



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, June 13, 2019
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

INOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, June 13, 2019 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – May 9, 2019 Board Meeting (Pages 1–4)
 - 6.2 Approval of Bills - \$1,210,060.84
 - 6.2.1 Education Fund - \$1,014,557.02
 - 6.2.2 Operations & Maintenance Fund - \$87,102.31
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$13,392.37
 - 6.2.4 Auxiliary Fund - \$46,430.68
 - 6.2.5 Restricted Fund - \$15,473.91
 - 6.2.6 Liability, Protection & Settlement Fund - \$33,104.55
 - 6.3 Treasurer’s Report (Pages 5-22)
 - 6.3.1 Financial Highlights (Pages 6-7)
 - 6.3.2 Balance Sheet (Pages 8-9)
 - 6.3.3 Summary of FY19 Budget by Fund (Page 10)
 - 6.3.4 Budget to Actual Comparison (Pages 11-17)
 - 6.3.5 Budget to Actual By Budget Officers (Page 18)
 - 6.3.6 Statement of Cash Flows (Page 19)
 - 6.3.7 Investment Status Report (Pages 20-21)
 - 6.3.8 Disbursements - \$5,000 or more (Page 22)
 - 6.4 Personnel - Stipends for Pay Periods Ending April 27, 2019 and May 11, 2019 & Part-time Faculty and Staff Appointment May 2019 (Pages 23-25)

7. President's Report
8. Committee Reports
9. Staff Appointment – Eric Johnson, Director of Financial Aid (Pages 26-27)
10. Faculty Appointment – Amber Robertson, Nursing Instructor (Pages 28-29)
11. Faculty Appointment – Kathryn Lillie, Agriculture Instructor (Pages 30-31)
12. Faculty Appointment – Stephen Gibson, Industrial Maintenance & Electricity Instructor (Pages 32-33)
13. Faculty Appointment – Anthony Sondgeroth, Welding Instructor (Page 34-35)
14. FY21 RAMP Capital Request – New Agriculture Center (Page 36)
15. Authorization to Continue Operations for Standard Operating Expenditures (Page 37)
16. Purchase Request – VMWare Maintenance and Support (Page 38)
17. Student Support Services – TRIO Grant Local Match (Page 39)
18. Items for Information (Pages 40-54)
 - 18.1 Staff Appointment – Ida Brown, Financial Aid Reconciliation & Compliance Specialist (Page 40)
 - 18.2 Staff Retirement – Dennis O'Shea, Custodian (Page 41)
 - 18.3 Staff Resignation – Jessica Beem, Part-time Administrative Assistant, Continuing Education & Business Services (Page 42)
 - 18.4 Faculty Retirement – Debra Cooper, Part-time Math Instructor (Page 43)
 - 18.5 Faculty Resignation – Chris Winn, Part-time Welding Instructor (Page 44)
 - 18.6 Leave of Absence Request – Matthew Boehm (Pages 45-46)
 - 18.7 Prevailing Wage Determination (Page 47)
 - 18.8 Personnel Changes – Duplication Center (Page 48)
 - 18.9 Administrative Procedure – Vacation Regulation 3.30 (Pages 49-50)
 - 18.10 Spring 2019 Graduates (Page 51)
 - 18.11 Outstanding Achievement Popular Annual Financial Reporting (Page 52)
 - 18.12 Certificate of Achievement Excellence in Financial Reporting (Page 53)
 - 18.13 Staff Appointment – Josh Nauman, Head Women's Basketball Coach (Page 54)
19. Trustee Comment

20. Closed Session – 1) collective negotiations; 2) pending litigation; and 3) closed session minutes
21. Approval of Closed Session Minutes
22. Other
23. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
May 9, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, May 9, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
Jay K. McCracken
Matthew H. Klein, Student Trustee

Members Absent: Melissa M. Olivero

Members

Telephonically Present: David O. Mallery (entered the meeting physically at 7:20 p.m.)

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. Solon and seconded by Mr. McCracken to approve the amended agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

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

The following items were approved in the consent agenda:

Approval of Minutes – April 11, 2019 Board Meeting and April 29, 2019 Organizational Board Meeting.

Approval of Bills - \$1,389,483.95

Education Fund - \$934,502.19; Operations & Maintenance Fund - \$72,159.54; Operations & Maintenance (Restricted Fund) - \$261,000.00; Auxiliary Fund - \$67,010.89; Restricted Fund - \$6,448.40; and Liability, Protection & Settlement Fund - \$48,362.93.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending March 30, 2019 and April 13, 2019 and the Part-time Faculty and Staff Appointments of April 2019.

PRESIDENT'S REPORT

Dr. Corcoran reported that the IVCC April 18 employee recognition program was a successful event thanks to the hard work of Paula Hallock and Leslie Hofer in HR plus their recognition committee members Diane Kreiser, Jeannie Franklin, Lorri Fooockle and Jeannette Frahm. Approximately 80 employees were honored for years of service, the awarding of tenure, teaching excellence, distinguished service and retirement notice. Dr. Corcoran thanked Jane Goetz, Dr. Amy Boyles, Jay McCracken and Matthew Klein for attending and representing the Board of Trustees. Dr. Corcoran was delighted to report that the IVCC production of "Mama Mia!" broke just about every record we can find around here. He noted that Don Grant Zellmer called it the most enjoyable and best directional experience he has had in 14 years at IVCC. Mr. Zellmer and producer Dr. David Kuester recognized Brandon Czubachowski, Marlene Merkel, Carey Burns, Cory Tomasson, Gerilynn Smith, Chad Brokaw, Dr. Robyn Schiffman, Trey Barker, Alex Guerrero, and Alyce Scott among others for playing roles in the musical's success. Dr. Corcoran added that it is nice to see our Dr. Mary Margaret Weeg Cultural Centre being utilized and enjoyed as a first-rate venue for these kinds of performances. Dr. Corcoran reported that the May 1 Honorspalooza was very successful thanks to the fine work of faculty members Adam Oldaker, Jean Forst, Jared Olesen, and Amanda Cook Fesperman. He noted that all of the students who presented their capstone projects did a fine job, including our past student trustee, Joseph Marena. Dr. Corcoran informed that it was nice to see our own Mike Phillips being recognized at the ROE 31st Excellence in Education awards banquet on May 2 for his many years on the board at Lostant School. Dr. Corcoran added that he was also pleasantly surprised to see Heather Seghi in attendance as a member of the Dimmick School board and it is always nice to have IVCC faculty and staff so engaged with their local school districts. Dr. Corcoran reported that Dr. Deb Anderson has become the hit of the Rotary Club circuit lately, talking about the IVCC Transfer Academy. Dr. Corcoran noted that she visited with the noon Rotary yesterday and will visit with the morning group tomorrow. Dr. Corcoran informed that our other rock star on campus is Willard Mott who was happy last week to be on the receiving end of (1) our new Case IH Magnum 340 tractor through a Case IH School-Program arrangement facilitated by Kyle Dooley of CNH International, and (2) a vertical tillage tool, compliments of Stoller International Equipment. Dr. Corcoran added that Stoller has also donated a utility tractor in recognition of our work with Illinois Extension and the research being conducted on the college's land. Dr. Corcoran noted that thanks to CNH we may soon have a planter for some of our own work and the hardware needed to collect field data from the tractor and combine. He added that overall it has been a great partnership and our Ag students are the beneficiaries of this tremendous support. Dr. Corcoran was delighted to report that

we have everything you can think of at our disposal to prepare the seedbed and monitor field conditions, Willard is now working on how to control the weather.

FACULTY APPOINTMENT – RICHARD MARKO, AUTOMOTIVE TECHNOLOGY INSTRUCTOR

Motion made by Mr. Solon and seconded by Mr. McCracken to approve the appointment of Richard Marko as Automotive Technology Instructor effective August 13, 2019 at Step A-5, an annualized salary of \$47,910 on the 2019/2020 faculty salary schedule. Motion passed by voice vote.

APPROVAL OF CERTIFICATE: MEDICAL ASSISTANT

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve the Medical Assistant Certificate program, as presented. Motion passed by voice vote. Dr. Corcoran commended Bonnie Campbell and Julie Hogue, Director of Nursing, for their tremendous work to bring this certificate forward for approval.

PRESIDENT’S CONTRACT

It was moved by Mr. Solon and seconded by Mr. Klein to approve a three-year employment contract for President Dr. Jerry Corcoran from July 1, 2019 to June 30, 2022 with a salary increase of 2.75 percent for FY2020, providing for an annual salary of \$205,637 as well as benefits and other conditions presented in the contract. Motion passed by voice vote. Dr. Corcoran noted that it is an honor and privilege to serve IVCC and he thanked the Board for its support.

VICE PRESIDENTS’ CONTRACTS

It was moved by Mr. McCracken. and seconded by Ms. Stevenson to approve the FY20 employment contract for Cheryl Roelfsema, Vice President for Business Services and Finance, with a 2.75 percent increase for FY2020, resulting in an annualized salary of \$136,716 and duties, benefits, and other conditions as outlined in her contract. Motion passed by voice vote.

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve the FY20 employment contract for Dr. Deborah Anderson, Vice President for Academic Affairs, with a 2.75 percent increase for FY2020, resulting in an annualized salary of \$122,941 and duties, benefits, and other conditions as outlined in her contract. Motion passed by voice vote. Dr. Corcoran thanked the Board for its support of Ms. Roelfsema and Dr. Anderson.

FACULTY RESIGNATION – EMILY LESMAN, DEVELOPMENTAL MATHEMATICS LABORATORY INSTRUCTOR

It was moved by Mr. Solon and seconded by Mr. McCracken to accept the resignation of Emily Lesman, Developmental Mathematics Instructor effective August 10, 2019. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Goetz reported that she attended the IVCC Wind Ensemble concert under the direction of Gene Montgomery; she noted that Mr. Montgomery and the ensemble did an excellent job as usual.

Ms. Goetz informed that she attended the theatre play production, “*Mama Mia*” and it was exceptional.

