax receipts or state funding. Board Policy requires at least 25 percent of annual operating expenses for a fund balance in operating funds. At the end of FY16 the Education Fund balance fell below 25 percent but the fund balance of the combined (Education and Operations and Maintenance) funds was 35.4 percent. Due to larger than expected state appropriations in FY17, the Education Fund reserve was at 31.5 percent as of June 30, 2017, and the combined Education Fund and Operations and Maintenance Fund reserve was at 40.5 percent. Through this three-year projection, the reserves are projected to remain above 25 percent.



The Auxiliary Enterprise Fund balance is projected to continue to decrease. The major source of revenue in this fund is the Bookstore. The athletics program is also accounted for in this fund and requires approximately \$200,000 per year from the Auxiliary Enterprise Fund balance for operations. The fund balance also includes approximately \$1 million in reserves from Information Technology projects. The Liability, Protection and Settlement Fund has been running a planned deficit for several years with no property tax levy from tax year 2006 to 2014. The College has used the fund balance to cover expenditures. In tax year 2015, \$315,000 was levied; \$402,000 in 2016 and \$350,000 in 2017. The levy will increase to \$853,000 by tax year 2020. With the State's current economic condition, state funding is not expected to be a major source of revenue to address future needs. Ms. Roelfsema noted that since 2012 there has been a 45 percent decrease in the number of credit hours. IVCC is not any different than any other Illinois community college as all colleges are struggling with enrollment. She added that there is a possibility that the legislature will decide to not address the budget until after the March 20 primaries, which could impact the timeliness of money IVCC receives from the state.

### **TUITION ADJUSTMENT**

The administration is recommending a 2.3 percent increase (\$3 per credit hour) in tuition, increasing the combined tuition and universal fee to \$133 per credit hour beginning summer of 2018. Currently, IVCC's tuition is below the state average and with the \$3 increase will remain below the FY2019 state average. Mr. Pehoski reported that the student government had been made aware of the expected tuition increase. The SGA met on January 18 and reviewed the tuition and course fee adjustments and were supportive of the proposed changes. Mr. Mallery commented that a \$3.00 increase instead of \$6.00 is movement in the right direction and noted that he would continue to weigh the pros and cons of the increase. There was consensus among the committee to recommend presenting the \$3 increase to the whole Board.

### **COURSE FEES/ADJUSTMENTS**

Course fees are reviewed annually by program coordinators and deans using approved course fee guidelines. We currently have 365 active courses with approved course fees. The recommendation is to change 44 course fees for FY19: 42 increases and two new courses. A list of 44 courses were reviewed by the committee members. Mr. Mallery commented that the list of fee increases was one of the shortest that he had seen during his time on the Board. The committee was in consensus that the fee changes should be recommended to the whole Board.

### **PROPOSAL – AUDITING SERVICES**

The initial contract with Wipfli LLP for a three-year term was approved at the April 9, 2015 Board of Trustees' meeting. Board Policy 4.6 requires the College to solicit bids for auditing firms every six years. Ms. Roelfsema noted that Wipfli LLP has been very thorough, responsive, and provided great service. There was consensus among the committee to recommend accepting the proposal by Wipfli LLP to extend their contract for independent audit services for fiscal years 2018, 2019, and 2020 to the whole Board.

**OTHER**

None.

**ADJOURNMENT**

Mr. Solon declared the meeting adjourned at 4:00 p.m.

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Everett J. Solon  
Audit/Finance Committee Chair

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Jane E. Goetz, Board Chair

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David O. Mallery, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

JANUARY 2018

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

Kathy Ross  
Controller



## FINANCIAL HIGHLIGHTS – January 2018

### Revenues

- As of January 26, the headcount for spring semester was 3,051 which is 164 students less than at the same point in time last year. Credit hours for spring 2018 were 24,965, a decrease of 2,041 credit hours, or 7.56 percent, from this point in time one year ago. Second eight-week classes begin on March 19. At this point, estimated total credit hours for FY2018 is 58,841, 3.2 percent above the budgeted number of 57,000 credit hours.

The decline in enrollments continues to be a statewide issue. According to the Illinois Community College Board (ICCB) statewide fall 2017 10<sup>th</sup> day full-time equivalents (FTE) dropped by 3.7 percent from fall 2016. Headcount dropped by 3.5 percent. For IVCC 10<sup>th</sup> day fall FTE declined by 3.8 percent and 10<sup>th</sup> day fall headcount increased by 1.1 percent.

- On July 6, a FY17 Supplemental Budget and a FY18 Budget were passed by the Illinois State Legislature. The supplemental budget included an additional \$1,210,688 in FY17 funding for IVCC and a total of \$1,800,000 for the FY18 basic operating grant. In December we received \$604,000, or approximately 50 percent, of the additional FY17 funding, and \$553,000 of the FY18 base operating grant. FY18 base operating grant monies received are now at \$1,453,626; well over the \$1,000,000 that was budgeted.

Pursuant to PA 100-23, the State Finance Act (30 ILCS 105/(m) was amended to allow FY2017 unpaid bills to be carried over with the consent of the Governor and Comptroller. This allows the \$604,000 still due from our FY2017 credit grant likely to be paid before June 30, 2018. The remaining FY18 state funds will be paid but might not be until after December 2018.

- Preliminary equalized assessed valuation (EAV) numbers from LaSalle County show an increase in EAV of 2.17 percent for tax year 2017. The tax abatement for the Marquis Energy facility in Putnam County ended December 31, 2016. This will add approximately \$18 million in EAV for tax year 2017. The maximum rate for the additional (equity) tax was reduced from .1292 in 2016 to .1262 in 2017.

Pursuant to the intergovernmental agreement among the taxing bodies, discussions regarding the extension of the agreement with Exelon are starting. New Tax Increment Financing Districts (TIFs) are being proposed by the cities of Marseilles, Ottawa, Peru, and Sheffield.

We have received property objections each asking for over \$100,000 in reduced assessed valuation on 18 properties in LaSalle County and two in Bureau County. Among these properties are Eureka Savings Bank, Casey's Retail, Walmart, HyVee, the Peru Mall, Petsmart, Northern White Sand, and Letterkraft Printers. The Ottawa Friendship House and OSF St Elizabeth Medical Center are asking for an exemption from property taxes.



## **Expenditures**

- Fund 01 – Education Fund – Instruction – Fixed Charges – includes annual Ottawa Center rent of \$115,500 and Truck Driver Training semi and trailer rent of \$26,500;
- Fund 01 – Education Fund – Academic Support – Contractual Services – includes Blackboard annual fees of \$76,384; annual maintenance fees to Burwood Group of \$19,125 and other annual software maintenance fees;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes Ellucian annual fees of \$247,155; \$15,000 to Burwood Group for annual software maintenance; \$13,250 to Toad Code for contracted programming services; payment to Ferrilli of \$12,250 for contracted IT services; \$7,689 to HUB International for health insurance consulting; and \$8,145 for legal services;
- Fund 12 – Liability, Protection, and Settlement Fund – Institutional Support – Fixed Charges – includes annual insurance premiums for athletics (\$42,266), workers’ compensation (\$145,964), liability insurance (\$81,025) and treasurer bonds (\$19,829).

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

- Building D Air Handler/Chiller Replacement – project is 95 percent complete; graphics are finishing up on building control panels; chiller has been started up but needs chemical flush and then filled with glycol;
- Building G Temperature Controls – project is 99 percent complete; cleanup and labeling left to do;
- Campus-Wide Security Camera Upgrade – prebid meeting is scheduled for February 15 with bids due on February 27, 2018;
- Cultural Centre Accessibility Upgrades – prebid meeting is scheduled for February 15 with bids due on February 27, 2018. A portion of this project is being paid with monies from the Boyle Estate.
- Building E Air Handler/Chiller Replacement – Board approved in October 2016; work is scheduled for December 2018;
- Exterior Stair Upgrades – construction documents will be available on March 12 with a due date of April 3, 2018;

## **Technology Projects**

- Website redesign project is approximately 33 percent complete having developed a site map and now working on visual design. Anticipated “go-live” date is September or October 2018.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 January 31, 2018  
 Unaudited

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 3,995,199	\$ 706,512	\$ 172,423	\$ 591,938	\$ 179,551	\$ -	\$ -	\$ 5,645,623
Investments	6,199,272	11,074,425	637,294	248,000	540	-	-	18,159,531
Receivables								
Property taxes	9,202,742	2,118,426	-	-	-	-	-	11,321,168
Governmental claims	605,344	-	-	-	87,796	-	-	693,140
Tuition and fees	2,122,008	-	-	56,435	-	-	-	2,178,443
Due from other funds	1,282,655	-	-	-	2,300	-	-	1,284,955
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	769,117	-	-	-	769,117
Other assets	19,191	23,115	1,207	2,563	-	-	-	46,076
Fixed assets - net where applicable	-	-	-	62,113	-	60,935,285	-	60,997,398
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	-	-
<b>Other Debits</b>	<u>\$23,426,411</u>	<u>\$13,922,478</u>	<u>\$ 810,924</u>	<u>\$ 1,730,166</u>	<u>\$ 270,187</u>	<u>\$60,935,285</u>	<u>\$ -</u>	<u>\$ 101,095,451</u>

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Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 January 31, 2018

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Liabilities</b>								
Accounts payable	\$ 577,700	\$ -	\$ -	\$ 9,945	\$ 7,960	\$ -	\$ -	\$ 595,605
Accrued salaries & benefits	1,411,869	14,295	-	12,123	-	-	-	1,438,287
Post-retirement benefits & other	115,994	-	-	-	-	-	-	115,994
Unclaimed property	2,033	1,986	-	-	27	-	-	4,046
Due to other funds	299,187	836,035	-	129,658	20,075	-	-	1,284,955
Due to student groups/deposits	-	-	-	-	242,125	-	-	242,125
Deferred revenue	-	-	-	-	-	-	-	-
Property taxes	4,603,015	1,059,597	-	-	-	-	-	5,662,612
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	28,174	-	-	-	-	-	28,174
Leases Payable	-	-	-	41,182	-	-	-	-
Bonds payable	-	-	-	-	-	-	-	-
Total liabilities	<u>7,009,798</u>	<u>1,940,087</u>	<u>-</u>	<u>192,908</u>	<u>270,187</u>	<u>-</u>	<u>-</u>	<u>9,412,980</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets	-	-	-	-	-	60,935,285	-	60,935,285
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	11,982,391	-	-	-	-	-	11,982,391
Reserved for debt service	-	-	810,924	-	-	-	-	810,924
Unreserved	<u>16,416,613</u>	<u>-</u>	<u>-</u>	<u>1,537,258</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,953,871</u>
Total equity and other credits	<u>16,416,613</u>	<u>11,982,391</u>	<u>810,924</u>	<u>1,537,258</u>	<u>-</u>	<u>60,935,285</u>	<u>-</u>	<u>91,682,471</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$23,426,411</u>	<u>\$13,922,478</u>	<u>\$ 810,924</u>	<u>\$ 1,730,166</u>	<u>\$ 270,187</u>	<u>\$60,935,285</u>	<u>\$ -</u>	<u>\$ 101,095,451</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 2018 Revenues & Expenditures by Fund  
 For the seven months ended January 31, 2018  
 Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 17,725,152	\$ 2,127,083	\$ 1,766,345	\$ 1,041	\$ 19,515	\$ 1,098,193	\$ 2,616,927	\$ 678,981	\$ 36,550	\$ 26,069,787
Actual Expenditures	(10,505,320)	(1,284,165)	(945,439)	-	-	(1,509,745)	(2,787,353)	(782,096)	(34,250)	(17,848,368)
Other Financing Sources (Uses)	5,000	-	-	-	-	61,414	10,000	-	-	76,414
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	7,224,832	842,918	820,906	1,041	19,515	(350,138)	(160,426)	(103,115)	2,300	8,297,833
Fund balances July 1, 2017	5,702,856	2,646,011	5,481,312	809,885	4,608,361	1,887,399	31,496	1,248,615	33,429	22,449,364
Fund balances January 31, 2018	<u>\$ 12,927,688</u>	<u>\$ 3,488,929</u>	<u>\$ 6,302,218</u>	<u>\$ 810,926</u>	<u>\$ 4,627,876</u>	<u>\$ 1,537,261</u>	<u>\$ (128,930)</u>	<u>\$ 1,145,500</u>	<u>\$ 35,729</u>	<u>\$ 30,747,197</u>

