



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, October 10, 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
Tenure Recommendations
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

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

July

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

August

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

September

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

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy

December

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

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, October 10, 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. Recognition -- Melissa Olivero
6. Public Comment
7. Campus Update – IVCC Foundation (Fran Brolley)
8. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 8.1 Approval of Minutes – September 12, 2019 Board Meeting (Pages 1-4)
 - 8.2 Approval of Bills - \$2,175,654.01
 - 8.2.1 Education Fund - \$1,707,541.15
 - 8.2.2 Operations & Maintenance Fund - \$117,481.69
 - 8.2.3 Operations & Maintenance (Restricted Fund) - \$1,741.80
 - 8.2.4 Auxiliary Fund - \$221,665.86
 - 8.2.5 Restricted Fund - \$11,355.92
 - 8.2.6 Liability, Protection & Settlement Fund - \$115,867.59
 - 8.3 Treasurer's Report (Pages 5-20)
 - 8.3.1 Financial Highlights (Page 6)
 - 8.3.2 Balance Sheet (Pages 7-8)
 - 8.3.3 Summary of FY20 Budget by Fund (Page 9)
 - 8.3.4 Budget to Actual Comparison (Pages 10-16)
 - 8.3.5 Statement of Cash Flows (Page 17)
 - 8.3.6 Investment Status Report (Pages 18-19)
 - 8.3.7 Disbursements - \$5,000 or more (Page 20)
 - 8.4 Personnel – Stipends for Pay Periods Ending August 31, 2019 and September 14, 2019 & Part-time Faculty and Staff Appointments September 2019 (Pages 21-23)

9. President's Report
10. TRIO Match Funds (Pages 24-25)
11. Farm Lease Renewal (Page 26)
12. Interim Payroll and Benefits Coordinator (Page 27)
13. Approval of Certificate: General Education Core Curriculum Credential (Pages 28-30)
14. High Deductible Health Plan/Health Savings Accounts (Page 31)
15. Board Travel (Page 32)
16. Items for Information (Pages 33-40)
 - 16.1 Staff Appointment – Nicole Van Nielen, Administrative Assistant III, Business Services & Finance (Page 33)
 - 16.2 Staff Retirement – Theresa Carranco, Administrative Assistant, Workforce Development (Page 34)
 - 16.3 Staff Resignation – Frances Whaley, Head Librarian (Page 35)
 - 16.4 Apple Podcasts Show Approval – Crystal Credi (Pages 36-37)
 - 16.5 ICCB Forum for Excellence Presentations (Pages 38-39)
 - 16.6 Statement of Final Construction Compliance Building E AHU-Chiller Replacement (Page 40)
17. Trustee Comment
18. Closed Session – 1) collective negotiations and 2) closed session minutes
19. Approval of Closed Session Minutes
20. Other
21. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
September 12, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, September 12, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
David O. Mallery (entered at 6:50 p.m.)
Jay K. McCracken
Matthew H. Klein, Student Trustee

Members Absent: Everett J. Solon, Vice Chair
Maureen O. Rebholz

Members Telephonically Present:

Others Physically Present: Jerry Corcoran, President
Deborah Anderson, Vice President for Academic Affairs
Cheryl Roelfsema, Vice President for Business Services & Finance
Quintin Overocker, Director of Admissions, Records & Transfer Services
Dawn Lockwood, Educational Technologist
Walt Zukowski, Attorney

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

CAMPUS UPDATE – IVCC WEBSITE REDESIGN PROJECT

Quintin Overocker and Dawn Lockwood provided a general overview of the new IVCC website launched this summer. Ms. Lockwood reported that the entire site is now mobile-responsive, meaning it can be viewed on any device such as smartphone, tablet or desktop computer. Mr. Overocker noted that the clean, contemporary look helps define IVCC's brand and the user-friendly design focuses on the needs of students and community members. He added that the site's design is first and foremost to recruit and retain students. Ms. Lockwood and Mr. Overocker also shared a student testimonial created by student trustee, Matthew Klein and one- and three-minute films produced by Chicago Productions of Peru.

CONSENT AGENDA ITEMS

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

The following items were approved in the consent agenda:

Approval of Minutes – August 12, 2019 Special Board Meeting; August 15, 2019 Board Meeting; and August 22, 2019 Special Board Meeting

Approval of Bills - \$1,365,207.86

Education Fund - \$843,865.78; Operations & Maintenance Fund - \$61,668.20; Auxiliary Fund - \$258,731.13; Restricted Fund - \$9,927.59; Liability, Protection & Settlement Fund - \$189,074.76; and Grants, Loans & Scholarships – \$1,940.40.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending August 3, 2019 and August 17, 2019 & the Part-time Faculty and Staff Appointments of August 2019.

Purchase Requests

- The Board authorized the purchase of 139 replacement PCs for E214, E216, Faculty Offices, and Smart Rooms for \$82,724.46 from CDW.
- The Board authorized the renewal of the Microsoft Software Maintenance and Support Agreement in the amount of \$25,454.47 from CDW.

Bid Results

- The Board accepted the bid of \$13,159.87 from Midland Paper for multi-purpose paper.
- The Board accepted the bid from JBH Technologies, Inc. for a 3-D Printer in the amount of \$18,770.

Proposal Results

- The Board accepted Pepsi Beverages Company's proposal for beverage services for a term of five years.