CLOSED SESSION

It was moved by Dr. Boyles and seconded by Mr. Solon to convene a closed session at 6:41 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; 3) collective negotiations; and 4) closed session minutes. Motion passed by voice vote.

The Board immediately entered closed session at 6:41 p.m. On a motion by Mr. Solon and seconded by Mr. McCracken, the regular meeting resumed at 8:07 p.m. Motion passed by voice vote.

COMPENSATION FY20 – EMPLOYEES NOT AFFECTED BY A NEGOTIATED LABOR AGREEMENT

It was moved by Mr. Mallery and seconded by Mr. Solon to approve a 2.75 percent general increase for all employees not affected by a negotiated labor agreement, contingent upon acceptable performance evaluations and support from grants and outside contracts for the impacted positions in FY20 and to approve special salary adjustments for employees identified as warranting such an increase in FY20. Motion passed by voice vote.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Mr. McCracken and seconded by Dr. Boyles to approve and retain the Closed Session minutes of the April 11, 2019 and April 29, 2019 Closed Session Meetings. Motion passed by voice vote.

OTHER

Mr. Solon commended Fran Brolley and his staff on the publication, *IVCC Success Stories Summer/Fall 2019*. Mr. Solon noted that the publication is excellently done and very positive.

A meeting of the Board Facilities Committee was set for Tuesday, June 4 at 5:30 p.m. in the college’s Board Room.

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 8:10 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

MAY 2019

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – May 2019

Revenues

- As of May 31, the headcount for summer semester was 1,013, which is 45 students less than at the same point in time last year. Credit hours for summer 2019 were 4,881, a decrease of 221 credit hours, or a 4.33 percent decrease from one year ago. Traditional credit hours are down by 290 hours and Ottawa Center credit hours are down by 90 hours. Dual credit hours increased 159 hours over the same point in time one year ago.

As of May 31, the headcount for fall semester 2019 was 1,412, which is 296 students less than at the same point in time last year. Fall credit hours are at 15,430, a 10.31 percent decrease from one year ago. Traditional credit hours are down 6.35 percent and due to timing, dual credit hours are down by 902.

Budgeted credit hours for FY2020 are 53,000, a decrease of 9.4 percent from the FY2019 budget.

- Fund 01 revenues overall are at 99 percent of budgeted revenues:

Category	Budget	Actual	Difference	%
Local taxes	9,441,010	9,107,300	(333,710)	(3.5%)
State	1,551,458	1,837,077	285,619	18.4%
Federal	7,300	6,085	(1,215)	(16.6%)
Tuition	7,787,905	7,618,528	(169,377)	(2.2%)
Public	287,000	293,354	6,354	2.2%
Interest	32,600	124,018	91,418	280.4%
Other	99,717	96,948	(2,769)	(2.8%)
Total	\$19,206,990	\$19,083,310	(\$123,680)	(.6%)

- The FY19 base operating grant is being paid from the State’s education assistance fund (EAF) - eight monthly payments totaling \$729,026. Four quarterly payments totaling \$1,164,944 were paid from corporate personal property replacement tax (CPPRT). As of May 31, the College has received four quarterly payments of \$291,236 each and seven monthly payments of \$91,128 each. The Small College grant of \$36,560 has been received; eleven monthly installments of the equalization grant have been received; Career and Technical grant of \$209,360 has been received; and seven monthly installments totaling \$193,879 have been received for state Adult Education programs.
- The district EAV (equalized assessed valuation) increased by \$74.7 million, or 2.3 percent over 2017. The largest increase came from farm land values, followed by residential, and a \$5 million increase in the EAV of Exelon’s LaSalle Generating Plant. In 2009 the District’s EAV was \$3,198,644,044 and then decreased for five years down to \$2,994,383,259, followed by four years of increases to \$3,270,669,451 for 2018.

The total levy is estimated at \$11,951,041, an increase of 2.7 percent over the 2017 levy, but \$285,759, or 2.3 percent, less than the levy request.

Expenditures

- Expenditures are running 83.4 percent of the total budget as of May 31.

Protection, Health & Safety Projects

- Building D Air Handler/Chiller Replacement – finalizing punch list and warranty items
- Campus-Wide Security Camera Upgrade – finalizing punch list items
- Building E Air Handler/Chiller Replacement – new air handler and chiller are in place and control work is nearly complete
- Building C Air Handler/Chiller Replacement – Dodson’s bid of \$1,469,000 was accepted. Some control work will start over the summer.

Other Projects

- Agriculture Storage Building – Capital Development Board is working with architect on design development; additional funding of \$150,000 was included in the FY2020 state budget
- Agriculture Classroom and Lab Building – requesting permission to submit as a RAMP (Resource Allocation Management Project) project
- Roadway and Parking Lot Resealing Project – preliminary discussion with Capital Development Board on project funded with State deferred maintenance funds requiring a 25 percent match from the College.

Technology Projects

- Website redesign project – end users are being trained on the new software. Anticipated “go-live” date has been moved to late-July 2019.
- Student Planner program installation is complete. Student Services personnel had training in May. Due to some unforeseen changes to the degree audit module, the roll out will be delayed until February 2020 when students begin registering for summer and fall 2020 classes.
- Class and meeting room scheduling software, R25, is being upgraded to a cloud-based program. The current version is no longer supported by the software developer. Go-live date is July 2019.
- During summer and fall office and lab computers will be upgraded to Windows 10 as Windows 7 will no longer be supported after December 2019. Seventy new lab computers will be installed over the summer, as well.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 May 31, 2019
 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	\$ 702,022	\$ 530,988	\$ 186,456	\$ 532,264	\$ 162,910	\$ -	\$ -	\$ 2,114,640
Investments	9,273,974	9,274,600	640,958	248,000	3,878	-	-	19,441,410
Receivables								
Property taxes	9,484,466	2,181,721	-	-	-	-	-	11,666,187
Governmental claims	-	-	-	-	137,140	-	-	137,140
Tuition and fees	2,484,786	-	-	142,889	-	-	-	2,627,675
Due from other funds	387,073	-	-	-	-	-	-	387,073
Due to/from student groups	-	-	-	-	10	-	-	10
Bookstore inventories	-	-	-	537,788	-	-	-	537,788
Other assets	144,130	71,786	1,602	571	-	-	-	218,089
Deferred Outflows	-	-	-	-	-	-	216,452	216,452
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>\$22,476,451</u>	<u>\$12,059,095</u>	<u>\$ 829,016</u>	<u>\$ 1,497,789</u>	<u>\$ 303,938</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 110,295,027</u>

∞

ck

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 May 31, 2019

	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	\$ 99,321	\$ -	\$ -	\$ 12,689	\$ 6,886	\$ -	\$ -	\$ 118,896
Accrued salaries & benefits	1,559,648	19,417	-	14,498	-	-	-	1,593,563
Post-retirement benefits & other	128,627	-	-	-	-	-	-	128,627
Unclaimed property	-	3	-	-	27	-	-	30
Due to other funds	2,428	194,121	-	53,384	137,140	-	-	387,073
Due to student groups/deposits	367	-	-	10	159,885	-	-	160,262
Deferred revenue								-
Property taxes	4,743,959	1,091,261	-	-	-	-	-	5,835,220
Tuition and fees	2,966,139	-	-	74,013	-	-	-	3,040,152
Grants	-	-	-	-	-	-	-	-
Deferred Inflows	-	-	-	-	-	-	1,028,799	1,028,799
OPEB Long term debt	-	-	-	-	-	-	11,943,344	11,943,344
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	<u>9,500,489</u>	<u>1,304,802</u>	<u>-</u>	<u>154,594</u>	<u>303,938</u>	<u>-</u>	<u>12,972,143</u>	<u>24,235,966</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	-	10,754,293	-	-	-	-	-	10,754,293
Reserved for debt service	-	-	829,016	-	-	-	-	829,016
Unreserved	<u>12,975,962</u>	<u>-</u>	<u>-</u>	<u>1,343,195</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,319,157</u>
Total equity and other credits	<u>12,975,962</u>	<u>10,754,293</u>	<u>829,016</u>	<u>1,343,195</u>	<u>-</u>	<u>60,156,595</u>	<u>-</u>	<u>86,059,061</u>
Total Liabilities, Equity and Other Credits	<u>\$22,476,451</u>	<u>\$12,059,095</u>	<u>\$ 829,016</u>	<u>\$ 1,497,789</u>	<u>\$ 303,938</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 110,295,027</u>

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

JK

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2019 Revenues & Expenditures by Fund
 For the eleven months ended May 31, 2019
 May 31, 2019

	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	\$ 19,001,684	\$ 2,457,177	\$ 1,821,592	\$ 10,628	\$ 88,436	\$ 1,519,395	\$ 4,653,984	\$ 552,480	\$ 37,557	\$ 30,142,933
Actual Expenditures	(17,054,735)	(2,299,364)	(1,681,427)	-	-	(1,672,280)	(4,845,270)	(889,443)	(34,800)	(28,477,319)
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	1,951,949	157,813	140,165	10,628	88,436	(91,471)	(181,286)	(336,963)	2,757	1,742,028
Fund balances July 1, 2018	7,971,049	2,895,148	5,738,508	818,389	4,669,681	1,434,664	45,834	553,308	33,853	24,160,434
Fund balances May 31, 2019	\$ 9,922,998	\$ 3,052,961	\$ 5,878,673	\$ 829,017	\$ 4,758,117	\$ 1,343,193	\$ (135,452)	\$ 216,345	\$ 36,610	\$ 25,902,462

ck

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the eleven months ended May 31, 2019**

