



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, October 11, 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

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

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, October 11, 2018 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Recognition – Senator Sue Rezin
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. Campus Update – IVCC Foundation (Fran Brolley)
8. 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.
 - 8.1 Approval of Minutes – September 13, 2018 Board Meeting (Pages 1-5)
 - 8.2 Approval of Bills - \$2,922,902.72
 - 8.2.1 Education Fund - \$1,725,733.66
 - 8.2.2 Operations & Maintenance Fund - \$151,539.89
 - 8.2.3 Operations & Maintenance (Restricted Fund) - \$455,859.24
 - 8.2.4 Auxiliary Fund - \$230,100.04
 - 8.2.5 Restricted Fund - \$148,623.49
 - 8.2.6 Liability, Protection & Settlement Fund - \$209,664.60
 - 8.2.7 Grants, Loans & Scholarships - \$1,381.80
 - 8.3 Treasurer’s Report (Pages 6-24)
 - 8.3.1 Financial Highlights (Pages 7-8)
 - 8.3.2 Balance Sheet (Pages 9-10)
 - 8.3.3 Summary of FY19 Budget by Fund (Page 11)
 - 8.3.4 Budget to Actual Comparison (Pages 12-18)
 - 8.3.5 Budget to Actual by Budget Officers (Page 19)
 - 8.3.6 Statement of Cash Flows (Page 20)
 - 8.3.7 Investment Status Report (Pages 21-22)
 - 8.3.8 Disbursements - \$5,000 or more (Pages 23-24)

- 8.4 Personnel – Stipends for Pay Periods Ending September 1, 2018 and September 15, 2018 (Pages 25-26)
- 8.5 Dual Credit/Articulated Credit Agreement – Computer Networking (Page 27)
- 8.6 Purchase Request – Continuing Education Training Classes for Companies (Page 28)
9. President’s Report
10. Authorization for Preparation of a Tax Levy Resolution (Pages 29-30)
11. Farm Lease Renewal (Page 31)
12. TRIO Match (Pages 32-33)
13. IBEW Agreement (Pages 34-35)
14. Approval of Certificate: Basic CAD (Pages 36-37)
15. Approval of Certificate: Cybersecurity (Pages 38-39)
16. Approval of AAS Degree: Cybersecurity (Pages 40-41)
17. Nursing Simulator Purchase – Request to Bid (Page 42)
18. H.S.A. Contributions (Page 43)
19. Bid Results – Barn Demolition (Pages 44-46)
20. Board Travel (Page 47)
21. Items for Information (Pages 48-50)
 - 21.1 Staff Resignation – Nicole M. LaVarier, Assessment Center Assistant (Page 48)
 - 21.2 Faculty Resignation – Mary H. Gross, Instructor, Adult Education (Page 49)
 - 21.3 Staff Resignation – Lori A. Carey, Custodian (Page 50)
22. Trustee Comment
23. Closed Session – 1) collective negotiations; 2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and 3) closed session minutes
24. Approval of Closed Session Minutes
25. Other
26. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
September 13, 2018

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, September 13, 2018 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
David O. Mallery, Secretary
Amy L. Boyles
Jay K. McCracken
Melissa M. Olivero
Angela M. Stevenson
Joseph M. Marenda, Student Trustee

Members Absent: Everett J. Solon, Vice Chair

Members Telephonically Present:

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

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

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

The following items were approved in the consent agenda:

Approval of Minutes – August 16, 2018 Board Meeting.

Approval of Bills - \$1,806,059.39

Education Fund - \$1,084,798.24; Operations & Maintenance Fund - \$131,239.51; Operations & Maintenance (Restricted Fund) - \$129,432.20; Auxiliary Fund - \$331,037.14; Restricted Fund - \$20,349.46; Liability, Protection & Settlement Fund - \$109,197.84; and Grants, Loans & Scholarships - \$5.00.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending August 4, 2018 and August 18, 2018.

Purchase Requests

- Approved to purchase the National Electrical Code training classes from NTT Training in an estimated amount of \$20,000 for Fiscal Year 2019.
- Authorized the purchase of furniture for the common areas in Buildings A, C, E and the library from KI through the IPHEC at a cost of \$18,500.74.

PRESIDENT'S REPORT

Dr. Corcoran thanked everyone who was able to join us at the annual 21st Century Scholars Society event on August 30. He congratulated Fran and his team on doing a fine job of planning and executing this program. Dr. Corcoran expressed that it is heartwarming to hear the stories about our students who have accomplished so much in a relatively short period of time and in whom we have placed our trust that just a little bit of help will result in great outcomes for our graduates and their loved ones. Dr. Corcoran noted that our Scholarship Recognition event is scheduled for Thursday, September 27 beginning at 5:30 p.m. He informed that last year we held the program off campus, but we have out grown most of the facilities that are centrally located, so we have decided to move the event back to the IVCC gym. He reported that we expect to have over 400 people attend. Dr. Corcoran noted that we would be honored to have board members join us if your schedules will allow, so please let Judy know if we can expect to see and recognize you. Dr. Corcoran reported that we have been reading about the trend in launching micro food pantries across the district and thanks to a Mark Grzybowski-led group—which includes our SGA—ours is close to up and running as well. He noted that we believe this will be a good fit for IVCC because of the great relationship we have with the Illinois Valley Food Pantry staff, and the tremendous response we have had from folks wanting to grow our student emergency living fund that is under the auspices of our Foundation. The two go hand-in-hand. Dr. Corcoran reported that yesterday, September 12, was Spirit Day on campus. The weather cooperated for Cory Tomasson, Mark Grzybowski and all members of the event planning team, especially our student government association. Dr. Corcoran informed that this is another best practice that has been in place at IVCC for some time now. It is no secret that student success is tied to student engagement, so seeing the courtyard filled with students checking out our 40+ clubs and organizations is one of the reasons why our retention and persistence rates are so high. He noted that the turnout and feedback from everyone in attendance was outstanding. Dr. Corcoran reported that yesterday was also the first time we heard about the possibility of a “dream project” involving the demolition of our barn on the south end of the campus, and in its place construction of an equipment storage facility to complement our up-and-growing Agriculture program possibly being approved by the State of

Illinois. Dr. Corcoran informed that based on the \$165,000 that was available to us, our modest proposal also included laboratory space to support our agronomy program. He reported that as everyone may recall the bids for demolition of the barn months ago came in much higher than anticipated and we knew that we simply could not justify such an expense unless it was part of an overall plan. Dr. Corcoran noted that for some time it also looked like the south campus area might be involved with the joint police initiative with our friends from the Oglesby, LaSalle and Peru police departments, however, things changed on that front, so we decided to wait, hold our breath and hope that with this being an election year, a capital program might yield beneficial outcomes for IVCC. Dr. Corcoran advised that we hope to hear by mid-next week that it has. He noted that once everything is official, we will need to schedule a meeting of the board's facilities committee and have Dominick Demonica work with us on the creation of a facility that will make everyone proud. Dr. Corcoran noted that in the meantime we are very appreciative of the work done by ICCB and the Legislature, especially Senator Sue Rezin who voted in favor of this year's budget which supported higher education. Dr. Corcoran advised to stay tuned for more to follow. Dr. Corcoran reported that last but certainly not least, our good friend Ralph Scriba has come through for us again with a donation of \$50,000 to the Foundation in support of equipment. Thanks to Fran Brolley, our plan for upgrading our Nursing program clinical patient simulation manikins was passed along to Mr. Scriba and he responded with another generous donation—his total is now \$350,000. Dr. Corcoran added that in order to follow our standard Business Office guidelines, look to possibly the October board meeting agenda for permission to purchase this state-of-the-art equipment to match our top-notch Nursing faculty and continue our legacy of producing outstanding graduates.

ACADEMIC CALENDARS FOR FALL 2019, SPRING 2020, SUMMER 2020, FALL 2020, SPRING 2021 & SUMMER 2021

It was moved by Dr. Boyles and seconded by Mr. McCracken to approve the academic calendars as presented for the following semesters: Fall 2019, Spring 2020, Summer 2020, Fall 2020, Spring 2021 and Summer 2021. Motion passed by voice vote.

AGREEMENT FOR DUAL CREDIT INSTRUCTION AND ESL PROGRAM SERVICES WITH FOREIGN SERVICE (CHINA) GROUP LTD

It was moved by Ms. Stevenson and seconded by Dr. Boyles to authorize the President of Illinois Valley Community College to sign the agreement, as presented. Motion passed by voice vote. Dr. Corcoran acknowledged Mr. Everett Solon's expertise in moving us forward with this project. Dr. Corcoran thanked Mr. Solon along with Matt Seaton, Scot Wrighton and Yang Hong for their assistance in facilitating the agreement.

INACTIVATION OF THE FORENSICS SPECIALIST AAS AND CERTIFICATE

It was moved by Ms. Olivero and seconded by Ms. Stevenson to approve the inactivation of the Forensics Specialist AAS and Certificate, as presented. Dr. Anderson, Vice President for Academic Affairs, noted in her accompanying memo that "continued decline in enrollment, low-completion numbers and few job opportunities indicate that the program is unsustainable." Motion passed by voice vote.

INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF PERU

It was moved by Dr. Boyles and seconded by Mr. McCracken to approve the intergovernmental agreement with the City of Peru Downtown TIF District, as presented. Motion passed by voice vote.

