

**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, May 9, 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

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, May 9, 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 – April 11, 2019 Board Meeting and April 29, 2019 Organizational Meeting (Pages 1-9)
 - 6.2 Approval of Bills - \$1,389,483.95
 - 6.2.1 Education Fund - \$934,502.19
 - 6.2.2 Operations & Maintenance Fund - \$72,159.54
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$261,000.00
 - 6.2.4 Auxiliary Fund - \$67,010.89
 - 6.2.5 Restricted Fund - \$6,448.40
 - 6.2.6 Liability, Protection & Settlement Fund - \$48,362.93
 - 6.3 Treasurer's Report (Pages 10-27)
 - 6.3.1 Financial Highlights (Pages 11-12)
 - 6.3.2 Balance Sheet (Pages 13-14)
 - 6.3.3 Summary of FY19 Budget by Fund (Page 15)
 - 6.3.4 Budget to Actual Comparison (Pages 16-22)
 - 6.3.5 Budget to Actual By Budget Officers (Page 23)
 - 6.3.6 Statement of Cash Flows (Page 24)
 - 6.3.7 Investment Status Report (Pages 25-26)
 - 6.3.8 Disbursements - \$5,000 or more (Page 27)
 - 6.4 Personnel - Stipends for Pay Periods Ending March 30, 2019 and April 13, 2019 & Part-time Faculty and Staff Appointment April 2019 (Pages 28-34)

7. President's Report
8. Faculty Appointment – Richard Marko, Automotive Technology Instructor (Pages 35-36)
9. Approval of Certificate: Medical Assistant (Pages 37-38)
10. Staff Appointment – Vincent Harris Jr., Director of Financial Aid (Pages 39-40)
11. President's Contract – 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 \$205,637.00 as well as benefits and other conditions presented in the contract.
(<https://www.ivcc.edu/board.aspx?id=32600>) (Page 41)
12. Vice Presidents' Contracts (Page 42)
 - 12.1 Approve the FY2020 employment contract for Cheryl E. Roelfsema, Vice President for Business Services and Finance, with a 2.75 percent increase for FY2020, resulting in an annualized salary of \$136,716.00 and duties, benefits, and other conditions as outlined in her contract.
(<https://www.ivcc.edu/board.aspx?id=32600>)
 - 12.2 Approve the FY2020 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 \$122,941.00 and duties, benefits, and other conditions as outlined in her contract.
<https://www.ivcc.edu/board.aspx?id=32600>
13. Faculty Resignation – Emily Lesman, Developmental Mathematics Laboratory Instructor (Pages 43-44)
14. Items for Information (Pages 45-54)
 - 14.1 Staff Appointment – Del Baracani, Maintenance Groundskeeper (Page 45)
 - 14.2 Staff Appointment – Jayna Leipart Guttilla, Collection Development & Access Librarian (Page 46)
 - 14.3 Staff Retirement – Sandy Kosciwicz, Duplication Center Operator (Page 47)
 - 14.4 Faculty Retirement – Linda Pinn, Allied Health Instructor (Page 48)
 - 14.5 Faculty Retirement – Tracy Makransky, Adult Ed Instructor (Page 49)
 - 14.6 Staff Resignation – Terumi Scully, Administrative Assistant, Project Success (Page 50)

- 14.7 Staff Resignation – Tom Ptak, Women’s Basketball Coach (Page 51)
- 14.8 Leave of Absence Request – Matt Boehm, Theatre Technical Manager (Page 52)
- 14.9 Recognition – Delores Robinson, Sigma Kappa Delta (Page 53)
- 14.10 Thank You Letter – Illini Valley Association of Realtors, Inc. (Page 54)
- 15. Trustee Comment
- 16. Closed Session – 1) 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
- 17. Compensation FY20 – Employees Not Affected by a Negotiated Labor Agreement
- 18. Approval of Closed Session Minutes
- 19. Other
- 20. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
April 11, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, April 11, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair
David O. Mallery, Secretary
Amy L. Boyles
Jay K. McCracken
Melissa M. Olivero
Joseph M. Marendia, Student Trustee (2018-2019)
Matthew H. Klein, Student Trustee (2019-2020)

Members Absent: Angela M. Stevenson

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
Lauri Carey, Instructor
Walt Zukowski, Attorney

APPROVAL OF AMENDED 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

RECOGNITION – JOSEPH M. MARENDIA, STUDENT TRUSTEE

Ms. Goetz read a resolution and presented it to Joseph Marendia along with a gift on behalf of the Board of Trustees to express sincere appreciation that he has given generously of his time, energy, and talents in his responsibilities as Student Trustee to the College. Mr. Marendia noted that he learned so much during the past year as Student Trustee and thanked the Board for the valuable experience.

Ms. Goetz welcomed Matthew Klein, Student Trustee for 2019-2020, to the Board.

CONSENT AGENDA ITEMS

It was moved by Mr. Solon 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 – March 14, 2019 Board Meeting.

Approval of Bills - \$1,170,727.09

Education Fund - \$774,409.66; Operations & Maintenance Fund - \$124,436.53; Operations & Maintenance (Restricted Fund) - \$123,902.86; Auxiliary Fund - \$84,242.84; Restricted Fund - \$6,239.25; and Liability, Protection & Settlement Fund - \$57,495.95.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending March 2, 2019 and March 16, 2019 and the Part-time Faculty and Staff Appointments of March 2019.

PRESIDENT'S REPORT

Dr. Corcoran reported that the Student Government Association election results are in and we are pleased to have Matthew Klein as our new student trustee, Kaitlyn Ruppert as SGA president, Lilian Moskalewicz as vice president, Cierra Espinoza is the treasurer, Andrea Medina SGA secretary, Haley Fittanto sophomore representative, and Megan Brooker and Karlee Arjes as sophomore programming board members. He extended congratulations and thanked all for the decision to step forward and serve fellow students in these key leadership positions. Dr. Corcoran informed that the college's Explore IVCC event on March 26 was well planned and executed thanks to the fine work of Quintin Overocker, Aseret Loveland and Gracelyn Quesse from Student Services. He thanked the faculty and staff who played a role in making the event very worthwhile for prospective students and their loved ones. Dr. Corcoran noted that our Foundation staff enjoyed a successful One Giving Day program on April 3rd. He added that the results are still being tabulated, but one thing is for sure: Fran, Donna, Janice, Carey and David surpassed their goal. Dr. Corcoran thanked everyone who contributed to the Foundation's mission, especially our Board of Trustees, all of whom gave generously to show their support. Dr. Corcoran reported that the college's annual scorecard has been received on how well our Project Success program is doing in meeting Department of Education objectives and thanks to Chris Herman, Cynthia Cardosi, Diane Scoma, and Terumi Scully, we had a perfect score of 15 and exceeded all approved rates in categories of persistence, good academic standing, associate degrees or certificates, and degrees or certificates and transfer to a 4-year institution. He reported that we had funding to serve 165 students and ended with serving 179. Dr. Corcoran noted that our Project Success students and staff do a great job and he is proud of them. Dr. Corcoran thanked our Trustees and dedicated staff for hosting a meeting of the ICCTA Northwest Region on April 3rd. All of the colleges in the region were represented thanks to the Region's host and our fine Chair Jane Goetz. He added that Dorene Data was the talk of the evening—she made a terrific presentation on MIMIC and women in the field of technology. Dr. Corcoran reported that Vice President Mark Grzybowski and his Student

Services team hosted our annual student academic awards banquet on April 8th in the gymnasium. He noted that there was representation at the event from both our Board of Trustees and Foundation board of directors and the meal, program and speakers were outstanding. Dr. Corcoran thanked Mark Grzybowski for a job well done. Dr. Corcoran informed that Dr. Margie Francisco and members of our Nursing Faculty held an Alpha Delta Nu Nursing Honor Society induction ceremony on the same night as the awards banquet. He noted that this year's 16 inductees might be the highest so far, which is a credit to Director Julie Hogue and our talented Nursing faculty. Dr. Corcoran reported that the All-Illinois PTK banquet was held in Springfield on April 9. He informed that Lillian Rodrigues and Nic Bollis were recognized for their extraordinary academic achievements. Dr. Corcoran was delighted to report that Lillian was named Illinois' New Century Transfer Scholar and recipient of a \$2,250 scholarship. Dr. Corcoran noted that Judy Day has provided everyone with monthly calendars for April and May to help the trustees keep track of upcoming important activities. He informed that one item that is not out there yet is a special meeting of the Board in order to reorganize now that April 2nd Election Day has passed. Dr. Corcoran noted that given the tight window in which we need to work, we would like to offer Monday, April 29 for everyone's consideration. The time would be whatever is convenient for the group.

The Board agreed to an organizational meeting on Monday, April 29 at 5:00 p.m.

SABBATICAL LEAVE REQUEST – LAURI CAREY

Motion made by Ms. Olivero and seconded by Mr. Solon to approve the sabbatical leave request of Lauri Carey for the Fall 2019 semester. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513. Motion passed by voice vote. Ms. Carey was present at the meeting and Dr. Corcoran wished her well with her sabbatical.

FACULTY RETIREMENT – PAUL LEADINGHAM, WELDING INSTRUCTOR

It was moved by Dr. Boyles and seconded by Mr. McCracken to accept with regret the retirement of Paul Leadingham, Welding Instructor effective June 30, 2019. Motion passed by voice vote. Dr. Corcoran added that Mr. Leadingham has done a phenomenal job during his thirteen years at the college and we will miss him.

BID RESULTS – BUILDING C AHU/CHILLER REPLACEMENT

It was moved by Mr. Mallery and seconded by Mr. Solon to accept the base bid from Dodson Plumbing, Heating & AC, Pontiac, Illinois in the amount of \$1,469,000 for the Building C AHU/Chiller Replacement. Motion passed by voice vote.

PURCHASE REQUEST – PCS FOR E215, CTC119 AND B213

It was moved by Mr. McCracken and seconded by Dr. Boyles to authorize the purchase of 71 replacement PCs for E215, CTC119 and B213 for \$47,831 from Dell Inc. Motion passed by voice vote.

PURCHASE REQUEST – MALWAREBYTES ANTI-MALWARE/ANTI-VIRUS SOFTWARE

It was moved by Mr. Solon and seconded by Dr. Boyles to authorize the licensing of Malwarebytes Anti-Malware/Anti-Virus software in the amount of \$24,000 from CDW for a period of three years. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Goetz congratulated the Foundation staff on the success of “Giving Day” and thanked the Board for their unanimous support.

Mr. McCracken offered kudos to IVCC and staff for the partnership between the college and LaMoille High School for the Career Start Program. Mr. McCracken added that he is excited about the partnership which will provide opportunities for approved LHS students to enroll in college CTE courses through IVCC as part of their high school coursework.