PRESIDENT'S REPORT

Dr. Corcoran reported that we had a record turnout of 470 for the annual Foundation Scholarship Recognition event held on August 29th in the gymnasium. Dr. Corcoran noted that as always, Donna Swiskoski, Janice Corrigan, Fran Brolley and a tremendous supporting cast did a wonderful job of bringing donors and scholarship recipients together for one of the most moving events of the year. Dr. Corcoran thanked Jane Goetz and Matthew Klein for joining in the celebration and representing our board of trustees. Dr. Corcoran informed that many of our partners in agriculture from the west side of the district visited the college on the night of September 3rd for an event hosted by our excellent agriculture instructors and staff including Willard Mott, Kathryn Lille and Reed Wilson. Attendees included Farm Bureau members from Bureau, Marshall and Putnam

Counties. Dr. Corcoran reported that feedback on the direction in which we are headed was positive. Dr. Corcoran noted that thanks to Jennifer Scheri's staff and our partners from the local Chief Manufacturing Executives group, the North Central Illinois Regional Betterment Coalition, Starved Rock Associates for Vocational and Technical Education and LaSalle-Peru High School, the annual Discover Manufacturing Career Expo will be held on October 29. He added that the day will begin with approximately 350-400 freshmen, sophomores and juniors visiting local manufacturing sites then being bussed to our campus for activities that showcase our facilities, faculty, and the relationship we enjoy with prominent manufacturers in the district. Dr. Corcoran informed that this will be the 7th expo at the college and we are proud to be part of the program. Dr. Corcoran reported that one week ago Cheryl Roelfsema and he visited with several officials from the city of Oglesby regarding the college being considered as a possible site for the placement of an emergency call center. One of the areas that seemed appealing to them was the current location of our Center for Excellence in Teaching, Learning and Assessment. He added that given the discussion that took place last June when talking with our Facilities Committee about the possibility of transforming our Learning Commons into a Technology Commons with CETLA moving from Building E to D so that CETLA and Student Help Desk staff would serve students and faculty with one team, we thought many of the pieces of a draft RAMP proposal could be moved forward. Dr. Corcoran noted that as the board will recall, this RAMP project also called for the integration of library services with academic support services such as the Writing Center and Peer Tutoring Center to become a Library/Student Success Center. Dr. Corcoran informed that his purpose in bringing this up tonight is simply to keep the board in the loop on these discussions, especially at a time when the Illinois Valley Regional Dispatch Center Board of Directors is formally soliciting proposals for a long-term location for the call center, and we were contacted by our friends in Oglesby to see if the college might be interested. Dr. Corcoran added that nothing is being recommended tonight; all of this is simply for your information. He advised to stay tuned for more to follow.

PURCHASE REQUEST – COURSE SCHEDULE CONSULTING

Motion made by Mr. McCracken and seconded by Ms. Stevenson to authorize the administration to enter into an agreement with RSM US LLP for course schedule consulting not to exceed \$50,000. Motion passed by voice vote.

LETTER OF AGREEMENT & EXHIBIT A

It was moved by Mr. Mallery and seconded by Ms. Stevenson to approve the Letter of Agreement and Exhibit A, as presented. Mr. Mallery commented that he would support the action item for the betterment of the entire college, however it would go against his principles if he did not address his thoughts on the issue. Mr. Mallery noted that it bothered him that this event came about after a begrudgement of giving raises to the part-time faculty. He added that while full-time faculty are the stars of the educational production at IVCC, everyone is a supporting cast member, and the adjuncts play an important role in bringing industry, experience and examples to students and the college. Mr. Mallery noted that he hoped that everyone can move past this and work together to serve our students. Motion passed by voice vote.

TRUSTEE COMMENT

Ms. Goetz informed that she has clicked on to the redesigned IVCC Website and it is excellent. She noted that she enjoyed reading the report on Mr. Gibson’s sabbatical. Ms. Goetz thanked Scott Curley and the facilities team for their work on the beautiful campus grounds and the newly planted mums – “hats off to the crew.”

Mr. Klein complimented the IVCC Website redesign for its modern look. Mr. Klein suggested adding a news room feature to the site and including the IVCC news releases.

CLOSED SESSION

Ms. Goetz requested a motion and a roll call vote at 6:58 p.m. to enter into a closed session to discuss 1) collective negotiations and 2) closed session minutes. Motion made by Ms. Stevenson and seconded by Mr. Klein to enter into a closed session.

Student Advisory Vote: – “Aye.” – Mr. Klein. Roll Call Vote: “Ayes” – Dr. Boyles, Ms. Stevenson, Mr. Mallery, Mr. McCracken and Ms. Goetz. “Nay” – none. Motion carried.

The Board immediately entered closed session at 7:00 p.m. On a motion by Mr. McCracken and seconded by Mr. Klein, the regular meeting resumed at 7:10 p.m. Motion passed by voice vote.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Dr. Boyles and seconded by Ms. Stevenson to approve and retain the closed session minutes of the August 12, 2019; August 15, 2019; and August 22, 2019 Closed Session Meetings. Motion passed by voice vote.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 7:11 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