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

It was moved by Ms. Stevenson and seconded by Mr. McCracken to adopt the Resolution Designating Date, Time and Place for filing Board of Trustee Nominating Petitions for the April 2, 2019 election, as presented. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Goetz reminded that the 22nd Annual Scholarship Recognition Reception is set for Thursday, September 27 at 5:30 p.m. in the IVCC Gymnasium. Ms. Goetz requested that the Board members check their calendars and let Judy Day know if they plan to attend.

CLOSED SESSION

It was moved by Ms. Stevenson and seconded by Dr. Boyles to convene a closed session at 6:45 p.m. to discuss 1) collective negotiations; 2) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and 3) closed session minutes. Motion passed by voice vote.

The Board immediately entered closed session at 6:45 p.m. On a motion by Ms. Stevenson and seconded by Mr. McCracken, the regular meeting resumed at 7:51 p.m. Motion passed by voice vote.

RATIFICATION OF SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 138 CONTRACT

Motion made by Ms. Stevenson and seconded by Mr. McCracken to approve the four-year contract 2018-2022 with the Service Employees International Union Local 138, as negotiated. Motion passed by voice vote with Ms. Olivero abstaining.

RATIFICATION OF AMERICAN FEDERATION OF TEACHERS LOCAL 1810 CONTRACT

Motion made by Dr. Boyles and seconded by Mr. McCracken to approve the collective bargaining agreement between the Board of Trustees of Illinois Valley Community College District No. 513 and the American Federation of Teachers Local 1810 for academic years 2018-2019, 2019-2020 and 2020-2021, as presented. Motion passed by voice vote with Ms. Olivero abstaining.

COMPENSATION FOR FY19 – EMPLOYEES NOT AFFECTED BY NEGOTIATED LABOR AGREEMENTS

Motion made by Ms. Olivero and seconded by Ms. Stevenson to approve a 2.65 percent increase for levels 5, 6 and 7 and a 2.5 percent increase for all other levels not affected by a negotiated labor agreement, contingent upon acceptable performance evaluations and support from grants and

outside contracts for the impacted positions in FY19 and approve a special salary adjustment for seven employees identified as warranting such an increase in FY19. Motion passed by voice vote.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Ms. Olivero and seconded by Ms. Stevenson to approve and retain the closed session minutes of the August 16, 2018 Closed Session Board Meeting. Motion passed by voice vote.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 7:58 p.m.

Jane E. Goetz, Board Chair

David O. Mallery, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

SEPTEMBER 2018

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – September 2018

Revenues

- As of September 28, the headcount for fall semester was 3,117, which is 220 students less than at the same point in time last year. Credit hours were 25,710, a 9.56 percent decrease from one year ago. Second eight-week classes begin October 9.

Comparison of 10th Day Fall Enrollments*

	Fall 2015	Fall 2016	Fall 2017	Fall 2018
Credit Hours	29,870	29,720	28,596	25,775
% Change	(8.2%)	(.5%)	(3.8%)	(9.9%)
Headcount	3,310	3,206	3,241	2,958
% Change	(6.1%)	(3.1%)	1.1%	(8.7%)

*College Records

- The FY19 base operating grant will be paid from the State’s education assistance fund (EAF) and corporate personal property replacement tax (CPPRT). Four quarterly payments totaling \$1,164,944 will be from CPPRT. The other eight monthly payments totaling \$729,026 will be from the EAF. As of September 30, the College has received one quarterly payment of \$291,236 and one monthly payment of \$91,128.
- Tax collections as of September 30 were \$9,928,785 of the \$11,670,435 levy. The second property tax installment for LaSalle County (which has over 70 percent of the total EAV) was due on September 6.
- During September \$131,247 of Adult Education funds were returned to the ICCB. Funding for adult education in FY17 and FY18 was uncertain. The FY17 monies, \$284,025, were not awarded until July 10, 2017 (after the fiscal year end) but the deadline to spend the monies was extended to December 31, 2017. The FY18 monies, \$434,140, were awarded on December 6, 2017 (six months into the fiscal year) to be spent by June 30, 2018. Not being certain that any funds would be awarded during these two fiscal years, the Department had cut back on personnel and extension sites. Once the funding was awarded there was not enough time to gear back up to normal spending levels, thus creating a surplus that was required to be returned to the ICCB.

Expenditures

- Fund 01 – Academic Support – Contractual Services – annual Blackboard fee of \$53,000; \$12,000 to Burwood for phone and voice mail support and emergency telephone broadcast license; \$12,400 for electronic library services; and \$32,700 for other software support programs;

- Fund 01 – Public Service/Continuing Education – Contractual Services - \$16,250 for mini course instructional programs; and \$86,225 for continuing education trip contractual services;
- Fund 01 – Institutional Support – Contractual Services -- \$42,250 to Burwood Group for phone and voice mail support and other software support; \$264,200 to Ellucian for annual software support; \$19,950 for VMWare maintenance and support; and legal services \$15,000;
- Fund 01 – Institutional Support – Capital Outlay -- \$184,950 to Dell for Colleague program servers and \$28,450 to iFactory for the website redesign;
- Fund 12 – Protection, Liability & Settlement – Fixed Costs - \$113,800 general insurance premium; and \$137,200 workers’ compensation premium.

Protection, Health & Safety Projects

- Building D Air Handler/Chiller Replacement – waiting for final inspection items to be completed;
- Campus-Wide Security Camera Upgrade – project is near completion. There were three change orders: #1 contractor to provide the work station computer; #2 additional utility work due to existing underground utilities; and #3 for the purchase of a network switch that was outside of the bid specifications.
- Cultural Centre Accessibility Upgrades – project was at substantial completion in August. A portion of this project is being paid with monies from the Boyle Estate.
- Exterior Stair Upgrades – project was at substantial completion in August;
- Building E Air Handler/Chiller Replacement – construction is scheduled to begin in December 2018.

Other Projects

- Slope and road work to alleviate drainage issues – work is anticipated to be done the week of October 8.
- Barn Demolition – bids submitted to Board of Trustees for approval; project will be covered by capital development funds with a 25 percent match by the College.

Technology Projects

- Website redesign project – the CMS provider, OU Campus, has started to build out the actual webpages. Anticipated “go-live” date has been moved to mid-March 2019.
- Colleague servers are installed and data is being migrated. This will allow the new Student Planner software implementation to start. The program will be rolled out to new students in the fall of 2019.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 30, 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	
Assets and Other Debits								
Cash and cash equivalents	\$ 4,338,730	\$ 3,462,137	\$ 178,503	\$ 505,365	\$ 796,218	\$ -	\$ -	\$ 9,280,953
Investments	7,192,373	9,778,962	638,835	248,000	88,347	-	-	17,946,517
Receivables								
Property taxes	9,484,466	2,181,721	-	-	-	-	-	11,666,187
Governmental claims	-	-	-	-	22,907	-	-	22,907
Tuition and fees	604,381	167,811	-	81,599	-	-	-	853,791
Due from other funds	2,885,042	16	-	155,138	-	-	-	3,040,196
Due to/from student groups	992,071	-	-	-	281,074	-	-	1,273,145
Bookstore inventories	-	-	-	537,788	-	-	-	537,788
Other assets	122,506	74,461	1,602	571	-	-	216,452	415,592
Fixed assets - net where applicable	-	-	-	36,277	-	60,156,595	-	60,192,872
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	12,755,691	12,755,691
Other Debits	<u>\$25,619,569</u>	<u>\$15,665,108</u>	<u>\$ 818,940</u>	<u>\$ 1,564,738</u>	<u>\$ 1,188,546</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 117,985,639</u>

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 30, 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	
Liabilities								
Accounts payable	\$ 259,610	\$ 75,193	\$ -	\$ 12,316	\$ 6,864	\$ -	\$ -	\$ 353,983
Accrued salaries & benefits	1,336,221	19,417	-	14,498	-	-	-	1,370,136
Post-retirement benefits & other	128,627	-	-	-	-	-	-	128,627
Unclaimed property	2,079	1,986	-	-	27	-	-	4,092
Due to other funds	325,274	2,714,922	-	-	-	-	-	3,040,196
Due to student groups/deposits	-	-	-	-	1,181,655	-	-	1,181,655
Deferred revenue								-
Property taxes	4,743,959	1,091,261	-	-	-	-	-	5,835,220
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
OPEB Long term debt	-	-	-	-	-	-	12,972,143	-
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	<u>6,795,770</u>	<u>3,902,779</u>	<u>-</u>	<u>26,814</u>	<u>1,188,546</u>	<u>-</u>	<u>12,972,143</u>	<u>24,886,052</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	60,156,595	-	60,156,595
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								-
Reserved for restricted purposes	-	11,762,329	-	-	-	-	-	11,762,329
Reserved for debt service	-	-	818,940	-	-	-	-	818,940
Unreserved	18,823,799	-	-	1,537,924	-	-	-	20,361,723
Total equity and other credits	<u>18,823,799</u>	<u>11,762,329</u>	<u>818,940</u>	<u>1,537,924</u>	<u>-</u>	<u>60,156,595</u>	<u>-</u>	<u>93,099,587</u>
Total Liabilities, Equity and Other Credits	<u>\$25,619,569</u>	<u>\$15,665,108</u>	<u>\$ 818,940</u>	<u>\$ 1,564,738</u>	<u>\$ 1,188,546</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 117,985,639</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 2019 Revenues & Expenditures by Fund
 For the three months ended September 30, 2018
 9/30/2018