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**Illinois Valley Community College District No. 513  
Fiscal Year 2018 Budget to Actual Comparison  
For the seven months ended January 31, 2018  
Unaudited**

	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 8,026,700	\$ 7,941,593	98.9%	\$ 7,634,100	99.0%	\$ 7,708,916
Corporate Personal Property Replacement Tax	1,101,797	158,862	14.4%	390,903	35.6%	1,098,835
TIF Revenues	365,700	300,131	82.1%	301,962	79.3%	381,000
Total Local Government	<u>9,494,197</u>	<u>8,400,586</u>	88.5%	<u>8,326,965</u>	90.6%	<u>9,188,751</u>
State Government:						
ICCB Credit Hour Grant	920,000	1,337,346	145.4%	862,216	60.8%	1,419,017
Equalization	50,000	29,166	58.3%	-	0.0%	50,000
Career/Technical Education Formula Grant	195,000	-	0.0%	189,069	99.5%	190,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,165,000</u>	<u>1,366,512</u>	117.3%	<u>1,051,285</u>	63.4%	<u>1,659,017</u>
Federal Government						
PELL Administrative Fees	7,215	330	4.6%	1,105	13.8%	8,000
Total Federal Government	<u>7,215</u>	<u>330</u>	4.6%	<u>1,105</u>	13.8%	<u>8,000</u>
Student Tuition and Fees:						
Tuition	6,882,640	6,935,918	100.8%	6,942,515	94.5%	7,344,081
Fees	906,850	837,323	92.3%	789,600	93.3%	846,132
Total Tuition and Fees	<u>7,789,490</u>	<u>7,773,241</u>	99.8%	<u>7,732,115</u>	94.4%	<u>8,190,213</u>
Other Sources:						
Public Service Revenue	282,109	112,806	40.0%	130,607	30.5%	427,800
Other	118,891	71,677	60.3%	68,439	63.9%	107,163
Total Other Sources	<u>401,000</u>	<u>184,483</u>	46.0%	<u>199,046</u>	37.2%	<u>534,963</u>
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 18,856,902</u>	<u>\$ 17,725,152</u>	94.0%	<u>\$ 17,310,516</u>	88.4%	<u>\$ 19,580,944</u>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,348,942	4,518,109	54.1%	4,791,148	54.3%	8,822,920
Employee Benefits	1,680,827	1,136,149	67.6%	1,108,424	67.0%	1,655,386
Contractual Services	188,269	35,965	19.1%	32,636	17.5%	186,403
Materials & Supplies	424,327	126,236	29.7%	160,439	36.1%	444,189
Conference & Meeting Expenses	96,840	20,584	21.3%	15,397	14.4%	107,169
Fixed Charges	197,000	142,300	72.2%	165,304	83.7%	197,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	15,999
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,936,205</u>	<u>\$ 5,979,343</u>	54.7%	<u>\$ 6,273,348</u>	54.9%	<u>\$ 11,429,566</u>



Illinois Valley Community College District No. 513  
Fiscal Year 2018 Budget to Actual Comparison  
For the seven months ended January 31, 2018

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>Academic Support:</b>						
Salaries	\$ 652,484	\$ 333,019	51.0%	\$ 379,919	56.7%	\$ 669,903
Employee Benefits	154,279	90,361	58.6%	96,020	74.3%	129,256
Contractual Services	192,544	161,469	83.9%	145,954	79.2%	184,276
General Materials & Supplies	229,247	89,230	38.9%	61,726	26.6%	232,080
Conference & Meeting Expenses	8,920	2,243	25.1%	254	2.8%	9,010
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	23,700	14,850	62.7%	13,683	52.3%	26,160
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,261,174</u>	<u>691,172</u>	54.8%	<u>697,556</u>	55.8%	<u>1,250,685</u>
<b>Student Services:</b>						
Salaries	1,225,294	660,229	53.9%	720,665	57.8%	1,245,962
Employee Benefits	338,817	201,852	59.6%	219,284	67.0%	327,463
Contractual Services	8,735	2,677	30.6%	4,586	55.3%	8,300
Materials & Supplies	55,972	25,363	45.3%	24,056	38.7%	62,129
Conference & Meeting Expenses	26,260	8,647	32.9%	5,725	18.5%	30,895
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,655,078</u>	<u>898,768</u>	54.3%	<u>974,316</u>	58.2%	<u>1,674,749</u>
<b>Public Services/Continuing Education:</b>						
Salaries	395,571	189,014	47.8%	225,460	43.8%	514,353
Employee Benefits	69,659	48,751	70.0%	46,932	54.4%	86,351
Contractual Services	203,900	112,109	55.0%	108,529	43.3%	250,600
Materials & Supplies	87,275	48,237	55.3%	52,916	58.6%	90,320
Conference & Meeting Expenses	17,150	3,899	22.7%	4,358	22.5%	19,375
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	510	360	0.0%	-	0.0%	500
Total Public Services/Continuing Education	<u>774,065</u>	<u>402,370</u>	52.0%	<u>438,195</u>	45.6%	<u>961,499</u>
<b>Institutional Support:</b>						
Salaries	1,803,308	962,260	53.4%	1,094,032	59.6%	1,834,609
Employee Benefits	637,253	530,320	83.2%	414,009	71.3%	580,295
Contractual Services	513,288	380,458	74.1%	430,273	79.3%	542,830
Materials & Supplies	436,870	209,588	48.0%	200,303	44.8%	447,585
Conference & Meeting Expenses	56,480	15,438	27.3%	15,876	21.6%	73,390
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	26,370	5,627	21.3%	5,800	22.0%	26,395
Capital Outlay	87,000	79,952	91.9%	-	0.0%	237,000
Other	29,400	(309)	-1.1%	(236)	-0.4%	59,200
Provision for Contingency	217,661	-	0.0%	-	0.0%	222,092
Total Institutional Support	<u>3,807,630</u>	<u>2,183,334</u>	57.3%	<u>2,160,057</u>	53.7%	<u>4,023,396</u>
Scholarships, Grants and Waivers	499,750	350,333	70.1%	305,592	61.9%	493,400
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 18,933,902</u>	<u>\$ 10,505,320</u>	55.5%	<u>\$ 10,849,064</u>	54.7%	<u>\$ 19,833,295</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ 77,000</u>	<u>\$ 5,000</u>	0.0%	<u>\$ 5,000</u>	0.0%	<u>\$ 252,352</u>

Illinois Valley Community College District No. 513  
 Fiscal Year 2018 Budget to Actual Comparison  
 For the seven months ended January 31, 2018  
 Unaudited

	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,236,300	\$ 1,226,323	99.2%	\$ 1,190,889	99.2%	\$ 1,200,000
Corporate Personal Property Replacement Tax	187,981	28,035	14.9%	68,983	38.6%	178,500
TIF	122,000	99,838	81.8%	100,654	79.3%	127,000
Total Local Government	<u>1,546,281</u>	<u>1,354,196</u>	87.6%	<u>1,360,526</u>	90.4%	<u>1,505,500</u>
State Government:						
ICCB Credit Hour Grant	80,000	116,280	145.4%	-	0.0%	218,833
Total State Government	<u>80,000</u>	<u>116,280</u>	145.4%	<u>-</u>	0.0%	<u>218,833</u>
Student Tuition and Fees:						
Tuition	722,820	562,751	77.9%	566,726	96.7%	585,844
Total Tuition and Fees	<u>722,820</u>	<u>562,751</u>	77.9%	<u>566,726</u>	96.7%	<u>585,844</u>
Other Sources:						
Facilities Revenue	138,941	80,569	58.0%	30,520	22.6%	135,000
Investment Revenue	10,000	11,701	117.0%	6,451	322.6%	2,000
Other	-	1,586	0.0%	873	-	-
Total Other Sources	<u>148,941</u>	<u>93,856</u>	63.0%	<u>37,844</u>	27.6%	<u>137,000</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<u>\$ 2,498,042</u>	<u>\$ 2,127,083</u>	85.2%	<u>\$ 1,965,096</u>	80.3%	<u>\$ 2,447,177</u>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
Operations & Maintenance of Plant:						
Salaries	\$ 923,374	\$ 486,513	52.7%	\$ 496,411	0.0%	\$ 898,774
Employee Benefits	301,674	204,080	67.6%	189,197	0.0%	256,648
Contractual Services	242,276	93,127	38.4%	86,960	0.0%	214,300
General Materials & Supplies	225,070	69,064	30.7%	160,110	0.0%	230,070
Conference & Meeting Expenses	5,675	499	8.8%	170	0.0%	5,675
Fixed Charges	64,500	80,301	124.5%	57,657	0.0%	64,500
Utilities	733,413	307,415	41.9%	435,551	0.0%	776,250
Capital Outlay	-	-	0.0%	-	0.0%	-
Provision for Contingency	-	-	0.0%	-	0.0%	-
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,432,982</u>	<u>1,240,999</u>	51.0%	<u>1,426,056</u>	0.0%	<u>2,383,217</u>
Institutional Support:						
Salaries	46,489	24,502	52.7%	26,237	0.0%	43,808
Employee Benefits	10,758	9,308	86.5%	7,401	0.0%	10,103
Contractual Services	750	2,491	332.1%	2,491	0.0%	2,500
Materials & Supplies	2,853	2,655	93.1%	1,600	0.0%	3,340
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	4,210	4,210	100.0%	4,210	100.0%	4,210
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>65,060</u>	<u>43,166</u>	66.3%	<u>41,939</u>	0.0%	<u>63,961</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<u>\$ 2,498,042</u>	<u>\$ 1,284,165</u>	51.4%	<u>\$ 1,467,995</u>	0.0%	<u>\$ 2,447,178</u>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2018 Budget to Actual Comparison  
 For the seven months ended January 31, 2018  
 Unaudited