	<u>Annual Budget FY2019</u>	<u>Actual 5/31/19</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/18</u>	<u>Act/Budget 91.7%</u>	<u>Annual Budget FY2018</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,006,010	\$ 8,161,615	101.9%	\$ 7,954,604	99.1%	\$ 8,026,700
Corporate Personal Property Replacement Tax	1,065,000	576,783	54.2%	755,537	68.6%	1,101,797
TIF Revenues	370,000	368,902	99.7%	399,820	109.3%	365,700
Total Local Government	<u>9,441,010</u>	<u>9,107,300</u>	96.5%	<u>9,109,961</u>	96.0%	<u>9,494,197</u>
State Government:						
ICCB Credit Hour Grant	1,301,458	1,504,421	115.6%	1,571,183	170.8%	920,000
Equalization	50,000	41,670	83.3%	41,667	83.3%	50,000
Career/Technical Education Formula Grant	200,000	209,360	104.7%	183,123	93.9%	195,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,551,458</u>	<u>1,755,451</u>	113.1%	<u>1,795,973</u>	154.2%	<u>1,165,000</u>
Federal Government						
PELL Administrative Fees	7,300	6,085	83.4%	6,299	87.3%	7,215
Total Federal Government	<u>7,300</u>	<u>6,085</u>	83.4%	<u>6,299</u>	87.3%	<u>7,215</u>
Student Tuition and Fees:						
Tuition	6,925,880	6,788,352	98.0%	7,127,346	103.6%	6,882,640
Fees	862,025	830,175	96.3%	850,371	93.8%	906,850
Total Tuition and Fees	<u>7,787,905</u>	<u>7,618,527</u>	97.8%	<u>7,977,717</u>	102.4%	<u>7,789,490</u>
Other Sources:						
Public Service Revenue	287,000	293,354	102.2%	180,526	64.0%	282,109
Other	132,317	220,967	167.0%	173,260	145.7%	118,891
Total Other Sources	<u>419,317</u>	<u>514,321</u>	122.7%	<u>353,786</u>	88.2%	<u>401,000</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,206,990</u>	<u>\$ 19,001,684</u>	98.9%	<u>\$ 19,243,736</u>	102.1%	<u>\$ 18,856,902</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,125,944	7,405,248	91.1%	7,608,032	91.1%	8,348,942
Employee Benefits	1,760,576	1,664,855	94.6%	1,656,178	98.5%	1,680,827
Contractual Services	121,965	94,589	77.6%	63,529	33.7%	188,269
Materials & Supplies	417,890	275,148	65.8%	235,311	55.5%	424,327
Conference & Meeting Expenses	114,256	54,654	47.8%	45,773	47.3%	96,840
Fixed Charges	190,000	163,942	86.3%	163,662	83.1%	197,000
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,730,631</u>	<u>\$ 9,658,436</u>	90.0%	<u>\$ 9,772,485</u>	89.4%	<u>\$ 10,936,205</u>

11

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the eleven months ended May 31, 2019**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
Academic Support:						
Salaries	\$ 923,210	\$ 768,057	83.2%	\$ 546,622	83.8%	\$ 652,484
Employee Benefits	138,002	148,790	107.8%	128,402	83.2%	154,279
Contractual Services	191,650	160,388	83.7%	171,724	89.2%	192,544
General Materials & Supplies	266,724	161,059	60.4%	128,085	55.9%	229,247
Conference & Meeting Expenses	11,075	9,592	86.6%	6,809	76.3%	8,920
Utilities	24,665	19,350	78.5%	22,050	93.0%	23,700
Capital Outlay	115,000	92,477	80.4%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,670,326	1,359,713	81.4%	1,003,692	79.6%	1,261,174
Student Services:						
Salaries	1,308,889	1,174,080	89.7%	1,047,258	85.5%	1,225,294
Employee Benefits	342,482	343,518	100.3%	292,009	86.2%	338,817
Contractual Services	17,428	13,445	77.1%	6,919	79.2%	8,735
Materials & Supplies	68,377	51,374	75.1%	51,644	92.3%	55,972
Conference & Meeting Expenses	33,033	21,077	63.8%	18,163	69.2%	26,260
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,770,209	1,603,494	90.6%	1,415,993	85.6%	1,655,078
Public Services/Continuing Education:						
Salaries	343,940	348,514	101.3%	310,432	78.5%	395,571
Employee Benefits	75,574	77,993	103.2%	72,310	103.8%	69,659
Contractual Services	209,000	239,543	114.6%	162,325	79.6%	203,900
Materials & Supplies	92,100	74,734	81.1%	63,805	73.1%	87,275
Conference & Meeting Expenses	19,950	12,785	64.1%	8,919	52.0%	17,150
Other	200	195	97.5%	360	70.6%	510
Total Public Services/Continuing Education	740,764	753,764	101.8%	618,151	79.9%	774,065
Institutional Support:						
Salaries	1,737,749	1,588,434	91.4%	1,542,544	85.5%	1,803,308
Employee Benefits	685,412	662,919	96.7%	660,500	103.6%	637,253
Contractual Services	609,340	483,408	79.3%	456,801	89.0%	513,288
Materials & Supplies	405,704	340,019	83.8%	329,432	75.4%	436,870
Conference & Meeting Expenses	62,755	42,773	68.2%	30,720	54.4%	56,480
Utilities	26,200	8,018	30.6%	8,572	32.5%	26,370
Capital Outlay	173,500	92,477	53.3%	106,082	121.9%	87,000
Other	9,400	1,999	21.3%	(400)	-1.4%	29,400
Provision for Contingency	289,000	-	0.0%	-	0.0%	217,661
Total Institutional Support	3,999,060	3,220,047	80.5%	3,134,251	82.3%	3,807,630
Scholarships, Grants and Waivers	546,000	459,281	84.1%	463,750	92.8%	499,750
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,456,990	\$ 17,054,735	87.7%	\$ 16,408,322	86.7%	\$ 18,933,902
INTERFUND TRANSFERS - NET	\$ 250,000	\$ 5,000	2.0%	\$ 5,000	6.5%	\$ 77,000

ck

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the eleven months ended May 31, 2019**

	<u>Annual Budget FY2019</u>	<u>Actual 5/31/19</u>	<u>Act/Budget 91.7%</u>	<u>Actual 5/31/18</u>	<u>Act/Budget 91.7%</u>	<u>Annual Budget FY2018</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,243,160	\$ 1,271,041	102.2%	\$ 1,228,330	99.4%	\$ 1,236,300
Corporate Personal Property Replacement Tax	190,000	101,785	53.6%	133,330	70.9%	187,981
TIF	122,000	122,902	100.7%	133,068	109.1%	122,000
Total Local Government	<u>1,555,160</u>	<u>1,495,728</u>	96.2%	<u>1,494,728</u>	96.7%	<u>1,546,281</u>
State Government:						
ICCB Credit Hour Grant	228,542	256,757	112.3%	132,910	166.1%	80,000
Total State Government	<u>228,542</u>	<u>256,757</u>	112.3%	<u>132,910</u>	166.1%	<u>80,000</u>
Student Tuition and Fees:						
Tuition	728,480	530,582	72.8%	563,476	78.0%	722,820
Total Tuition and Fees	<u>728,480</u>	<u>530,582</u>	72.8%	<u>563,476</u>	78.0%	<u>722,820</u>
Other Sources:						
Facilities Revenue	138,941	124,288	89.5%	128,909	92.8%	138,941
Investment Revenue	16,000	46,348	289.7%	25,766	257.7%	10,000
Other	2,500	3,474	139.0%	2,741	-	-
Total Other Sources	<u>157,441</u>	<u>174,110</u>	110.6%	<u>157,416</u>	105.7%	<u>148,941</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,669,623</u>	<u>\$ 2,457,177</u>	92.0%	<u>\$ 2,348,530</u>	94.0%	<u>\$ 2,498,042</u>
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	\$ 935,842	\$ 835,957	89.3%	\$ 791,971	0.0%	\$ 923,374
Employee Benefits	316,108	307,037	97.1%	291,660	0.0%	301,674
Contractual Services	219,000	132,748	60.6%	137,461	0.0%	242,276
General Materials & Supplies	291,970	193,284	66.2%	162,387	0.0%	225,070
Conference & Meeting Expenses	5,675	170	3.0%	499	0.0%	5,675
Fixed Charges	64,500	79,557	123.3%	80,996	0.0%	64,500
Utilities	752,500	577,931	76.8%	507,578	0.0%	733,413
Capital Outlay	83,000	111,970	134.9%	-	0.0%	-
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,605,595</u>	<u>2,238,654</u>	85.9%	<u>1,972,552</u>	0.0%	<u>2,432,982</u>
Institutional Support:						
Salaries	44,278	40,773	92.1%	39,660	0.0%	46,489
Employee Benefits	11,865	11,543	97.3%	12,707	0.0%	10,758
Contractual Services	720	2,491	346.0%	2,491	0.0%	750
Materials & Supplies	2,955	2,215	75.0%	2,984	0.0%	2,853
Fixed Charges	4,210	3,688	87.6%	4,210	100.0%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>64,028</u>	<u>60,710</u>	94.8%	<u>62,052</u>	0.0%	<u>65,060</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,669,623</u>	<u>\$ 2,299,364</u>	86.1%	<u>\$ 2,034,604</u>	0.0%	<u>\$ 2,498,042</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the eleven months ended May 31, 2019

	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,488,019	\$ 1,582,552	106.4%	\$ 1,403,894	0.0%	\$ 1,545,381
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	32,500	97,871	301.1%	59,103	0.0%	30,600
Other Revenue	250,000	141,169	56.5%	345,767	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,770,519	1,821,592	102.9%	1,808,764	0.0%	1,575,981
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	3,716	0.0%	-	0.0%	-
Fixed Charges	-	1,677,711	0.0%	-	0.0%	-
Capital Outlay	3,656,726	-	0.0%	1,246,829	0.0%	1,500,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 3,656,726	1,681,427	46.0%	1,246,829	0.0%	1,500,000
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ -	\$ -	0.0%	\$ 22	0.0%	\$ -
Investment Revenue	1,600	10,628	664.3%	7,816	0.0%	3,200
TOTAL BOND & INTEREST FUND REVENUES	1,600	10,628	664.3%	7,838	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	\$ 88,436	252.7%	\$ 45,592	142.5%	\$ 32,000
TOTAL WORKING CASH REVENUES	35,000	88,436	252.7%	45,592	142.5%	32,000
Transfers In (Out)	\$ -	\$ -	0.0%	\$ -		\$ -

df

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the eleven months ended May 31, 2019**