	Education	Operations & Maintenance	Operations & Maintenance	Bond & Interest	Working Cash	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 11,750,527	\$ 1,518,193	\$ 1,365,934	\$ 553	\$ 10,218	\$ 790,310	\$ 2,038,266	\$ 470,915	\$ 32,087	\$ 17,977,003
Actual Expenditures	(4,749,296)	(561,822)	(640,540)	-	-	(687,051)	(2,149,709)	(406,023)	-	(9,194,441)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	7,001,231	956,371	725,394	553	10,218	103,259	(111,443)	64,892	32,087	8,782,562
Fund balances July 1, 2018 (est)	7,971,016	2,895,148	5,738,508	818,388	4,669,681	1,434,665	41,829	553,306	33,853	24,156,394
Fund balances September 30, 2018	<u>\$ 14,972,247</u>	<u>\$ 3,851,519</u>	<u>\$ 6,463,902</u>	<u>\$ 818,941</u>	<u>\$ 4,679,899</u>	<u>\$ 1,537,924</u>	<u>\$ (69,614)</u>	<u>\$ 618,198</u>	<u>\$ 65,940</u>	<u>\$ 32,938,956</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,006,010	\$ 6,981,994	87.2%	\$ 7,081,821	88.2%	\$ 8,026,700
Corporate Personal Property Replacement Tax	1,065,000	15,683	1.5%	8,060	0.7%	1,101,797
TIF Revenues	370,000	120,433	32.5%	115,079	31.5%	365,700
Total Local Government	<u>9,441,010</u>	<u>7,118,110</u>	75.4%	<u>7,204,960</u>	75.9%	<u>9,494,197</u>
State Government:						
ICCB Credit Hour Grant	1,301,458	325,010	25.0%	636,805	69.2%	920,000
Equalization	50,000	4,167	8.3%	12,500	25.0%	50,000
Career/Technical Education Formula Grant	200,000	-	0.0%	-	0.0%	195,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,551,458</u>	<u>329,177</u>	21.2%	<u>649,305</u>	55.7%	<u>1,165,000</u>
Federal Government						
PELL Administrative Fees	7,300	-	0.0%	330	4.6%	7,215
Total Federal Government	<u>7,300</u>	<u>-</u>	0.0%	<u>330</u>	4.6%	<u>7,215</u>
Student Tuition and Fees:						
Tuition	6,925,880	3,775,107	54.5%	4,027,572	58.5%	6,882,640
Fees	862,025	461,309	53.5%	481,744	53.1%	906,850
Total Tuition and Fees	<u>7,787,905</u>	<u>4,236,416</u>	54.4%	<u>4,509,316</u>	57.9%	<u>7,789,490</u>
Other Sources:						
Public Service Revenue	287,000	46,977	16.4%	64,783	23.0%	282,109
Other	132,317	19,847	15.0%	13,663	11.5%	118,891
Total Other Sources	<u>419,317</u>	<u>66,824</u>	15.9%	<u>78,446</u>	19.6%	<u>401,000</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,206,990</u>	<u>\$ 11,750,527</u>	61.2%	<u>\$ 12,442,357</u>	66.0%	<u>\$ 18,856,902</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,125,944	1,866,275	23.0%	1,936,248	23.2%	8,348,942
Employee Benefits	1,760,576	332,957	18.9%	331,446	19.7%	1,680,827
Contractual Services	121,965	25,414	20.8%	15,823	8.4%	188,269
Materials & Supplies	417,890	63,847	15.3%	59,232	14.0%	424,327
Conference & Meeting Expenses	114,256	4,589	4.0%	3,842	4.0%	96,840
Fixed Charges	190,000	13,133	6.9%	128,443	65.2%	197,000
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,730,631</u>	<u>\$ 2,306,215</u>	21.5%	<u>\$ 2,475,034</u>	22.6%	<u>\$ 10,936,205</u>

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
Academic Support:						
Salaries	\$ 923,210	\$ 180,418	19.5%	\$ 127,823	19.6%	\$ 652,484
Employee Benefits	138,002	27,215	19.7%	25,360	16.4%	154,279
Contractual Services	191,650	117,369	61.2%	149,918	77.9%	192,544
General Materials & Supplies	266,724	39,831	14.9%	66,016	28.8%	229,247
Conference & Meeting Expenses	11,075	1,415	12.8%	56	0.6%	8,920
Utilities	24,665	4,950	20.1%	4,950	20.9%	23,700
Capital Outlay	115,000	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,670,326</u>	<u>371,198</u>	22.2%	<u>374,123</u>	29.7%	<u>1,261,174</u>
Student Services:						
Salaries	1,308,889	294,483	22.5%	278,371	22.7%	1,225,294
Employee Benefits	342,482	70,728	20.7%	59,077	17.4%	338,817
Contractual Services	17,428	1,264	7.3%	1,877	21.5%	8,735
Materials & Supplies	68,377	8,298	12.1%	13,360	23.9%	55,972
Conference & Meeting Expenses	33,033	3,245	9.8%	2,781	10.6%	26,260
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,770,209</u>	<u>378,018</u>	21.4%	<u>355,466</u>	21.5%	<u>1,655,078</u>
Public Services/Continuing Education:						
Salaries	343,940	99,357	28.9%	75,295	19.0%	395,571
Employee Benefits	75,574	15,717	20.8%	10,391	14.9%	69,659
Contractual Services	209,000	107,875	51.6%	59,616	29.2%	203,900
Materials & Supplies	92,100	34,390	37.3%	24,303	27.8%	87,275
Conference & Meeting Expenses	19,950	4,811	24.1%	1,117	6.5%	17,150
Other	200	195	97.5%	-	0.0%	510
Total Public Services/Continuing Education	<u>740,764</u>	<u>262,345</u>	35.4%	<u>170,722</u>	22.1%	<u>774,065</u>
Institutional Support:						
Salaries	1,737,749	394,408	22.7%	377,484	20.9%	1,803,308
Employee Benefits	685,412	189,911	27.7%	203,127	31.9%	637,253
Contractual Services	609,340	355,754	58.4%	325,029	63.3%	513,288
Materials & Supplies	405,704	89,955	22.2%	110,543	25.3%	436,870
Conference & Meeting Expenses	62,755	6,630	10.6%	4,354	7.7%	56,480
Utilities	26,200	1,805	6.9%	1,792	6.8%	26,370
Capital Outlay	173,500	213,409	123.0%	-	0.0%	87,000
Other	9,400	(390)	-4.1%	(119)	-0.4%	29,400
Provision for Contingency	289,000	-	0.0%	-	0.0%	217,661
Total Institutional Support	<u>3,999,060</u>	<u>1,251,482</u>	31.3%	<u>1,022,210</u>	26.8%	<u>3,807,630</u>
Scholarships, Grants and Waivers	546,000	180,038	33.0%	197,275	39.5%	499,750
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,456,990</u>	<u>\$ 4,749,296</u>	24.4%	<u>\$ 4,594,830</u>	24.3%	<u>\$ 18,933,902</u>
INTERFUND TRANSFERS - NET	<u>\$ 250,000</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ 77,000</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,243,160	\$ 1,087,939	87.5%	\$ 1,092,744	88.4%	\$ 1,236,300
Corporate Personal Property Replacement Tax	190,000	2,768	1.5%	1,422	0.8%	187,981
TIF	122,000	40,079	32.9%	38,360	31.4%	122,000
Total Local Government	1,555,160	1,130,786	72.7%	1,132,526	73.2%	1,546,281
State Government:						
ICCB Credit Hour Grant	228,542	57,355	25.1%	55,364	69.2%	80,000
Total State Government	228,542	57,355	25.1%	55,364	69.2%	80,000
Student Tuition and Fees:						
Tuition	728,480	299,397	41.1%	325,605	45.0%	722,820
Total Tuition and Fees	728,480	299,397	41.1%	325,605	45.0%	722,820
Other Sources:						
Facilities Revenue	138,941	22,656	16.3%	28,438	20.5%	138,941
Investment Revenue	16,000	7,685	48.0%	5,133	51.3%	10,000
Other	2,500	314	12.6%	71	-	-
Total Other Sources	157,441	30,655	19.5%	33,642	22.6%	148,941
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,669,623	\$ 1,518,193	56.9%	\$ 1,547,137	61.9%	\$ 2,498,042
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 935,842	\$ 205,102	21.9%	\$ 187,849	0.0%	\$ 923,374
Employee Benefits	316,108	58,207	18.4%	52,450	0.0%	301,674
Contractual Services	219,000	34,369	15.7%	57,885	0.0%	242,276
General Materials & Supplies	291,970	40,011	13.7%	15,936	0.0%	225,070
Conference & Meeting Expenses	5,675	-	0.0%	-	0.0%	5,675
Fixed Charges	64,500	78,179	121.2%	79,678	0.0%	64,500
Utilities	752,500	130,348	17.3%	87,232	0.0%	733,413
Capital Outlay	83,000	-	0.0%	-	0.0%	-
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	2,605,595	546,216	21.0%	481,030	0.0%	2,432,982
Institutional Support:						
Salaries	44,278	10,355	23.4%	9,664	0.0%	46,489
Employee Benefits	11,865	2,287	19.3%	3,512	0.0%	10,758
Contractual Services	720	2,491	346.0%	2,491	0.0%	750
Materials & Supplies	2,955	473	16.0%	1,944	0.0%	2,853
Fixed Charges	4,210	-	0.0%	-	0.0%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	64,028	15,606	24.4%	17,611	0.0%	65,060
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,669,623	\$ 561,822	21.0%	\$ 498,641	0.0%	\$ 2,498,042