	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,545,381	\$ 1,401,576	90.7%	\$ 1,488,612	0.0%	\$ 1,576,454
State Government Sources	-	-	0.0%	11,850	0.0%	-
Investment Revenue	30,600	19,002	62.1%	11,529	0.0%	-
Other Revenue	-	345,767	0.0%	-	0.0%	8,500
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 1,575,981</b>	<b>1,766,345</b>	<b>112.1%</b>	<b>1,511,991</b>	<b>0.0%</b>	<b>1,584,954</b>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	1,180	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,500,000	945,439	63.0%	1,037,843	0.0%	1,450,000
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 1,500,000</b>	<b>945,439</b>	<b>63.0%</b>	<b>1,039,023</b>	<b>0.0%</b>	<b>1,450,000</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ -	\$ -	0.0%	\$ 265,370	0.0%	\$ 265,000
Investment Revenue	3,200	1,041	32.5%	2,177	0.0%	1,400
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>3,200</b>	<b>1,041</b>	<b>32.5%</b>	<b>267,547</b>	<b>0.0%</b>	<b>266,400</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support:						
Debt Principal Retirement	\$ -	\$ -	0.0%	265,000	0.0%	265,000
Interest on Bonds	-	-	0.0%	2,760	0.0%	3,313
Fees	-	-	0.0%	500	0.0%	500
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 268,260</b>	<b>99.8%</b>	<b>\$ 268,813</b>
	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 32,000	\$ 19,515	61.0%	\$ 21,877	109.4%	\$ 20,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>32,000</b>	<b>19,515</b>	<b>61.0%</b>	<b>21,877</b>	<b>109.4%</b>	<b>20,000</b>
Transfers In (Out)		\$ -	0.0%	\$ -		\$ (20,000)

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Illinois Valley Community College District No. 513  
 Fiscal Year 2018 Budget to Actual Comparison  
 For the seven months ended January 31, 2018  
 Unaudited

AUXILIARY ENTERPRISES FUND	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
Service Fees	\$ 2,268,600	\$ 1,091,395	48.1%	\$ 1,399,907	0.0%	\$ 2,257,200
Other Revenue	5,700	3,305	0.0%	6,272	0.0%	-
Investment Revenue	2,800	3,493	124.8%	3,015	0.0%	1,700
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>2,277,100</b>	<b>1,098,193</b>	<b>48.2%</b>	<b>1,409,194</b>	<b>0.0%</b>	<b>2,258,900</b>

AUXILIARY ENTERPRISES FUND	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
Salaries	\$ 321,509	185,012	57.5%	178,305	0.0%	320,725
Employee Benefits	67,134	40,525	60.4%	42,649	0.0%	93,123
Contractual Services	49,922	36,112	72.3%	29,400	0.0%	46,000
Materials & Supplies	1,817,195	1,217,546	67.0%	1,252,161	0.0%	1,857,965
Conference & Meeting	25,909	13,073	50.5%	15,596	0.0%	27,255
Fixed Charges	40,075	17,413	43.5%	24,689	0.0%	64,282
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	19,832	-	0.0%	27,711	0.0%	33,391
Other	103,000	64	0.1%	1,711	0.0%	104,500
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>2,444,576</b>	<b>1,509,745</b>	<b>61.8%</b>	<b>1,572,222</b>	<b>0.0%</b>	<b>2,547,241</b>

Transfer In (Out)	\$ (25,586)	\$ 61,414	0.0%	\$ 61,414	0.0%	\$ (180,938)
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RESTRICTED PURPOSES FUND	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
State Government Sources	\$ 292,545	\$ 169,412	0.0%	78,365	0.0%	-
Federal Government Sources	4,839,519	2,408,965	49.8%	2,600,647	0.0%	5,731,194
Service Fees	-	140	0.0%	3,035	0.0%	1,500
Nongovernmental gifts or grants	-	35,220	0.0%	49,711	0.0%	-
Other Revenue	34,000	3,190	0.0%	843	0.0%	65,857
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<b>\$ 5,166,064</b>	<b>2,616,927</b>	<b>50.7%</b>	<b>2,732,601</b>	<b>0.0%</b>	<b>5,798,551</b>

RESTRICTED PURPOSES FUND	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
Instruction:						
Salaries	\$ 454,373	\$ 209,444	46.1%	172,575	0.0%	221,132
Employee Benefits	129,112	79,721	61.7%	67,981	0.0%	62,178
Contractual Services	25,260	13,613	53.9%	15,032	0.0%	19,235
Materials & Supplies	29,946	60,387	201.7%	18,007	0.0%	22,822
Conference & Meeting	18,660	7,522	40.3%	4,873	0.0%	22,749
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	2,500	902	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	65,096	0.0%	14,023
Other	-	-	0.0%	-	0.0%	-
<b>Total Instruction</b>	<b>\$ 659,851</b>	<b>\$ 371,589</b>	<b>56.3%</b>	<b>\$ 343,564</b>	<b>0.0%</b>	<b>\$ 362,139</b>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2018 Budget to Actual Comparison  
 For the seven months ended January 31, 2018  
 Unaudited

	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
<b>RESTRICTED PURPOSES FUND</b>						
<b>Student Services</b>						
Salaries	\$ 188,414	\$ 107,070	56.8%	114,840	0.0%	196,440
Employee Benefits	69,834	41,514	59.4%	54,336	0.0%	87,705
Contractual Services	2,500	4,317	172.7%	915	0.0%	2,500
Materials & Supplies	5,926	11,078	186.9%	685	0.0%	1,926
Conference & Meeting	7,978	3,311	41.5%	112	0.0%	1,500
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	16,000	14,380	89.9%	6,000	0.0%	9,000
<b>Total Student Services</b>	<u>290,652</u>	<u>181,670</u>	<u>62.5%</u>	<u>176,888</u>	<u>0.0%</u>	<u>299,071</u>
<b>Public Service</b>						
Salaries	-	-	0.0%	35,809	0.0%	53,038
Employee Benefits	-	-	0.0%	8,502	0.0%	16,319
Contractual Services	-	-	0.0%	1,459	0.0%	500
Materials & Supplies	-	-	0.0%	444	0.0%	500
Conference & Meeting	-	-	0.0%	2,770	0.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	198	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
<b>Total Public Service</b>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>49,182</u>	<u>0.0%</u>	<u>70,857</u>
<b>Institutional Support</b>						
Salaries (Federal Work Study)	\$ 80,632	\$ 55,085	68.3%	\$ 63,738	0.0%	\$ 89,554
<b>Total Institutional Support</b>	<u>80,632</u>	<u>55,085</u>	<u>68.3%</u>	<u>63,738</u>	<u>0.0%</u>	<u>89,554</u>
Student grants and waivers (PELL & SEOG)	4,142,929	2,179,009	52.6%	2,340,021	0.0%	4,986,429
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<u>\$ 5,174,064</u>	<u>\$ 2,787,353</u>	<u>53.9%</u>	<u>\$ 2,796,505</u>	<u>0.0%</u>	<u>\$ 5,808,050</u>
<b>Transfer In (Out)</b>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>100.0%</u>	<u>\$ 10,000</u>	<u>0.0%</u>	<u>\$ 10,000</u>
<b>AUDIT FUND</b>						
Local Government Sources	\$ 38,480	\$ 36,479	94.8%	\$ 35,425	98.1%	\$ 36,125
Investment Revenue	80	71	88.8%	61	61.0%	100
<b>TOTAL AUDIT FUND REVENUES</b>	<u>38,560</u>	<u>36,550</u>	<u>94.8%</u>	<u>35,486</u>	<u>98.0%</u>	<u>36,225</u>
<b>AUDIT FUND</b>						
Contractual Services	36,500	34,250	93.8%	29,825	83.4%	35,750
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<u>\$ 36,500</u>	<u>\$ 34,250</u>	<u>93.8%</u>	<u>\$ 29,825</u>	<u>83.4%</u>	<u>\$ 35,750</u>



Illinois Valley Community College District No. 513  
 Fiscal Year 2018 Budget to Actual Comparison  
 For the seven months ended January 31, 2018  
 Unaudited

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2018	Actual 1/31/18	Act/Budget 58.3%	Actual 1/31/17	Act/Budget 58.3%	Annual Budget FY2017
Local Government Sources	\$ 751,210	\$ 672,285	89.5%	\$ 583,211	0.0%	\$ 868,950
Investment Revenue	9,500	5,531	58.2%	3,840	0.0%	10,000
Other	-	1,165	0.0%	-	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>760,710</b>	<b>678,981</b>	<b>89.3%</b>	<b>587,051</b>	<b>66.8%</b>	<b>878,950</b>
<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>						
Student Services						
Salaries	109,334	53,125	48.6%	-	-	-
Employee Benefits	25,832	18,367	71.1%	-	-	-
Contractual Services	-	13,865	0.0%	-	-	-
Materials & Supplies	-	342	0.0%	-	-	-
Total for Student Services	135,166	85,699	63.4%	-	-	-
Operations & Maintenance of Plant						
Contractual Services	\$ 547,700	\$ 223,990	40.9%	\$ 281,835	65.7%	\$ 429,075
Material & Supplies	175	29	16.6%	156	78.0%	200
Conference & Meeting	-	-	0.0%	-	0.0%	305
Utilities	500	205	41.0%	212	47.1%	450
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	\$ 548,375	\$ 224,224	40.9%	\$ 282,203	65.6%	\$ 430,030
Institutional Support						
Salaries	\$ 76,673	\$ 45,477	59.3%	\$ 47,748	0.0%	\$ 80,332
Employee Benefits	206,121	9,942	13.0%	12,244	0.0%	210,660
Contractual Services	30,500	41,554	136.2%	24,867	0.0%	111,950
Materials & Supplies	200	-	0.0%	114	0.0%	300
Conference & Meeting	2,000	470	0.0%	-	0.0%	-
Fixed Charges	264,500	293,050	110.8%	251,798	73.1%	344,600
Utilities	-	-	-	-	0.0%	-
Capital Outlay	-	6,680	-	40,510	0.0%	-
Other	-	75,000	-	-	0.0%	-
Total Institutional Support	579,994	472,173	81.4%	377,281	50.4%	747,842
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 1,263,535</b>	<b>\$ 782,096</b>	<b>61.9%</b>	<b>\$ 659,484</b>	<b>56.0%</b>	<b>\$ 1,177,872</b>

*ak*

**Illinois Valley Community College District No. 513  
Fiscal Year 2018 Budget to Actual Comparison  
All Funds - By Budget Officer  
For the seven months ended January 31, 2018  
Unaudited**