SEPTEMBER 2019

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – September 2019

Revenues

- As of September 27, the headcount for fall semester was 2,941, which is 169 students less than at the same point in time last year. Credit hours for fall 2019 were 28,118, a decrease of 482 credit hours, or a decrease of 2.26 percent from one year ago. Traditional credit hours are down by less than one percent. Online credit hours continued to trend upward in the fall by 13 percent after an increase in the summer of 11 percent. SPH 1001 will be offered for the first time online in the spring, allowing students the option to earn all general education Communication credits online. Blended course hours are up by 77 percent. Dual credit hours are down by 17.88 percent or approximately 400 credit hours over the same point in time one year ago. This trend may in part be attributed to changing demographics at the following high schools:
 - Ottawa's enrollment decreased by 9.8% - dual credit hours down by 120
 - Seneca's Math 1003 class now taught by Joliet Junior College – loss of 88 hours
 - Hall High School dual credit hours down by 48
 - Marquette Academy dual credit hours down by 40
 - Putnam County's dual credit hours down by 42
 - Streator High School dual credit hours down by 39
 - LaSalle Peru did not offer Strategies for College in the fall, down 22 hours
 - LaMoille High School did not offer calculus class, down 20 credit hours
 - DePue High School did not have enough students to run a class, down 18 hours

Protection, Health & Safety Projects

- Building E Air Handler/Chiller Replacement – Project is complete
- Building C Air Handler/Chiller Replacement – Construction will start at the end of fall semester; substantial completion is expected the first week of January.

Other Projects

- Agriculture Complex Phase I – Electrical bids were opened by CDB on October 3; general contractor bids were opened by CDB on October 10.
- Agriculture Complex Phase II – Submitting Resource Allocation Management Plan (RAMP) to ICCB.
- Roadway and Parking Lot Resealing Project – CDB approved the engineering firm at their meeting on October 8. ESI Consultants Ltd. from Naperville were recommended.

Technology Projects

- Due to some unforeseen changes to the degree audit module, the roll out of the Student Planner module will be delayed until February 2020 when students begin registering for summer and fall 2020 classes. Training for the degree audit upgrade will take place in November. The new Financial Aid module is now scheduled to be in place in November/December 2020.

Illinois Valley Community College District No. 513
Combined Balance Sheet
All Fund Types and Account Groups
September 30, 2019
Unaudited

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 2,872,561	\$ 3,037,173	\$ 186,692	\$ 329,595	\$ 101,280	\$ -	\$ -	\$ 6,527,301
Investments	8,874,487	9,093,646	642,099	248,000		-	-	18,858,232
Receivables								
Property taxes	9,490,779	2,460,262	-	-	-	-	-	11,951,041
Governmental claims	-	-	-	-	-	-	-	-
Tuition and fees	547,888	-	-	160,767	-	-	-	708,655
Due from other funds	2,067,494	603	-	79,549	-	-	-	2,147,646
Due to/from student groups	1,053,023	-	-	10	5,811	-	-	1,058,844
Bookstore inventories	-	-	-	550,474	-	-	-	550,474
Other assets	133,728	54,206	2,554	571	-	-	-	191,059
Deferred Outflows	-	-	-	-	-	-	361,295	361,295
Fixed assets - net where applicable	-	-	-	-	-	59,879,059	-	59,879,059
Other debits				30,380				30,380
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	13,438,349	13,438,349
Other Debits	\$25,039,960	\$14,645,890	\$ 831,345	\$ 1,399,346	\$ 107,091	\$59,879,059	\$13,799,644	\$ 115,702,335

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 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	\$ 251,518	\$ -	\$ -	\$ 11,931	\$ 6,864	\$ -	\$ -	\$ 270,313
Accrued salaries & benefits	1,330,467	18,925	-	14,206	-	-	-	1,363,598
Post-retirement benefits & other	132,540	-	-	-	-	-	-	132,540
Unclaimed property	968	3	-	-	27	-	-	998
Due to other funds	253,930	1,893,716	-	-	-	-	-	2,147,646
Due to student groups/deposits	72,607	-	-	-	100,200	-	-	172,807
Deferred revenue								
Property taxes	4,745,390	1,230,132	-	-	-	-	-	5,975,522
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Deferred Inflows	-	-	-	-	-	-	1,930,561	1,930,561
OPEB Long term debt	-	-	-	-	-	-	11,869,083	11,869,083
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	<u>6,787,420</u>	<u>3,142,776</u>	<u>-</u>	<u>26,137</u>	<u>107,091</u>	<u>-</u>	<u>13,799,644</u>	<u>23,863,068</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	59,879,059	-	59,879,059
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								
Reserved for restricted purposes	-	11,503,114	-	-	-	-	-	11,503,114
Reserved for debt service	-	-	831,345	-	-	-	-	831,345
Unreserved	18,252,540	-	-	1,373,209	-	-	-	19,625,749
Total equity and other credits	<u>18,252,540</u>	<u>11,503,114</u>	<u>831,345</u>	<u>1,373,209</u>	<u>-</u>	<u>59,879,059</u>	<u>-</u>	<u>91,839,267</u>
Total Liabilities, Equity and Other Credits	<u>\$25,039,960</u>	<u>\$14,645,890</u>	<u>\$ 831,345</u>	<u>\$ 1,399,346</u>	<u>\$ 107,091</u>	<u>\$59,879,059</u>	<u>\$13,799,644</u>	<u>\$ 115,702,335</u>

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 2020 Revenues & Expenditures by Fund
 For the three months ended September 30, 2019