Mr. Mallery inquired about enrollment goals for the Transfer Academy. Dr. Anderson advised that there are opportunities to have full sections for the fall semester. Mr. Grzybowski added that we will have seats open to traditional-age students as well in the classes that are offered.

Ms. Goetz informed of a note from Tammy Landgraf, present at the meeting, thanking the Board for a lovely evening and meal at the tenure dinner in March.

Ms. Olivero inquired about the policy change 3.18 on Hiring Process: Full-Time Faculty, an information item. The additional language for the policy indicates that tested experience may be used in combination with academic credentials to meet the requirements for a position in the event that a candidate does not meet the stated academic qualifications. Dr. Anderson clarified that the tested experience applies only for career tech education positions, not for transfer.

CLOSED SESSION

It was moved by Dr. Boyles and seconded by Mr. Mallery to convene a closed session at 6:53 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) imminent litigation; and 4) closed session minutes. Motion passed by voice vote.

The Board immediately entered closed session at 6:53 p.m. On a motion by Mr. Solon and seconded by Mr. McCracken, the regular meeting resumed at 9:34 p.m. Motion passed by voice vote.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Ms. Olivero and seconded by Mr. Solon to approve and retain the Closed Session minutes of the March 14, 2019 Closed Session Meeting. Motion passed by voice vote.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 9:35 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Special Meeting
April 29, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a special session at 5:00 p.m. on Monday, April 29, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Board Chair
Everett J. Solon, Vice Chair (entered the meeting at 5:02 p.m.)
David O. Mallery, Secretary (entered the meeting at 5:10 p.m.)
Amy L. Boyles
Jay K. McCracken
Melissa M. Olivero
Angela M. Stevenson
Matthew H. Klein, Student Trustee

Members Absent:

Members Elect: Amy L. Boyles
Jane E. Goetz

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Deborah Anderson, Vice President for Academic Affairs
Walt Zukowski, Attorney

Ms. Goetz called the meeting to order at 5:00 p.m.

**RESOLUTION DECLARING RESULTS OF BOARD OF TRUSTEES
ELECTION HELD APRIL 2, 2019**

It was moved by Ms. Stevenson and seconded by Mr. McCracken to approve the resolution declaring results of the April 2, 2019 election in which the candidates receiving the highest number of votes for the two six-year terms were Ms. Jane E. Goetz and Dr. Amy Sipovic-Boyles and were hereby elected as members of the Board of Trustees of Community College District No. 513. Motion passed by voice vote.

ADJOURNMENT SINE DIE

It was moved by Mr. McCracken, seconded by Dr. Boyles, and carried unanimously that the meeting adjourn sine die at 5:02 p.m.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:03 p.m. by Ms. Goetz with members Mr. Klein, Ms. Olivero, Mr. McCracken, Dr. Boyles, Mr. Solon, and Ms. Stevenson present.

REORGANIZATION OF THE BOARD

It was moved by Ms. Olivero, seconded by Mr. Solon, and carried unanimously that Dr. Corcoran be named Chair Pro-Tem for the purpose of reorganizing the Board.

It was moved by Mr. Solon, seconded by Dr. Boyles, and carried unanimously that Ms. Judy Day be named Secretary Pro-Tem for the purpose of reorganizing the Board.

Dr. Corcoran requested a motion to nominate a Board Chair. It was moved by Ms. Olivero seconded by Mr. Solon, and carried unanimously to nominate Jane Goetz for Board Chair. It was moved by Mr. Solon, seconded by Mr. McCracken, and carried unanimously to close the nominations. It was moved by Ms. Stevenson and seconded by Mr. McCracken to name **Jane Goetz as Board Chair**. Motion passed by voice vote.

Ms. Goetz requested a motion to nominate a Board Vice Chair. It was moved by Ms. Olivero, seconded by Ms. Stevenson, and carried unanimously to nominate Everett Solon for the Board Vice Chair. It was moved by Dr. Boyles, seconded by Mr. McCracken, and carried unanimously to close the nominations. Motion made by Ms. Stevenson and seconded by Mr. McCracken to name **Everett Solon as Board Vice Chair**. Motion passed by voice vote.

It was moved by Ms. Goetz, seconded by Mr. McCracken, and carried unanimously to nominate Angela Stevenson for the Board Secretary. It was moved by Ms. Olivero, seconded by Dr. Boyles, and carried unanimously to close the nominations. Motion made by Ms. Olivero and seconded by Mr. Solon to name **Angela Stevenson as Board Secretary**. Motion passed by voice vote.

BOARD APPOINTMENTS

It was moved by Mr. Solon, seconded by Ms. Stevenson, and carried unanimously to appoint **Walter Zukowski & Associates as its Attorney**.

It was moved by Mr. Solon, seconded by Ms. Stevenson, and carried unanimously to appoint **Ms. Cheryl Roelfsema as its Treasurer**.

It was moved by Ms. Stevenson, seconded by Mr. McCracken, and carried unanimously to appoint **Ms. Judy Day as Secretary to the Board**.

REGULAR MEETING DATES AND TIMES

It was moved by Ms. Stevenson, seconded by Mr. Klein, to set the **second Thursday of each month as its regular meeting day**, at 6:30 p.m. in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois. Motion passed by voice vote.

TRUSTEE APPOINTMENTS

It was moved by Ms. Stevenson, seconded by Dr. Boyles, and carried unanimously to appoint **Jane Goetz as the Illinois Community College Trustees Association Representative**. It was moved by Ms. Goetz to appoint Angela Stevenson as the ICCTA Alternate Representative. The motion was amended by Ms. Stevenson, seconded by Mr. Solon, and carried unanimously to appoint **Jay McCracken as the Illinois Community College Trustees Association Alternate Representative**.

Appointments to Board committees:

Audit/Finance Committee

Mr. Everett Solon, Chair
Mr. Jay McCracken
Ms. Melissa Olivero

Facilities Committee

Mr. David Mallery, Chair
Ms. Melissa Olivero
Ms. Angela Stevenson

Planning Committee

Mr. Jay McCracken, Chair
Dr. Amy Boyles
Mr. Everett Solon

Closed Session Minutes Committee

Ms. Angela Stevenson, Chair
Dr. Amy Boyles
Mr. David Mallery

CLOSED SESSION

It was moved by Mr. Solon and seconded by Dr. Boyles to convene a closed session at 5:15 p.m. to discuss 1) pending litigation; and 2) collective negotiations. Motion passed by voice vote.

The Board immediately went into closed session at 5:15 p.m. On a motion by Dr. Boyles and seconded by Mr. McCracken, the regular session resumed at 6:01 p.m. Motion passed by voice vote.

INFORMATION ITEM

A Letter of Understanding on Column Movement was provided for information.

OTHER

Ms. Goetz shared a newspaper article, "IVCC Podcast, a new spin on promoting campus opportunities" by Scott T. Holland from *The Times*.

Ms. Goetz informed of the ICCTA Annual Convention on June 6 and 7 at Itasca and noted that she plans to attend. The trustee leadership training sessions are scheduled on June 7.

Ms. Goetz congratulated Mr. Jay McCracken for recently receiving WGN Radio's Most Valuable Person on the Planet for the day. Mr. McCracken, Superintendent of La Moille, was recognized as MVPP for his work with the students of La Moille and making a lasting impact on their lives as he works to guide them into college and career readiness. Congratulations were extended to Mr. McCracken from all present.

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 6:05 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

APRIL 2019

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – April 2019

Revenues

- As of April 26, the headcount for spring semester was 3,065, which is 246 students less than at the same point in time last year. Credit hours were 23,284, down by 1,778, or a 7.09 percent decrease from one year ago. Traditional credit hours are down by 1,503 hours and Ottawa Center credit hours are down by 236 hours. Dual credit hours increased 4.77 percent over the same point in time one year ago.

Registration for summer semester began on April 4. As of April 26, the headcount for summer semester 2019 was 843, which is 96 students less than at the same point in time last year. Summer credit hours are at 4,189, a 7.57 percent decrease from one year ago.

Registration for fall semester began on April 10. As of April 26, the head count for fall semester 2019 was 837, or 144 students less than at the same point in time last year. Fall credit hours are at 9,539, a 15.13 percent decrease from one year ago.

Budgeted credit hours for FY2019 were 58,000 and actual credit hours will be approximately 53,350. Credit hours for the FY2020 budget have been reduced to 53,000.

- Fund 01 revenues overall are at 98 percent of budgeted revenues:

Category	Budget	Actual	Difference	%
Local taxes	9,441,010	9,107,300	(333,710)	(3.5%)
State	1,551,458	1,755,451	203,993	13.1%
Federal	7,300	6,085	(1,215)	(16.6%)
Tuition	7,787,905	7,604,534	(183,371)	(2.3%)
Public	287,000	236,215	(50,785)	(17.7%)
Interest	32,600	109,709	77,109	236.5%
Other	99,717	76,941	(22,776)	(22.8%)
Total	\$19,206,990	\$18,896,235	(\$310,755)	(1.6%)

- 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 April 30, the College has received four quarterly payments of \$291,236 each and six monthly payments of \$91,128 each. The Small College grant of \$36,560 has been received; ten monthly installments of the equalization grant have been received; Career and Technical grant of \$209,360 has been received; and five monthly installments totaling \$138,488 have been received for state Adult Education programs.

- Real estate tax collections are \$11,601,971, or 99.4 percent of the \$11,670,435 levy. Corporate Personal Property Replacement Tax (CPPRT) receipts as of April 30 were \$678,568, or 54 percent of the budgeted \$1,255,000.

Expenditures

- Education Fund – Public Service – Contractual Services at 110 percent of annual budget -- \$48,825 for mini course instructional programs; \$119,500 for continuing education trip contractual services; and \$63,125 for business training contractual services
- Operations & Maintenance – Plant Operations – Capital Outlay at 135 percent of annual budget -- water heater for CTC building \$6,575; welding shop additions \$5,875; three drainage projects \$74,600; and a new tractor \$24,900.

Protection, Health & Safety Projects

- Building D Air Handler/Chiller Replacement – waiting on contractor to finish project
- Campus-Wide Security Camera Upgrade – training sessions for personnel took place on April 26
- 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; waiting to see if a capital bill will be part of the FY2020 state budget.