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
Service Fees	\$ 1,801,765	\$ 1,508,455	83.7%	\$ 1,683,651	74.2%	\$ 2,268,600
Other Revenue	3,940	7,358	186.8%	7,661	0.0%	5,700
Investment Revenue	4,500	3,582	79.6%	4,263	152.3%	2,800
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	1,810,205	1,519,395	83.9%	1,695,575	74.5%	2,277,100

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
Salaries	\$ 313,439	293,516	93.6%	296,273	92.2%	321,509
Employee Benefits	70,294	60,746	86.4%	56,537	84.2%	67,134
Contractual Services	64,831	54,711	84.4%	50,433	101.0%	49,922
Materials & Supplies	1,441,412	1,204,183	83.5%	1,469,930	80.9%	1,817,195
Conference & Meeting	24,855	19,480	78.4%	22,139	85.4%	25,909
Fixed Charges	51,300	38,144	74.4%	21,924	54.7%	40,075
Capital Outlay/Depreciation	1,322	-	0.0%	64	0.3%	19,832
Other	103,000	1,500	1.5%	-	0.0%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,070,453	1,672,280	80.8%	1,917,300	78.4%	2,444,576

Transfer In (Out)	\$ (198,586)	\$ 61,414	-30.9%	\$ 61,414	-240.0%	\$ (25,586)
--------------------------	---------------------	------------------	---------------	------------------	----------------	--------------------

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
State Government Sources	\$ 280,032	\$ 193,882	69.2%	300,705	0.0%	\$ 292,545
Federal Government Sources	4,876,221	4,319,185	88.6%	4,447,438	91.9%	4,839,519
Nongovernmental gifts or grants	-	136,227	0.0%	89,720	0.0%	-
Other Revenue	88,500	4,690	5.3%	5,204	15.3%	34,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 5,244,753	4,653,984	88.7%	4,843,067	93.7%	5,166,064

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
Instruction:						
Salaries	\$ 375,521	\$ 346,827	92.4%	371,729	81.8%	454,373
Employee Benefits	144,268	117,261	81.3%	129,143	100.0%	129,112
Contractual Services	25,090	33,252	132.5%	22,968	90.9%	25,260
Materials & Supplies	110,679	78,064	70.5%	71,924	240.2%	29,946
Conference & Meeting	34,409	27,271	79.3%	15,033	80.6%	18,660
Utilities	1,250	1,370	109.6%	1,370	0.0%	2,500
Capital Outlay	-	77,830	0.0%	8,597	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 691,217	\$ 681,875	98.6%	\$ 620,764	94.1%	\$ 659,851

ck

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the eleven months ended May 31, 2019

	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 192,097	\$ 178,317	92.8%	172,393	91.5%	188,414
Employee Benefits	71,188	62,356	87.6%	61,180	87.6%	69,834
Contractual Services	3,500	5,460	156.0%	33,174	1327.0%	2,500
Materials & Supplies	5,787	16,756	289.5%	16,905	285.3%	5,926
Conference & Meeting	6,500	8,271	127.2%	5,792	72.6%	7,978
Capital Outlay	-	5,550	-	-	0.0%	-
Tuition Waivers (TRIO Grant)	20,000	33,600	168.0%	27,180	169.9%	16,000
Total Student Services	<u>299,072</u>	<u>310,310</u>	103.8%	<u>316,624</u>	108.9%	<u>290,652</u>
Institutional Support						
Salaries (Federal Work Study)	95,683	92,134	96.3%	82,017	101.7%	80,632
Total Institutional Support	<u>95,683</u>	<u>92,134</u>	96.3%	<u>82,017</u>	101.7%	<u>80,632</u>
Student grants and waivers (PELL & SEOG)	4,165,281	3,760,951	90.3%	3,944,587	95.2%	4,142,929
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,251,253</u>	<u>\$ 4,845,270</u>	92.3%	<u>\$ 4,647,368</u>	89.8%	<u>\$ 5,174,064</u>
Transfer In (Out)	<u>\$ 10,000</u>	<u>\$ 10,000</u>	100.0%	<u>\$ 10,000</u>	100.0%	<u>\$ 10,000</u>
	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
AUDIT FUND						
Local Government Sources	\$ 37,928	\$ 37,436	98.7%	\$ 36,539	95.0%	\$ 38,480
Investment Revenue	80	121	151.3%	108	135.0%	80
TOTAL AUDIT FUND REVENUES	<u>38,008</u>	<u>37,557</u>	98.8%	<u>36,647</u>	95.0%	<u>38,560</u>
AUDIT FUND						
Contractual Services	37,300	34,800	93.3%	34,250	93.8%	36,500
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 37,300</u>	<u>\$ 34,800</u>	93.3%	<u>\$ 34,250</u>	93.8%	<u>\$ 36,500</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the eleven months ended May 31, 2019

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2019	Actual 5/31/19	Act/Budget 91.7%	Actual 5/31/18	Act/Budget 91.7%	Annual Budget FY2018
Local Government Sources	\$ 826,509	\$ 549,765	66.5%	\$ 673,365	0.0%	\$ 751,210
Investment Revenue	6,000	2,715	45.3%	12,094	0.0%	9,500
Other	-	-	0.0%	1,165	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	\$ 832,509	\$ 552,480	66.4%	\$ 686,624	90.3%	\$ 760,710
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	102,355	81,729	79.8%	90,500	-	109,334
Employee Benefits	26,286	27,038	102.9%	26,871	-	25,832
Contractual Services	22,500	2,495	11.1%	17,255	-	11,000
Materials & Supplies	650	503	77.4%	619	-	-
Total for Student Services	<u>151,791</u>	<u>111,765</u>	<u>73.6%</u>	<u>135,245</u>	<u>-</u>	<u>146,166</u>
Operations & Maintenance of Plant						
Contractual Services	502,800	403,222	80.2%	431,381	78.8%	547,700
Material & Supplies	200	165	82.5%	46	26.3%	175
Utilities	450	509	113.1%	344	68.8%	500
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>503,450</u>	<u>403,896</u>	<u>80.2%</u>	<u>431,771</u>	<u>78.7%</u>	<u>548,375</u>
Institutional Support						
Salaries	68,917	63,776	92.5%	72,319	0.0%	76,673
Employee Benefits	214,823	13,234	19.2%	14,285	0.0%	206,121
Contractual Services	40,500	36,962	91.3%	61,132	0.0%	19,500
Materials & Supplies	5,000	-	0.0%	4,398	0.0%	200
Conference & Meeting	500	-	0.0%	545	0.0%	2,000
Fixed Charges	297,000	259,810	87.5%	285,702	108.0%	264,500
Capital Outlay	-	-	0.0%	6,679	0.0%	-
Other	-	-	0.0%	75,000	0.0%	-
Total Institutional Support	<u>626,740</u>	<u>373,782</u>	<u>59.6%</u>	<u>520,060</u>	<u>91.4%</u>	<u>568,994</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,281,981	\$ 889,443	69.4%	\$ 951,831	75.3%	\$ 1,263,535

ok

**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
All Funds - By Budget Officer
As of May 31, 2019
Unaudited**

<u>Department</u>	<u>Annual Budget FY2019</u>	<u>Actual FY2019</u>	<u>Act/Budget 91.7%</u>	<u>Explanation</u>
President	\$ 341,407	\$ 314,845	92.2%	
Board of Trustees	14,750	15,730	106.6%	Supplies over budget by \$740; travel over by \$240
Community Relations	416,182	374,022	89.9%	
Continuing Education	740,764	765,755	103.4%	Contractual services over budget by \$42,500
Facilities	6,315,321	3,972,309	62.9%	
Information Technologies	2,146,368	1,779,246	82.9%	
Academic Affairs	252,363	196,624	77.9%	
Academic Affairs (AVPCE)	644,917	568,895	88.2%	
Adult Education	447,165	447,118	100.0%	
Learning Resources	1,231,673	1,021,706	83.0%	
Career & Tech Education Division	2,191,125	1,885,481	86.1%	
Natural Science & Business Division	3,109,589	2,816,128	90.6%	
Humanities & Fine Arts/Social Science Division	3,318,464	3,009,490	90.7%	
Health Professions Division	1,717,616	1,598,756	93.1%	
Admissions & Records	367,560	335,772	91.4%	
Counseling	553,068	496,461	89.8%	
Student Services	250,736	252,722	100.8%	
Financial Aid	4,649,462	4,197,698	90.3%	
Career Services	39,671	34,789	87.7%	
Athletics	285,212	255,971	89.7%	
TRiO (Student Success Grant)	299,072	310,310	103.8%	Tuition wavier over budget by \$13,600
Campus Security	500,150	402,326	80.4%	
Business Services/General Institution	1,074,183	925,602	86.2%	
Risk Management	630,040	375,351	59.6%	
Tuition Waivers	546,000	459,280	84.1%	
Purchasing	116,616	108,457	93.0%	
Human Resources	129,583	115,128	88.8%	
Bookstore	1,638,940	1,305,121	79.6%	
Shipping & Receiving	64,028	60,710	94.8%	
Copy Center	103,301	75,516	73.1%	
Total FY19 Expenditures	\$ 34,135,326	\$ 28,477,319	83.4%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended May 31, 2019