Unaudited

	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	\$ 9,693,961	\$ 1,208,420	\$ 868,632	\$ 670	\$ 14,483	\$ 702,716	\$ 1,964,886	\$ 590,627	\$ 22,234	\$ 15,066,629
Actual Expenditures	(4,732,967)	(512,947)	(112,430)	-	-	(605,095)	(2,120,015)	(285,766)	-	(8,369,220)
Other Financing Sources (Uses)			-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	4,960,994	695,473	756,202	670	14,483	97,621	(155,129)	304,861	22,234	6,697,409
Fund balances July 1, 2019	9,592,961	3,111,583	5,519,443	829,725	4,783,043	1,249,000	60,630	184,127	34,405	25,364,917
Fund balances September 30, 2019	<u>\$ 14,553,955</u>	<u>\$ 3,807,056</u>	<u>\$ 6,275,645</u>	<u>\$ 830,395</u>	<u>\$ 4,797,526</u>	<u>\$ 1,346,621</u>	<u>\$ (94,499)</u>	<u>\$ 488,988</u>	<u>\$ 56,639</u>	<u>\$ 32,062,326</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 9/30/19</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/18</u>	<u>Act/Budget 25.0%</u>	<u>Annual Budget FY2019</u>
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,209,880	\$ 4,889,910	59.6%	\$ 6,981,994	87.2%	\$ 8,006,010
Corporate Personal Property Replacement Tax	905,250	19,451	2.1%	15,683	1.5%	1,065,000
TIF Revenues	387,250	86,699	22.4%	120,433	32.5%	370,000
Total Local Government	<u>9,502,380</u>	<u>4,996,060</u>	<u>52.6%</u>	<u>7,118,110</u>	<u>75.4%</u>	<u>9,441,010</u>
State Government:						
ICCB Credit Hour Grant	1,568,250	434,732	27.7%	325,010	25.0%	1,301,458
Equalization	50,000	12,500	25.0%	4,167	8.3%	50,000
Career/Technical Education Formula Grant	200,000	-	0.0%	-	0.0%	200,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,818,250</u>	<u>447,232</u>	<u>24.6%</u>	<u>329,177</u>	<u>21.2%</u>	<u>1,551,458</u>
Federal Government						
PELL Administrative Fees	7,325	-	0.0%	-	0.0%	7,300
Total Federal Government	<u>7,325</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>7,300</u>
Student Tuition and Fees:						
Tuition	6,886,576	3,707,805	53.8%	3,775,107	54.5%	6,925,880
Fees	877,300	471,248	53.7%	461,364	53.5%	862,025
Total Tuition and Fees	<u>7,763,876</u>	<u>4,179,053</u>	<u>53.8%</u>	<u>4,236,471</u>	<u>54.4%</u>	<u>7,787,905</u>
Other Sources:						
Public Service Revenue	287,450	45,664	15.9%	47,032	16.4%	287,000
Other	233,839	25,952	11.1%	29,240	22.1%	132,317
Total Other Sources	<u>521,289</u>	<u>71,616</u>	<u>13.7%</u>	<u>76,272</u>	<u>18.2%</u>	<u>419,317</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,613,120</u>	<u>\$ 9,693,961</u>	<u>49.4%</u>	<u>\$ 11,760,030</u>	<u>61.2%</u>	<u>\$ 19,206,990</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,192,913	1,916,767	23.4%	1,866,605	23.0%	8,122,944
Employee Benefits	1,822,252	347,314	19.1%	333,983	19.0%	1,760,576
Contractual Services	161,549	18,057	11.2%	25,414	21.0%	121,005
Materials & Supplies	429,721	70,613	16.4%	68,414	16.6%	412,513
Conference & Meeting Expenses	142,376	5,976	4.2%	5,175	4.7%	110,606
Fixed Charges	189,000	128,742	68.1%	13,134	6.9%	190,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,937,811</u>	<u>\$ 2,487,469</u>	<u>22.7%</u>	<u>\$ 2,312,725</u>	<u>21.6%</u>	<u>\$ 10,717,644</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2020	Unaudited Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
Academic Support:						
Salaries	\$ 982,326	\$ 217,003	22.1%	\$ 182,894	19.7%	\$ 926,210
Employee Benefits	172,141	32,982	19.2%	27,253	19.7%	138,002
Contractual Services	191,657	101,640	53.0%	117,369	61.2%	191,650
General Materials & Supplies	278,128	59,983	21.6%	40,096	14.8%	270,926
Conference & Meeting Expenses	16,955	2,447	14.4%	1,415	10.0%	14,175
Utilities	25,650	8,550	33.3%	4,950	20.1%	24,665
Capital Outlay	-	-	0.0%	-	0.0%	115,000
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,666,857	422,605	25.4%	373,977	22.3%	1,680,628
Student Services:						
Salaries	1,293,469	308,228	23.8%	294,483	22.5%	1,308,889
Employee Benefits	366,444	68,590	18.7%	70,917	20.7%	342,482
Contractual Services	22,778	2,130	9.4%	1,280	7.0%	18,288
Materials & Supplies	68,187	15,377	22.6%	8,965	12.9%	69,552
Conference & Meeting Expenses	45,075	1,031	2.3%	3,245	9.6%	33,683
Other	-	44	0.0%	-	0.0%	-
Total Student Services	1,795,953	395,400	22.0%	378,890	21.4%	1,772,894
Public Services/Continuing Education:						
Salaries	367,282	88,663	24.1%	99,358	28.9%	343,940
Employee Benefits	80,616	16,068	19.9%	15,717	20.8%	75,574
Contractual Services	248,250	65,937	26.6%	107,875	51.6%	209,000
Materials & Supplies	89,250	28,420	31.8%	35,341	38.4%	92,100
Conference & Meeting Expenses	20,550	681	3.3%	4,811	24.1%	19,950
Other	200	-	0.0%	195	97.5%	200
Total Public Services/Continuing Education	806,148	199,769	24.8%	263,297	35.5%	740,764
Institutional Support:						
Salaries	1,804,720	408,253	22.6%	394,408	22.7%	1,737,749
Employee Benefits	673,288	190,221	28.3%	190,262	27.8%	685,412
Contractual Services	634,007	349,282	55.1%	355,929	58.4%	609,340
Materials & Supplies	429,645	76,468	17.8%	101,109	24.9%	405,704
Conference & Meeting Expenses	68,285	6,907	10.1%	6,848	10.9%	62,755
Utilities	26,050	3,002	11.5%	1,805	6.9%	26,200
Capital Outlay	25,875	-	0.0%	213,409	123.0%	173,500
Other	15,550	(36)	-0.2%	(390)	-4.1%	9,400
Provision for Contingency	156,931	-	0.0%	-	0.0%	-
Total Institutional Support	3,834,351	1,034,097	27.0%	1,263,400	34.1%	3,710,060
Scholarships, Grants and Waivers	577,000	193,627	33.6%	180,038	33.0%	546,000
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,618,120	\$ 4,732,967	24.1%	\$ 4,772,327	24.9%	\$ 19,167,990
INTERFUND TRANSFERS - NET	\$ -	\$ -	0.0%	\$ -	0.0%	\$ (250,000)