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 will have training in May and the program will be rolled out to new students registering for spring semester 2020.
- 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
 April 30, 2019
 Unaudited

	Governmental Fund Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General	General	
						Fixed Assets	Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 1,157,261	\$ 473,053	\$ 186,397	\$ 536,315	\$ 190,040	\$ -	\$ -	\$ 2,543,066
Investments	9,480,057	9,689,863	640,684	248,000	277,413	-	-	20,336,017
Receivables								
Property taxes	9,484,466	2,181,721	-	-	-	-	-	11,666,187
Governmental claims	-	-	-	-	131,031	-	-	131,031
Tuition and fees	1,957,733	-	-	101,879	-	-	-	2,059,612
Due from other funds	1,144,384	-	-	-	-	-	-	1,144,384
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	537,788	-	-	-	537,788
Other assets	126,430	71,786	1,603	571	-	-	-	200,390
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>\$23,350,331</u>	<u>\$12,416,423</u>	<u>\$ 828,684</u>	<u>\$ 1,460,830</u>	<u>\$ 598,484</u>	<u>\$60,156,595</u>	<u>\$12,972,143</u>	<u>\$ 111,783,490</u>

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 April 30, 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	\$ 100,943	\$ -	\$ -	\$ 10,377	\$ 6,864	\$ -	\$ -	\$ 118,184
Accrued salaries & benefits	1,343,761	19,417	-	16,670	-	-	-	1,379,848
Post-retirement benefits & other	128,627	-	-	-	-	-	-	128,627
Unclaimed property	955	3	-	-	27	-	-	985
Due to other funds	72,732	576,405	-	31,494	463,753	-	-	1,144,384
Due to student groups/deposits	2,787	-	-	-	127,840	-	-	130,627
Deferred revenue								-
Property taxes	4,743,959	1,091,261	-	-	-	-	-	5,835,220
Tuition and fees	1,938,743	-	-	51,732	-	-	-	1,990,475
Grants	-	-	-	-	-	-	-	-
Deferred Inflows	-	-	-	-	-	-	1,028,799	1,028,799
OPEB Long term debt	-	-	-	-	-	-	11,943,344	11,943,344
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	8,332,507	1,687,086	-	110,273	598,484	-	12,972,143	23,700,493
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	-	-	-	-	-	-	-	-
Reserved for debt service	-	-	828,684	-	-	-	-	828,684
Unreserved	15,017,824	10,729,337	-	1,350,557	-	-	-	27,097,718
Total equity and other credits	15,017,824	10,729,337	828,684	1,350,557	-	60,156,595	-	88,082,997
Total Liabilities, Equity and Other Credits	\$23,350,331	\$12,416,423	\$ 828,684	\$ 1,460,830	\$ 598,484	\$60,156,595	\$12,972,143	\$ 111,783,490

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

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2019 Revenues & Expenditures by Fund
 For the ten months ended April 30, 2019
 April 30, 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	\$ 18,896,236	\$ 2,446,698	\$ 1,791,249	\$ 10,296	\$ 78,354	\$ 1,457,720	\$ 4,507,151	\$ 551,473	\$ 37,551	\$ 29,776,728
Actual Expenditures	(15,136,879)	(2,059,429)	(1,681,427)	-	-	(1,603,244)	(4,725,629)	(845,768)	(34,800)	(26,087,176)
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	3,764,357	387,269	109,822	10,296	78,354	(84,110)	(208,478)	(294,295)	2,751	3,765,966
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 April 30, 2019	\$ 11,735,406	\$ 3,282,417	\$ 5,848,330	\$ 828,685	\$ 4,748,035	\$ 1,350,554	\$ (162,644)	\$ 259,013	\$ 36,604	\$ 27,926,400

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the ten months ended April 30, 2019

	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,006,010	\$ 8,161,615	101.9%	\$ 7,953,770	99.1%	\$ 8,026,700
Corporate Personal Property Replacement Tax	1,065,000	576,783	54.2%	556,397	50.5%	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>8,909,987</u>	93.8%	<u>9,494,197</u>
State Government:						
ICCB Credit Hour Grant	1,301,458	1,504,421	115.6%	1,507,437	163.9%	920,000
Equalization	50,000	41,670	83.3%	37,500	75.0%	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>1,728,060</u>	148.3%	<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	6,776,054	97.8%	7,112,677	103.3%	6,882,640
Fees	862,025	828,481	96.1%	848,966	93.6%	906,850
Total Tuition and Fees	<u>7,787,905</u>	<u>7,604,535</u>	97.6%	<u>7,961,643</u>	102.2%	<u>7,789,490</u>
Other Sources:						
Public Service Revenue	287,000	236,215	82.3%	165,831	58.8%	282,109
Other	132,317	186,650	141.1%	161,705	136.0%	118,891
Total Other Sources	<u>419,317</u>	<u>422,865</u>	100.8%	<u>327,536</u>	81.7%	<u>401,000</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,206,990</u>	<u>\$ 18,896,236</u>	98.4%	<u>\$ 18,933,525</u>	100.4%	<u>\$ 18,856,902</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,125,944	6,513,328	80.2%	6,696,301	80.2%	8,348,942
Employee Benefits	1,760,576	1,488,387	84.5%	1,485,422	88.4%	1,680,827
Contractual Services	121,965	83,403	68.4%	57,299	30.4%	188,269
Materials & Supplies	417,890	234,605	56.1%	214,493	50.5%	424,327
Conference & Meeting Expenses	114,256	48,828	42.7%	40,864	42.2%	96,840
Fixed Charges	190,000	159,529	84.0%	159,218	80.8%	197,000
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,730,631</u>	<u>\$ 8,528,080</u>	79.5%	<u>\$ 8,653,597</u>	79.1%	<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 ten months ended April 30, 2019

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Academic Support:						
Salaries	\$ 923,210	\$ 667,978	72.4%	\$ 473,898	72.6%	\$ 652,484
Employee Benefits	138,002	129,878	94.1%	115,900	75.1%	154,279
Contractual Services	191,650	154,731	80.7%	171,683	89.2%	192,544
General Materials & Supplies	266,724	98,250	36.8%	116,438	50.8%	229,247
Conference & Meeting Expenses	11,075	7,481	67.5%	6,082	68.2%	8,920
Utilities	24,665	18,225	73.9%	20,925	88.3%	23,700
Capital Outlay	115,000	92,477	80.4%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,670,326</u>	<u>1,169,020</u>	70.0%	<u>904,926</u>	71.8%	<u>1,261,174</u>
Student Services:						
Salaries	1,308,889	1,018,019	77.8%	911,199	74.4%	1,225,294
Employee Benefits	342,482	310,371	90.6%	262,597	77.5%	338,817
Contractual Services	17,428	10,818	62.1%	6,498	74.4%	8,735
Materials & Supplies	68,377	40,881	59.8%	42,089	75.2%	55,972
Conference & Meeting Expenses	33,033	19,823	60.0%	17,395	66.2%	26,260
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,770,209</u>	<u>1,399,912</u>	79.1%	<u>1,239,778</u>	74.9%	<u>1,655,078</u>
Public Services/Continuing Education:						
Salaries	343,940	302,837	88.0%	271,824	68.7%	395,571
Employee Benefits	75,574	69,772	92.3%	64,473	92.6%	69,659
Contractual Services	209,000	231,665	110.8%	150,368	73.7%	203,900
Materials & Supplies	92,100	71,592	77.7%	61,013	69.9%	87,275
Conference & Meeting Expenses	19,950	11,357	56.9%	8,095	47.2%	17,150
Other	200	194	97.0%	360	70.6%	510
Total Public Services/Continuing Education	<u>740,764</u>	<u>687,417</u>	92.8%	<u>556,133</u>	71.8%	<u>774,065</u>
Institutional Support:						
Salaries	1,737,749	1,388,309	79.9%	1,347,414	74.7%	1,803,308
Employee Benefits	685,412	604,641	88.2%	608,064	95.4%	637,253
Contractual Services	609,340	473,443	77.7%	442,636	86.2%	513,288
Materials & Supplies	405,704	291,289	71.8%	298,864	68.4%	436,870
Conference & Meeting Expenses	62,755	33,824	53.9%	26,348	46.7%	56,480
Utilities	26,200	7,467	28.5%	8,060	30.6%	26,370
Capital Outlay	173,500	92,477	53.3%	106,082	121.9%	87,000
Other	9,400	2,002	21.3%	(373)	-1.3%	29,400
Provision for Contingency	289,000	-	0.0%	-	0.0%	217,661
Total Institutional Support	<u>3,999,060</u>	<u>2,893,452</u>	72.4%	<u>2,837,095</u>	74.5%	<u>3,807,630</u>
Scholarships, Grants and Waivers	546,000	458,998	84.1%	445,047	89.1%	499,750
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,456,990</u>	<u>\$ 15,136,879</u>	77.8%	<u>\$ 14,636,576</u>	77.3%	<u>\$ 18,933,902</u>
INTERFUND TRANSFERS - NET	<u>\$ 250,000</u>	<u>\$ 5,000</u>	2.0%	<u>\$ 5,000</u>	6.5%	<u>\$ 77,000</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the ten months ended April 30, 2019**

	<u>Annual Budget FY2019</u>	<u>Actual 4/30/19</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/18</u>	<u>Act/Budget 83.3%</u>	<u>Annual Budget FY2018</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,243,160	\$ 1,271,041	102.2%	\$ 1,228,200	99.3%	\$ 1,236,300
Corporate Personal Property Replacement Tax	190,000	101,785	53.6%	98,188	52.2%	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>1,459,456</u>	94.4%	<u>1,546,281</u>
State Government:						
ICCB Credit Hour Grant	228,542	256,757	112.3%	127,367	159.2%	80,000
Total State Government	<u>228,542</u>	<u>256,757</u>	112.3%	<u>127,367</u>	159.2%	<u>80,000</u>
Student Tuition and Fees:						
Tuition	728,480	530,461	72.8%	563,315	77.9%	722,820
Total Tuition and Fees	<u>728,480</u>	<u>530,461</u>	72.8%	<u>563,315</u>	77.9%	<u>722,820</u>
Other Sources:						
Facilities Revenue	138,941	119,286	85.9%	124,758	89.8%	138,941
Investment Revenue	16,000	41,292	258.1%	22,295	223.0%	10,000
Other	2,500	3,174	127.0%	2,234	-	-
Total Other Sources	<u>157,441</u>	<u>163,752</u>	104.0%	<u>149,287</u>	100.2%	<u>148,941</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,669,623	\$ 2,446,698	91.6%	\$ 2,299,425	92.0%	\$ 2,498,042
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 935,842	\$ 728,032	77.8%	\$ 688,603	0.0%	\$ 923,374
Employee Benefits	316,108	277,807	87.9%	262,479	0.0%	301,674
Contractual Services	219,000	120,993	55.2%	134,879	0.0%	242,276
General Materials & Supplies	291,970	163,263	55.9%	145,834	0.0%	225,070
Conference & Meeting Expenses	5,675	170	3.0%	499	0.0%	5,675
Fixed Charges	64,500	79,280	122.9%	80,598	0.0%	64,500
Utilities	752,500	523,904	69.6%	450,961	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>2,005,419</u>	77.0%	<u>1,763,853</u>	0.0%	<u>2,432,982</u>
Institutional Support:						
Salaries	44,278	35,734	80.7%	34,536	0.0%	46,489
Employee Benefits	11,865	10,418	87.8%	11,569	0.0%	10,758
Contractual Services	720	2,491	346.0%	2,491	0.0%	750
Materials & Supplies	2,955	1,679	56.8%	2,876	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>54,010</u>	84.4%	<u>55,682</u>	0.0%	<u>65,060</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,669,623	\$ 2,059,429	77.1%	\$ 1,819,535	0.0%	\$ 2,498,042

Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the ten months ended April 30, 2019

	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,488,019	\$ 1,582,552	106.4%	\$ 1,403,732	0.0%	\$ 1,545,381
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	32,500	67,528	207.8%	62,487	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	1,791,249	101.2%	1,811,986	0.0%	1,575,981
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	3,716	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	3,656,726	1,677,711	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	10,296	643.5%	7,553	0.0%	3,200
TOTAL BOND & INTEREST FUND REVENUES	1,600	10,296	643.5%	7,575	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	\$ 78,354	223.9%	\$ 43,130	134.8%	\$ 32,000
TOTAL WORKING CASH REVENUES	35,000	78,354	223.9%	43,130	134.8%	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 ten months ended April 30, 2019

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Service Fees	\$ 1,801,765	\$ 1,447,360	80.3%	\$ 1,628,234	71.8%	\$ 2,268,600
Other Revenue	3,940	6,921	175.7%	4,073	0.0%	5,700
Investment Revenue	4,500	3,439	76.4%	5,648	201.7%	2,800
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	1,810,205	1,457,720	80.5%	1,637,955	71.9%	2,277,100

AUXILIARY ENTERPRISES FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Salaries	\$ 313,439	254,547	81.2%	257,534	80.1%	321,509
Employee Benefits	70,294	54,209	77.1%	50,364	75.0%	67,134
Contractual Services	64,831	54,578	84.2%	50,233	100.6%	49,922
Materials & Supplies	1,441,412	1,183,670	82.1%	1,433,320	78.9%	1,817,195
Conference & Meeting	24,855	18,574	74.7%	21,073	81.3%	25,909
Fixed Charges	51,300	36,166	70.5%	21,082	52.6%	40,075
Capital Outlay/Depreciation	1,322	-	0.0%	-	0.0%	19,832
Other	103,000	1,500	1.5%	64	0.1%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,070,453	1,603,244	77.4%	1,833,670	75.0%	2,444,576

Transfer In (Out)	\$ (198,586)	\$ 61,414	-30.9%	\$ 61,414	-240.0%	\$ (25,586)
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RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
State Government Sources	\$ 280,032	\$ 138,488	49.5%	255,393	0.0%	\$ 292,545
Federal Government Sources	4,876,221	4,227,964	86.7%	4,434,779	91.6%	4,839,519
Nongovernmental gifts or grants	-	136,227	0.0%	79,720	0.0%	-
Other Revenue	88,500	4,472	5.1%	5,180	15.2%	34,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	\$ 5,244,753	4,507,151	85.9%	4,775,072	92.4%	5,166,064

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Instruction:						
Salaries	\$ 375,521	\$ 294,878	78.5%	320,467	70.5%	454,373
Employee Benefits	144,268	103,829	72.0%	114,227	88.5%	129,112
Contractual Services	25,090	31,004	123.6%	20,031	79.3%	25,260
Materials & Supplies	110,679	77,760	70.3%	67,528	225.5%	29,946
Conference & Meeting	34,409	25,693	74.7%	12,906	69.2%	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	\$ 612,364	88.6%	\$ 545,126	82.6%	\$ 659,851

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Illinois Valley Community College District No. 513
 Fiscal Year 2019 Budget to Actual Comparison
 For the ten months ended April 30, 2019

RESTRICTED PURPOSES FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Student Services						
Salaries	\$ 192,097	\$ 155,497	80.9%	150,486	79.9%	188,414
Employee Benefits	71,188	55,850	78.5%	54,598	78.2%	69,834
Contractual Services	3,500	5,355	153.0%	32,741	1309.6%	2,500
Materials & Supplies	5,787	13,296	229.8%	14,980	252.8%	5,926
Conference & Meeting	6,500	6,316	97.2%	4,477	56.1%	7,978
Tuition Waivers (TRiO Grant)	20,000	33,600	168.0%	27,180	169.9%	16,000
Total Student Services	<u>299,072</u>	<u>269,914</u>	90.3%	<u>284,462</u>	97.9%	<u>290,652</u>
Institutional Support						
Salaries (Federal Work Study)	95,683	81,670	85.4%	82,011	101.7%	80,632
Total Institutional Support	<u>95,683</u>	<u>81,670</u>	85.4%	<u>82,011</u>	101.7%	<u>80,632</u>
Student grants and waivers (PELL & SEOG)	4,165,281	3,761,681	90.3%	3,956,105	95.5%	4,142,929
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,251,253</u>	<u>\$ 4,725,629</u>	90.0%	<u>\$ 4,583,242</u>	88.6%	<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>

AUDIT FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Local Government Sources	\$ 37,928	\$ 37,436	98.7%	\$ 36,535	94.9%	\$ 38,480
Investment Revenue	80	115	143.8%	99	123.8%	80
TOTAL AUDIT FUND REVENUES	<u>38,008</u>	<u>37,551</u>	98.8%	<u>36,634</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>

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Illinois Valley Community College District No. 513
Fiscal Year 2019 Budget to Actual Comparison
For the ten months ended April 30, 2019

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2019	Actual 4/30/19	Act/Budget 83.3%	Actual 4/30/18	Act/Budget 83.3%	Annual Budget FY2018
Local Government Sources	\$ 826,509	\$ 549,765	66.5%	\$ 673,308	0.0%	\$ 751,210
Investment Revenue	6,000	1,708	28.5%	12,628	0.0%	9,500
Other	-	-	0.0%	1,165	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	\$ 832,509	\$ 551,473	66.2%	\$ 687,101	90.3%	\$ 760,710
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	102,355	74,170	72.5%	79,868	-	109,334
Employee Benefits	26,286	24,444	93.0%	24,278	-	25,832
Contractual Services	22,500	2,495	11.1%	15,665	-	11,000
Materials & Supplies	650	479	73.7%	575	-	-
Total for Student Services	<u>151,791</u>	<u>101,588</u>	<u>66.9%</u>	<u>120,386</u>	<u>-</u>	<u>146,166</u>
Operations & Maintenance of Plant						
Contractual Services	502,800	380,092	75.6%	383,702	70.1%	547,700
Material & Supplies	200	162	81.0%	46	26.3%	175
Utilities	450	450	100.0%	309	61.8%	500
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>503,450</u>	<u>380,704</u>	<u>75.6%</u>	<u>384,057</u>	<u>70.0%</u>	<u>548,375</u>
Institutional Support						
Salaries	68,917	55,804	81.0%	63,155	0.0%	76,673
Employee Benefits	214,823	11,894	17.3%	12,853	0.0%	206,121
Contractual Services	40,500	35,968	88.8%	59,501	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%	285,734	108.0%	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>363,476</u>	<u>58.0%</u>	<u>507,866</u>	<u>89.3%</u>	<u>568,994</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,281,981	\$ 845,768	66.0%	\$ 891,923	70.6%	\$ 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
April 30, 2019
Unaudited


<u>Department</u>	<u>Annual Budget FY2019</u>	<u>Actual FY2019</u>	<u>Act/Budget 83.3%</u>	<u>Explanation</u>
President	\$ 341,407	\$ 277,104	81.2%	
Board of Trustees	14,750	14,959	101.4%	Includes annual ICCTA dues
Community Relations	416,182	316,064	75.9%	
Continuing Education	740,764	687,416	92.8%	
Facilities	6,315,321	3,739,075	59.2%	
Information Technologies	2,146,368	1,596,733	74.4%	
Academic Affairs	252,363	172,048	68.2%	
Academic Affairs (AVPCE)	644,917	513,036	79.6%	
Adult Education	447,165	397,599	88.9%	
Learning Resources	1,231,673	901,896	73.2%	
Career & Tech Education Division	2,191,125	1,654,086	75.5%	
Natural Science & Business Division	3,109,589	2,499,780	80.4%	
Humanities & Fine Arts/Social Science Division	3,318,464	2,647,843	79.8%	
Health Professions Division	1,717,616	1,417,630	82.5%	
Admissions & Records	367,560	292,840	79.7%	
Counseling	553,068	428,411	77.5%	
Student Services	250,736	217,570	86.8%	
Financial Aid	4,649,462	4,153,458	89.3%	
Career Services	39,671	29,395	74.1%	
Athletics	285,212	233,352	81.8%	
TRiO (Student Success Grant)	299,072	269,914	90.3%	
Campus Security	500,150	379,134	75.8%	
Business Services/General Institution	1,074,183	836,426	77.9%	
Risk Management	630,040	365,046	57.9%	
Tuition Waivers	546,000	458,997	84.1%	
Purchasing	116,616	95,850	82.2%	
Human Resources	129,583	98,115	75.7%	
Bookstore	1,638,940	1,271,932	77.6%	
Shipping & Receiving	64,028	54,010	84.4%	
Copy Center	103,301	67,457	65.3%	
Total FY19 Expenditures	\$ 34,135,326	\$ 26,087,176	76.4%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended April 30, 2019