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 1,022,090.60	\$ 172,621.30	\$ (124,445.93)	\$ 186,455.65	\$ 483,143.77	\$ (244,373.13)	\$ 418,865.46	\$ 17,794.72	\$ (120,124.15)	\$ 5,840.17	\$ 1,817,868.46
Total Receipts	508,536.13	30,504.54	213.89	66.93	58,425.37	10.00	31,805.76	9.50	82.42	4,404.00	\$ 634,058.54
Total Cash	1,530,626.73	203,125.84	(124,232.04)	186,522.58	541,569.14	(244,363.13)	450,671.22	17,804.22	(120,041.73)	10,244.17	2,451,927.00
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	686,337.99	-	400,000.00	-	-	128,300.00	-	-	-	-	1,214,637.99
Expenditures	(1,833,996.97)	(230,162.01)	(13,392.37)	-	(88,714.86)	(120,644.75)	-	-	(53,100.00)	-	(2,340,010.96)
ACCOUNT BALANCE	382,967.75	(27,036.17)	262,375.59	186,522.58	452,854.28	(236,707.88)	450,671.22	17,804.22	(173,141.73)	10,244.17	1,326,554.03
Deposits in Transit	(16,912.12)										(16,912.12)
Outstanding Checks	294,878.39										294,878.39
BANK BALANCE	660,934.02	(27,036.17)	262,375.59	186,522.58	452,854.28	(236,707.88)	450,671.22	17,804.22	(173,141.73)	10,244.17	1,604,520.30
Certificates of Deposit	-	-	2,736,471.23	500,000.00	248,000.00	-	3,368,916.47	-	101,987.86	-	6,955,375.56
Illinois Funds	7,065,151.09	2,647,205.48	942,165.77	141,250.39	-	75,236.14	938,265.65	-	-	3,877.90	11,813,152.42
Bldg Reserve-ILLFund			675,688.07								675,688.07
Total Investment	\$ 7,065,151.09	\$ 2,647,205.48	\$ 4,354,325.07	\$ 641,250.39	\$ 248,000.00	\$ 75,236.14	\$ 4,307,182.12	\$ -	\$ 101,987.86	\$ 3,877.90	\$ 19,444,216.05
LaSalle State Bank	\$ 332,981.27										
Midland States Bank	1,271,539.03										
	<u>\$ 1,604,520.30</u>										

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
May 31, 2019

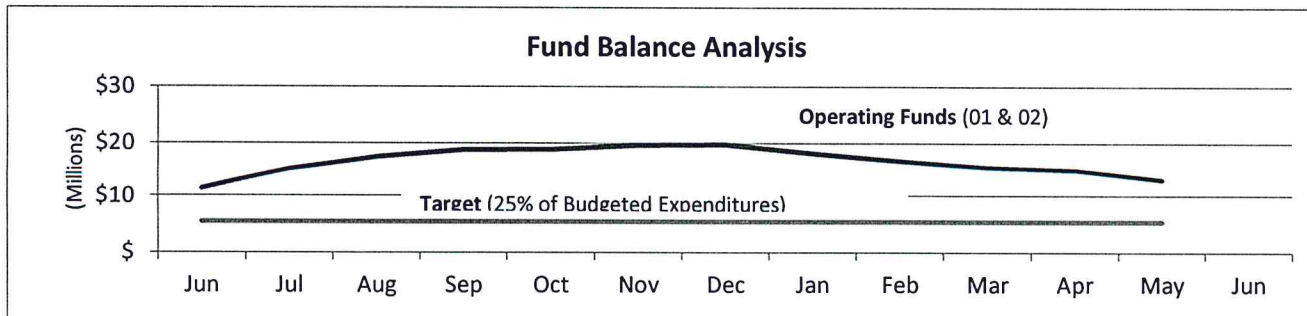
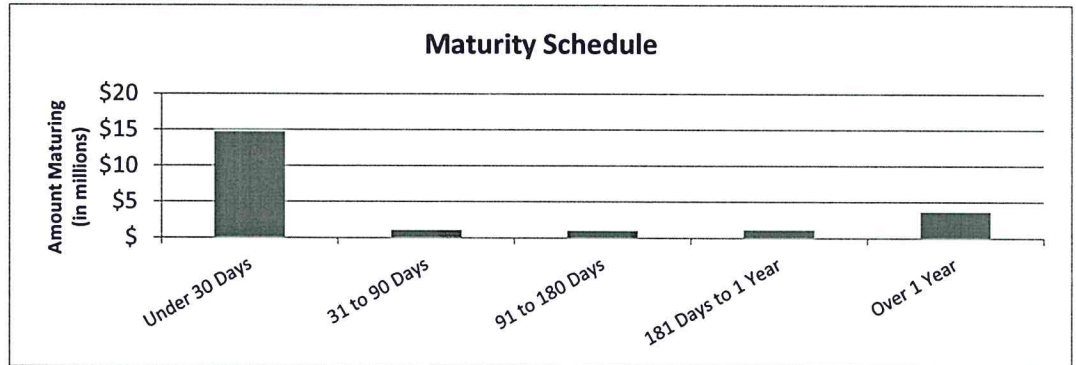
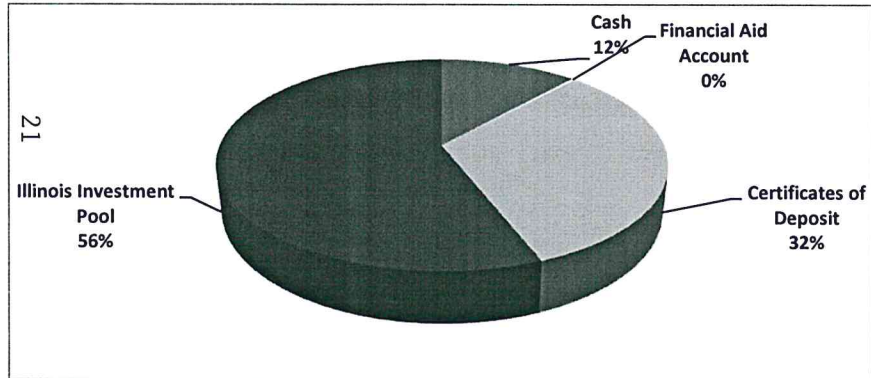
<u>DUE</u>	<u>Education</u>	<u>Oner & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
7/13/2019			1,020,155					1,020,155	MB	2.00%	2.01%	16776
7/22/2019							101,988	101,988	MB	2.00%	2.01%	16783
10/26/2019			1,012,296					1,012,296	MB	2.55%	2.58%	16885
11/7/2019						151,916		151,916	MB	2.55%	2.55%	915192
4/13/2020			500,000	500,000				1,000,000	CTB	2.39%	2.40%	106342
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
7/17/2020			204,020					204,020	HNB	2.48%	2.50%	600092-1002
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
11/7/2023						200,000		200,000	CB	3.50%	3.50%	Goldman Sachs
11/7/2023						200,000		200,000	CB	3.50%	3.50%	UBS Bank USA
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley Bank
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley
11/15/2023						200,000		200,000	CB	3.55%	3.55%	Comenity Capital
Total CD	-	-	2,736,471	500,000	248,000	3,368,916	101,988	6,955,375				

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				

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
May 31, 2019**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	11.6%	\$ 2,523,567	0.35%
Financial Aid Account	0.2%	48,031	0.35%
Certificates of Deposit	32.1%	6,955,375	2.55%
Illinois Investment Pool	56.0%	12,140,009	2.49%
Total	100.0%	\$ 21,666,982	2.26%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 11,465,719	-	-	\$ 11,465,719	53%
IL Funds -Building	674,290			674,290	3%
Midland States Bank	-		1,577,300	1,577,300	7%
Midland States Bank			48,031	48,031	0%
Midland States-Bldg			460,210	460,210	2%
LaSalle State Bank	-	-	338,615	338,615	2%
Central Bank	-	1,000,000	-	1,000,000	5%
Commerce Bank	-	1,000,000	-	1,000,000	5%
Hometown Bank	-	204,020	-	204,020	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	11%
Heartland Bank	-	-	147,442	147,442	1%
Marseilles Bank	-	2,286,355	-	2,286,355	11%
	\$ 12,140,009	\$ 6,955,375	\$ 2,571,598	\$ 21,666,982	100%



ck

\$5,000 and Over Disbursements

05/01/19-05/31/19

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
748978	05/01/19	0181795	G4S Secure Solutions (USA) Inc.	\$ 9,066.34	Security Services-Main & Ottawa Campus (04/01/19-04/07/19)
748994	05/01/19	0138734	Krueger International	5,405.00	Furniture
749024	05/01/19	0001404	SupplyWorks	5,150.62	Custodial Supplies and Repair Materials
ACH	05/03/19		Internal Revenue Service	61,992.09	Federal Payroll Taxes (05/02/19)
ACH	05/03/19		Illinois Department of Revenue	22,288.35	State Payroll Taxes (05/02/19)
ACH	05/03/19		VALIC Retirement Services	14,045.69	403(b) & 457(b)Payroll (05/02/19)
749047	05/03/19	0082897	SURS	47,025.31	Payroll (05/02/19)
749074	05/08/19	0214499	Constellation NewEnergy, Inc.	24,066.54	Electricity (03/12/19-04/10/19)
749078	05/08/19	0174412	Demonica Kemper Architects	13,392.37	Building "E" AHU Replacement*, Building "C" Chiller/Air Handler Replacement*
749085	05/08/19	0181795	G4S Secure Solutions (USA) Inc.	9,099.80	Security Services-Main & Ottawa Campus (04/08/19-04/14/19)
749095	05/08/19	0219752	Indiana Printing & Publishing	13,853.18	Summer/Fall 2019 Enrollment Driver
ACH	05/09/19		CCHC	256,470.90	Health Insurance (May)
ACH	05/13/19		American Express	50,098.92	Credit Card Purchases-(April) Books for Resale, Anti Virus Site License
749142	05/15/19	0214047	CenterPoint Energy Services, Inc.	8,025.42	Natural Gas (03/01/19-03/31/19)
749147	05/15/19	0209567	Delta Dental of Illinois	10,182.02	Dental Insurance (April)
749154	05/15/19	0181795	G4S Secure Solutions (USA) Inc.	9,185.42	Security Services-Main & Ottawa Campus (04/15/19-04/21/19)
ACH	05/16/19		Internal Revenue Service	60,462.07	Federal Payroll Taxes (05/16/19)
ACH	05/16/19		Illinois Department of Revenue	21,873.53	State Payroll Taxes (05/16/19)
ACH	05/16/19		VALIC Retirement Services	13,861.94	403(b) & 457(b)Payroll (05/16/19)
749218	05/16/19	0082897	SURS	47,026.26	Payroll (05/16/19)
749259	05/22/19	0001111	Dell Computers	46,599.71	Computers
749298	05/22/19	0000948	Nebraska Book Co., Inc.	6,564.35	Books for Resale
749371	05/29/19	0199805	Marco, Inc.	7,528.10	Canon Copier (TRiO Grant), Copier Usage Fees
ACH	05/30/19		Internal Revenue Service	67,343.73	Federal Payroll Taxes (05/30/19)
ACH	05/30/19		Illinois Department of Revenue	22,344.12	State Payroll Taxes (05/30/19)
ACH	05/30/19		VALIC Retirement Services	13,905.68	403(b) & 457(b)Payroll (05/30/19)
749407	05/30/19	0082897	SURS	49,685.22	Payroll (05/30/19)