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

	Annual Budget FY2020	Unaudited Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,307,306	\$ 779,042	59.6%	\$ 1,087,939	87.5%	\$ 1,243,160
Corporate Personal Property Replacement Tax	230,000	3,433	1.5%	2,768	1.5%	190,000
TIF	130,000	28,695	22.1%	40,079	32.9%	122,000
Total Local Government	<u>1,667,306</u>	<u>811,170</u>	48.7%	<u>1,130,786</u>	72.7%	<u>1,555,160</u>
State Government:						
ICCB Credit Hour Grant	276,750	76,718	27.7%	57,355	25.1%	228,542
Total State Government	<u>276,750</u>	<u>76,718</u>	27.7%	<u>57,355</u>	25.1%	<u>228,542</u>
Student Tuition and Fees:						
Tuition	535,702	295,809	55.2%	299,397	41.1%	728,480
Total Tuition and Fees	<u>535,702</u>	<u>295,809</u>	55.2%	<u>299,397</u>	41.1%	<u>728,480</u>
Other Sources:						
Facilities Revenue	138,941	15,243	11.0%	22,656	16.3%	138,941
Investment Revenue	45,000	9,366	20.8%	11,617	72.6%	16,000
Other	2,500	114	4.6%	314	-	2,500
Total Other Sources	<u>186,441</u>	<u>24,723</u>	13.3%	<u>34,587</u>	22.0%	<u>157,441</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,666,199</u>	<u>\$ 1,208,420</u>	45.3%	<u>\$ 1,522,125</u>	57.0%	<u>\$ 2,669,623</u>
OPERATIONS & MAINTENANCE FUND						
Operations & Maintenance of Plant:						
Salaries	\$ 968,783	\$ 204,906	21.2%	\$ 205,102	21.9%	\$ 935,842
Employee Benefits	326,311	56,521	17.3%	58,207	18.4%	316,108
Contractual Services	169,400	10,535	6.2%	34,369	15.7%	219,000
General Materials & Supplies	277,787	25,539	9.2%	40,069	13.7%	291,970
Conference & Meeting Expenses	5,675	-	0.0%	-	0.0%	5,675
Fixed Charges	68,250	61,646	90.3%	78,179	121.2%	64,500
Utilities	762,600	138,746	18.2%	129,884	17.3%	752,500
Capital Outlay	84,000	-	0.0%	-	0.0%	83,000
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,599,806</u>	<u>497,893</u>	19.2%	<u>545,810</u>	20.9%	<u>2,605,595</u>
Institutional Support:						
Salaries	45,186	11,873	26.3%	10,355	23.4%	44,278
Employee Benefits	11,846	2,361	19.9%	2,287	19.3%	11,865
Contractual Services	2,491	-	0.0%	2,491	346.0%	720
Materials & Supplies	3,050	820	26.9%	473	16.0%	2,955
Fixed Charges	3,820	-	0.0%	-	0.0%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>66,393</u>	<u>15,054</u>	22.7%	<u>15,606</u>	24.4%	<u>64,028</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,666,199</u>	<u>\$ 512,947</u>	19.2%	<u>\$ 561,416</u>	21.0%	<u>\$ 2,669,623</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2020 Budget to Actual Comparison
 For the three months ended September 30, 2019

	Unaudited		Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
	Annual Budget FY2020	Actual 9/30/19				
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,518,973	\$ 857,428	56.4%	\$ 1,356,055	0.0%	\$ 1,488,019
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	65,000	11,204	17.2%	14,854	0.0%	32,500
Other Revenue	-	-	0.0%	-	0.0%	250,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,583,973	868,632	54.8%	1,370,909	0.0%	1,770,519
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,500,000	112,430	0.0%	565,347	0.0%	3,656,726
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,500,000	112,430	7.5%	565,347	0.0%	3,656,726
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
	Annual Budget FY2020	Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Investment Revenue	3,600	670	18.6%	831	0.0%	1,600
TOTAL BOND & INTEREST FUND REVENUES	3,600	670	18.6%	831	0.0%	1,600
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%	\$ -
	Annual Budget FY2020	Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
WORKING CASH FUND						
Investment Revenue	\$ 70,000	\$ 14,483	20.7%	\$ 11,837	33.8%	\$ 35,000
TOTAL WORKING CASH REVENUES	70,000	14,483	20.7%	11,837	33.8%	35,000
Transfers In (Out)	\$ -	\$ -	0.0%	\$ -		\$ -