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,488,019	\$ 1,356,055	91.1%	\$ 1,248,923	0.0%	\$ 1,545,381
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	32,500	9,879	30.4%	8,834	0.0%	30,600
Other Revenue	250,000	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,770,519	1,365,934	77.1%	1,257,757	0.0%	1,575,981
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	3,656,726	640,540	17.5%	235,277	0.0%	1,500,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 3,656,726	640,540	17.5%	235,277	0.0%	1,500,000
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ -	\$ -	0.0%	\$ -	0.0%	-
Investment Revenue	1,600	553	34.6%	492	0.0%	3,200
TOTAL BOND & INTEREST FUND REVENUES	1,600	553	34.6%	492	0.0%	3,200
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ -	\$ -	0.0%	-	0.0%	-
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	-	-	0.0%	-	0.0%	-
TOTAL BOND & INTEREST EXPENDITURES	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
WORKING CASH FUND						
Investment Revenue	\$ 35,000	\$ 10,218	29.2%	\$ 8,242	25.8%	\$ 32,000
TOTAL WORKING CASH REVENUES	35,000	10,218	29.2%	8,242	25.8%	32,000
Transfers In (Out)		\$ -	0.0%	\$ -		

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
Service Fees	\$ 1,801,765	\$ 787,992	43.7%	\$ 898,032	39.6%	\$ 2,268,600
Other Revenue	3,940	2,086	52.9%	267	0.0%	5,700
Investment Revenue	4,500	232	5.2%	396	14.1%	2,800
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	1,810,205	790,310	43.7%	898,695	39.5%	2,277,100
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 313,439	66,704	21.3%	75,373	23.4%	321,509
Employee Benefits	70,294	11,801	16.8%	12,047	17.9%	67,134
Contractual Services	64,831	23,501	36.2%	10,316	20.7%	49,922
Materials & Supplies	1,441,412	556,260	38.6%	865,797	47.6%	1,817,195
Conference & Meeting	24,855	7,857	31.6%	8,711	33.6%	25,909
Fixed Charges	51,300	20,928	40.8%	3,868	9.7%	40,075
Capital Outlay/Depreciation	1,322	-	0.0%	-	0.0%	19,832
Other	103,000	-	0.0%	64	0.1%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,070,453	687,051	33.2%	976,176	39.9%	2,444,576
 Transfer In (Out)	 \$ (198,586)		 0.0%	 \$ -	 0.0%	 \$ (25,586)

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
State Government Sources	\$ 280,032	\$ -	0.0%	-	0.0%	\$ 292,545
Federal Government Sources	4,876,221	2,037,489	41.8%	2,123,028	43.9%	4,839,519
Nongovernmental gifts or grants	-	-	0.0%	220	0.0%	-
Other Revenue	88,500	777	0.9%	620	1.8%	34,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	5,244,753	2,038,266	38.9%	2,123,868	41.1%	5,166,064

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
Instruction:						
Salaries	\$ 375,521	\$ 66,315	17.7%	64,971	14.3%	454,373
Employee Benefits	144,268	22,456	15.6%	22,398	17.3%	129,112
Contractual Services	25,090	-	0.0%	1,531	6.1%	25,260
Materials & Supplies	110,679	14,845	13.4%	7,633	25.5%	29,946
Conference & Meeting	34,409	9,977	29.0%	3,589	19.2%	18,660
Utilities	1,250	-	0.0%	463	0.0%	2,500
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 691,217	\$ 113,593	16.4%	\$ 100,585	15.2%	\$ 659,851

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 192,097	\$ 43,401	22.6%	42,252	22.4%	188,414
Employee Benefits	71,188	13,086	18.4%	12,508	17.9%	69,834
Contractual Services	3,500	-	0.0%	2,600	104.0%	2,500
Materials & Supplies	5,787	8,471	146.4%	10,682	180.3%	5,926
Conference & Meeting	6,500	1,416	21.8%	972	12.2%	7,978
Tuition Waivers (TRIO Grant)	20,000	20,850	104.3%	14,380	89.9%	16,000
Total Student Services	<u>299,072</u>	<u>87,224</u>	29.2%	<u>83,394</u>	28.7%	<u>290,652</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 95,683	\$ 10,944	11.4%	\$ 8,922	11.1%	\$ 80,632
Total Institutional Support	<u>95,683</u>	<u>10,944</u>	11.4%	<u>8,922</u>	11.1%	<u>80,632</u>
Student grants and waivers (PELL & SEOG)	<u>4,165,281</u>	<u>1,937,948</u>	46.5%	<u>2,070,759</u>	50.0%	<u>4,142,929</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,251,253</u>	<u>\$ 2,149,709</u>	40.9%	<u>\$ 2,180,266</u>	42.1%	<u>\$ 5,174,064</u>
Transfer In (Out)	<u>\$ 10,000</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ 10,000</u>
AUDIT FUND						
Local Government Sources	\$ 37,928	\$ 32,061	84.5%	\$ 32,505	84.5%	\$ 38,480
Investment Revenue	80	26	32.5%	33	41.3%	80
TOTAL AUDIT FUND REVENUES	<u>38,008</u>	<u>32,087</u>	84.4%	<u>32,538</u>	84.4%	<u>38,560</u>
AUDIT FUND						
Contractual Services	37,300	-	0.0%	8,225	22.5%	36,500
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 37,300</u>	<u>\$ -</u>	0.0%	<u>\$ 8,225</u>	22.5%	<u>\$ 36,500</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the three months ended September 30, 2018
 9/30/2018

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2019	Actual 9/30/18	Act/Budget 25.0%	Actual 9/30/17	Act/Budget 25.0%	Annual Budget FY2018
Local Government Sources	\$ 826,509	\$ 470,736	57.0%	\$ 599,059	0.0%	\$ 751,210
Investment Revenue	6,000	179	3.0%	-	0.0%	9,500
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	832,509	470,915	56.6%	599,059	78.7%	760,710
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	102,355	19,470	19.0%	18,556	-	109,334
Employee Benefits	26,286	5,463	20.8%	5,137	-	25,832
Contractual Services	22,500	495	2.2%	6,915	-	11,000
Materials & Supplies	650	103	15.8%	208	-	-
Total for Student Services	<u>151,791</u>	<u>25,531</u>	<u>16.8%</u>	<u>30,816</u>	<u>-</u>	<u>146,166</u>
Operations & Maintenance of Plant						
Contractual Services	\$ 502,800	\$ 107,948	21.5%	\$ 52,000	9.5%	\$ 547,700
Material & Supplies	200	42	21.0%	22	12.6%	175
Utilities	450	103	22.9%	69	13.8%	500
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 503,450</u>	<u>\$ 108,093</u>	<u>21.5%</u>	<u>\$ 52,091</u>	<u>9.5%</u>	<u>\$ 548,375</u>
Institutional Support						
Salaries	\$ 68,917	\$ 15,726	22.8%	\$ 17,989	0.0%	\$ 76,673
Employee Benefits	214,823	2,624	3.8%	2,855	0.0%	206,121
Contractual Services	40,500	3,031	7.5%	23,878	0.0%	19,500
Materials & Supplies	5,000	-	0.0%	-	0.0%	200
Conference & Meeting	500	-	0.0%	2,500	0.0%	2,000
Fixed Charges	297,000	251,018	84.5%	290,493	109.8%	264,500
Capital Outlay	-	-	0.0%	6,680	0.0%	-
Other	-	-	0.0%	75,000	0.0%	-
Total Institutional Support	<u>626,740</u>	<u>272,399</u>	<u>43.5%</u>	<u>419,395</u>	<u>73.7%</u>	<u>568,994</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,281,981	\$ 406,023	31.7%	\$ 471,486	37.3%	\$ 1,263,535

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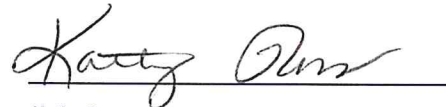
Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 All Funds - By Budget Officer
 9/30/2018
 Unaudited

<u>Department</u>	<u>Annual Budget FY2019</u>	<u>Actual FY2019</u>	<u>Act/Budget 25.0%</u>	<u>Explanation</u>
President	\$ 341,407	\$ 83,113	24.3%	
Board of Trustees	14,750	6,266	42.5%	Paid first half of ICCTA annual dues
Community Relations	416,182	84,624	20.3%	
Continuing Education	740,764	269,388	36.4%	Several continuing education trips since July 1, 2018
Facilities	6,315,321	1,187,355	18.8%	
Information Technologies	2,146,368	858,540	40.0%	Purchased Colleague servers; Website redesign;
Academic Affairs	252,363	49,535	19.6%	
Academic Affairs (AVPCE)	644,917	101,809	15.8%	
Adult Education	447,165	82,390	18.4%	
Learning Resources	1,231,673	273,689	22.2%	
Career & Tech Education Division	2,191,125	413,881	18.9%	
Natural Science & Business Division	3,109,589	684,446	22.0%	
Humanities & Fine Arts/Social Science Division	3,318,464	737,553	22.2%	
Health Professions Division	1,717,616	396,027	23.1%	
Admissions & Records	367,560	70,143	19.1%	
Counseling	553,068	127,608	23.1%	
Student Services	250,736	55,400	22.1%	
Financial Aid	4,649,462	2,035,878	43.8%	Financial aid for fall semester
Career Services	39,671	7,297	18.4%	
Athletics	285,212	76,961	27.0%	
TRiO (Student Success Grant)	299,072	87,225	29.2%	
Campus Security	500,150	107,308	21.5%	
Business Services/General Institution	1,074,183	271,187	25.2%	
Risk Management	630,040	273,184	43.4%	FY19 insurance premiums paid
Tuition Waivers	546,000	180,038	33.0%	
Purchasing	116,616	25,227	21.6%	
Human Resources	129,583	25,874	20.0%	
Bookstore	1,638,940	592,304	36.1%	Fall and spring inventory purchases
Shipping & Receiving	64,028	15,606	24.4%	
Copy Center	103,301	14,585	14.1%	
Total FY19 Expenditures	\$ 34,135,326	\$ 9,194,441	26.9%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended September 30, 2018