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 1,817,079.52	\$ 307,566.69	\$ 128,965.81	\$ 178,868.87	\$ 475,351.86	\$ (435,852.47)	\$ 417,100.34	\$ 17,787.72	\$ (58,594.47)	\$ 6,600.02	\$ 2,854,873.89
Total Receipts	321,494.40	27,596.98	7,588.26	7,528.12	83,276.38	10,015.86	1,633.33	1.40	20.84	3,786.00	\$ 462,941.57
Total Cash	2,138,573.92	335,163.67	136,554.07	186,396.99	558,628.24	(425,836.61)	418,733.67	17,789.12	(58,573.63)	10,386.02	3,317,815.46
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	327,849.86	-	-	-	-	267,725.09	-	-	-	-	595,574.95
Expenditures	(1,490,969.17)	(165,395.50)	(261,000.00)	-	(96,850.58)	(86,042.67)	-	-	(62,053.92)	-	(2,162,311.84)
ACCOUNT BALANCE	975,454.61	169,768.17	(124,445.93)	186,396.99	461,777.66	(244,154.19)	418,733.67	17,789.12	(120,627.55)	10,386.02	1,751,078.57
Deposits in Transit	(306.10)										(306.10)
Outstanding Checks	464,146.17										464,146.17
BANK BALANCE	1,439,294.68	169,768.17	(124,445.93)	186,396.99	461,777.66	(244,154.19)	418,733.67	17,789.12	(120,627.55)	10,386.02	2,214,918.64
Certificates of Deposit	-	-	2,724,175.00	500,000.00	248,000.00	-	3,368,916.47	-	100,980.82	-	6,942,072.29
Illinois Funds	6,905,454.56	2,574,602.50	1,337,612.98	140,684.18	-	100,599.12	934,504.57	-	-	277,412.65	12,270,870.56
Bldg Reserve-ILLFund			672,936.41								672,936.41
Total Investment	\$ 6,905,454.56	\$ 2,574,602.50	\$ 4,734,724.39	\$ 640,684.18	\$ 248,000.00	\$ 100,599.12	\$ 4,303,421.04	\$ -	\$ 100,980.82	\$ 277,412.65	\$ 19,885,879.26

LaSalle State Bank	\$ 85,439.26
Midland States Bank	<u>2,129,479.38</u>
	<u>\$ 2,214,918.64</u>

Respectfully submitted,



Kathy Ross
Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
April 30, 2019

<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>
7/13/2019			1,020,155					1,020,155	MB	2.00%	2.01%	16776
7/22/2019							100,981	100,981	MB	2.00%	2.01%	16783
10/26/2019			1,000,000					1,000,000	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	-	-	2,724,175	500,000	248,000	3,368,916	100,981	6,942,072				

CB Commerce Bank
CTB Central Bank
HNB Hometown National Bank

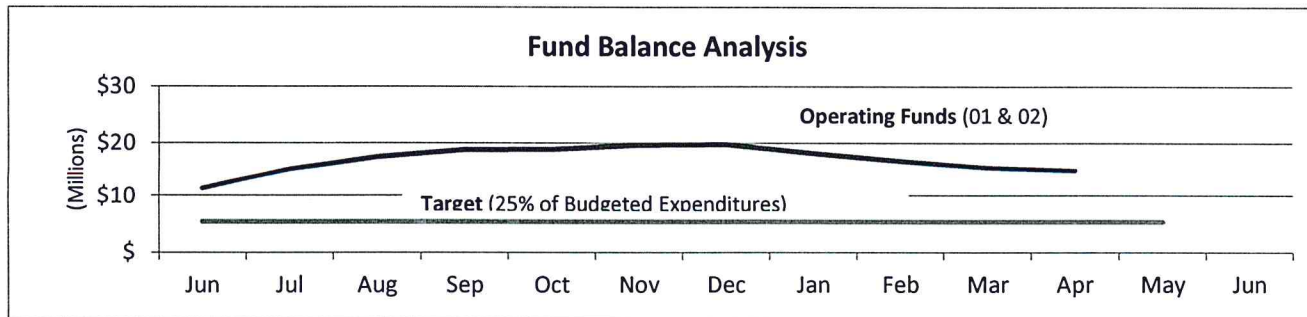
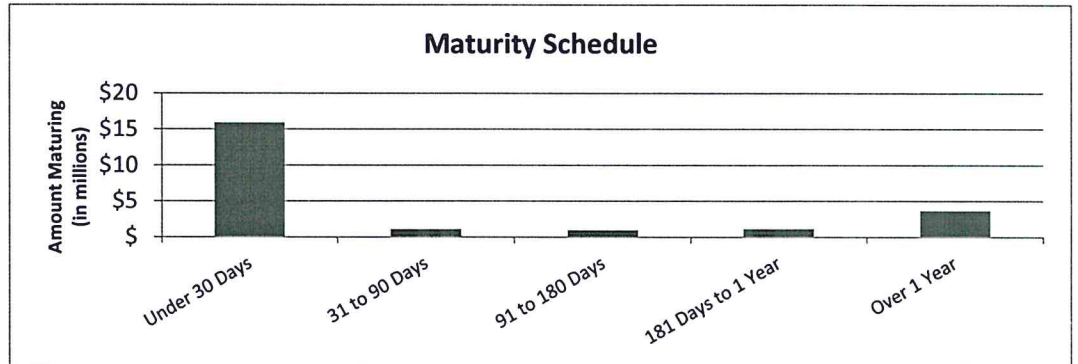
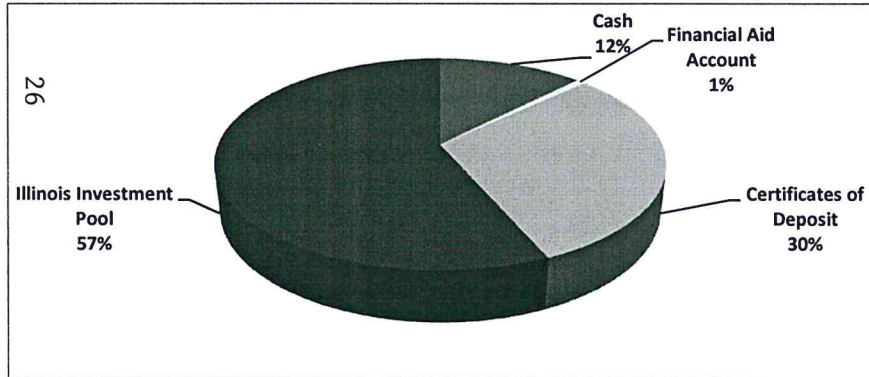
LSB LaSalle State Bank
MB Marseilles Bank

MBS Multi-Bank Securities, Inc.
MSB Midland States Bank

**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
April 30, 2019**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	12.4%	\$ 2,832,558	0.35%
Financial Aid Account	0.7%	167,467	0.35%
Certificates of Deposit	30.3%	6,931,999	2.55%
Illinois Investment Pool	56.6%	12,943,807	2.46%
Total	100.0%	\$ 22,875,831	2.21%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 12,270,871	-	-	\$ 12,270,871	54%
IL Funds -Building	672,936			672,936	3%
Midland States Bank	-		2,172,922	2,172,922	9%
Midland States Bank			167,467	167,467	1%
Midland States-Bldg			460,210	460,210	2%
LaSalle State Bank	-	-	70,577	70,577	0%
Central Bank	-	1,000,000	-	1,000,000	4%
Commerce Bank	-	1,000,000	-	1,000,000	4%
Hometown Bank	-	204,020	-	204,020	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	11%
Heartland Bank	-	-	128,849	128,849	1%
Marseilles Bank	-	2,262,979	-	2,262,979	10%
	\$ 12,943,807	\$ 6,931,999	\$ 3,000,025	\$ 22,875,831	100%



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\$5,000 and Over Disbursements

04/01/19 - 04/30/19

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
748361	04/03/19	0181795	G4S Secure Solutions (USA) Inc.	\$ 9,245.98	Security Services-Main & Ottawa Campus (03/04/19-03/10/19)
ACH	04/04/19		Internal Revenue Service	61,076.95	Federal Payroll Taxes (04/04/19)
ACH	04/04/19		Illinois Department of Revenue	22,025.12	State Payroll Taxes (04/04/19)
ACH	04/04/19		VALIC Retirement Services	13,881.94	403(b) & 457(b)Payroll (04/04/19)
748412	04/04/19	0082897	SURS	47,519.64	Payroll (04/04/19)
748559	04/10/19	0214499	Constellation NewEnergy, Inc.	26,430.38	Electricity (02/09/19-03/12/19)
748571	04/10/19	0181795	G4S Secure Solutions (USA) Inc.	7,193.00	Security Services-Main & Ottawa Campus (03/11/19-03/17/19)
748580	04/10/19	0079038	IVCC Student Activity	45,833.50	Student Activity Fees
ACH	04/11/19		CCHC	257,919.86	Health Insurance (April)
ACH	04/12/19		American Express	15,395.70	Credit Card Purchases (March)
748662	04/17/19	0214047	CenterPoint Energy Services, Inc.	8,980.60	Natural Gas (02/01/19-02/28/19)
748666	04/17/19	0209567	Delta Dental of Illinois	11,550.42	Dental Insurance (March)
748672	04/17/19	0181795	G4S Secure Solutions (USA) Inc.	17,213.42	Security Services-Main Campus (02/04/19-02/10/19) & (03/18/19-03/24/19), Ottawa Campus (03/18/19-03/24/19)
27 748685	04/17/19	0157675	Illinois Valley Excavating Inc.	5,847.50	Snow Removal
748696	04/17/19	0149061	National Curriculum & Training	5,010.67	Driver Improvement Workbooks (Continuing Education)
ACH	04/18/19		Internal Revenue Service	61,883.56	Federal Payroll Taxes (04/18/19)
ACH	04/18/19		Illinois Department of Revenue	22,278.46	State Payroll Taxes (04/18/19)
ACH	04/18/19		VALIC Retirement Services	13,865.14	403(b) & 457(b)Payroll (04/18/19)
748642	04/18/19	0082897	SURS	47,778.92	Payroll (04/18/19)
748780	04/24/19	0130732	Dodson Plumbing, Heating and Air Conditioning	261,000.00	Building "E" AHU Replacement*
748787	04/24/19	0181795	G4S Secure Solutions (USA) Inc.	9,099.80	Security Services-Main & Ottawa Campus (03/25/19-03/31/19)
748816	04/24/19	0210438	Petty Cash	12,000.00	Rental Book Returns
748817	04/24/19	0210438	Petty Cash	15,000.00	Rental Book Returns
748818	04/24/19	0210438	Petty Cash	15,000.00	Rental Book Returns
748830	04/24/19	0001450	Thyssenkrupp Elevator Corporation	6,926.45	Elevator Maintenance/Repair
ACH	04/29/19		Prudential	5,529.33	Life Insurance (May)
ACH	04/30/19		EBC	7,006.76	H.R.A., F.S.A., Cobra (April)
				\$ 1,032,493.10	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 03/30/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Antle, Tracey Ann	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Ault, Richard L	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Balzarini, Doreen J	One on One Session	03/23/19	03/23/19	03/30/19	ST	\$210.00	014110394151320			
Barnes, David J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Bouxsein, Jessie Lynn	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Bray, Kristal A	ALH 1214 06 Lab/Clinical	03/18/19	05/18/19	05/25/19	ST	\$3,965.16	011420730051320	ALH-1214-06	ALH 1214 06 Lab/Clinical	
Bubb, Jennifer Lee	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Caley Opsal, Susan Mary	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Carter, John James	Mileage Reimbursement	01/26/19	03/16/19	03/30/19	ML	\$519.68	014210331055212			
Cherpeske, Roxanne Gay	Taxable Fringe/Instructional Supplies	10/23/18	03/18/19	03/30/19	TF	\$138.89	011420435754120			
Cherpeske, Roxanne Gay	THM 1200 01 Lecture/Lab	03/18/19	05/18/19	05/25/19	ST	\$1,429.75	011420410051320	THM-1200-01	THM 1200 01 Lecture/Lab	
Cinotte, Lori Maret	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Data, Dorene Marie	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Dickey, Lisa Kay	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Dzurisin, Juliana Mae	ALH 1214 604 605 Lecture	03/18/19	05/18/19	05/25/19	ST	\$4,202.00	011420730051320	ALH-1214-604	ALH 1214 604 605 Lecture	
Ebner-Landgraf, Tammy L	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Engelman, John Arthur	WLD Series 22 24 Multi-Prep	03/18/19	05/18/19	05/25/19	ST	\$4,410.00	011320410051320	WLD-1200-22	WLD Series 22 24 Multi-Prep	
Fish, Nicholas R	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Fitzpatrick, Sara Elizabeth	Made From Scratch	03/19/19	03/19/19	03/30/19	ST	\$155.00	014110394151320	HLR-3518-303	Made From Scratch	
Forst, Jean	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Fox, Amber Rae	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Furlan, Patricia Louise	Viakalbe ESL / Business Writing	03/24/19	03/27/19	03/30/19	ST	\$140.00	014210331051320			
Gibson, James A	US Silica Testing and Development	03/15/19	03/15/19	03/30/19	ST	\$800.00	014210331051320			
Gonda, Michael J	WLD Series 21 Multi-Prep	03/18/19	05/18/19	05/25/19	ST	\$2,115.00	011320410051320	WLD-1200-21	WLD Series 21 Multi-Prep	
Greve, Mary Ann	ALH 1251 03 04 Lecture / Clinical	03/18/19	05/18/19	05/25/19	ST	\$2,064.00	011420730051320	ALH-1251-03	ALH 1251 03 04 Lecture / Clinical	
Hamilton, Nora Beth	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			