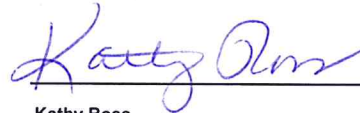
<u>Department</u>	<u>Annual Budget FY2018</u>	<u>Actual FY2018</u>	<u>Act/Budget 58.3%</u>	<u>Explanation</u>
President	\$ 351,341	\$ 210,048	59.8%	
Board of Trustees	14,750	10,330	70.0%	Includes annual ICCTA dues of \$9,068
Community Relations	408,609	228,542	55.9%	
Continuing Education	738,989	402,370	54.4%	
Facilities	3,932,982	2,186,438	55.6%	
Information Technologies	2,022,068	1,176,047	58.2%	
Academic Affairs	284,300	120,771	42.5%	
Academic Affairs (AVPCE)	588,332	366,749	62.3%	
Adult Education	503,875	264,245	52.4%	
Learning Technologies	578,747	337,277	58.3%	
Career & Tech Education Division	1,749,190	835,206	47.7%	
Natural Science & Business Division	2,355,576	1,326,759	56.3%	
Humanities & Fine Arts/Social Science Division	2,004,241	1,159,431	57.8%	
Health Professions Division	2,089,921	1,088,498	52.1%	
English, Mathematics, Education Division	2,398,053	1,409,129	58.8%	
Admissions & Records	395,783	238,931	60.4%	
Counseling	607,779	307,453	50.6%	
Student Services	185,487	96,410	52.0%	
Financial Aid	4,632,717	2,467,627	53.3%	
Career Services	37,953	19,688	51.9%	
Athletics	284,437	161,518	56.8%	
TRiO (Student Success Grant)	290,652	181,670	62.5%	
Campus Security	548,375	223,439	40.7%	
Business Services/General Institution	979,332	691,380	70.6%	Employee tuition waivers higher than budget
Risk Management	715,160	472,958	66.1%	
Tuition Waivers	499,750	349,734	70.0%	Includes fall and spring waivers
Purchasing	123,801	67,767	54.7%	
Human Resources	130,935	67,698	51.7%	
Bookstore	2,018,529	1,281,986	63.5%	
Shipping & Receiving	65,060	43,166	66.3%	
Copy Center	96,234	55,103	57.3%	
<b>Total FY17 Expenditures</b>	<b><u>\$ 31,632,958</u></b>	<b><u>\$ 17,848,368</u></b>	<b>56.4%</b>	

*JP*

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended January 31, 2018**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 4,557,643.76	\$ 900,974.15	\$ 971,406.90	\$ 172,422.74	\$ 466,596.79	\$ (448,482.78)	\$ 313,514.23	\$ 15,077.46	\$ (214,822.97)	\$ 51,066.10	\$ 6,785,396.38
Total Receipts	390,079.37	39,369.27	-	-	287,954.18	435.00	6,147.94	-	823.00	3,700.00	\$ 728,508.76
Total Cash	4,947,723.13	940,343.42	971,406.90	172,422.74	754,550.97	(448,047.78)	319,662.17	15,077.46	(213,999.97)	54,766.10	7,513,905.14
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	(7,901.75)	-	-	-	-	45,000.00	-	-	-	-	37,098.25
Expenditures	(1,729,687.51)	(243,639.81)	(652,060.02)	-	(141,668.87)	(119,667.31)	-	-	(68,658.36)	-	(2,955,381.88)
ACCOUNT BALANCE	3,210,133.87	696,703.61	319,346.88	172,422.74	612,882.10	(522,715.09)	319,662.17	15,077.46	(282,658.33)	54,766.10	4,595,621.51
Deposits in Transit	(2,156.63)										(2,156.63)
Outstanding Checks	629,429.91										629,429.91
<b>BANK BALANCE</b>	<b>3,837,407.15</b>	<b>696,703.61</b>	<b>319,346.88</b>	<b>172,422.74</b>	<b>612,882.10</b>	<b>(522,715.09)</b>	<b>319,662.17</b>	<b>15,077.46</b>	<b>(282,658.33)</b>	<b>54,766.10</b>	<b>5,222,894.79</b>
Certificates of Deposit	-	-	2,008,080.42	500,000.00	248,000.00	-	3,388,428.74	-	1,101,155.72	-	7,245,664.88
Illinois Funds	4,292,174.89	2,033,135.64	2,188,457.05	137,294.05	-	376,847.14	911,985.33	2,346.17	45.46	539.86	9,942,825.59
Bldg Reserve-ILLFund			1,097,079.07								1,097,079.07
<b>Total Investment</b>	<b>\$ 4,292,174.89</b>	<b>\$ 2,033,135.64</b>	<b>\$ 5,293,616.54</b>	<b>\$ 637,294.05</b>	<b>\$ 248,000.00</b>	<b>\$ 376,847.14</b>	<b>\$ 4,300,414.07</b>	<b>\$ 2,346.17</b>	<b>\$ 1,101,201.18</b>	<b>\$ 539.86</b>	<b>\$ 18,285,569.54</b>
LaSalle State Bank	\$ 435,029.12										
Midland States Bank	<u>4,787,865.67</u>										
	<u>\$ 5,222,894.79</u>										

Respectfully submitted,



Kathy Ross  
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
January 31, 2018

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
4/2/2018			1,008,080					1,008,080	LSB	1.10%	1.10%	4810104
4/13/2018			500,000	500,000				1,000,000	CTB	1.13%	1.13%	104405
4/14/2018						1,000,000		1,000,000	MSB	1.16%	1.16%	2041036190
4/22/2018							100,601	100,601	MB	1.10%	1.10%	914161
10/24/2018							1,001,277	1,001,277	MB	1.21%	1.21%	916139
10/26/2018			500,000					500,000	MB	1.21%	1.21%	16716
10/31/2018						200,000		200,000	CB	1.45%	1.45%	ZB Bank
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Goldman Sachs
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Discover
11/1/2018						200,000		200,000	CB	1.45%	1.45%	Safra National
11/7/2018						200,000		200,000	CB	1.45%	1.45%	Beal Bank USA
11/7/2018						150,707		150,707	MB	1.10%	1.10%	915192
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	Capital One
7/19/2022						247,000		247,000	MBS	2.25%	2.25%	Discover Bank
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Capital One
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Wells Fargo
<b>Total CD</b>	-	-	2,008,080	500,000	248,000	3,387,707	1,101,878	7,245,665				

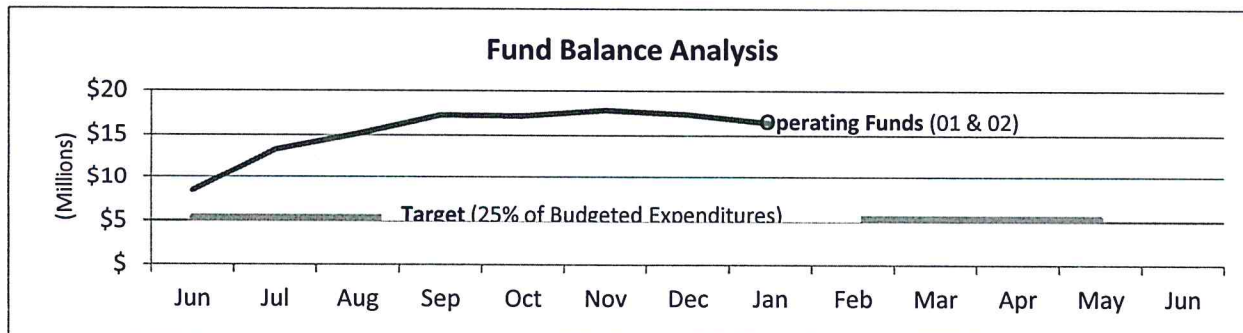
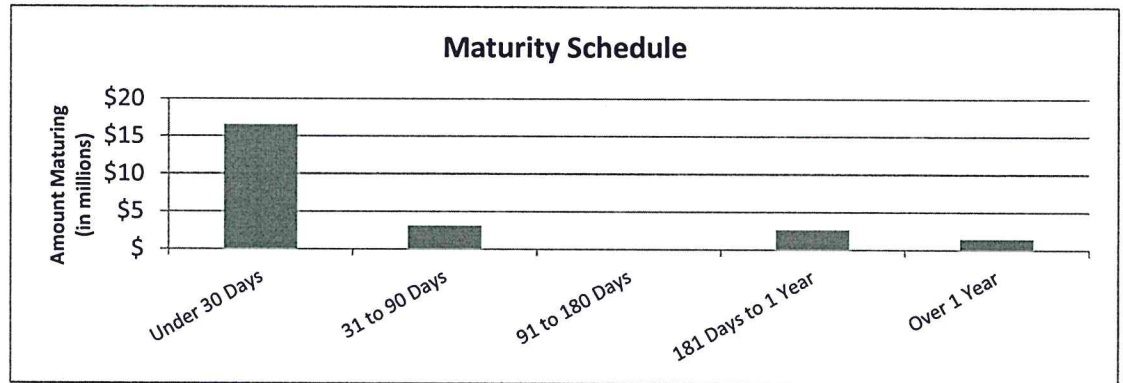
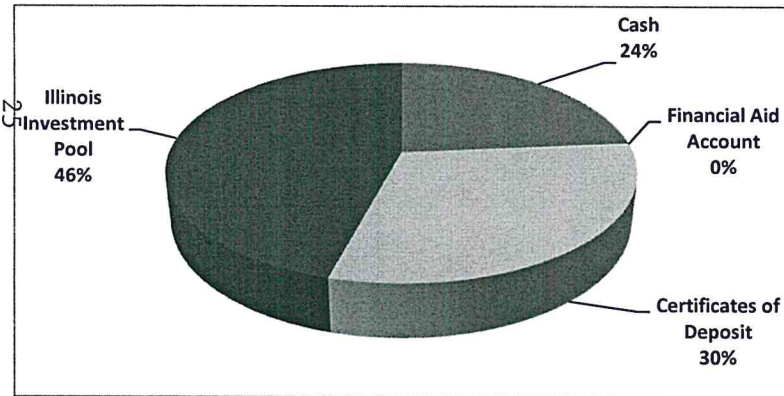
CB Commerce Bank  
CTB Central Bank  
LSB LaSalle State Bank  
MB Marseilles Bank  
MBS Multi-Bank Securities, Inc.  
MSB Midland States Bank



Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
December 31, 2017

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	23.5%	\$ 5,604,132	0.35%
Financial Aid Account	0.2%	38,239	0.35%
Certificates of Deposit	30.4%	7,245,665	1.42%
Illinois Investment Pool	45.9%	10,913,866	1.17%
<b>Total</b>		<b>\$ 23,801,902</b>	<b>1.05%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 9,816,787	-	-	\$ 9,816,787	41%
IL Funds -Building	1,097,079			\$ 1,097,079	5%
Midland States Bank	-	1,000,000	5,191,622	\$ 6,191,622	26%
Midland States F/A			38,239	38,239	0%
LaSalle State Bank	-	1,008,080	289,647	1,297,727	5%
Central Bank	-	1,000,000	-	1,000,000	4%
Commerce Bank	-	1,000,000	-	1,000,000	4%
Multi Bank Securities	-	1,485,000	-	1,485,000	6%
Heartland Bank	-	-	122,863	122,863	1%
Marseilles Bank	-	1,752,585	-	1,752,585	7%
	<b>\$ 10,913,866</b>	<b>\$ 7,245,665</b>	<b>\$ 5,642,371</b>	<b>\$ 23,801,902</b>	<b>100%</b>



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**\$5,000 and Over Disbursements**