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 3,463,984.08	\$ 741,170.36	\$ 560,251.66	\$ 178,502.99	\$ 496,345.57	\$ (249,592.80)	\$ 366,418.91	\$ 34,174.89	\$ 295,154.59	\$ 139,979.34	\$ 6,026,389.59
Total Receipts	2,521,923.35	386,837.04	448,407.80	49.43	32,530.21	-	584.11	10,590.60	161,194.02	237,163.09	\$ 3,799,279.65
Total Cash	5,985,907.43	1,128,007.40	1,008,659.46	178,552.42	528,875.78	(249,592.80)	367,003.02	44,765.49	456,348.61	377,142.43	9,825,669.24
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	286,968.32	-	-	-	-	46,450.00	-	-	-	-	333,418.32
Expenditures	(2,253,832.30)	(244,389.30)	(455,859.24)	-	(260,496.25)	(217,298.42)	-	-	(227,415.46)	(1,381.80)	(3,660,672.77)
ACCOUNT BALANCE	4,019,043.45	883,618.10	552,800.22	178,552.42	268,379.53	(420,441.22)	367,003.02	44,765.49	228,933.15	375,760.63	6,498,414.79
Deposits in Transit	(236,485.71)										(236,485.71)
Outstanding Checks	1,156,445.57										1,156,445.57
BANK BALANCE	4,939,003.31	883,618.10	552,800.22	178,552.42	268,379.53	(420,441.22)	367,003.02	44,765.49	228,933.15	375,760.63	7,418,374.65
Certificates of Deposit	-	-	2,203,016.71	500,000.00	248,000.00	-	3,368,916.47	-	100,000.00	-	6,419,933.18
Illinois Funds	4,956,055.30	2,248,292.62	1,813,458.10	139,063.41	-	263,038.83	923,738.47	2,376.39	46.06	88,346.60	10,434,415.78
Bldg Reserve-ILLFund			1,111,145.96								1,111,145.96
Total Investment	\$ 4,956,055.30	\$ 2,248,292.62	\$ 5,127,620.77	\$ 639,063.41	\$ 248,000.00	\$ 263,038.83	\$ 4,292,654.94	\$ 2,376.39	\$ 100,046.06	\$ 88,346.60	\$ 17,965,494.92
LaSalle State Bank	\$ 173,626.29										
Midland States Bank	<u>7,244,748.36</u>										
	<u>\$ 7,418,374.65</u>										

Respectfully submitted,

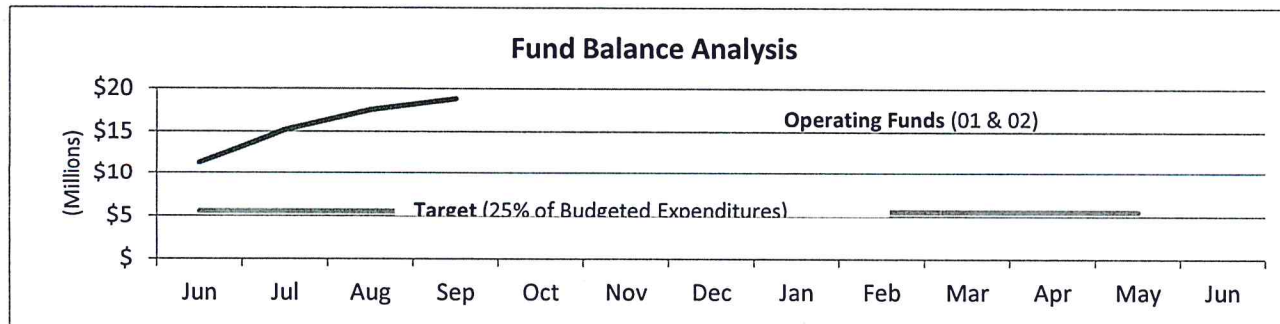
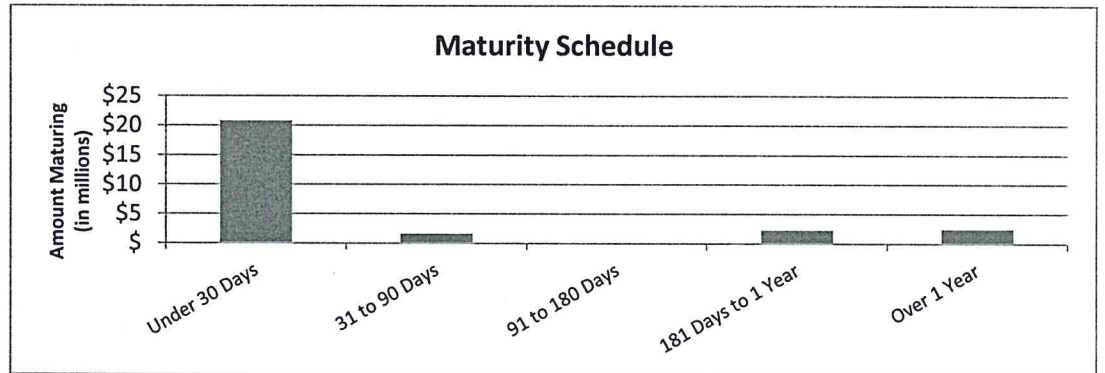
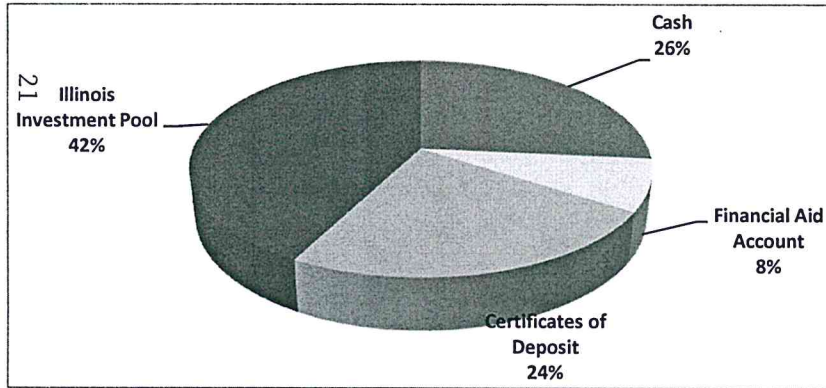


Kathy Ross
Controller

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
September 30, 2018**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	26.4%	\$ 7,189,114	0.35%
Financial Aid Account	7.7%	2,088,588	0.35%
Certificates of Deposit	23.6%	6,419,933	1.93%
Illinois Investment Pool	42.3%	11,526,584	2.02%
Total	100.0%	\$ 27,224,219	1.43%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,417,283	-	-	\$ 10,417,283	38%
IL Funds -Building	1,109,301			\$ 1,109,301	4%
Midland States Bank	-		6,899,695	\$ 6,899,695	25%
Midland States Bank			2,088,588	\$ 2,088,588	8%
LaSalle State Bank	-	-	170,097	170,097	1%
Central Bank	-	1,000,000	-	1,000,000	4%
Commerce Bank	-	1,000,000	-	1,000,000	4%
Hometown Bank	-	200,000	-	200,000	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	9%
Heartland Bank	-	-	119,322	119,322	0%
Marseilles Bank	-	1,754,933	-	1,754,933	6%
	\$ 11,526,584	\$ 6,419,933	\$ 9,277,702	\$ 27,224,219	100%



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ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
September 30, 2018

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/26/2018			503,017					503,017	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						151,916		151,916	MB	1.10%	1.10%	915192
4/13/2019			500,000	500,000				1,000,000	CTB	1.50%	1.51%	105233
4/16/2019			200,000					200,000	HNB	2.00%	2.01%	600092
7/13/2019			1,000,000					1,000,000	MB	2.00%	2.01%	16776
7/22/2019							100,000	100,000	MB	2.00%	2.01%	16783
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Morgan Stanley PVT
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	CitiBank NA
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Israel Discount Bank
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	Morgan Stanley NA
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
Total CD	-	-	2,203,017	500,000	248,000	3,368,916	100,000	6,419,933				