\$ 916,542.68

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 04/27/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Anderson, David Anthony	Exploring Wildflowers	04/20/19	04/20/19	04/27/19	ST	125.00	014110394151320	HLR-5203-04	Exploring Wildflowers	
Ault, Richard L	2 Drum Lessons	01/14/19	02/26/19	04/27/19	OV	66.50	011120650051340			
Blagi, Dorothy A	Bread with Dee	04/11/19	04/11/19	04/27/19	ST	180.00	014110394151320	HLR-3204-304	Bread With Dee	
Braboy, Xavier Patrice	Zumba	03/19/19	04/11/19	04/27/19	ST	200.00	014110394151320	HLR-6214-303	Zumba	
Cinotte, Lori Maret	Mileage Reimbursement	03/04/19	03/27/19	04/27/19	ML	20.30	011120650055210			
Freed, Timothy Daniel	Casseroles Reimagined	04/17/19	04/17/19	04/27/19	ST	300.00	014110394151320	HLR-3708-303	Casseroles Reimagined	
Furlan, Patricia Louise	Viakable Tutoring	04/14/19	04/24/19	04/27/19	ST	210.00	014210331051320			
Gibson, James A	Mileage Reimbursement	03/19/19	04/11/19	04/27/19	ML	185.60	014210331055212			
Jenrich, Chuck	TELEWELD Review & Audit	09/24/18	04/22/19	04/27/19	ST	3,800.00	014210331051320			
Monterastelli, Cherie A	Aromatherapy Class	04/12/19	04/12/19	04/27/19	ST	285.30	011420410051900			
Norlin, Marilyn Kaye	Seamstress for Spring 19 Play	02/13/19	04/27/19	04/27/19	ST	200.00	013620620151900			
Ossola, Jyllian	Rustic Framed Quote Sign	04/17/19	04/17/19	04/27/19	ST	150.00	014110394151320	HLR-2313-304	Rustic Framed Quote Sign	
Pytel, Kyle Edwin	LC Driver Improvement GDL	04/13/19	04/13/19	04/27/19	ST	175.00	014110394251320	CDV-6000-04	LC Driver Improvement GDL	
Retoff, Dan J	Tai Chi	02/15/19	04/12/19	04/27/19	ST	315.00	014110394151320	HLR-6104-602	Tai Chi	
Schneider, Gregg A	LC Driver Improvement	04/17/19	04/17/19	04/27/19	ST	140.00	014110394251320	CDV-6000-314	LC Driver Improvement	
Smith, Sara E	Food Service Sanitation	04/08/19	04/18/19	04/27/19	ST	600.00	014110394151320	CEU-1503-634	Food Service Sanitation	
Zeilman, Karen Elaine	Coordinate IVCC & HS Art Shows	02/01/19	04/17/19	04/27/19	ST	1,500.00	011120650051900			
Zellmer, Donald G	Choreographer Spring 19 Play	01/09/19	04/27/19	04/27/19	ST	1,000.00	013620620151900			
Total						9,452.70				

Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Jerry Corcoran 5/17/12
 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 05/11/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Anderson, Julie Kaye	Beginning Sewing	04/25/19	04/25/19	05/11/19	ST	\$85.00	014110394151320	HLR-2409-304	Beginning Sewing Tote Bag	
Balzarini, Doreen J	Beginning Excel	04/02/19	04/30/19	05/11/19	ST	\$420.00	014110394151320	CEU-4121-304	Beginning Excel 2016	
Chaffee, Candice Sue	Introduction to Herbalism	04/24/19	04/24/19	05/11/19	ST	\$700.00	014110394151320	CPD-3245-04	Introduction To Herbalism	
Data, Dorene Marie	MIMIC Duties	01/09/19	05/09/19	05/11/19	SG	\$665.00	061320152751900			
Fox, Amber Rae	MIMIC Duties	01/09/19	05/09/19	05/11/19	SG	\$665.00	061320152751900			
Freed, Timothy Daniel	Great Steak Without The Grill	04/24/19	04/24/19	05/11/19	ST	\$250.00	014110394151320	HLR-3408-304	Great Steak Without The Grill	
Furlan, Patricia Louise	Mileage Reimbursement	03/25/19	04/17/19	05/11/19	ML	\$20.88	014210331055212			
Furlan, Patricia Louise	Viakable Co Tutoring	04/29/19	05/08/19	05/11/19	ST	\$150.00	014210331051320			
Matuszewski, Kari Leigh	Re-Purposed Jewelry Workshop	04/30/19	04/30/19	05/11/19	ST	\$90.00	014110394151320	HLR-2749-311	Re-Purposed Jewelry Workshop	
Ptak, Thomas John	Women's BB Final Payout	05/11/19	05/11/19	05/11/19	ST	\$1,461.28	056430360351900			final payout for stipend and increase 36.59 + 1425.59 = 1461.28
Pytel, Kyle Edwin	LC Driver Improvement GDL	04/27/19	05/04/19	05/11/19	ST	\$350.00	014110394251320	CDV-6000-14	LC Driver Improvement GDL	
Pytel, Kyle Edwin	LC Driver Improvement GDL	04/27/19	05/04/19	05/11/19	ST	\$350.00	014110394251320	CDV-6000-05	LC Driver Improvement GDL	
Reese, Robert C	MIMIC Duties	01/09/19	05/09/19	05/11/19	SG	\$665.00	061320152751900			
Retoff, Dan J	Breathing for Life/Beginning Yoga	03/20/19	05/03/19	05/11/19	ST	\$420.00	014110394151320	HLR-6108-604	Breathing for Life/Beginning Yoga	
Scheri, Jennifer C	Mileage Reimbursement	02/14/19	04/23/19	05/11/19	ML	\$83.52	014210331055211			
Serafini, Richard Joseph	MIMIC Duties	01/09/19	05/09/19	05/11/19	SG	\$665.00	061320152751900			
Smith, Mary Helen	Mileage Reimbursement	03/27/19	05/01/19	05/11/19	ST	\$23.20	014210331055212			
Winn, Christopher Daniel	CANDEA Development Chicago	05/07/19	05/07/19	05/11/19	ST	\$968.75	014210331051320			
Total						8,032.63				

Cheryl Roelfsema
 Cheryl Roelfsema
 Vice President of Business Services and Finance

Dr. Jerry Corcoran 5/21/19
 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

**Part-time Faculty/Staff Appointments
May 2019**

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Simpson, Ben	PT Custodian	Facilities	12.75	N/A
Tipton, Sarah	PT Summer Intern	Student Services	8.25	N/A
Holsapple, Hope	PT Faculty	Nursing	N/A	688.00
Tonioni, Nicole	PT Faculty	HFSS - Human Services	N/A	688.00
Whaley, Philip	PT Faculty	HFSS - Music	N/A	688.00

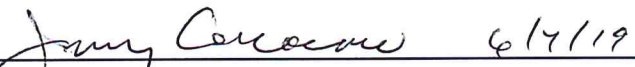
25

*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.



 Cheryl Roelfsema
 Vice President for Business Services & Finance

WFD- Workforce Development
 NSB - Natural Science & Business
 HFSS - Humanities, Fine Arts &
 Social Sciences



 Dr. Jerry Corcoran
 President

Staff Appointment – Eric Johnson, Director of Financial Aid

The search advisory committee has selected Eric Johnson as Director of Financial Aid to fill the vacancy created by the retirement of Patricia Williamson. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Eric Johnson as Director of Financial Aid at an annualized salary of \$72,000.

KPI 3: Support for Students

KPI 4: Support for Employees

RECOMMENDED FOR STAFF APPOINTMENT
2018-2019

GENERAL INFORMATION:

POSITION TO BE FILLED: Director of Financial Aid

NUMBER OF APPLICANTS: 4

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY: Ms. Black, Ms. Brown,
Mr. Grzybowski, Mr. Overocker, Ms. Roelfsema, Ms. Williamson,
Ms. Woods

APPLICANT RECOMMENDED:

Eric Johnson

EDUCATIONAL PREPARATION:

Keller Graduate School of Management – MBA expected summer 2019
Southern Illinois University, Carbondale, IL – B.S. in Finance

EXPERIENCE:

Midstate College, Peoria, IL – Director of Financial Aid and Student Accounts
Career Education Corporation, Schaumburg, IL – Financial Aid Team Lead; Senior
Military Education Benefits Specialist

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

1. Bachelor's degree and six years of experience in a financial aid office managing veterans benefits, serving as a team leader directly responsible for administering a Federal Work Study program, and training new departmental hires.
2. Possesses experience building and updating departmental procedure manuals compliant with governmental regulations and is comfortable working under an audit requiring meticulous attention for successful completion.
3. Strong grasp on technological knowledge necessary to succeed as director having utilized CampusVue software and capable of learning Ellucian Colleague.
4. Performed well during both interviews, articulating his leadership style as an open-door policy, he is flexible and can adapt his department to meet the ever changing day-to-day needs of financial aid.

RECOMMENDED SALARY: \$72,000 annualized, effective June 17, 2019

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

Faculty Appointment – Amber Robertson, Nursing Instructor

The search advisory committee has selected Amber Robertson as Nursing Instructor to fill the vacancy created by the resignation of Maddalena Davenport. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Amber Robertson as Nursing Instructor effective August 13, 2019 at Step B-7, an annualized salary of \$53,173 on the 2019/2020 faculty salary schedule.