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

	Annual Budget FY2020	Unaudited Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 1,664,665	\$ 702,491	42.2%	\$ 820,077	45.5%	\$ 1,801,765
Other Revenue	8,000	80	1.0%	2,086	52.9%	3,940
Investment Revenue	4,500	145	3.2%	269	6.0%	4,500
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	<u>1,677,165</u>	<u>702,716</u>	41.9%	<u>822,432</u>	45.4%	<u>1,810,205</u>
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 352,435	68,036	19.3%	66,704	21.3%	313,439
Employee Benefits	70,612	10,755	15.2%	11,808	17.4%	67,816
Contractual Services	66,198	31,377	47.4%	23,501	36.2%	64,831
Materials & Supplies	1,291,728	454,829	35.2%	593,023	41.1%	1,442,162
Conference & Meeting	22,951	8,572	37.3%	7,857	29.6%	26,583
Fixed Charges	49,700	25,456	51.2%	20,928	40.8%	51,300
Capital Outlay/Depreciation	1,322	6,070	459.2%	-	0.0%	1,322
Other	103,000	-	0.0%	-	0.0%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	<u>1,957,946</u>	<u>605,095</u>	30.9%	<u>723,821</u>	35.0%	<u>2,070,453</u>
Transfer In (Out)			-	\$ -	0.0%	\$ (198,586)
RESTRICTED PURPOSES FUND						
State Government Sources	\$ 285,285	\$ -	0.0%	-	0.0%	\$ 280,032
Federal Government Sources	4,951,874	1,964,517	39.7%	2,037,489	41.8%	4,876,221
Nongovernmental gifts or grants	36,700	369	1.0%	-	0.0%	85,000
Other Revenue	-	-	0.0%	1,226	35.0%	3,500
TOTAL RESTRICTED PURPOSES FUND REVENUES	<u>\$ 5,273,859</u>	<u>1,964,886</u>	37.3%	<u>2,038,715</u>	38.9%	<u>5,244,753</u>
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	\$ 426,869	\$ 62,674	14.7%	66,315	17.7%	375,521
Employee Benefits	141,592	20,323	14.4%	22,456	15.6%	144,268
Contractual Services	23,293	521	2.2%	-	0.0%	25,090
Materials & Supplies	39,765	14,449	36.3%	17,815	16.1%	110,679
Conference & Meeting	41,065	7,294	17.8%	9,978	29.0%	34,409
Utilities	949	-	0.0%	463	37.0%	1,250
Capital Outlay	22,000	6,592	30.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 695,533</u>	<u>\$ 111,853</u>	16.1%	<u>\$ 117,027</u>	16.9%	<u>\$ 691,217</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

	Annual Budget FY2020	Unaudited Actual 9/30/19	Act/Budget 25.0%	Actual 9/30/18	Act/Budget 25.0%	Annual Budget FY2019
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 198,634	\$ 44,644	22.5%	43,401	22.6%	192,097
Employee Benefits	69,755	13,335	19.1%	13,086	18.4%	71,188
Contractual Services	6,000	2,063	34.4%	2,675	76.4%	3,500
Materials & Supplies	9,330	236	2.5%	9,149	158.1%	5,787
Conference & Meeting	9,300	1,227	13.2%	1,416	21.8%	6,500
Capital Outlay	-	-	-	-	0.0%	-
Tuition Waivers (TRIO Grant)	25,873	8,850	34.2%	20,850	104.3%	20,000
Total Student Services	318,892	70,355	22.1%	90,577	30.3%	299,072
Institutional Support						
Salaries (Federal Work Study)	94,035	14,739	15.7%	11,130	11.6%	95,683
SURS On-behalf	-	-	-	-	0.0%	-
Total Institutional Support	94,035	14,739	15.7%	11,130	11.6%	95,683
Student grants and waivers (PELL & SEOG)	4,170,699	1,923,068	46.1%	1,937,948	46.5%	4,165,281
TOTAL RESTRICTED FUND EXPENDITURES	\$ 5,279,159	\$ 2,120,015	40.2%	\$ 2,066,105	39.3%	\$ 5,251,253
Transfer In (Out)						
				\$ -	0.0%	\$ 10,000
AUDIT FUND						
Local Government Sources	\$ 38,150	\$ 22,214	58.2%	\$ 32,061	8.4%	\$ 379,528
Investment Revenue	100	20	20.0%	42	52.5%	80
TOTAL AUDIT FUND REVENUES	38,250	22,234	58.1%	32,103	8.5%	379,608
AUDIT FUND						
Contractual Services	38,150	-	0.0%	-	0.0%	37,300
TOTAL AUDIT FUND EXPENDITURES	\$ 38,150	\$ -	0.0%	\$ -	0.0%	\$ 37,300

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the three months ended September 30, 2019**