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

\$5,000 and Over Disbursements

09/01/18 - 09/30/18

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	09/04/18		Prudential	\$ 5,208.32	Life Insurance (September)
743782	09/05/18	0218515	Corkill Insurance Agency Inc.	224,608.00	Insurance Premiums
743819	09/05/18	0137626	PTDA	5,961.02	Books for Resale
743831	09/05/18	0171201	Triangle Engineering Inc.	9,335.00	Welding Instructional Supplies
ACH	09/06/18		Internal Revenue Service	59,312.88	Federal Payroll Taxes (09/06/18)
ACH	09/06/18		Illinois Department of Revenue	21,452.47	State Payroll Taxes (09/06/18)
ACH	09/06/18		VALIC Retirement Services	10,590.48	403(b) & 457(b)Payroll (09/06/18)
743848	09/06/18	0082897	SURS	45,074.30	Payroll (09/06/18)
ACH	09/06/18		CCHC	245,810.58	Health Insurance (September)
ACH	09/10/18		American Express	98,938.46	Credit Card Purchases (August)
ACJ	09/11/18		Illinois Department of Revenue	31,660.00	Sales Tax
743860	09/12/18	0105972	Amazon.Com	7,227.29	Books for Resale
743861	09/12/18	0215643	Total Automation Concepts, Inc.	58,716.00	Campus Wide Security Upgrades*
23 743862	09/12/18	0001369	Ameren Illinois	16,514.60	Electricity (07/11/18-08/09/18)
743866	09/12/18	0001520	Cengage Learning Inc.	22,258.00	Books for Resale
743877	09/12/18	0174412	Demonica Kemper Architects	37,146.14	Cultural Centre Access Upgrade,* Exterior Stair Upgrades,* Campus Wide Security Upgrades,* Building "E" AHU Replacement,* Barn Demolition
743882	09/12/18	0181795	G4S Secure Solutions (USA) Inc.	9,304.40	Security Services (08/13/18-08/19/18)
743908	09/12/18	0209375	Refurble	7,020.00	Supplies for Resale
743912	09/12/18	0214936	Morton Salt, Inc.	5,354.50	Bulk Rock Salt
743936	09/12/18	0187871	The Chicago Tour Company	6,350.00	Continuing Education Trips
743938	09/12/18	0128401	Vanguard Contractors, Inc.	361,296.00	Cultural Centre Access Upgrade,* Exterior Stair Upgrades,*
743958	09/19/18	0217858	Bridge Marketing Ltd	5,650.00	Advertising
743968	09/19/18	0214499	Constellation NewEnergy, Inc.	27,914.07	Electricity (07/11/18-08/09/18)
743972	09/19/18	0209567	Delta Dental of Illinois	15,712.18	Dental Insurance (August)
743977	09/19/18	0181795	G4S Secure Solutions (USA) Inc.	19,445.82	Security Services (08/20/18-08/26/18, 09/03/18-09/09/18)
744013	09/19/18	0208367	Omnikron Systems, Inc.	6,933.00	Access for Leadership Elevation Certificate Program
744044	09/19/18	0001927	Walter J Zukowski & Associates	9,765.40	Legal Services
ACH	09/20/18		Internal Revenue Service	58,595.63	Federal Payroll Taxes (09/20/18)
ACH	09/20/18		Illinois Department of Revenue	21,235.60	State Payroll Taxes (09/20/18)
ACH	09/20/18		VALIC Retirement Services	10,590.48	403(b) & 457(b)Payroll (09/20/18)

**\$5,000 and Over Disbursements
09/01/18 - 09/30/18**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
744066	09/20/18	0082897	SURS	45,066.26	Payroll (09/20/18)
744089	09/26/18	0181795	G4S Secure Solutions (USA) Inc.	17,483.28	Security Services (08/27/18-09/02/18, 09/10/18-09/16/18)
744098	09/26/18	0001610	ICCB	131,247.00	Return of Funds (Adult Education Grants)
744101	09/26/18	0218917	Interactive Health, Inc.	26,410.00	Site Health Evaluations
744117	09/26/18	0204066	Moss Enterprises	23,598.00	Books for Resale
ACH	09/26/18		Prudential	5,240.95	Life Insurance (October)
ACH	09/30/18		EBC	5,680.42	H.R.A., F.S.A., Cobra (September)
				\$ 1,719,706.53	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 09/01/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Balzarini, Doreen J	One on One Session	08/25/18	08/25/18	09/01/18	ST	\$105.00	014110394151320			
Eccles, Kimberly A	CSS 2200 80 Independent Study	08/15/18	12/14/18	12/22/18	ST	\$150.00	011320410051320	CSS-2200-80	Advanced Excel	
Forst, Jean	Writing Center Hours Summer 2018	07/01/18	08/09/18	09/01/18	OV	\$563.20	011120650051340			
Fox, Amber Rae	Orientation to Perkins	08/13/18	08/13/18	09/01/18	SG	\$150.00	061320152751900			
Gillio, Susan M	MUP 1012 01 Independent Study	08/15/18	12/14/18	12/22/18	ST	\$150.00	011120650051320	MUP-1012-01	Flute Ensemble	
Klieber, Tracie Marie	Yoga Unique to You	08/25/18	08/25/18	09/01/18	ST	\$450.00	014110394151320	HLR-6218-307	Yoga Unique To You	
Mills, Jennifer P	Mileage Reimbursement	08/15/18	12/14/18	12/22/18	ML	\$900.00	011120650055210			
Padoan-Gallardo, Atti V	FEN SPN ITL Independent Study	08/15/18	12/14/18	12/22/18	ST	\$950.00	011120650051320	FEN-2002-80	Intermediate French II Conversational Italian II Intermediate Spanish	
Pytel, Kyle Edwin	LC Driver Improvement GDL	08/18/18	08/18/18	09/01/18	ST	\$175.00	014110394251320		LC Driver Improvement GDL	
Sarver, Gregory Stephen	LC Driver Improvement	08/22/18	08/22/18	09/01/18	ST	\$150.00	014110394251320		LC Driver Improvement	
Smith, Mary Helen	NUCOR Corp Fast Course	08/17/18	08/28/18	09/01/18	ST	\$1,000.00	014210331051320			
Stone, Donna P	Mileage Reimbursement	08/15/18	12/14/18	12/22/18	ML	\$800.00	011120650055210			
Story, Michelle M	Additional Lab Hours Based on Submission	06/13/18	08/09/18	09/01/18	OV	\$6,000.00	011320410051340			
Wlodarchak, Carol Lynn	REA 1200 300	08/21/18	12/12/18	12/22/18	ST	\$4,128.00	011220410351320	REA-1200-300	Real Estate Broker Pre-License I	
Zellmer, Donald G	THE 1005 2003 03 Independent Study	08/15/18	12/14/18	12/22/18	ST	\$450.00	011120650051320	THE-1005-03	Theater Play Production	
Total						16,121.20				


 Cheryl Roelfsema
 Vice President of Business Services and Finance

 9/13/18
 Dr. Jerry Corcoran
 President

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

Stipends For Pay Period 09/15/18

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Harding, Suzanne	Overtime Adjustment	04/05/18	04/19/18	09/15/18	MI	\$68.85	056430361451610			
Hulstrom, Natalie H	MUS 1000 560	08/15/18	12/14/18	12/22/18	ST	\$2,064.00	011120650051320	MUS-1000-560	Music Appreciation	
Johnson, LeeAnn	Retro for FY18	09/01/17	08/31/18	09/15/18	ST	\$2,332.00	011120570051310			Incorrect Salary Step for FY18
Leadingham, Paul	Younglove Construction Training	09/08/18	09/08/18	09/15/18	ST	\$2,240.00	014210331051320			
Rebholz, Matthew Richard	LC Driver Improvement GDL	09/01/18	09/01/18	09/15/18	ST	\$175.00	014110394251320	CDV-6000-09	LaSalle Co Driver Improvement GDL	
Sarver, Gregory Stephen	Mileage Reimbursement	06/09/18	08/11/18	09/15/18	ML	\$81.75	014110394355212			
Sarver, Gregory Stephen	LC Driver Improvement	09/05/18	09/05/18	09/15/18	ST	\$150.00	014110394251320	CDV-6000-309	LaSalle Co Driver Improvement	
Sarver, Gregory Stephen	BC Driver Improvement	09/08/18	09/08/18	09/15/18	ST	\$150.00	014110394351320	CDV-7000-01	Bureau Co Driver Improvement	
Smith, Mary Helen	NUCOR Corp Fast Course	09/07/18	09/11/18	09/15/18	ST	\$1,000.00	014210331051320			
Total						8,261.60				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 9/26/18
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

Career and Technical Education Dual Credit Agreement in Computer Networking with Starved Rock Associates for Vocational & Technical Education (SRAVTE)

The primary Education for Employment (EFE) regional system serving the IVCC district is EFE #190 Starved Rock Associates for Vocational & Technical Education (SRAVTE) which serves the following area career center and high schools: LaSalle-Peru Area Career Center, DePue, Hall, LaMoille, LaSalle-Peru, Mendota, Ottawa, Princeton, Putnam County, Seneca and Streator. We currently have the following Program of Study Dual Credit/Articulated Credit Agreements with SRAVTE: Automotive Technology, Business/Computers/Keyboarding, Computer Aided Engineering & Design, Early Childhood Education, Electronics/Electricians, Graphic Design, Nursing, Manufacturing, and Welding.

These agreements are currently referenced as Programs of Study in the Carl D. Perkins Education Act of 2006 (Perkins IV). Prior to this they were originally put forth under the Partnerships for College and Career Success (PCCS) grant guidelines that pertained to federal funding under Title II of the Carl D. Perkins Career and Technical Education Act of 2006. Prior to FY 2009, these funds were distributed as the Illinois Tech Prep Consortium Grant.

SRAVTE is requesting dual credit opportunity in the Computer Networking program of study. The first dual credit course to be offered is CSP 2200 – PC Troubleshooting, Upgrade and Repair.