KPI 4: Support for Employees

RECOMMENDED FOR FACULTY APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Nursing Instructor

NUMBER OF APPLICANTS: 3

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Mr. Fish, Dr. Francisco, Ms. Hodgson, Ms. Hogue, Ms. Knoblauch,
Ms. Myers, Dr. Pumo

APPLICANT RECOMMENDED:

Amber Robertson

EDUCATIONAL PREPARATION:

Chamberlain College of Nursing, Downers Grove, IL – M.S.N. Education; B.S.N.
Illinois Valley Community College, Oglesby, IL – A.A.S., Nursing

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Adjunct Instructor
OSF Homecare, Peoria, IL – Compliance Auditor
OSF Home Health and Hospice, Ottawa, IL – Hospice Case Manager
OSF St. Elizabeth's Medical Center, Ottawa, IL – Floor Registered Nurse

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

1. Seven years of experience as a registered nurse, in various health care settings, but with a single health care organization.
2. Currently teaching as an adjunct in both NUR and ALH courses at IVCC; already knows Blackboard, WebAdvisor, and our email system.
3. Writing sample was well written, direct, and conveyed the applicant's thoughts.
4. Well spoken, motivated, professional, and an IVCC graduate.
5. Truly a patient advocate and will advocate for the students as well.

RECOMMENDED SALARY: B-7, \$53,173 annualized, beginning August 13, 2019

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

Faculty Appointment – Kathryn Lillie, Agriculture Instructor

The search advisory committee has selected Kathryn Lillie as Agriculture Instructor to fill the newly created agriculture position. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Kathryn Lillie as Agriculture Instructor at B-5, an annualized salary of \$49,874 on the 2019/2020 faculty salary schedule.

KPI 4: Support for Employees

RECOMMENDED FOR FACULTY APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Agriculture Instructor

NUMBER OF APPLICANTS: 11

NUMBER OF APPLICANTS INTERVIEWED: 7

APPLICANTS INTERVIEWED BY:

Mr. Groleau, Ms. Johnson, Mr. Moskalewicz, Mr. Mott

APPLICANT RECOMMENDED:

Kathryn Lillie

EDUCATIONAL PREPARATION:

University of Illinois at Urbana-Champaign, Urbana, IL – M.S., Crop Sciences

EXPERIENCE:

University of Illinois at Urbana-Champaign, Urbana, IL – Graduate Teaching Assistant
Dr. Patrick Tranel's Weed Molecular Biology and Genomics Lab, Urbana, IL – Graduate
Research Assistant

BASF Agricultural Center, Limburgerhof, Germany – Herbicides Early Biology Intern
BASF Midwest Research Farm, Seymour, IL –Field Research Intern

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

1. Excellent interview with well-articulated answers including a vision for emphasis on technology and use of statistics for future Ag program direction and courses.
2. Well planned, organized teaching demonstration in which very good interaction occurred with the lecture participants within the 30-minute time limit.
3. Experience with on-line teaching and an expressed desire to bring this method of instruction to the IVCC Ag program in order to grow enrollments that will include students from a non-agricultural background.
4. Excellent reference checks indicating she will work collaboratively with Willard Mott, IVCC agriculture students, and the IVCC agriculture community.

RECOMMENDED SALARY: B-5, \$49,874 annualized, effective August 13, 2019

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

Faculty Appointment – Stephen Gibson, Industrial Maintenance and Electricity Instructor

The search advisory committee has selected Stephen Gibson as Industrial Maintenance and Electricity Instructor to fill the newly created faculty position. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Stephen Gibson as Industrial Maintenance and Electricity Instructor effective August 13, 2019 at Step A-8, an annualized salary of \$52,806 on the 2019/2020 faculty salary schedule.

KPI 4: Support for Employees

RECOMMENDED FOR FACULTY APPOINTMENT

2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Industrial Maintenance and Electricity Instructor

NUMBER OF APPLICANTS: 7

NUMBER OF APPLICANTS INTERVIEWED: 5

APPLICANTS INTERVIEWED BY:

Ms. Campbell, Mr. Fish, Mr. Koudelka, Mr. Lange, Ms. Sowers

APPLICANT RECOMMENDED:

Stephen Gibson

EDUCATIONAL PREPARATION:

Illinois State University, Normal, IL – B.S., Industrial Technology

Illinois Valley Community College, Oglesby, IL – Certificate of Industrial Electrician;
A.A.S., Electronics Technology

EXPERIENCE:

Advantage Logistics, Oglesby, IL – Industrial Maintenance/Lead Mechanic

Self-employed, LaSalle/Peru, IL – Property Management

Shooting Park Road Baptist Church, Peru, IL – Assistant Pastor

C. Thrasher Electric Company, Ladd, IL – Residential Electrician

Illinois Valley Community College, Oglesby, IL – Part Time Instructor

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

1. Highly skilled electrician with tested experience in mechanical maintenance and 14 years of current experience as a maintenance/electrical technician.
2. Bachelor's Degree in Industrial Technology.
3. Scope of teaching demonstration was good for topic as he interacted well with "students" using effective teaching and formative assessment strategies with great hands-on facilitation that valued student safety.
4. Two years part-time teaching experience at IVCC with passion and strong desire to develop qualified students.

RECOMMENDED SALARY: A-8, \$52,806 annualized, effective August 13, 2019

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

Faculty Appointment – Anthony Sondgeroth, Welding Instructor

The search advisory committee has selected Anthony Sondgeroth as Welding Instructor to fill the vacancy created by the retirement of Paul Leadingham. Information on this candidate is attached.

Recommendation:

The administration recommends the appointment of Anthony Sondgeroth as Welding Instructor effective August 13, 2019 at Step A-10, an annualized salary of \$55,886 on the 2019/2020 faculty salary schedule.

KPI 4: Support for Employees

RECOMMENDED FOR FACULTY APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Welding Instructor

NUMBER OF APPLICANTS: 2

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Ms. Carranco, Ms. Data, Mr. Koudelka, Mr. Lange, Ms. Sowers

APPLICANT RECOMMENDED:

Anthony Sondgeroth

EDUCATIONAL PREPARATION:

American Welding Society – Certified Welding Inspector / Certified Welding Educator
Illinois Valley Community College, Oglesby, IL – A.A.S., Computer Aided Engineering
and Design; Welding Construction Technology; Welding Production Technology
IVCC Certificates – Mechanical and Electronic CAD; Architectural Civil CAD; Basic
Construction Welding; Production Welding

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Part Time Welding Instructor; Interim
Program Coordinator (Fall 2016, Spring 2019)
Caterpillar, Aurora, IL – Fabrication Specialist, Team Lead for Medium Wheel Loaders
Fabrication and Machining, Team Lead for Large Wheel Loaders and Compactors
Caterpillar Fuel Systems, Pontiac, IL – Machinist, 3M75
HCC Incorporated, Mendota, IL – Proof Design, Fixture Maker, Maintenance, Assembly

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

1. Knowledgeable in the subject matter as a skilled welder, fabricator, and leader; experienced as a part-time welding instructor and program coordinator.
2. Relaxed during his well thought out teaching demonstration, utilizing multiple modes of facilitation, and very confident in sharing his knowledge and guiding the committee.
3. Variety of work experience in the manufacturing industry and AWS welding certified.
4. Personable, passion to work with the students and staff, willingness to support learners from different backgrounds with varied career goals; good sense of how IVCC can play a crucial role in the lives of people in the district.

RECOMMENDED SALARY: A-10, \$55,886 annualized, effective August 13, 2019

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

FY21 RAMP Capital Request – New Agriculture Center

The Community College Capital Resource Allocation Management Program (RAMP) is the official request of each college for state funding for capital improvements.

Following the construction of the Community Technology Center and other renovations, the College has not submitted a RAMP project since June 2013. In the past year other facility needs have been identified and there is a greater likelihood of State capital budgets in the future.

This RAMP request is for the construction of an Agriculture Classroom and Laboratory Facility to provide:

- a laboratory to accommodate the needs and growth of the ag program;
- a facility in close proximity to equipment, tools and supplies;
- a computer lab to process and analyze precision agriculture data and agriculture business records; and
- a collaborative study area.

The RAMP project is planned at a total cost of \$4,114,200. The cost share would be \$3,085,600 in State funds and \$1,028,600 in local funding.

Recommendation:

The administration recommends Board approval of the RAMP capital request for the New Agriculture Center proposal in the amount of \$4,114,200, which includes the College's match portion of \$1,028,600.

KPI 5: District Population Served

Authorization to Continue Payment for Standard Operating Expenditures

The administration is in the process of finalizing a tentative budget that will be presented for consideration at the July 11, 2019 Board of Trustees' meeting. Since the budget development process will continue into the next fiscal year, it has become the College's custom and practice to request authorization to continue operation of the College, beginning July 1, 2019 through budget adoption. The administration suggests that authorization include those expenditures required to maintain a normal operation, including salaries, approved contracts, utilities, routine maintenance, supplies, and regular activities.

Recommendation:

The administration recommends Board authorization to continue the operation of the College by making those expenditures required for normal operations, including salaries, approved contracts, utilities, maintenance, supplies, and regular activities for the period July 1, 2019 through budget adoption.

KPI 6: Resource Management

Purchase Request – VMWare Maintenance and Support

VMWare is a product that we use to provide virtual desktops used by various staff, faculty, student labs, and server systems. This software allows us to better utilize server resources by running multiple virtual servers and desktops from a redundant group of physical hardware.

This is a technology maintenance purchase that must be compatible with our existing virtual systems and is exempted from bidding per 110 ILCS 805/3-27(f).

Recommendation:

The administration recommends the Board authorize the renewal of VMWare Maintenance and Support in the amount of \$64,060.92 from CDW, for a period of three years.

KPI 6: Resource Management

Student Support Services – TRiO Grant Local Match

The application for the federal Student Support Services TRiO grant is due to be submitted soon. This grant funds our Project Success program and requires an annual institutional match of one-third of the dollars provided for student aid (tuition waivers). The match is paid from Education Fund monies. These institutional dollars are used to supplement financial assistance to Project Success students e.g., tuition and fees, book costs, transportation, childcare, or other expenses. IVCC has received funding for this grant for 23 years and will be submitting a proposal for another five-year grant. In the past this match has been \$10,000 annually.