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Stipends For Pay Period 03/30/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Hartford, Carmen Nichole	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Hartman, Bruce Charles	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Henkel, Katie Jean	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Hodgson, Laura Ann	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Jauch, Christian Martin	CSP 1210 350	03/18/19	05/18/19	05/25/19	ST	\$986.25	011320410051320	CSP-1210-350	CSP 1210 350	
Johll, Matthew E	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Johnson, LeeAnn	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Killian, Melissa J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$25.00	061320152751900			
Klieber, Tracie Marie	Additional Pay for Yoga	01/14/19	02/27/19	03/30/19	ST	\$75.00	014110394151320	HLR-6218-301		
Knoblauch, Heather Anne	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Knowlton, Amber Sue	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Koudelka, Arthur Edward	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Kowalski, Dena Louise	ALH 1250 301 Lecture	03/18/19	05/18/19	05/25/19	ST	\$2,205.00	011420730051320	ALH-1250-301	ALH 1250 301 Lecture	
Kuester, David A	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Lee, Tracy Denise	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Lesman, Emily Elizabeth	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Lockwood, Kirk D	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Malavolti, Steven Otto	ELT 2209 01 Additional Student	01/09/19	05/18/19	05/25/19	ST	\$252.12	011320410051320		ELT 2209 01 Additional Student	
Mammamo, Pamela M	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Matuszewski, Kari Leigh	Personalized Canvas Embroidery	03/26/19	03/26/19	03/30/19	ST	\$120.00	014110394151320	HLR-2405-303	Personalized Canvas Embroidery	
McDonnell, Nancy Ann	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
McGinnis, Rosemary T	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Mize, Adam	ALH 1214 605 Lab / Clinical	03/18/19	05/18/19	05/25/19	ST	\$3,658.95	011420730051320	ALH-1214-605	ALH 1214 605 Lab / Clinical	
Molln, Theresa Marie	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Moshage, Lynda Marlene	THM 1218 01 Clinical / Seminar	03/18/19	05/18/19	05/25/19	ST	\$4,557.00	011420410051320	THM-1218-01	THM 1218 01 Clinical / Seminar	
Mott, Willard D	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			

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Stipends For Pay Period 03/30/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Oldaker, Adam Gregory	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Ossola, Jyllian	DIY Rustic Outdoor Sign	03/13/19	03/13/19	03/30/19	ST	\$250.00	014110394151320	HLR-2311-303	DIY Rustic Outdoor Sign	
Ossola, Jyllian	Rustic Framed Quote Sign	03/25/19	03/25/19	03/30/19	ST	\$50.00	014110394151320	HLR-2313-303	Rustic Framed Quote Sign	
Pecherek, Michael John	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Prine, Renee Marie	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$25.00	061320152751900			
Pumo, Deborah J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Pumo, Deborah J	ALH 1000 102	03/18/19	05/18/19	05/25/19	ST	\$1,995.00	011420730051340	ALH-1000-102	ALH 1000 102	
Pytel, Kyle Edwin	LC Driver Improvement GDL	03/23/19	03/23/19	03/30/19	ST	\$175.00	014110394251320	CDV-6000-13	LC Driver Improvement GDL	
Radek, Kimberly M	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Rambo, Randy R	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Reese, Robert C	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Ruda, Anthony J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Ruda, Anthony J	HPE 1000 101	03/18/19	03/30/19	03/30/19	OV	\$665.00	011120570051340	HPE-1000-101	HPE 1000 101	
Sarver, Gregory Stephen	LC Driver Improvement	03/13/19	03/13/19	03/30/19	ST	\$150.00	014110394251320	CDV-6000-303	LC Driver Improvement	
Schomas, Jane Elizabeth	West Coast Swing Dance	02/07/19	03/21/19	03/30/19	ST	\$360.00	014110394151320	HLR-5120-402	West Coast Swing Dance	
Schomas, Jane Elizabeth	Beginners 2 Swing	02/07/19	03/21/19	03/30/19	ST	\$360.00	014110394151320	HLR-5123-402	Beginners 2 Swing	
Schroeder, Eric Steven	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$25.00	061320152751900			
Schulte, Glen Walter	WLD Series 23 Multi-Prep	03/18/19	05/18/19	05/25/19	ST	\$2,205.00	011320410051320		WLD Series 23 Multi-Prep	
Seghi, Heather Nicole	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Serafini, Daniel J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$25.00	061320152751900			
Serafini, Richard Joseph	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Smith, Sara E	Food Service Sanitation	03/11/19	03/11/19	03/30/19	ST	\$600.00	014110394151320	CEU-1503-633	Food Service Sanitation	
Sondgeroth, Anthony Lee	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Sondgeroth, Anthony Lee	Kroeschell East Peoria 6G Pipe Weld Training and Assessment / Assess Training Needs Program Coordinator	03/16/19	03/16/19	03/30/19	ST	\$3,297.50	014210331051320		Kroeschell East Peoria 6G Pipe Weld Training and Assessment / Assess Training Needs Program Coordinator	
Stevenson, Keith Howard	WHS 1200 01	03/18/19	04/20/19	04/27/19	ST	\$986.25	011320410051320	WHS-1200-01	WHS 1200 01	
Swett, Steven A	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			

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Stipends For Pay Period 03/30/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Swett, Steven A	ALH 1221 301 Lecture	03/18/19	05/18/19	05/25/19	ST	\$50.00	011420730051320	ALH-1221-301	ALH 1221 301 Lecture	
Tomasson, Cory J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Towne, Brian J	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Urban-Bollis, Jill L	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$25.00	061320152751900			
Villarreal, Nora Lynn	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Volker, Todd D	You Can Uke	03/23/19	03/23/19	03/30/19	ST	\$105.00	014110394151320	HLR-5114-03	You Can Uke	
Weber, Lynne Suzanne	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Winn, Christopher Daniel	WLD Series 321 Multi-Prep	03/18/19	05/18/19	05/25/19	ST	\$2,205.00	011320410051320		WLD Series 321 Multi-Prep	
Winn, Christopher Daniel	Candea Development Chicago CWI Inspection Rosehill Project	03/19/19	03/19/19	03/30/19	ST	\$850.00	014210331051320		Candea Development Chicago CWI Inspection Rosehill Project	
Yong, Promise K	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$50.00	061320152751900			
Zellmer, Donald G	Career Expo	03/08/19	03/08/19	03/30/19	SG	\$150.00	061320152751900			
Total						49,882.55				

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 Cheryl Roelfsema
 Vice President of Business Services and Finance

 4/9/19
 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

Stipends For Pay Period 04/13/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Atkinson, Benjamin Scott	Explore IVCC	3/26/2019	3/26/2019	4/13/2019	SG	\$25.00	061320152751900			
Balzarini, Doreen J	Internet & Email	3/7/2019	3/28/2019	4/13/2019	ST	\$420.00	014110394151320	CEX-4607-303	Internet & Email	
Barnes, David J	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Biagi, Dorothy A	Italian Sauces	4/2/2019	4/2/2019	4/13/2019	ST	\$220.00	014110394151320	HLR-3904-304	Italian Sauces	
Bland, Tonya R	Clothing Allowance	4/7/2019	4/7/2019	4/13/2019	TF	\$139.96	027210472052900			
Boyle- Bruch, Ida Lee	Food Service Sanitation	4/1/2019	4/1/2019	4/13/2019	ST	\$500.00	014110394151320	CEU-1503-04	Food Service Sanitation	
Bruch, Anna Marie Faletti	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Cherpeske, Roxanne Gay	Miscellaneous Reimbursement	4/13/2019	4/13/2019	4/13/2019	TF	\$280.00	011420435755112		Miscellaneous Reimbursement	2018 Expenses
Data, Dorene Marie	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Dockins, Sherry Marie	Miscellaneous Reimbursement	3/26/2019	3/26/2019	4/13/2019	TG	\$199.99	061320152755112		Miscellaneous Reimbursement	
Ebner-Landgraf, Tammy L	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Elias, Gina Rae	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Fish, Nicholas R	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Fox, Amber Rae	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Freed, Timothy Daniel	Sushi II	3/27/2019	3/27/2019	4/13/2019	ST	\$390.00	014110394151320	HLR-3939-303	Sushi II	
Furlan, Patricia Louise	Viakable Co Tutoring	3/31/2019	4/10/2019	4/13/2019	ST	\$160.00	014210331051320			
Gibson, James A	LW Schneider	4/12/2019	4/12/2019	4/13/2019	ST	\$128.00	014210331051320			
Haynes, Tricia Lynn	ACT Test Prep 1st Session	3/30/2019	3/30/2019	4/13/2019	ST	\$225.00	014110394151320	YOU-3501-03	ACT Test Prep 1st Session	
Hermes, Kevin Michael	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Hermes, Kevin Michael	CRJ Curriculum Development	8/15/2018	4/5/2019	4/13/2019	SG	\$1,995.00	061320152751900			
Hodgson, Laura Ann	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Jauch, Christian Martin	Explore IVCC	3/26/2019	3/26/2019	4/13/2019	SG	\$25.00	061320152751900			
Johnson, LeeAnn	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Klieber, Tracie Marie	Yoga Unique To You	3/4/2019	4/10/2019	4/13/2019	ST	\$450.00	014110394151320	HLR-6218-303	Yoga Unique To You	
Koudelka, Arthur Edward	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Kuester, David A	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Lee, Tracy Denise	Women's History Month Presenter	3/19/2019	3/29/2019	4/13/2019	ST	\$33.00	018440184051900			
Mangold, Richard F	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Molln, Theresa Marie	Explore IVCC	3/26/2019	3/26/2019	4/13/2019	SG	\$25.00	061320152751900			