01/01/18 - 01/31/18

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	01/09/18		American Express	31,146.03	Credit Card Purchases (December)
ACH	01/09/18		CCHC	245,359.14	Health Insurance (January)
739421	01/10/18	0001369	Ameren Illinois	11,580.62	Electricity (11/09/17-12/08/17)
739428	01/10/18	0089239	Castle Prin Tech	7,300.00	Continuing Education Spring 2018 Catalog
739429	01/10/18	0001169	City of Oglesby	5,236.65	Police Protection (12/1/17-12/29/17) & Water/Sewer
739431	01/10/18	0214499	Constellation NewEnergy, Inc.	15,762.75	Electricity (11/08/17-12/08/17)
739441	01/10/18	0108802	Filter Services Inc.	6,279.00	Air Handler Filters
739442	01/10/18	0181795	G4S Secure Solutions (USA) Inc.	33,720.80	Security Service (11/1/17-11/30/17)
739460	01/10/18	0000948	Nebraska Book Co., Inc.	12,430.29	Books for Resale
739462	01/10/18	0214093	OmniUpdate, Inc.	51,500.00	Website Content Management System
739478	01/10/18	0187871	The Chicago Tour Company	5,900.00	Deposit/Continuing Education Trip
739480	01/10/18	0212769	The PIPCO Companies, Ltd.	178,582.50	Chiller/Air Handler Replacement Building "D"*
739483	01/10/18	0066555	United States Postal Service	5,000.00	Postage Meter Reimbursement
26 739492	01/11/18	0082994	Eureka Savings Bank	290,416.66	HSA Contributions(01/11/18)
739493	01/11/18	0082994	Eureka Savings Bank	50,000.00	HSA Contributions(01/11/18)
739494	01/11/18	0195549	Heartland Bank and Trust	245,000.00	HSA Contributions(01/11/18)
739495	01/11/18	0195549	Heartland Bank and Trust	42,500.00	HSA Contributions(01/11/18)
ACH	01/11/18		Internal Revenue Service	58,353.54	Federal Payroll Taxes (01/11/18)
ACH	01/11/18		Illinois Department of Revenue	17,991.86	State Payroll Taxes (01/11/18)
ACH	01/11/18		VALIC Retirement Services	14,012.40	403(b) & 457(b) Payroll (01/11/18)
739502	01/11/18	0082897	SURS	41,270.70	Payroll (01/11/18)
739545	01/17/18	0214047	CenterPoint Energy Services	8,517.37	Natural Gas (11/01/17-11/30/18)
739570	01/17/18	0000950	Midland Paper Company	13,279.86	Copier/Printer Paper
739634	01/24/18	0209567	Delta Dental of Illinois	7,421.68	Dental Insurance (December)
739669	01/24/18	0000948	Nebraska Book Co., Inc.	7,179.48	Books for Resale
739682	01/24/18	0001450	Thyssenkrupp Elevator Corporation	6,706.57	Elevator Maintenance/Repair
739688	01/24/18	0066555	United States Postal Service	5,000.00	Postage Meter Reimbursement
ACH	01/25/18		Internal Revenue Service	65,952.28	Federal Payroll Taxes (01/25/18)
ACH	01/25/18		Illinois Department of Revenue	20,666.53	State Payroll Taxes (01/25/18)

**\$5,000 and Over Disbursements**

**01/01/18 - 01/31/18**

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor Number</b>	<b>Payee</b>	<b>Check Amount</b>	<b>Description</b>
ACH	01/25/18		VALIC Retirement Services	12,189.16	403(b) & 457(b) Payroll (01/25/18)
739707	01/25/18	0082897	SURS	44,596.81	Payroll (01/25/18)
ACH	01/29/18		Prudential	5,204.27	Life Insurance (February)
739778	01/31/18	0001610	ICCB	28,174.00	AE State Performance-Return of Funds
739810	01/31/18	0209460	Ferrilli	5,250.00	Consulting
739818	01/31/18	0212769	The PIPCO Companies, Ltd	449,302.50	Chiller/Air Handler Replacement Building "D"*
739825	01/31/18	0174412	Demonica Kemper Architects	24,175.02	Chiller/Air Handler Replacement Building "D"*, Controls Replacement Building "G"*, & Cultural Centre Access Upgrade*
ACH	01/31/18		EBC	<u>6,240.14</u>	H.R.A., F.S.A., COBRA (January)
				<b>\$ 2,079,198.61</b>	


\*Protection, Health, & Safety (PHS) Projects



**Stipends For Pay Period 01/06/18**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Moskalewicz, James P	21 Sessions	12/24/17	01/06/18	01/06/18	ST	\$1,505.79	013230030851540			
Prine, Renee Marie	21 Sessions	01/05/18	01/06/18	01/06/18	ST	\$1,277.91	013230030851540			
Pytel, Kyle Edwin	LC Driver Improvement	12/16/17	12/16/17	01/06/18	ST	\$175.00	014110394251320	CDV-6000-22	LC Driver Improvement	
Schiffman, Robyn L.	Facilitator Starved Rock Grant	08/15/17	12/15/17	01/06/18	ST	\$600.00	011120910051900			
Story, Michelle M	CSP 2204 Course Development/First Time Taught	05/08/17	12/15/17	01/06/18	ST	\$2,560.00	011320410051340			
<b>Total</b>						<b>6,118.70</b>				

  
 Cheryl Roelfsema  
 Vice President of Business Services and Finance

  
 Dr. Jerry Corcoran  
 President

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

Stipends For Pay Period 01/20/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvarado, Ruben Joseph	SPN 1002 630	01/10/18	05/19/18	05/26/18	ST	\$2,868.00	011120650051320	SPN-1002-630	Elementary Spanish II	
Bokus, Michael Todd	CSP 2201 300	01/10/18	05/19/18	05/26/18	ST	\$1,739.25	011320410051320	CSP-2201-300	Help Desk/User Support	
Bottomley, Michele Lee	ACT 1210 01	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011220570051320	ACT-1210-01	Fundamentals of Accounting	
Bouxsein, Barbara Jean	CAD 1200 300	01/10/18	05/19/18	05/26/18	ST	\$2,705.50	011320410051320	CAD-1200-300	Computer Aided Draft I/Auto CAD	
Bray, Kristal A	ALH 1214 01 Lab/Clinical	01/10/18	03/08/18	03/17/18	ST	\$3,721.23	011420730051320	ALH-1214-01	Certified Nursing Assistant	
Brown, Jerry Alan	MGT 2220 300	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011220570051320	MGT-2220-300	Principles of Supervision	
Bruessard, Tiffany M	PSY 2200 300	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011120650051320	PSY-2200-300	Human Relations/World of Work	
Buck, Catherine Margaret	SDT 1203 01	01/10/18	05/19/18	05/26/18	ST	\$717.00	011320410051320	SDT-1203-01	Job Seeking Skills	
Butler, Paul D	SPH 1001 02 710	01/10/18	05/19/18	05/26/18	ST	\$4,278.00	011120650051320	SPH-1001-02	Fundamentals of Speech	
Carter, John James	CNC Series 300 Multi Prep	01/10/18	05/19/18	05/26/18	ST	\$3,226.50	011320410051320			
Castaneda, Craig Alexander	BIO 1008 10 301 1200 01 1008	01/10/18	05/19/18	05/26/18	ST	\$9,498.75	011120570051320	BIO-1008-10	Anatomy & Physiology II/Human Body Structure & Function/Anatomy & Physiology II Night Lab	
Christmann, Mark Henry	ELE 1203 300	01/10/18	05/19/18	05/26/18	ST	\$2,048.75	011320410051320	ELE-1203-300	Motors and Controls II	
Collins, Bret Edward	CSN 1225 300 1230 300	01/10/18	05/19/18	05/26/18	ST	\$4,816.00	011320410051320	CSN-1230-300	Network Administration I/Core Networking Technologies	
Cooper, Debra S	MTH 0907 07	01/10/18	05/19/18	05/26/18	ST	\$3,465.00	011520910051320	MTH-0907-07	Intermediate Algebra	
Corrigan, Kevin J	GEG 1005 300	01/10/18	05/19/18	05/26/18	ST	\$3,478.50	011120570051320	GEG-1005-300	Introduction To Astronomy	
Czubachowski, Brandon Lee	MUP 1004 300	01/10/18	05/19/18	05/26/18	ST	\$2,151.00	011120650051320	MUP-1004-300	Jazz Ensemble	
Dockins, Sherry Marie	HSR 1204 01	01/10/18	05/19/18	05/26/18	ST	\$2,226.00	011120650051320	HSR-1204-01	Addictive Disorders	
Donna, Rebecca S	CRJ 1070 01 SOC 1000 798 599 799 100	01/10/18	05/19/18	05/26/18	ST	\$2,784.00	011120570051320	CRJ-1070-01	Corrections in America	
Donna, Rebecca S	SOC 1000 798 599 799 100	01/10/18	05/19/18	05/26/18	ST	\$8,352.00	011120650051320	SOC-1000-799	Introduction To Sociology	
Dossett, Amy M	ART 1000 500 1010 03 04	01/10/18	05/19/18	05/26/18	ST	\$6,192.00	011120650051320	ART-1000-500	Art Survey II	
Durning, Matthew C	IMT 1205 300 1206 300	01/10/18	05/19/18	05/26/18	ST	\$4,128.00	011320410051320	IMT-1205-300	Industrial Hydraulics/Pneumatics	
Dzurisin, Juliana Mae	ALH 1214 600 601 Lecture	01/10/18	03/08/18	03/17/18	ST	\$3,943.50	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Ebner-Landgraf, Tammy L	ECE 1000 100	08/16/17	12/15/17	01/20/18	ST	\$1,280.00	011220910051340	ECE-1000-100	Introduction To Early Childhood Education/Course Development	