Recommendation:

The administration recommends Board approval of the annual one-third student aid institutional match for five years for Project Success for FY2021-FY2026.

KPI 6: Support for Students

RECOMMENDED FOR STAFF APPOINTMENT
2018-2019

GENERAL INFORMATION:

POSITION TO BE FILLED: Financial Aid Reconciliation and Compliance Specialist

NUMBER OF APPLICANTS: 3

NUMBER OF APPLICANTS INTERVIEWED: 2

APPLICANTS INTERVIEWED BY:

Ms. Chapman, Mr. Overocker, Ms. Williamson, Ms. Wohrley,
Ms. Woods

APPLICANT RECOMMENDED:

Ida Brown

EDUCATIONAL PREPARATION:

Western Illinois University, Macomb, IL – B.A., General Studies
Illinois Valley Community College, Oglesby, IL – A.A.S.
Military Certificates – Command Career Counselor & Navy Recruiter

EXPERIENCE:

Illinois Valley Community College – Financial Aid and Veterans Benefits Advisor;
Financial Aid Administrative Assistant
United States Navy – Career Counselor/Electronics Technician

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

1. Bachelor's degree in general studies and community college experience.
2. Direct experience as a financial aid advisor with background in federal, state and veterans benefits.
3. Reconciles student loans and VA benefits on a monthly basis.
4. Knowledge of Colleague and comfortable using Excel.

RECOMMENDED SALARY: \$18.79 per hour, effective June 3, 2019

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

To Scott Curley.

This letter is to inform you that I intend to retire July 1 and my last day of work will be June 30. I had intended to work another year or so but due to the situation at SURS and some changes in our workforce, my wife and I feel it is in my best interest to retire at this time. In my 31 years here I have seen a lot of changes and improvements with our facilities. I will miss my "customers" and I have truly enjoyed working here.

Dennis O'Shea

RECEIVED

MAY 14 2019

HUMAN RESOURCES

Dear Jennifer,

Please accept this letter as formal notification that I am resigning from my position as part-time Administrative Assistant in the Continuing Education Center of IVCC effective July 25, 2019. I have obtained full time employment at a local elementary school. I have enjoyed every single day at IVCC and I am forever grateful for the skills and friendships that I have gained here.

Thank you,

Josuea Beem
5/6/19

RECEIVED

MAY - 6 2019

HUMAN RESOURCES

May 28, 2019

Dear Dean Groleau,

When I received a request in 2006 from then dean Marianne Dzik to apply for a position in the math department teaching developmental math, I had no idea it would evolve into such a long and fulfilling thirteen years at IVCC. I have enjoyed my students, my supervisors and peers, gaining some life-long friends.

At this time, however, as the developmental math lab is scheduled to be phased out, I feel it is time for me to retire. I have filled out the paperwork with SURS to retire on May 31st and so am notifying you and the Board of Trustees about my retirement from IVCC on this date.

I thank you for my years at IVCC and hope you realize what a wonderful faculty and staff the college is blessed to have.

Sincerely,

Debra Cooper, adjunct instructor

May 19, 2019

Shane Lange
Dean of Workforce Development
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

Dear Mr. Lange,

I would like to notify you that I am resigning from my position of Welding Instructor at Illinois Valley Community College effective May 20th, 2019.

I would like to thank you and Illinois Valley Community College for the time that I was employed. I have enjoyed my time as a teacher and also when I was a student. IVCC gave me the opportunity to grow as a human through education, culture, and as a teacher. The time that I spent at IVCC will never be forgotten and I will miss every moment.

Sincerely,

Christopher D. Winn

Leave of Absence Request – Matthew Boehm

Matthew Boehm has requested a leave of absence for medical reasons under Board Policy 3.22. Board Policy 3.22 provides for employees who are unable to return to work after exhausting their paid leave and/or FMLA benefits to request additional unpaid medical leave in increments of up to three months.

Mr. Boehm's paid medical leave was exhausted on May 20, 2019 and he was granted a leave of absence for medical reasons through June 20, 2019. The administration is recommending an additional 30-day leave of absence through July 20, 2019.

KPI 4: Support for Employees

IVCC Board of Trustees,

Per Board Policy 3.22 I am requesting an unpaid medical leave for 30 days beginning June 15, 2019.

Thank you for your consideration of this matter.
Matthew Boehm

Prevailing Wage Determination

In the past the College was required to annually adopt a Prevailing Wage Resolution. On January 15, 2019, Governor Pritzker signed Public Act 100-1177 which included the following changes:

Public bodies will no longer be required to determine the prevailing wage rate. The applicable wage rates for each locality will be set by the prevailing wage schedule that is published on the Illinois Department of Labor's (IDOL) website. As a result, public bodies will no longer be required to approve an annual prevailing wage resolution each June, or publish the annual notice of approval in the newspaper or on its website.

Public Act 100-1177 took effect on June 1, 2019.

KPI 6: Resource Management



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Jerry Corcoran
From: Cheryl Roelfsema *CR*
Date: May 30, 2019
Subject: Personnel Changes

Effective July 1, Sarah Morgensen will assume the duties of Duplication Center Operator, a position held by Sandy Kosciwicz since 1992. Sandy is retiring as of June 30, 2019. Sarah will also continue with her current duties as Shipping and Receiving Coordinator.

With the use of more electronic communication, the workload of both the copy center and the mailroom is less. If the combining of these two areas creates too heavy of a workload for Sarah or diminishes the quality of customer service, I would like to consider filling the duplication center operator.

Sandy has been a very valued employee for 33 years and will be missed. I appreciate Sarah's willingness to work with the administration on streamlining our process to make better use of our resources.

Illinois Valley Community College Board Policy

Subject: **Vacation Regulation**
Number: **3.30**

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

It is the policy of the Board of Trustees of Illinois Valley Community College that vacation time should be used during the year in which it is earned. When circumstances preclude the ability to use all earned vacation days, up to twenty (20) vacation days may be accumulated (carried over) to the next fiscal year with a maximum payout of earned vacation not to exceed 20 days. Vacations are to be arranged with the person's supervisor. Vacation shall be earned in accordance with the Illinois Valley Community College Administrative Procedure relating to Vacation Regulation.

Illinois Valley Community College Administrative Procedure

Subject: **Vacation Regulation**
Number: **3.30**

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

Full-time Support Staff not affected by a labor agreement earn at least eighty (80) hours (ten days) of vacation during each full year of employment. After five (5) years of employment, vacation time increases to one hundred twenty (120) hours (fifteen days), per the schedule below, and then subsequent increases shall be as set forth per the schedule below. Compensation may not be paid in lieu of vacation except upon cessation of employment.

Vacation leave shall not accrue for any leave in excess of one week or five consecutive days. For employees off for an extended period of time, vacation will not accrue.

Administrators earn one hundred sixty (160) hours (twenty days) of vacation during each full year of employment. There is no increase in vacation hours over time.

Employees are allowed to take vacation time as it is earned. Per our administrative software, vacation hours are earned each payroll period in the following increments:

- Support Staff (less than five years) - 3.08 hours each payroll period
- Support Staff (five years to less than 10) - 15 days, 4.62 hours each payroll period
- Support Staff (10-11 years) - 16 days, 4.92 hours each payroll period
- Support Staff (12-13 years) - 17 days, 5.23 hours each payroll period
- Support Staff (14-15 years) - 18 days, 5.54 hours each payroll period
- Support Staff (16-17 years) - 19 days, 5.85 hours each payroll period
- Support Staff (18+ years) - 20 days, 6.15 hours each payroll period
- Administrative Staff - 6.15 hours each payroll period

Increments are based on a 26 week payroll cycle.

Vacation Usage (Grant-funded and Contractual Staff)

Staff, whose positions are contingent upon an outside grant or contract, cannot carry vacation days over to the next fiscal year. Allowed vacation hours will be added to the *employee's vacation bank during the first pay period* ~~first check~~ of the fiscal year for all full-time, grant-funded and contract staff; although, vacation should be earned before taken. If staff leave the institution before vacation has been earned, the hours remaining will not be paid out and pay for hours taken *but not earned* will be deducted from the final paycheck.

Spring 2019 Graduates:

There were 389 graduating students earning a total of 469 degrees and certificates in the following areas:

74	Associate in Arts Degree
84	Associate in Science Degree
3	Associate in Engineering Science
100	Associate in Applied Science Degree
7	Associate in General Studies Degree
201	Certificates of Completion

By comparison in Spring 2018, we graduated 465 students with a total of 582 degrees and certificates.



Government Finance Officers Association

Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting

Presented to

**Illinois Valley Community
College District**

For its Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morrill

Executive Director/CEO



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

Illinois Valley Community College

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morill

Executive Director/CEO

RECOMMENDED FOR COACH APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Head Women's Basketball Coach

NUMBER OF APPLICANTS: 5

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Mr. Tomasson, Mr. Grzybowski, Ms. Harding

APPLICANT RECOMMENDED:

Josh Nauman

EDUCATIONAL PREPARATION:

University of Illinois, Urbana-Champaign, IL – B.S., English

EXPERIENCE:

Putnam County CUSD 535, Granville, IL – High School Teacher, Basketball and Golf Coach

Illinois Valley Community College, Oglesby, IL – Assistant Men's Basketball Coach

Hartsburg-Emden CUSD #21, Hartsburg, IL – Teacher and Basketball Coach

Athens CUSD #213, Athens, IL - Teacher and Basketball Coach

Midland CUSD #7, Varna, IL – Dean of Students, Teacher and Assistant Coach

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

1. 21 years of experience coaching local high school basketball
2. Won 5 conference championships in 7 years
3. Established the Illinois Valley High School All-Star Game
4. Received numerous coaching awards
5. Previous experience with NJCAA rules and regulations

RECOMMENDED SALARY: \$6,790 annualized for FY20

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