Unaudited

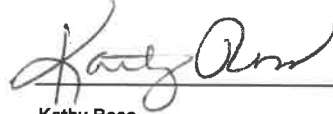
	<u>Annual Budget FY2020</u>	<u>Actual 9/30/19</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/18</u>	<u>Act/Budget 25.0%</u>	<u>Annual Budget FY2019</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 1,136,999	\$ 590,118	51.9%	\$ 470,736	0.0%	\$ 826,509
Investment Revenue	2,000	509	25.5%	242	0.0%	6,000
Other	-	-	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>\$ 1,138,999</u>	<u>\$ 590,627</u>	<u>51.9%</u>	<u>\$ 470,978</u>	<u>56.6%</u>	<u>\$ 832,509</u>
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	111,403	16,205	14.5%	19,470	19.0%	102,355
Employee Benefits	26,762	5,189	19.4%	5,463	20.8%	26,286
Contractual Services	23,000	3,181	13.8%	495	2.2%	22,500
Materials & Supplies	400	99	24.8%	135	20.8%	650
Total for Student Services	<u>161,565</u>	<u>24,674</u>	<u>15.3%</u>	<u>25,563</u>	<u>16.8%</u>	<u>151,791</u>
Operations & Maintenance of Plant						
Contractual Services	547,500	79,702	14.6%	107,948	21.5%	502,800
Material & Supplies	150	149	99.3%	42	21.0%	200
Utilities	425	92	21.6%	103		450
Total for Operations & Maintenance of Plant	<u>548,075</u>	<u>79,943</u>	<u>14.6%</u>	<u>108,093</u>	<u>21.5%</u>	<u>503,450</u>
Institutional Support						
Salaries	70,825	16,047	22.7%	15,726	22.8%	68,917
Employee Benefits	202,997	2,615	3.7%	2,624	1.2%	214,823
Contractual Services	34,000	15,808	46.5%	3,032	7.5%	40,500
Materials & Supplies	4,700	1,863	39.6%	-	0.0%	5,000
Conference & Meeting	5,200	-	0.0%	-	0.0%	500
Fixed Charges	275,500	144,816	52.6%	251,017	84.5%	297,000
Total Institutional Support	<u>593,222</u>	<u>181,149</u>	<u>30.5%</u>	<u>272,399</u>	<u>43.5%</u>	<u>626,740</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,302,862</u>	<u>\$ 285,766</u>	<u>21.9%</u>	<u>\$ 380,492</u>	<u>29.7%</u>	<u>\$ 1,281,981</u>

Illinois Valley Community College
Statement of Cash Flows
for the Month ended September 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	\$ 3,545,304.06	\$ 856,332.57	\$ 973,232.06	\$ 186,692.42	\$ 319,861.50	\$ (241,139.26)	\$ 463,662.92	\$ 37,165.90	\$ (123,397.46)	\$ 133,045.20	\$ 6,150,759.91
Total Receipts	2,907,609.33	451,860.57	466,158.76	-	33,610.81	-	1,077.02	11,704.58	301,834.80	265,674.02	\$ 4,439,529.89
Total Cash	6,452,913.39	1,308,193.14	1,439,390.82	186,692.42	353,472.31	(241,139.26)	464,739.94	48,870.48	178,437.34	398,719.22	10,590,289.80
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,106,033.18	-	-	-	-	160,534.03	-	-	-	1,940.40	1,268,507.61
Expenditures	(2,268,722.22)	(209,673.11)	(1,741.80)	-	(250,585.98)	(77,475.66)	-	-	(129,362.03)	-	(2,937,560.80)
ACCOUNT BALANCE	5,290,224.35	1,098,520.03	1,437,649.02	186,692.42	102,886.33	(158,080.89)	464,739.94	48,870.48	49,075.31	400,659.62	8,921,236.61
Deposits in Transit	(442,735.12)										(442,735.12)
Outstanding Checks	1,172,056.16										1,172,056.16
BANK BALANCE	6,019,545.39	1,098,520.03	1,437,649.02	186,692.42	102,886.33	(158,080.89)	464,739.94	48,870.48	49,075.31	400,659.62	9,650,557.65
Certificates of Deposit	-	-	2,716,316.23	500,000.00	248,000.00	-	3,368,916.47	-	100,000.00	-	6,933,232.70
Illinois Funds	6,516,096.80	2,358,390.57	796,925.23	142,099.04	-	27,697.50	943,902.91	-	-	54,194.92	10,839,306.97
Bldg Reserve-ILLFund			678,411.65								678,411.65
Total Investment	\$ 6,516,096.80	\$ 2,358,390.57	\$ 4,191,653.11	\$ 642,099.04	\$ 248,000.00	\$ 27,697.50	\$ 4,312,819.38	\$ -	\$ 100,000.00	\$ 54,194.92	\$ 18,450,951.32

LaSalle State Bank	\$ 52,589.88
Midland States Bank	9,597,967.77
	<u>\$ 9,650,557.65</u>