Stipends For Pay Period 04/13/19

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Moore, Bernard A	ACT Test Prep 2nd Session	4/6/2019	4/13/2019	4/13/2019	ST	\$170.00	014110394151320	YOU-3501-03	ACT Test Prep 2nd Session	
Moskalewicz, James P	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Mott, Willard D	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
OKeefe, Moira	Introduction to Mushroom Identification	3/30/2019	3/30/2019	4/13/2019	ST	\$175.00	014110394151320		Introduction to Mushroom Identification	
Ossola, Jyllian	Mommy & Me Rustic Wood	3/30/2019	3/30/2019	4/13/2019	ST	\$150.00	014110394151320	HLR-2312-13	Mommy & Me Rustic Wood	
Phillips, Michael Alan	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Prine, Renee Marie	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Radek, Kimberly M	Women's History Month Presenter	3/25/2019	3/29/2019	4/13/2019	ST	\$134.00	018440184051900			
Sarver, Gregory Stephen	LC Driver Improvement	4/3/2019	4/3/2019	4/13/2019	ST	\$150.00	014110394251320	CDV-6000-304	LC Driver Improvement	
Sarver, Gregory Stephen	BC Driver Improvement	4/13/2019	4/13/2019	4/13/2019	ST	\$150.00	014110394351320	CDV-7000-02	BC Driver Improvement	
Schneider, Gregg A	LC Driver Improvement	3/27/2019	3/27/2019	4/13/2019	ST	\$140.00	014110394251320	CDV-6000-313	LC Driver Improvement	
Schroeder, Eric Steven	Mileage Reimbursement	1/9/2019	3/29/2019	4/13/2019	ML	\$41.76	011120570055210			
Seghi, Heather Nicole	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Seghi, Heather Nicole	DLA Curriculum Development	8/15/2018	4/5/2019	4/13/2019	SG	\$1,995.00	061320152751900			
Serafini, Richard Joseph	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Smith, Mary Helen	Eakes Corp Beginning Excel	3/26/2019	4/3/2019	4/13/2019	ST	\$450.00	014210331051320	CEU-4121-03	Eakes Corp Beginning Excel	
Stone, Donna P	Women's History Month Presenter	3/19/2019	3/19/2019	4/13/2019	ST	\$100.00	018440184051900			
Villarreal, Nora Lynn	Explore IVCC	3/26/2019	4/13/2019	4/13/2019	SG	\$25.00	061320152751900			
Villarreal, Nora Lynn	Women's History Month Presenter	3/29/2019	3/29/2019	4/13/2019	ST	\$33.00	018440184051900			
Vogl, Robert	Solar Electricity	4/6/2019	4/6/2019	4/13/2019	ST	\$100.00	014110394151320			
Winn, Christopher Daniel	CANDEA Inspection Project	4/5/2019	4/6/2019	4/13/2019	ST	\$1,892.00	014210331051320			
Winn, Christopher Daniel	CWI Weld Inspection	4/10/2019	4/10/2019	4/13/2019	ST	\$813.00	014210331051320			
Total						12,209.71				

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Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Dr. Jeffrey Corcoran 4/29/19

Dr. Jeffrey Corcoran
Resident

*Earntypes

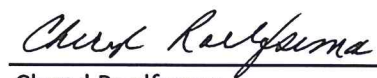
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt Stipend,
OV=Overload, VA=Vacation Payout, ML= Commuting Mileage
MI=Miscellaneous, SS=Summer School

Part-time Faculty/Staff Appointments
April 2019

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Coleman, Amanda	PT Staff	Assessment Center	13.50	N/A

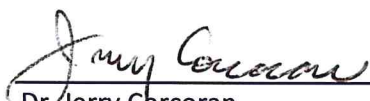
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*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.



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

4/1/2019

Faculty Appointment – Richard Marko, Automotive Technology Instructor

The search advisory committee has selected Richard Marko as Automotive Technology Instructor to fill the vacancy created by the appointment of Shane Lange as Dean of Workforce Development. Information on this candidate is attached.

Recommendation:

The administration recommends 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.

KPI 4: Support for Employees

RECOMMENDED FOR FACULTY APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Automotive Technology Instructor

NUMBER OF APPLICANTS: 1

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Ms. Campbell, Mr. Koudelka, Mr. Lange, Ms. Scheri, Ms. Story

APPLICANT RECOMMENDED:

Richard Marko

EDUCATIONAL PREPARATION:

Southern Illinois University, Carbondale, IL – B.S., Automotive Technology
Illinois Valley Community College, Oglesby, IL – A.A.S., Automotive Technology

EXPERIENCE:

Marion Motors, Marion, IL – Automotive Technician
Illinois Valley Community College, Oglesby, IL – Automotive Laboratory Assistant
Fast Lane Express, Carbondale, IL – Bay Technician
Rich's Repair, Marseilles, IL – Automotive Technician
Stewart Spreading, Inc., Sheridan, IL – Mechanic and Machine Operator

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

1. Knowledgeable in the subject matter with Electricity, Engine Performance, Computers as his areas of expertise being courses he would be teaching at IVCC; passion to work with the students and staff.
2. Well thought out teaching demonstration in which he was relaxed and very confident in his sharing of the information.
3. Variety of technical and work experience in the field including automotive work on newer vehicles and systems this past year at a dealership.
4. Personable, good sense of the importance of education and how the community college can play a crucial role in the lives of people in the district, and desire to continue his education with workforce education classes.

RECOMMENDED SALARY: A-5, \$47,910 annualized, effective August 13, 2019

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

Approval of Certificate: Medical Assistant

Julie Hogue, Director of Nursing, and Bonnie Campbell, Associate Vice President for Academic Affairs, have been working closely with local Healthcare leaders and representatives on the Healthcare Networking, Nursing, and Phlebotomy Advisory Councils to create a certificate program in medical assisting. Based on recommendations from these groups, in October, 2018, IVCC entered into a collaborative partnership with Kishwaukee College to pool resources as both institutions embarked on the development of this new curriculum.

The Medical Assistant Certificate program is designed to prepare students for entry-level careers in physician's offices, clinics, and other medical settings. The program, along with seven new courses related to the Medical Assistant curriculum, have been developed, and were brought forward and approved by the Curriculum Committee. The proposed new medical assistant courses were developed to align with the American Association of Medical Assistants (AAMA) standards and will provide students with the required industry skills that have been set by the AAMA through the Commission for Accreditation of Allied Health Education Programs (CAAHEP) accreditation standards. Medical Assistants must apply for licensure to become Certified Medical Assistants upon completion of the program. Students must take either the National Center for Competency Testing (NCCT) for Medical Assistants or the American Medical Technologists (AMT) for Medical Assistants certification exam. IVCC plans to seek program accreditation through CAAHEP upon the recommendation of the Medical Assisting Education Review Board (MAERB) once the program has been in operation for one year and successfully graduated its first class of students. The administration anticipates twelve students enrolling the first year.

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

Recommendation:

Approve the Medical Assistant Certificate Program, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Medical Assistant Certificate

Spring Year 1	Fall	Spring	Summer
ALH 1001 Medical Terminology		3	
BIO 1200 Human Body Structure and Function		3	
CMA 1200 Medical Assisting Skills I		4	
CMA 1210 Medical Assisting Skills II		2	
CMA 1230 Introduction to Electronic Health Records		3	
<i>Semester Total</i>		15	
Summer Year 1	Fall	Spring	Summer
CMA 1240 Medical Assisting Skills III			7
<i>Semester Total</i>			7
Fall Year 1	Fall	Spring	Summer
CMA 1250 Medical Assisting Skills IV	4		
CMA 1260 Clinical Externship	2.5		
CMA 1270 Professional Development	1		
<i>Semester Total</i>	7.5		

Total Credit Hours: 29.5

Staff Appointment – Vincent Harris Jr., Director of Financial Aid

The search advisory committee has selected Vincent Harris Jr. 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 Vincent Harris Jr. 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:

Vincent Harris Jr.

EDUCATIONAL PREPARATION:

Governor's State University, University Park, IL – MBA expected spring 2020
Capella University, Minneapolis, MN – B.S. in Business, Specialization in Finance

EXPERIENCE:

City Colleges of Chicago-Malcolm X College, Chicago, IL – Assistant Director of
Financial Aid
City Colleges of Chicago-District Office, Chicago, IL – Financial Aid Analyst
JP Morgan, Chicago, IL – Investment Support Associate
City Colleges of Chicago-Kennedy King College, Chicago, IL – Financial Aid Advisor &
Federal Work Study Coordinator

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

1. Bachelor's degree and 8 years of experience in a financial aid office at an Illinois community college
2. Possesses knowledge of state and federal regulations governing financial aid and knows where to tap resources to help interpret elaborate legislation
3. Performed extremely well during both interviews, articulating his leadership style, organizational skills, supervisory experience, and strong interpersonal skills
4. Prior financial aid analyst experience will prove helpful in learning IVCC's proprietary software Ellucian Colleague

RECOMMENDED SALARY: \$72,000 annualized, effective May 28, 2019

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

President's Contract

Pursuant to the Board's performance evaluation procedures, an annual evaluation for Dr. Jerry Corcoran was conducted by the Board of Trustees. As a result of the evaluation, a recommendation for Board action follows.

Recommendation:

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.

KPI 6: Resource Management

Vice Presidents' Contracts

Pursuant to the College's performance evaluation procedures, an annual evaluation for Ms. Cheryl Roelfsema and Dr. Deborah Anderson was conducted by their supervisor, Dr. Jerry Corcoran. As a result of the evaluations, they have been recommended to receive 100 percent of the allowable salary increase, 2.75 percent for Fiscal Year 2020, and a recommendation for Board action follows.