New individual Program of Study Dual Credit/Articulated Credit Agreements not currently offered by SRAVTE will be brought to the Board of Trustees for approval.

Recommendation:

The administration recommends that the Board approve the addition of the Computer Networking program of study to SRAVTE’s dual credit/articulated credit opportunities effective immediately.

- KPI 1: Student Academic Success
- KPI 5: District Population Served
- KPI 6: Resource Management

Purchase Request – Continuing Education Training Classes for Companies

Each year, IVCC's Continuing Education Center offers training classes for companies in our district. The following course, with instructional costs greater than \$10,000 is listed below:

- Crane Inspection and Certification Bureau (CICB)
 - On site OSHA Basic Rigger & Signal Person training

These costs are recovered through Continuing Education fees charged to clients.

Recommendation:

The administration recommends Board approval to purchase Basic Rigger & Signal Person training classes from CICB for the estimated amount of \$17,000 for Fiscal Year 2019.

KPI 1: Student Academic Success

Resolution Authorizing Preparation of the 2018 Tax Levy

The administration requests Board authorization to begin preparing the 2018 tax levy. In keeping with past practice, a tentative tax levy will be presented to the November Board for approval and the levy will be finalized in December.

Recommendation:

The administration recommends that the Board authorize Dr. Jerry Corcoran to begin preparing the 2018 tax levy.

KPI 6: Resource Management

RESOLUTION TO PREPARE TAX LEVY

RESOLUTION

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

SECTION 1: That Dr. Jerry Corcoran be and is hereby authorized and directed to prepare a tax levy for the calendar year 2018 to be collected in calendar year 2019.

ADOPTED this 11th day of October, 2018.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Cash Farm #8842 Lease Renewal – 2019

The College entered into a cash farm lease with Luke Holly on October 12, 2017 with the option of one-year renewals for three years. The lease is for 149 acres @ \$308.25/acre, an annual lease payment of \$45,929.25. Mr. Holly would like to renew the lease for another year. This is the first year renewal of the lease.

Recommendation:

The administration recommends Board approval to renew the lease with Luke Holly at \$308.25 per acre on 149 acres for an annual lease payment of \$45,929.25 for 2019.

KPI 6: Resource Management

Student Support Services – Project Success – Local Match

As part of the grant application, the College agreed to provide a local match of \$10,000 annually for the five-year period of the grant FY2016 – FY2020 for the federal Student Support Services (TRiO) grant. One of the grant conditions requires a local match of one-third of the dollars provided for student aid (tuition waivers.)

Recommendation:

The administration recommends Board approval of the annual \$10,000 transfer from the Education Fund (Fund 01) to Restricted Funds (Fund 06) for the Student Support Services grant for FY2019.

KPI 1 – Student Academic Success



Memo

To: Cheryl Roelfsema

From: Chris Herman

CC: Mark Grzybowski

Dear Cheryl,

I have drafted this memo as a reminder that Project Success would like to add the annual matching contribution of \$10,000 to the Project Success Budget for this current fiscal year which began September 1, 2018 for Federal TRIO Programs.

We are required to provide this match since we provide a portion of our award as grant aid to students. This aid helps many of our low-income students offset the cost of tuition, books, supplies & other miscellaneous expenses.

Project Success staff and students truly appreciate the colleges commitment which allows us to continue and provide financial assistance to our students.

Sincerely,

Chris Herman, Director
Project Success-Student Support Services
Illinois Valley Community College

IBEW Agreement

In October of 1998, IVCC originally entered into Contractual Agreement with the Joint Apprenticeship Training Committee Local 176 to offer an Associate in Applied Science degree program in Electrical Construction for persons completing the Electricians Apprenticeship program.

The proposed new agreement reflects changes that have been made in order to maintain compliance with the Higher Learning Commission and the Illinois Community College Board. The AAS Degree in Electrical Construction has been decreased from 65.5 to 60 credit hours consisting of 15 credit hours of general education courses, 31 credit hours of technical core courses, 10 credit hours of internship, and 4 credit hours of related instruction courses. IVCC shall pay the JATC Local Union 176 for providing instructors for 21 credit hours to be specified in the curriculum guide sheets at the current IVCC part-time pay rate based on sections scheduled in a given semester. The IBEW Apprenticeship instructors will continue to meet all IVCC hiring guidelines and evaluation practices. IVCC will charge the IBEW a sponsorship billing listing all students at 20% current IVCC standard tuition rate plus the \$5.00 registration fee each semester based on 10th day enrollment.

Recommendation:

The administration recommends Board approval effective immediately of the new Contractual Agreement between JATC Local Union 176 and Illinois Valley Community College, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

AAS ELECTRICAL CONSTRUCTION TECHNOLOGY

IBEW

30 credit hours to IBEW (non IVCC payroll):

- Internships (ELE 2205, ELE 2206, ELE 2207, ELE 2208, ELE 2209)	10.0
- HIS 1005 History of the Labor Movement (considered a gen ed)	3.0*
- MTH 1206 Technical Math, imbedded in curriculum, (considered a gen ed)	3.0*
- ALH 1220 Cardiopulmonary Resuscitation	1.0**
- ELT 2207 Instruments and Measurements	1.0
- GNT 1240 OSHA 30 Hour	3.0**
- ELT 1203 Industrial Instrumentation	2.5
- ELE 1220 Electrical Safety	1.0
- ELE 1203 Motors and Controls II	2.5
- ELE 1205 Programmable Logic Controllers II	<u>3.0</u>
	30.0

30 credit hours to IVCC (IVCC Part-time payroll)

- ELE 1200 Basic Industrial Electricity I	4.0
- ELE 1201 Basic Industrial Electricity II	4.0
- DFT 1203 Machine Blueprint Reading	3.0
- ELE 1206 Electrical Wiring	2.0
- ELT 1200 Beginning Industrial Electronics	2.5
- ELE 1202 Motors & Controls I	2.5
- ELE 1204 Programmable Logic Controllers I	<u>3.0</u>
	21.0

General Education courses (ENG 1205, SPH 1204, PSY 2200)

These courses can be taken at IVCC or any Illinois Community College

9.0
30.0

Total credit hours for AAS in Electrical Construction Technology

60.0

*General education courses to IBEW (non IVCC payroll)

**Related instruction courses

Approval of Certificate: Basic Computer Aided Design (CAD)

Dorene Data, Computer Aided Design Program Coordinator, and Shane Lange, Dean of Workforce Development, have been working closely with local leaders and representatives of both the Computer Aided Design Advisory Committee and Chief Manufacturing Executives group to create a short-term certificate option in CAD. During the last two CAD Advisory Committee meetings, participants have expressed a need for candidates with basic CAD knowledge to supplement the employees that are experts in the area of CAD. Many careers where CAD knowledge was formerly unnecessary, now require basic CAD skills. The committee members identified the CAD skills that 21st century careers require and Ms. Data and Mr. Lange aligned these skills with the outcomes of four core CAD courses.

The IVCC Curriculum Committee is recommending that the Board of Trustees approve the Certificate in Basic Computer Aided Design, as presented in the attached curriculum guide.

Recommendation:

The administration recommends the Board approve the Certificate in Basic Computer Aided Design, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Basic Computer Aided Drafting Certificate

Fall Year 1	Fall	Spring
CAD 1200 Computer Aided Drafting I AutoCAD	3	
CAD 2200 Computer Aided Design I	3	
<i>Semester Total</i>	6	
Spring Year 1	Fall	Spring
CAD 1201 Computer Aided Drafting II AutoCAD		3
CAD 2201 Computer Aided Design I		3
<i>Semester Total</i>		6

Total Credit Hours: 12

Approval of Certificate: Cybersecurity

Gina Elias, Computer Networking Program Coordinator, and Shane Lange, Dean of Workforce Development, have been working closely with local Information Technology leaders and representatives on both the Cybersecurity Steering Committee and the Computer Networking Advisory Committee to create a Cybersecurity curriculum. In May, 2018, Ms. Elias and Mr. Lange introduced the concept of the Cybersecurity program/curriculum to the Cybersecurity Steering Committee. A quantitative survey was developed and administered through the local chambers of commerce. The results indicate that local businesses and industry desire employees with cybersecurity knowledge and skills. As a result of the survey, and positive feedback from both the advisory and steering committees, in September 2018 eight new courses related to the Cybersecurity curriculum were brought forward and approved by the Curriculum Committee. These courses were submitted to the ICCB, with notification of approval of the courses on September 20, 2018. The Cybersecurity Certificate program is designed for IT professionals working in the field that are looking to increase their skillset in this area.

The IVCC Curriculum Committee is recommending that the Board of Trustees approve the Certificate in Cybersecurity, as presented in the attached curriculum guide.