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**Stipends For Pay Period 01/20/18**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Eccles, Kimberly A	CSS 2200 100 CSP 2203 100	01/10/18	05/19/18	05/26/18	ST	\$3,865.00	011320410051320	CSP-2203-100	Microsoft Office Professional II/Advanced Excel	
Engelman, John Arthur	WLD Series 02 Multi Prep	01/10/18	03/08/18	03/17/18	ST	\$2,064.00	011320410051320			
Evers, Patricia Lucille	ECE 1204 100	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011220910051320	ECE-1204-100	DAP Infants/Toddlers/Two's	
Ewers, Kathryn Ciara	BIO 1000 500 1000 600	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011120570051320	BIO-1000-500	The Global Environment	
Faber, Susan Lynn	BION 1009 300 301	01/10/18	05/19/18	05/26/18	ST	\$3,096.00	011120570051320	BION-1009-300	Microbiology Night Lab	
Fess, Frederick E	ELT 1203 300	01/10/18	05/19/18	05/26/18	ST	\$2,048.75	011320410051320	ELT-1203-300	Industrial Instrumentation	
Fogle, Kyle Kurt	BION 1008 HPE 1000 1003 1004	01/10/18	05/19/18	05/26/18	ST	\$7,912.00	011120570051320	HPE-1003-01	Aid/Wellness/Anatomy & Physiology II Night Lab	
Frahm, Jeannette Michelle	SFC 1000 650	01/10/18	05/19/18	05/26/18	ST	\$1,490.00	011120910051320	SFC-1000-650	Strategies for College	
Frederick, Alissa Ann	AGR 1215 01	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011220570051320	AGR-1215-01	Agricultural Marketing	
Frund, Jacob Curtis	CRJ 1000 300	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011120570051320	CRJ-1000-300	Introduction To Criminal Justice	
Furlan, Michael John	EGR 1000 300	01/10/18	05/19/18	05/26/18	ST	\$3,565.00	011320410051320	EGR-1000-300	Engineering Graphics I	
Gaefcke, William Richard	CRJ 1030 01 2020 01 2050 01 30	01/10/18	05/19/18	05/26/18	ST	\$6,603.00	011120570051320	FRS-2050-01	Crime Scene Analysis/Criminal Law/Juvenile Delinquency	
Gibbs, Kathryn Ann	ENG 0900 600 RED 0800 0900 600	01/10/18	05/19/18	05/26/18	ST	\$7,182.00	011520910051320	ENG-0900-600	Basic Composition II/Basic Reading I II	
Groleau, Ronald W	BIO 1008 09 10 1200 02	01/10/18	05/19/18	05/26/18	ST	\$8,696.25	011120570051320	BIO-1008-11	Anatomy & Physiology II/Human Body Structure & Function	
Gustafson, Janelle L	ECE 2005 100	01/10/18	05/19/18	05/26/18	ST	\$2,226.00	011220910051320	ECE-2005-100	The Exceptional Learner	
Hammen, Michael A	CRJ 1030 300	01/10/18	05/19/18	05/26/18	ST	\$2,235.00	011120570051320	CRJ-1030-300	Juvenile Delinquency	
Harlow, Gary Dean	IMT 1207 300	01/10/18	05/19/18	05/26/18	ST	\$1,720.00	011320410051320	IMT-1207-300	Pipefitting	
Harvey, Eva M	PHL 1001 100 1002 100	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011120650051320	PHL-1001-100	Introduction To Philosophy/Ethics	
Henkel, Katie Jean	DLA 2204 01 02 Lecture/Lab	01/10/18	05/19/18	05/26/18	ST	\$5,779.20	011420730051320	DLA-2204-02	Dental Radiography II / Expanded Functions	
Hinterlong, James Edward	BUL 2000 01	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011120570051320	BUL-2000-01	The Legal Environment of Business	
Hitchins, Robert James	WLD 2209 311	01/10/18	05/19/18	05/26/18	ST	\$1,720.00	011320410051320	WLD-2209-311	Fabrication	
Hoelzer, Jaquelyne Camille	DLA 2201 02 2203 01 02	01/10/18	05/19/18	05/26/18	ST	\$5,504.00	011420730051320	DLA-2201-02	Dental Lab Procedures II/Chairside Assisting	
Jakubek, Kathleen A.	ALH 1215 630 Lab/Clinical	02/06/18	02/15/18	02/17/18	ST	\$1,434.00	011420730051320	ALH-1215-630	Certified Nursing Assistant Refresher	
Jauch, Christian Martin	CSI 1002 01 1002 100 CSP 1203 02	01/10/18	05/19/18	05/26/18	ST	\$7,791.00	011120410051320	CSI-1002-01	Introduction To Business Computer Systems	

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**Stipends For Pay Period 01/20/18**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Jenrich, Chuck	ISO 9001-2015 14001	01/05/18	01/19/18	01/20/18	ST	\$650.00	014210331051320	CEU-6114-01	ISO Standards Update/Development/Teaching Fee	
Johnson, D. Scott	HVC 1240 300 2210 300	01/10/18	05/19/18	05/26/18	ST	\$4,816.00	011320410351320	HVC-1240-300	Design Installation/Service/Advanced Heating	
Kirk, Janet M	ALH 1214 02 Lab/Clinical	01/10/18	03/08/18	03/17/18	ST	\$3,570.72	011420730051320	ALH-1214-02	Certified Nursing Assistant	
Kowalski, Andrea Beth	SPH 1001 300	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011120650051320	SPH-1001-300	Fundamentals of Speech	
Kowalski, Dena Louise	ALH 1251 01 02 Lecture	01/10/18	03/08/18	03/17/18	ST	\$2,151.00	011420730051320	ALH-1251-01	Phlebotomy Practicum	
Kusek, Karl Kenneth	ELE 1206 300	01/10/18	05/19/18	05/26/18	ST	\$1,862.50	011320410051320	ELE-1206-300	Electrical Wiring	
Lange, Marilyn Lee	MTH 0907 09	01/10/18	05/19/18	05/26/18	ST	\$3,465.00	011520910051320	MTH-0907-09	Intermediate Algebra	
Lau, Michael F	PSY 1000 572	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011120650051320	PSY-1000-572	General Psychology	
Leadingham, Paul	KROESCHELL Welding Assessment	12/22/17	01/12/18	01/20/18	ST	\$2,380.00	014210331051320		KROESCHELL Welding Assessment	
Lee, Matthew J	CNC Series 300	01/10/18	05/19/18	05/26/18	ST	\$2,580.00	011320410051320			
Leonard, Bryan Donald	CHM 1004 403	01/10/18	05/19/18	05/26/18	ST	\$3,478.50	011120570051320	CHM-1004-403	Chemistry	
Leynaud, Donald Craig	Open Lab Hours	01/10/18	05/19/18	05/26/18	ST	\$3,743.25	011120570051320			
Lockwood, DawnAnne	EDC 1203 150	01/10/18	05/19/18	05/26/18	ST	\$2,394.00	011220910051320	EDC-1203-150	Educational Technology	
Lott, Heidi Rebecca	ECE 2203 150	01/10/18	05/19/18	05/26/18	ST	\$2,752.00	011220910051320	ECE-2203-150	Supervision and Administration	
Malavolti, Steven Otto	ELE 1206 01	01/10/18	05/05/18	05/12/18	ST	\$1,862.50	011320410051320	ELE-1206-01	Electrical Wiring	
Mandujano, James Edward	CRJ 2260 01	01/10/18	05/19/18	05/26/18	ST	\$2,235.00	011220570051320	CRJ-2260-01	Police Community Relations	
McCabe-Pinn, Linda	ALH 1002 300 Lecture	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011420730051320	ALH-1002-300	Human Growth & Development	
McCarthy, Melissa R	PHL 1013 02	01/10/18	05/19/18	05/26/18	ST	\$2,151.00	011120650051320	PHL-1013-02	Comparative Religions	
McDonnell, Nancy Ann	CSI 1011 300	01/10/18	05/19/18	05/26/18	ST	\$5,019.00	011320410051320	CSI-1011-300	Computer Science I / Microsoft Windows	
McGinnis, Rosemary T	Paramedic Program Coordinator	01/10/18	05/19/18	05/26/18	ST	\$2,151.00	011420730051320			
McKee, Larry E	MLC IVCC Nights	01/10/18	05/19/18	05/26/18	ST	\$4,638.00	011520910051320			
Mellott, Carmen J	HIS 1000 705 509 560	01/10/18	05/19/18	05/26/18	ST	\$6,192.00	011120650051320	HIS-1000-509	History of Western Civilization I	
Mills, Jennifer P	MUS 1000 504 630	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011120650051320	MUS-1000-504	Music Appreciation	
Mills, Michael Edward	EMR/EMT-B Program Coordinator	01/10/18	05/19/18	05/26/18	ST	\$1,075.50	011420730051320			

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**Stipends For Pay Period 01/20/18**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Mize, Adam	ALH 1214 600 Lab/Clinical	01/10/18	03/08/18	03/17/18	ST	\$3,570.72	011420730051320	ALH-1214-600	Certified Nursing Assistant	
Montgomery, D Gene	MUP 1002 300	11/01/08	05/19/18	05/26/18	ST	\$2,319.00	011120650051320	MUP-1002-300	Wind Ensemble	
Moskalewicz, James P	7 Sessions	01/07/18	01/20/18	01/20/18	ST	\$501.93	013230030851540			
Nickel, Paul A	IMT 1220 300 301	01/10/18	05/19/18	05/26/18	ST	\$5,587.50	011320410051320	IMT-1220-300	Rigging Systems	
O'Brien, Tina Marie	MLC OTTC Nights/Streator HS	01/10/18	05/19/18	05/26/18	ST	\$5,682.60	011520910051320			
O'Connor, Daniel J.	ATO 1220 2240 2280 01	01/31/18	05/10/18	05/12/18	ST	\$9,744.00	011320410051320	ATO-1220-01	ATO Basic Automotive Electricity/Automotive Accessories/Computerized Engine Control/	
Opsal, James Allen	BIO 1008 11 1200 630	01/10/18	05/19/18	05/26/18	ST	\$3,764.25	011120570051320	BIO-1008-11	Anatomy & Physiology II/Human Body Structure & Function	
Pickens, Naomi M	CSP 1203 100	01/10/18	05/19/18	05/26/18	ST	\$2,408.00	011320410051320	CSP-1203-100	Microsoft Office Professional I	
Prine, Renee Marie	7 Sessions	01/07/18	01/11/18	01/20/18	ST	\$425.97	013230030851540			
Pytel, Kyle Edwin	LC Driver Improvement	01/13/18	01/13/18	01/20/18	ST	\$175.00	014110394251320	CDV-6000-01	LC Driver Improvement	
Retoff, Dan J	ALH 1031 01 1030 01 Lecture PHL 1002 600	01/10/18	05/19/18	05/26/18	ST	\$5,411.00	011420730051320	ALH-1030-01	Yoga/Ethics	
Roach, Josh Joseph	WLD Series 407 Multi Prep	01/10/18	04/18/18	04/28/18	ST	\$2,151.00	011320410051320			
Roether, Jenilyn E	MUP 1001 01 1001 300	01/10/18	05/19/18	05/26/18	ST	\$1,548.00	011120650051320	MUP-1001-01	Collegiate Chorale	
Roetker, Erica Lynn	ALH 1000 600 Lecture	01/10/18	05/19/18	05/26/18	ST	\$2,064.00	011420730051320	ALH-1000-600	Introduction To Nutrition	
Sarver, Gregory Stephen	LC Driver Improvement	01/10/18	01/10/18	01/20/18	ST	\$150.00	014110394251320	CDV-6000-301	LC Driver Improvement	
Sarver, Gregory Stephen	BC Driver Improvement	01/13/18	01/13/18	01/20/18	ST	\$150.00	014110394351320	CDV-7000-01	BC Driver Improvement	
Sarver, Gregory Stephen	Mileage Reimbursement	10/14/17	12/09/17	01/20/18	ML	\$80.25	014110394355212			
Schuerman, Patrick	GNT 1220 350 SDT 1203 300	01/10/18	03/08/18	03/17/18	ST	\$1,363.00	011320410351320	GNT-1220-350	Introduction Manual & OSHA 10-hr Safety /Job Seeking Skills	
Schultz, Kim Ann	ALH 1214 601 Lab/Clinical	01/10/18	03/08/18	03/17/18	ST	\$3,721.23	011420730051320	ALH-1214-601	Certified Nursing Assistant	
Smith, Mary Helen	CAD 1203 300	01/10/18	05/19/18	05/26/18	ST	\$1,925.00	011320410051320	CAD-1203-300	Electronics Drafting	
Smith, Paul C.	CAD 2204 300	01/10/18	05/19/18	05/26/18	ST	\$2,509.50	011320410051320	CAD-2204-300	Geometric Dimension & Tolerance	
Sondgeroth, Anthony Lee	WED 2200 300	01/10/18	05/19/18	05/26/18	ST	\$2,408.00	011320410051320	WED-2200-300	Welding Blueprint Reading	
Spayer, Rodney Gene	ELT 2204 01	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011320410051320	ELT-2204-01	Digital/Micro Principles/Applications	