Recommendation:

Approve the FY20 employment contract for Cheryl E. 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.

Approve the FY20 employment contract for Dr. Deborah Anderson, as 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.

KPI 4: Support for Employees

Faculty Resignation – Emily Lesman, Developmental Mathematics Laboratory Instructor

Emily Lesman, Laboratory Instructor for Developmental Mathematics, has submitted her resignation notice effective August 10, 2019. Her resignation letter is attached.

Recommendation:

Accept the resignation of Emily Lesman, Developmental Mathematics Laboratory Instructor, effective August 10, 2019.

KPI 4: Support for Employees

April 4, 2019

Ron Groleau
Dean, Natural Sciences and Business
Illinois Valley Community College

Dear Ron,

After researching the new legislation coming from the state and working with other individuals on campus to determine its impact here at IVCC, I have decided that the best step for my family and I is to resign from IVCC, effective August 10, 2019.

It has been a pleasure working at the college for the past 12 years and I appreciate the opportunities IVCC has given me to grow and learn as an instructor. I will miss the interactions and discussions with my colleagues here at the college as well as the interactions with students of varying ages and backgrounds.

Thank you for the opportunities the college has provided for me to grow and learn more about myself and those around me.

Sincerely,



Emily Lesman

RECEIVED

APR - 4 2019

HUMAN RESOURCES

RECOMMENDED FOR STAFF APPOINTMENT
2018-2019

GENERAL INFORMATION:

POSITION TO BE FILLED: Maintenance - Groundskeeper

NUMBER OF APPLICANTS: 1

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANT RECOMMENDED:

Del Baracani

EDUCATIONAL PREPARATION:

Hall High School, Spring Valley, IL – High School Diploma

EXPERIENCE:

Illinois Valley Community College – Custodian

St. Margaret’s Hospital, Spring Valley, IL – Custodian

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

1. 10 yrs. custodial experience with IVCC
2. Meets minimum qualifications as set forth by CBA
3. Seniority
4. Positive reviews

RECOMMENDED SALARY: \$27.56 per hour, effective April 22, 2019

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

RECOMMENDED FOR STAFF APPOINTMENT
2018-2019

GENERAL INFORMATION:

POSITION TO BE FILLED: Collection Development & Access Librarian

NUMBER OF APPLICANTS: 8

NUMBER OF APPLICANTS INTERVIEWED: 2

APPLICANTS INTERVIEWED BY:

Ms. Hardy, Mr. Hermes, Mr. Lockwood, Ms. Small, Ms. Whaley

APPLICANT RECOMMENDED:

Jayna Leipart Guttilla

EDUCATIONAL PREPARATION:

University of Illinois, Urbana-Champaign, IL – M.S., Library and Information Science

Illinois State University, Normal, IL – M.A., English Literature

Northeastern Illinois University, Chicago, IL – B.A., English Literature

Illinois Valley Community College, Oglesby, IL – A.A., English/General Studies

EXPERIENCE:

Aurora University, Aurora, IL – Electronic Resources Librarian

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

Illinois State University, Normal, IL – English Department Graduate Teaching Assistantship

Illinois State University Archives, Normal, IL – Intern/Archival Assistant

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

1. Knowledgeable as a degreed librarian who has worked in an academic library
2. Previous experience in almost all of the position responsibilities
3. Interviewed well, with thorough, good responses, including great questions for committee
4. Competence with technology, possesses teaching potential, familiarity with IVCC
5. Positive references, confident, friendly manner, approachable for students

RECOMMENDED SALARY: \$43,250 annualized, effective May 13, 2019

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

April 30, 2019

Michelle Carboni
Director of Purchasing
Illinois Valley Community College
815 Orlando Smith Road
Oglesby, Illinois 61348

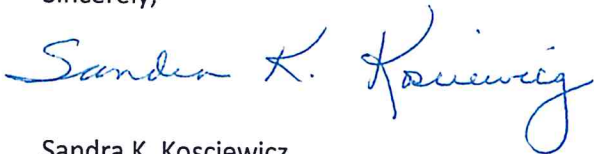
Dear Michelle,

Please accept this letter as my announcement of retirement from the position of Duplication Center Operator. My last day of employment will be June 30, 2019.

This has been a very hard decision for to me make, many life changing events over the past year has made me feel this is the right decision to make. I feel it is time for me to leave after 33 years of employment.

I will take many fond memories and friendships with me.

Sincerely,

A handwritten signature in blue ink that reads "Sandra K. Kosciwicz". The signature is written in a cursive style with a large, looped 'S' at the beginning.

Sandra K. Kosciwicz

RECEIVED

APR 30 2019

HUMAN RESOURCES

From: Linda Pinn [<mailto:Impinn55@gmail.com>]
Sent: Wednesday, March 06, 2019 11:37 AM
To: Julie Hogue <Julie_Hogue@ivcc.edu>
Cc: Polly Ragazincky <Polly_Ragazincky@ivcc.edu>
Subject: Retiring

Hi Julie.

I will be retiring from teaching at Illinois Valley Community College after the completion of our current Spring semester. As you know, I love teaching and I am a huge supporter of higher education. My new full time job offers a lot of opportunities to pick up extra shifts which I do need in order to continue to pay my loans off completely in four years. I will greatly miss everyone at IVCC, which makes this a difficult but necessary decision. Thank you for all your help and support!

Sincerely,

Linda Pinn

cc: Polly Ragazincky

Get [Outlook for iOS](#)



April 1, 2019

Dear Sara,

Please use this letter as confirmation that I will not be returning to IVCC this fall to teach GED. It has been a pleasure working for you these past 8 years. I will miss the students and all of the adult education teachers and staff that I have come to know over the years.

This was not an easy decision. The last of our children, our son, will be entering high school this fall. I want to be there for him throughout his educational opportunities and activities that he will be involved in for the next four years.

I will continue to support the adult education program and I will also continue to promote IVCC as I have always done.

Thank you again for this wonderful opportunity.

My kindest regards,



Tracy R. Makransky

RECEIVED

APR - 4 2019

HUMAN RESOURCES

Terumi Scully
1810 14th Street
Peru, IL 61354
815-503-0482
terumi3000@hotmail.com

April 26, 2019

Mr. Chris Herman
Director of Project Success
Illinois Valley Community College
815 N. Orlando Road
Oglesby, IL 61348

Dear Mr. Herman,

I would like to notify you that I will be resigning from my position as Administrative Assistant to Project Success with my current schedule on Thursday, May 16. I appreciate the opportunity you have given me to learn about an educational institute and working for an outstanding student service organization. I have genuinely enjoyed my time being a part of Project Success and working with professional staff. I would like to thank you for supporting my personal and professional development.

I will be preparing for relocation but in the meantime, I will be willing to work a reduced schedule until Wednesday, July 31st to assist in the transition of a new Administrative Assistant for a smooth transition.

Sincerely,



Terumi Scully

RECEIVED

APR 26 2019

HUMAN RESOURCES

Tom Ptak
718 1st St
LaSalle, IL 61301
815-228-3491
Tomp718@gmail.com

April 2, 2019

Cory Tomasson AD
IVCC
815 N Orlando Smith Road
Oglesby, IL 61348

Dear Cory,

Please accept this letter as notice of my resignation from my position as head coach of IVCC Lady Eagle basketball team. My last day of employment will be April 30, 2019.

I feel that the time that this position requires and my lack of recruiting skills has lead me to this decision. In order to do this job correctly it requires more time then I can give it. My initial goal was to recruit within the district, but there just isn't enough candidates. I was naïve in thinking I could recruit better than I have.

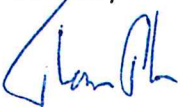
It has been a pleasure working with you and the people of IVCC. One of my highlights is making it to the District championship in 2017. Also the many relationships I have developed with our student athletes will forever be in my memory.

I will help with the transition in any way I can to make this an easy process.

I would also like to thank Dr. Jerry Corcoran for his enthusiastic support, Fran Brolley for his help, Mark Grzybowski for his support and also Sue Harding for making sure all T's were crossed and I's dotted.

And to You Cory, you have done everything possible to help me coach the lady eagles. You have been a tremendous supporter, I thank you.

Sincerely



Tom Ptak

RECEIVED

APR 12 2019

HUMAN RESOURCES

To Whom It May Concern:

I would like to request a Leave of Absence for medical reasons. I have previously exhausted my FMLA leave days, but have not been granted the ability to return to work full time yet by my doctors.

Thank you for your consideration,
Matt Boehm



SIGMA KAPPA DELTA

THE ENGLISH HONOR SOCIETY

FOR TWO-YEAR COLLEGES

ΣΚΔ National Office • Calhoun Community College
P.O. Box 2216 • Decatur, AL 35609 • Office: 256-306-2721 • skd@calhoun.edu

April 2019

Dr. Jerry Corcoran, College President
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

Dear Dr. Corcoran,

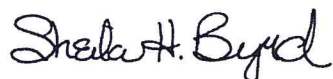
The Sigma Kappa Delta Board of Directors recognizes outstanding chapter advisor service. Faculty member Delores Robinson has faithfully sponsored Mu Alpha Chapter of ΣΚΔ for ten consecutive years.

On March 29, 2019, at the Sigma Kappa Delta National Conference awards luncheon in St. Louis, Missouri, two of your students, Shane Peek and Summer Stueckrad, accepted the Certificate of Appreciation on behalf of Dolores for her ten years of service.

We applaud her dedication and steadfastness in keeping Mu Alpha Chapter active and thriving during this long period of time. Her commitment to Illinois Valley Community College as well as to ΣΚΔ is commendable, and she deserves the recognition and gratitude we hope you will bestow upon her as we did at the national convention.

Sigma Kappa Delta has now grown to 139 chapters nationwide, and Mu Alpha Chapter continues to be a leader among us. Thank you for your support of your advisors and of Sigma Kappa Delta.

Sincerely,



Dr. Sheila H. Byrd
Executive Director



ILLINI VALLEY ASSOCIATION OF REALTORS®, INC
Inspiring excellence in real estate

April 18, 2019

Gerilynn Smith
IVCC
815 N. Orlando Smith Avenue
Oglesby, IL 61348

Dear Gerilynn,

On behalf of the Board of Directors, Members and Staff of the Illini Valley Association of REALTORS®, I would like to send our sincerest thanks to you and IVCC for providing us with the conference room within your facility for our recent Equal Opportunity In Housing Luncheon. Your generosity is very much appreciated.

With sincere thanks,

Gail Pyszka
Chief Executive Officer
Illini Valley Association of Realtors®, Inc.
1125 Peoria Street
Peru, Illinois 61354



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.