Recommendation:

The administration recommends the Board approve the Certificate in Cybersecurity, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Cybersecurity Certificate

Fall Year 1	Fall	Spring
CSC 2200 Digital Forensics	3	
CSC 2202 Cybersecurity Scripting	3	
CSC 2204 Security+	3	
<i>Semester Total</i>	9	
Spring Year 1	Fall	Spring
CSC 1201 Managing Information Security		3
CSC 2203 Computer Ethics		3
CSC 2201 Ethical Hacking		3
CSC 2222 Internship		3
<i>Semester Total</i>		12

Total Credit Hours: 21

Approval of AAS Degree: Cybersecurity

Gina Elias, Computer Networking Program Coordinator, and Shane Lange, Dean of Workforce Development, have been working closely with local Information Technology leaders and representatives on both the Cybersecurity Steering Committee and the Computer Networking Advisory Committee to create a Cybersecurity curriculum. In May, 2018, Ms. Elias and Mr. Lange introduced the concept of the Cybersecurity program/curriculum to the Cybersecurity Steering Committee. A quantitative survey was developed and administered through the local chambers of commerce. The results indicate that local businesses and industry desire employees with cybersecurity knowledge and skills. As a result of the survey, and positive feedback from both the advisory and steering committees, in September 2018 eight new courses related to the Cybersecurity curriculum were brought forward and approved by the Curriculum Committee. These courses were submitted to the ICCB, with notification of approval of the courses on September 20, 2018.

The IVCC Curriculum Committee is recommending that the Board of Trustees approve the Associate of Applied Science degree in Cybersecurity, as presented in the attached curriculum guide.

Recommendation:

The administration recommends the Board approve the Associate of Applied Science Degree in Cybersecurity, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Cybersecurity Associate in Applied Science

Fall Year 1	Fall	Spring
CSP 2200 PC Troubleshooting, Upgrade and Repair	3	
MTH 1206 Technical Math I	3	
CSO 2202 Comprehensive Windows	3	
ENG 1205 Written Communications	3	
CSP 1203 Microsoft Office Professional I	3	
*CSC 1200 Orientation to IT Professions	1	
<i>Semester Total</i>	<i>16</i>	
Spring Year 1	Fall	Spring
CSN 1225 Core Networking Technologies		3
CSO 2200 Unix Operating System		3
*CSC 1201 Managing Information Security		3
SPH 1204 Oral Communication Skills for Business, Industry & Technology		3
CSN 1230 Network Administration I		3
SDT 1203 Job Seeking Skills		1
<i>Semester Total</i>		<i>16</i>
Fall Year 2	Fall	Spring
*CSC 2200 Digital Forensics	3	
*CSC 2204 Security+	3	
*CSC 2202 Cybersecurity Scripting	3	
CSN 1231 Network Administration II	3	
*CSC 2222 Internship	3	
<i>Semester Total</i>	<i>15</i>	
Spring Year 2	Fall	Spring
*CSC 2203 Computer Ethics		3
CSN 2260 Network Routing		3
*CSC 2201 Ethical Hacking		3
PSY 2200 Human Relations in the World of Work		3
HPE 1000 Wellness		1
<i>Semester Total</i>		<i>13</i>

Total Credit Hours: 60

*** Indicates a new course**

Bid Request – Laerdal Simulation Manikins and Equipment

The administration requests authorization to seek bids for Laerdal Simulation Manikins and Equipment at a total estimated cost of \$50,000.

The Nursing program is in need of patient simulators for utilization in the laboratory setting to provide students the opportunity to practice skills. The addition of the simulators will enhance the laboratory environment and allow the instructor(s) to control, monitor, and track student and group training of specific skills, while providing a realistic environment for students to engage in creative problem solving.

Nurse Anne Simulator allows student and nursing professionals the ability to practice core skills, enhance clinical knowledge, and experience highly realistic patient encounters that will prepare them to provide the highest level of care.

Major benefits include:

- Patient assessment and basic care;
- Medication Administration;
- Circulatory skills/features;
- Creation of custom scenarios to meet students' needs, track progress, and print reports that can be included in the student evaluation portfolio;
- Ability of instructors to vary lung sounds, heart sound, and blood pressure based on scenario;
- An infusion arm with range of motion and full venous access to practice IV insertion and removal, drug therapy administration and titration, and intramuscular injections;
- Training of practitioners in Advanced and Basic Life Support.

This purchase will be paid for by the Ralph Scriba donation.

Recommendation:

The administration recommends Board authorization to seek bids for Laerdal Simulation Manikins and Equipment.

KPI 1: Student Academic Success

High Deductible Health Plan/ Health Savings Accounts

The labor agreements with Service Employees International Union Local #138 and American Federation of Teachers Local #1810 provide for a contribution by the College to a Health Savings Account for each employee covered by the HDHP. Since 2014, employees not covered by a labor agreement and enrolled in the HDHP for health insurance coverage also received a contribution to a Health Savings Account (HSA).

Annual contributions for the Health Savings Account per employee would be:

Individual Coverage	\$2,500
Employee +1 Coverage	\$5,000
Family Coverage	\$5,000

Employees with additional health insurance coverage, such as Medicare and Medicaid, do not qualify for health savings accounts. Since 2015, these employees who enrolled in the HDHP were offered a Health Reimbursement Account (HRA). This is consistent with the language in the labor agreements with Service Employees International Union Local #138 and American Federation of Teachers Local #1810.

Annual reimbursement limits for the Health Reimbursement Account per employee would be:

Individual Coverage	\$2,500
Employee +1 Coverage	\$5,000
Family Coverage	\$5,000

Recommendation:

- 1) The administration requests authorization to contribute to employee Health Savings Plans as stated above for employees electing the High Deductible Health Plan beginning January 1, 2019.**
- 2) The administration requests authorization to contribute to employee Health Reimbursement Accounts as stated above for employees electing the High Deductible Health Plan beginning January 1, 2019.**

KPI 4: Support for Employees

Bid Results – Barn Demolition

Bids for the Barn Demolition were received and publicly opened on July 2, 2018.

S & K Excavating & Trucking, Inc., Newark, Illinois, submitted the low bid and met all bidding requirements and specifications for the project. A summary of bids received is listed below.

<u>Contractor</u>	<u>Bid</u>
S&K Excavating & Trucking Inc. Newark, IL	\$50,750
Sega Ag Works Inc. Cissna Park, IL	\$54,450
Alessio & Sons Co. Rockdale, IL	\$89,900

Recommendation:

The administration recommends Board approval to accept the base bid from S & K Excavating & Trucking, Inc., Newark, Illinois in the amount of \$50,750 for the Barn Demolition.

KPI 6: Resource Management



DEMONICA KEMPER ARCHITECTS

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

September 26, 2018

Ms. Michelle Carboni, Director of Purchasing
Illinois Valley Community College
815 N. Orlando Smith Street
Oglesby, IL 61348

Re: Barn Demolition
Letter of Recommendation to Award a Construction Contract

Dear Ms. Carboni,

Bids were received on the above referenced project at 2:00 pm on July 2, 2018. Three (3) general contractors were Bidders of Record and three (3) bids were received.

Upon review of the bid submittals and project scope with the low bidder, S & K Excavating & Trucking, Inc., it is clear that they met the bidding requirements for the project and included all of the required work per the bidding documents within their bid. Additionally, we have found no evidence which would disqualify them from being awarded the contract for this work. Therefore, Demonica Kemper Architects recommends that the Board of Trustees of Illinois Valley Community College consider awarding the contract for construction to:

S & K Excavating & Trucking, Inc.
904 E Route 71
Newark, Illinois 60541

The contract amount shall include the Base Bid for the total contract amount of \$50,750.00. Work shall be substantially complete at a date agreed upon by Illinois Valley Community College and the contractor.

If you have any questions regarding the bidding of this project, please do not hesitate to call. Demonica Kemper Architects looks forward to working with the college toward the successful completion of this project.

Sincerely,

Brett Loehmann
Associate

cc: Cheryl Roelfsema, IVCC
Scott Curley, IVCC
Dominick Demonica, DKA

Board Travel

Per the Illinois Community College Act (50 ILCS 150/15), travel expenses for any member of the Board of Trustees must be approved by a roll-call vote during an open meeting of the Board of Trustees.

Ms. Goetz, Northwest Regional Chair for the ICCTA Executive Committee 2018-2019, incurred expenses of \$368.00 in order to attend the ICCTA Seminar and Meeting on September 14 and 15, 2018.

Recommendation:

The administration recommends approval for reimbursement of expenses in the amount of \$368.00 incurred by Ms. Goetz for attending the 2018 ICCTA Seminar and Meeting on September 14 and 15.

KPI 6: Resource Management

Nicole M. LaVarier

11275 North Tabler Road, Minooka, IL 60447 · 815-955-7527 · nlavarier@yahoo.com

September 25, 2018

Leslie Hofer
Human Resources
Illinois Valley Community College
815 North Orland Smith Road
Oglesby, Illinois 61348

Dear Ms. Hofer,

I would like to notify you that I am resigning from my position as Assessment Center Assistant effective October 9.

Thank you very much for the opportunity you've given me to learn all about administering assessments and the workings of a community college. I have genuinely enjoyed my time with Illinois Valley Community College, and I believe the experience has taught me a lot.

Sincerely,



Nicole M. LaVarier

RECEIVED

SEP 25 2018

HUMAN RESOURCES

September 23, 2018

Dear Sara,

As we've previously discussed, I intend to retire from teaching at the end of fall semester 2018. While I still love working with our students, my husband and I want to travel and relax without restrictions on our time. Illinois Valley Community College and Adult Education have been very good to me, and I will miss everyone. I may still return to volunteer tutor with the program as time permits.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Mary H. Gross".

Mary H. Gross

RECEIVED

SEP 27 2018

HUMAN RESOURCES

My intent is to retire Dec 31, 2018

Thank you
Lori A Carey

RECEIVED

OCT - 2 2018

HUMAN RESOURCES

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * 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. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community
3. Serve as responsible stewards of college, community, state, and donor resources.