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**Stipends For Pay Period 01/20/18**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Stockley, Douglas L	AGR 1004 300	01/10/18	05/19/18	05/26/18	ST	\$3,248.00	011120570051320	AGR-1004-300	Microcomputer Application in Agriculture	
Stoddard, Danielle Annette	PSY 1000 530 707	01/10/18	05/19/18	05/26/18	ST	\$4,128.00	011120650051320	PSY-1000-530	General Psychology	
Stone, Donna P	SPH 1001 601 630	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011120650051320	SPH-1001-601	Fundamentals of Speech	
Swett, Steven A	SFC 1000 01	01/10/18	05/19/18	05/26/18	ST	\$1,856.00	011120910051320	SFC-1000-01	Strategies for College	
Swett, Steven A	ALH 1221 630 Lecture	01/10/18	03/08/18	03/17/18	ST	\$928.00	011420730051320	ALH-1221-630	Industrial First Aid	
Swett, Steven A	MKT 1220 300 2210 80	01/10/18	05/19/18	05/26/18	ST	\$2,834.00	011220570051320	MKT-2210-80	Principles of Advertising	
Tieman, Ryan Michael	Paramedic Clinical Coordinator	01/10/18	05/19/18	05/26/18	ST	\$2,151.00	011420730051320			
Torbeck, Joel A	ECN 2003 300	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011120570051320	ECN-2003-300	Principles of Macroeconomics	
Towne, Brian J	CRJ 2020 300	01/10/18	05/19/18	05/26/18	ST	\$2,319.00	011120570051320	CRJ-2020-300	Criminal Law	
Vahle, Larry E	MLC OTTC Days	01/10/18	05/19/18	05/26/18	ST	\$4,302.00	011520910051320			
Walczynski, Mark J	CRJ 2040 01 300	01/10/18	05/19/18	05/26/18	ST	\$4,452.00	011120570051320	CRJ-2040-01	Criminology	
Wasmer, Susan Marie	ALH 1250 300 Lecture/Phlebotomy Program Coordinator	01/10/18	03/08/18	03/17/18	ST	\$4,470.00	011420730051320	ALH-1250-300	Principle/Practice Phlebotomy/Phlebotomy Program Coordinator	
Weber, Lynne Suzanne	EDC 1000 151	01/10/18	05/19/18	05/26/18	ST	\$2,394.00	011220910051320	EDC-1000-151	Introduction To Education	
Whightsil, Greg Allen	ELE 1200 01 1201 300	01/10/18	05/19/18	05/26/18	ST	\$7,450.00	011320410051320	ELE-1200-01	Basic Industrial Electricity I II	
Winn, Christopher Daniel	WLD Series 301 Multi Prep	01/10/18	03/08/18	03/17/18	ST	\$2,151.00	011320410051320			
Wlodarchak, Carol Lynn	REA 1200 350	01/10/18	05/19/18	05/26/18	ST	\$4,128.00	011320410351320	REA-1200-350	Real Estate Broker Pre-License I	
Zeilman, Karen Elaine	ART 1010 151/152 /Development for Blended Format /First Time Teaching	01/10/18	05/19/18	05/26/18	ST	\$1,280.00	011120650051340	ART-1010-151	Art Survey I II/Development for Blended Format/First Time Teaching	
Total						358,957.10				

*Cheryl Roelfsema*  
 Cheryl Roelfsema  
 Vice President of Business Services and Finance

*Jerry Cordran 11/26/18*  
 Dr. Jerry Cordran  
 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

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**Consortium Purchase – Rock Salt**

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

**Recommendation:**

**The administration recommends Board approval to purchase 280 tons of rock salt from Morton Salt, Inc., through the Illinois Department of Central Management Services, at \$48.40 per ton, delivered, for a total of \$13,552.**

KPI 6: Resource Management

**Resolution Designating the Fiscal Year**

The administration requests Board authorization to designate a fiscal year. In keeping with past practice, the recommended fiscal year would be from July 1, 2018 to June 30, 2019. The following resolution and budget calendar are therefore presented for Board consideration.

**Recommendation:**

**The administration recommends the Board take the following action:**

- 1. Adopt the resolution designating the fiscal year be from July 1, 2018 to June 30, 2019;**
- 2. Approve the budget calendar, as presented.**

KPI 6: Resource Management

RESOLUTION TO DESIGNATE A FISCAL YEAR

RESOLUTION

\_\_\_\_\_ moved, seconded by \_\_\_\_\_, that the fiscal year of Illinois Valley Community College, District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston, in the State of Illinois, be July 1, 2018 to June 30, 2019.

ADOPTED this 8th day of February, 2018.

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

ATTEST:

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

ILLINOIS VALLEY COMMUNITY COLLEGE

BUDGET CALENDAR — FY2019

February 8, 2018	Resolution to Designate a Fiscal Year
July 12, 2018	Resolution to Adopt Tentative Budget Notice of Public Hearing
July 13, 2018	Budget Available for Public Inspection
July 16, 2018	Notice of Public Hearing published
August 16, 2018	Public Hearing — 6:30 p.m. Resolution to Adopt Budget



**Tuition Adjustment**

The administration recommends increasing tuition from \$122.60 to \$125.60 per credit hour, to be effective with the summer 2018 semester. The universal fee would remain at \$7.40. The combined tuition and universal fee would be \$133.00. The increase of \$3.00 per credit hour is a 2.3 percent increase over the FY2018 combined tuition and universal fee of \$130.00.

The State average combined tuition and universal fee is \$140.88 for fiscal year 2018. For ICCB Peer Group III, which includes IVCC, the average FY2018 tuition and fees is \$138.10; for the super peer group, which includes Peer Group III and other colleges similar in size and demographics to IVCC, the average FY2018 tuition and fees is \$137.36. Of the ten colleges compared, the low is Illinois Eastern at \$115.00 per credit hour and the high is Highland at \$166.00 per credit hour.

This action is being recommended with the anticipation of State funding at 85 percent of FY2015 funding.

**Recommendation:**

**The administration recommends Board approval to increase tuition by \$3.00, from \$122.60 to \$125.60 per credit hour beginning with the summer 2018 semester.**

KPI 6: Resource Management

**Course Fees/Adjustments**

Course fees are reviewed annually by the Program Coordinators and Deans using the approved Course Fee Guidelines. A copy of the current course fee guidelines is attached along with a copy of the proposed fee changes for FY19.

As per the Guidelines, courses taught in a dedicated instructional computer lab will have a technical support fee included in the final course fee. Based on expenditures to support computers in instructional labs, the PY19 lab component of the course fee has been calculated at \$5.00 per credit hour. There is no proposed change to this fee for FY19.

All significant changes (more than \$10.00) have a brief rationale listed after the proposed fee.

We currently have 365 active courses with approved course fees. This recommendation is to change 44 course fees: 42 increases and 2 new courses.

**Recommendation:**

**The administration recommends changing 44 course fees: 42 increases and 2 new courses, as presented in the attached document.**

KPI 6: Resource Management



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

DATE: January 17, 2018

TO: Dr. Deborah Anderson  
Vice President for Academic Affairs

FROM: Bonnie Campbell  
Associate Vice President for Academic Affairs

SUBJECT: Recommendation for Course Fee Changes for FY19

Course fees are reviewed annually by Program Coordinators and Deans using the approved Course Fee Guidelines. A copy of the current course fee guidelines are attached along with a copy of the proposed fee changes for FY19.

As per the Guidelines, courses taught in a dedicated instructional computer lab will have a technical support fee included in the final course fee. Based on expenditures to support computers in instructional labs, the FY19 lab component of the course fee has been calculated at \$5.00 per credit hour. This is unchanged from FY18. Expenses considered in this calculation are staff wages of those people providing support to academic computers. That dollar amount is essentially divided by the 3-year average of credit hours generated in instructional labs.

All significant changes (more than a \$10 increase) have a brief rationale listed after the proposed fee.

We currently have 365 active courses with approved course fees. This recommendation is to change 44 course fees: 42 increases and two new courses.



# Course Fee Guidelines

## Qualifying Expenses

Course fees may be charged in order to cover costs of the following.

Per course section

1. Consumable supplies
2. Printing (handouts of less than 10 pages)
3. Program or course-specific software and licenses, other than those applications in use by the general student body, such as Microsoft Office Products
4. Lab assistants for specific programs courses
5. Expert guest speakers

Per credit hour

6. Technical support of instructional computer labs

Per student

7. Special 3<sup>rd</sup> party or certification/licensure testing
8. Extra-ordinary instructional costs, such as per hour pay for private music lessons.

Expenses covered by grants or other external sources are not to be considered.

## Calculation of Fees

$$\begin{aligned} & (\text{Expenses per course section}) / (\text{enrollments in all sections}) \\ & + (\text{Per credit hour expenses}) \times \text{credit hours} \\ & + \underline{(\text{Per student expenses})} \\ & \text{Course Fee} \end{aligned}$$

1. Estimate the dollar amount to be spent on identified qualifying expenses, per course section, through review of past expenditures and consideration of anticipated variances.
2. Annualize irregular expenditures by dividing the total expense by the useful life of the supply, service, or license.
3. Sum all expenses.
4. Divide that amount by the number of students enrolled in all sections of the course (or those consuming the resource) for the previous year or the minimum number of students per section, whichever is larger.
5. Add in technical support for classes taught in instructional computer labs. The fee is calculated by ITS annually as the cost of support per computer lab PC divided by the average annual credit hours generated in instructional labs. The calculation does not include costs covered by student technology fees. The technical support element must be multiplied by the number of credit hours in the course.
6. Add special, per student fees, such as insurance, testing and criminal background checks at the actual anticipated rate per student.

The resulting figure, rounded to the next dollar, is the course fee to be assessed. The maximum increase in a course fee will not exceed 50% in a given year.

## Review and Adjustment of Fees

Course fees should be reviewed annually by Program Coordinators and Deans.



**Audit Services**

The administration has received a proposal by Wipfli LLP to extend their contract for independent audit services for fiscal years 2018, 2019, and 2020.

The proposed fees (including expenses) are as follows:

<u>2018</u>	<u>2019</u>	<u>2020</u>
\$37,300	\$38,150	\$39,050

The initial contract with Wipfli LLP for a three year term was approved at the April 9, 2015, Board of Trustees' meeting. Board Policy 4.6 requires the College to solicit bids for auditing firms every six years.

This auditing firm has been very thorough and responsive and provided great service.

**Recommendation:**

**The administration recommends authorization to enter into a three-year contract with Wipfli, LLP for financial auditing services at the rates stated above.**

KPI 6: Resource Management



January 3, 2018

Illinois Valley Community College  
Cheryl Roelfsema, Vice President for  
Business Services and Finance  
815 North Orlando Smith Avenue  
Oglesby, IL 61348

The purpose of this letter is to provide fee proposals for the audit services for the years ended June 30, 2018, 2019 and 2020. Our fees, like those of other professional service firms, are based on the actual time spent by our staff on behalf of Illinois Valley Community College and are measured by standard hourly rates. These rates are based upon the experience levels of professionals assigned to your engagement.

Our fee estimates are based to a large extent on the quality, timeliness, and accuracy of the work papers and records that you and your staff prepare. We will prepare a detailed list of expected work papers which you will need to prepare before beginning the audits. The following are our proposed fees for the years discussed:

<b>Service</b>	<b>June 30, 2018</b>	<b>June 30, 2019</b>	<b>June 30, 2020</b>
CAFR Audit	\$34,350	\$35,150	\$36,000
Federal Single Audit	2,950	3,000	3,050
<b>TOTAL</b>	<b>\$37,300</b>	<b>\$38,150</b>	<b>\$39,050</b>

Our fee estimate represents an increase of about two-three percent per year and is based on conducting a "normal" audit of the accounting records of your College. It also presumes work paper preparation and other assistance from your staff, will be provided as needed. We will coordinate this work with the Vice President of Business Services and Finance. The above fee would not apply to additional work required by regulatory agencies, changes in professional accounting standards, or similar unforeseen circumstances such as significant changes to the College's state and federal grants. Should we encounter problems that would affect this fee, that were not in existence at the time this proposal was written, we would discuss the circumstance with you before proceeding.

If you agree with the terms of this proposal, please sign below. For each of the respective audit years noted above, we will also submit an arrangement letter for your approval. If you have questions regarding our services, please feel free to contact Matthew Schueler at 815-306-4208 or Richard Wells at 815-306-4534, or by email to [mschueler@wipfli.com](mailto:mschueler@wipfli.com) or [rwells@wipfli.com](mailto:rwells@wipfli.com).

Sincerely,



Wipfli LLP

RESPONSE:

This letter correctly sets forth the understanding of Illinois Valley Community College

\_\_\_\_\_  
Vice President of Business Services and Finance

\_\_\_\_\_  
Date

**Purchase Request – Furniture for C-316, C-325, and C-326**

The administration requests authorization to proceed with the purchase of tables and chairs for C-316 and tables for C-325 and C-326, in the amount of \$20,297.24 from Mity-Lite, Inc., a vendor in the E&I Cooperative Services, and Henricksen, a vendor in National Cooperative Purchasing Alliance (NCPA).

The existing furniture in these rooms is showing wear, with many of the table edges and chairs broken or coming apart. These could become a safety issue if we continue to use them. These rooms are used for internal meetings, as well as many outside group meetings. The new furniture will enhance the rooms, as well as provide a safe, updated and more aesthetically pleasing appearance to the highly-used rooms.

**Recommendation:**

**The administration recommends the Board authorize the purchase of 38 tables for C-316, C-325, and C-326 from Mity-Lite, Inc., through the E&I Cooperative Services, in the amount of \$7,256.24, and 90 chairs for C-316 from Henricksen through the NCPA, in the amount of \$13,041, for a total of \$20,297.24**

KPI 6: Resource Management



**Purchase Request – Furniture for Common Areas in Building B**

The administration requests authorization to proceed with the purchase of chairs and tables for the common areas in Building B, in the amount of \$14,307.84, from KI – Green Bay, WI, a vendor in the Illinois Public Higher Education Cooperative (IPHEC).

The existing furniture in these areas is showing wear; many of the chairs and couches have stains, tears and mismatched fabrics. The Student Government Association was asked for input on the furniture replacement. They suggested furniture similar to the Student Life Center and the Cyber Café. The new furniture will enhance the spaces, as well as provide an updated and more aesthetically pleasing appearance.

**Recommendation:**

**The administration recommends the Board authorize the purchase of furniture for the common areas in Building B from KI through the IPHEC, at a cost of \$14,307.84.**

KPI 6: Resource Management

**Faculty Retirement – Michael Sankovich – Accounting Instructor**

Michael Sankovich, Accounting Instructor, has submitted his notice of retirement effective July 31, 2018. His retirement letter is attached.

Mike was hired in January 1984 and has been an outstanding accounting instructor for over 34 years.

We thank Mike for his years of dedicated service and wish him well in his retirement.

**Recommendation:**

**Accept with regret the retirement of Michael Sankovich, Accounting Instructor, effective July 31, 2018.**

KPI 4: Support for Employees

**From:** Mike Sankovich  
**Sent:** Friday, January 26, 2018 1:26 PM  
**To:** Ron Groleau <RON\_GROLEAU@ivcc.edu>  
**Cc:** Leslie Hofer <Leslie\_Hofer@ivcc.edu>  
**Subject:** retirement

Jan 26, 2018

Ron Groleau  
Dean  
Natural Science & Business Division  
IVCC

Ron,

Per your request and that of the Human Resources Department, I submit my letter of intent to retire effective July 31, 2018.

It has been a privilege serving as a full time faculty member at IVCC these many years. I have especially enjoyed my time spent in the Natural Science and Business Division, and appreciate the strong leadership and support you have furnished me.

I will savor this last semester spent in the classroom, and hope to participate in the process to determine my possible replacement.

My sincerest thanks to you and the college for providing me the opportunity to experience this incredibly rewarding career.

Mike Sankovich  
Accounting Instructor  
Illinois Valley Community College

**Faculty Retirement – Francie Skoflanc – Graphic Arts Technology Instructor**

Francie Skoflanc, Graphic Arts Technology Instructor, has submitted her notice of retirement effective July 31, 2018. Her retirement letter is attached.

Francie was hired in September 2000 as a part-time instructor and one year later became a full-time Graphic Arts Technology Instructor. Francie has been an outstanding graphic arts instructor during her career at IVCC.

We thank Francie for her years of dedicated service and wish her well in her retirement.

**Recommendation:**

**Accept with regret the retirement of Francie Skoflanc, Graphic Arts Technology Instructor, effective July 31, 2018.**

KPI 4: Support for Employees



On Jan 29, 2018, at 6:52 PM, Francie Skoflanc  
<[Francie\\_Skoflanc@ivcc.edu](mailto:Francie_Skoflanc@ivcc.edu)<mailto:Francie\_Skoflanc@ivcc.edu>> wrote:

After 18 years of teaching at IVCC I have decided that it is time to retire. I thought long and hard about this decision and it was not an easy one to make.

I'm planning to complete the current spring semester. My final day will be July 31, 2018, the last day of our current contracted school year.

Over the past few years I have had the opportunity to work with a group of excellent instructors, supportive deans and administration and have seen many of my students go on to obtain jobs and become productive citizens. I have also been fortunate to accomplish many of my career goals.

Please know that I have enjoyed my time here. I look forward to discussing a smooth transition for students who are still interested or enrolled in the Graphic Design Technology program. I'm sure there will be some discussion on how this will take place.

I will also send a copy of this email to Leslie in Human Resources tomorrow morning.

Sincerely,

Francie Skoflanc  
Sent from my iPad

**Entrepreneurship Certificate: Inactivation**

The administration is recommending inactivation of the Certificate in Entrepreneurship effective May 19, 2018. This recommendation is based on unsustainable enrollments in the Entrepreneurship program, the recommendation of the program's Advisory Committee, and the recommendation of the Curriculum Committee.

**Recommendation:**

**The administration recommends the Board approve the inactivation of the Certificate in Entrepreneurship effective May 19, 2018.**

KPI 5: District Population Served



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

# Memorandum

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**To:** Jerry Corcoran, Ed.D., President

**From:** Deborah Anderson, Ph.D., Vice President for Academic Affairs *da*

**Date:** January 18, 2018

**Subject:** IVCC Entrepreneurship Program

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As requested, we have reviewed the viability of college programs. Below is our review of the Entrepreneurship program's certificate.

At this time and consistent with the recommendation of the program's Advisory Committee and the recommendation of the Curriculum Committee, I recommend the Entrepreneurship program be inactivated beginning in the 2018-2019 academic year.

<b>Completions</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
CERT.ENT	0	0	0	0	0
TOTAL	0	0	0	0	0

Overall, there has been a lack of interest in this certificate. The lack of completions for an extended period of time indicates the program is unsustainable.

This certificate is scheduled for its State Program Review this year. As part of this review, we can indicate the certificate should be inactive.

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2017-2018**

GENERAL INFORMATION:

POSITION TO BE FILLED: Administrative Assistant III, Academic Affairs

NUMBER OF APPLICANTS: 8

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Dr. Anderson, Ms. Beard, Dr. Schiffman, Mr. Suerth

APPLICANT RECOMMENDED:

Dawn Watson

EDUCATIONAL PREPARATION:

Colorado State University, Fort Collins, CO – B.S., Computer Information Systems

EXPERIENCE:

Illinois Valley Community College – Administrative Assistant III, Business Services and Finance  
Illinois Valley Community College – Administrative Assistant I, IT Services  
Colorado State University, Fort Collins, CO – Assistant to the Associate Executive Director,  
DAY Programs Administrative Assistant, IT Technician II

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

1. 27 years of administrative assistant experience, 10 at executive level
2. Strong technical skills to meet position demands
3. Colleague, MS Office, R-25, Adobe Pro, CMS, Pyramid experience
4. Institutional Research and State Reporting experience
5. Prioritizes creating efficient processes

RECOMMENDED SALARY: \$18.88 per hour, effective January 29, 2018

Ms. Leslie Hofer, SHRM-CP, PHR  
Director of Human Resources



**RECOMMENDED FOR STAFF APPOINTMENT**  
**2017-2018**

GENERAL INFORMATION:

POSITION TO BE FILLED: Maintenance

NUMBER OF APPLICANTS: 14

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Mr. Bolelli, Mr. Curley, Mr. Hartwig, Mr. Minnick, Mr. Quincer

APPLICANT RECOMMENDED:

Eugene Schultz

EDUCATIONAL PREPARATION:

University of Illinois, Urbana-Champaign, IL – Fire Science Certificates  
Illinois Valley Community College, Oglesby, IL – Industrial Power & Controls  
LaSalle-Peru Township High School, LaSalle, IL – High School Diploma

EXPERIENCE:

JC Whitney-Auto Parts and Accessories, LaSalle, IL – Maintenance Mechanic  
Advantage Logistics Midwest, Oglesby, IL – Lead Maintenance Mechanic  
Streator Dependable Manufacturing, Streator, IL – Maintenance Mechanic  
Housing Authority of LaSalle County, Ottawa, IL – Maintenance

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

1. Most qualified applicant with a wide range of building maintenance experience
2. 20+ years of work experience in all trades and is a qualified rolling stock mechanic
3. Currently maintains a CDL-B license and plows snow for current employer
4. Highest score on the maintenance test, interviewed well, and excellent references

RECOMMENDED SALARY: \$24.89 per hour, effective December 18, 2017

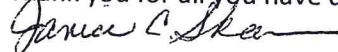
Ms. Leslie Hofer, SHRM-CP, PHR  
Director of Human Resources

From: JaniceSkeen  
Sent: Thursday, January 11, 2018 9:31 AM  
To: Robyn Schiffman <[Robyn\\_Schiffman@ivcc.edu](mailto:Robyn_Schiffman@ivcc.edu)>  
Subject: intent to resign

Good Morning, Robyn,

This email is to advise you that I intend to resign my position as Adjunct Professor of English at IVCC. I have enjoyed my time at the college, and as I have said before, this was the perfect retirement job.

Thank you for all you have done for me.



Janice Skeen

RECEIVED

JAN 11 2018

HUMAN RESOURCES

**Fall 2017 Graduation:**

There were 161 graduating students earning a total of 202 degrees and certificates in the following areas:

27	Associate in Arts Degree
36	Associate in Science Degree
25	Associate in Applied Science Degree
5	Associate in General Studies Degree
109	Certificates of Completion

By comparison, in Fall 2016, we graduated 220 students with a total of 283 degrees and certificates.



# 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.