Respectfully submitted,

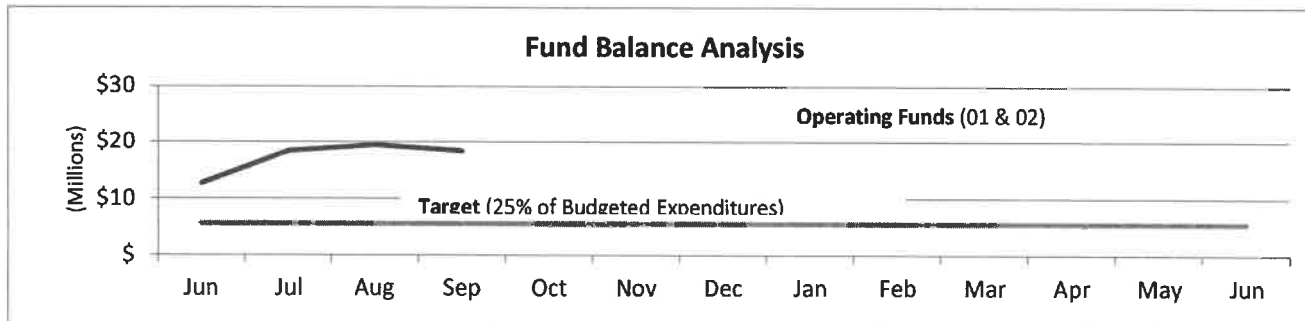
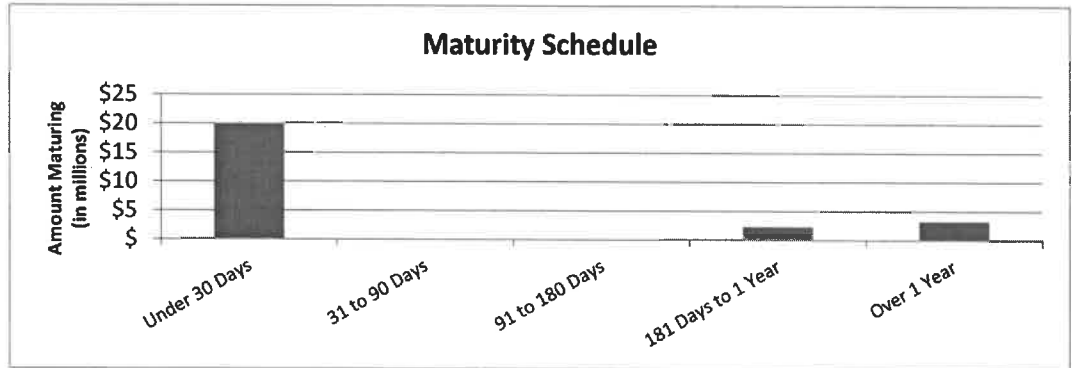
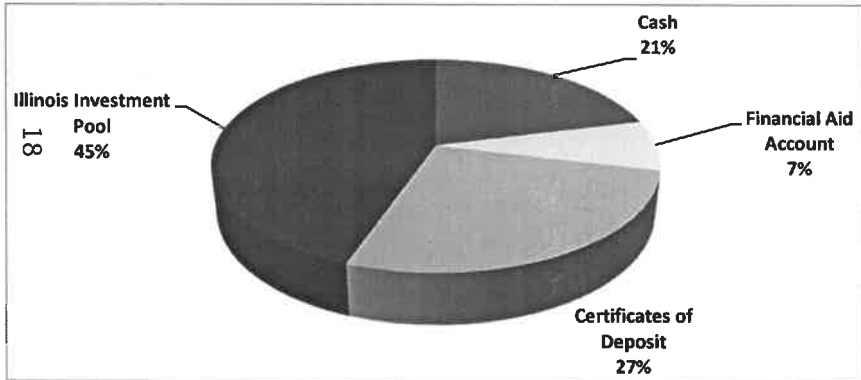


Kathy Ross
Controller

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

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	21.0%	\$ 5,434,644	0.35%
Financial Aid Account	7.6%	1,951,221	0.35%
Certificates of Deposit	26.8%	6,933,232	2.66%
Illinois Investment Pool	44.6%	11,518,985	1.96%
Total		\$ 25,838,082	1.69%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,839,307	-	-	\$ 10,839,307	42%
IL Funds -Building	679,678			679,678	3%
Midland States Bank	-		4,827,064	4,827,064	19%
Midland States-F/A			1,951,221	1,951,221	8%
Midland States-Bldg			460,210	460,210	2%
LaSalle State Bank	-	-	46,090	46,090	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	10%
Heartland Bank	-	-	101,280	101,280	0%
Marseilles Bank	-	2,264,212	-	2,264,212	9%
	\$ 11,518,985	\$ 6,933,232	\$ 7,385,865	\$ 25,838,082	100%



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ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
September 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>
10/26/2019			1,012,296					1,012,296	MB	2.55%	2.58%	16885
11/7/2019						151,916		151,916	MB	2.55%	2.55%	15192
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
11/23/2022			1,000,000					1,000,000	MB	2.65%	2.67%	17012
11/23/2022							100,000	100,000	MB	2.65%	2.67%	17013
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	-	-	2,716,316	500,000	248,000	3,368,916	100,000	6,933,232				

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

\$5,000 and Over Disbursements
09/01/19 - 09/30/19

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
750719	09/05/19	0099391	Blackboard, Inc	\$ 49,377.50	Blackboard Management Package
750741	09/05/19	0181795	G4S Secure Solutions (USA) Inc	9,218.48	Security Services-Main & Ottawa Campus (08/05/19-08/11/19)
750796	09/05/19	0112283	The Lincoln Electric Company	5,156.22	Welding Instructional Supplies
ACH	09/05/19		Illinois Department of Revenue	23,952.00	Sales Tax
ACH	09/05/19		Internal Revenue Service	62,694.51	Federal Payroll Taxes (09/05/19)
ACH	09/05/19		Illinois Department of Revenue	22,495.89	State Payroll Taxes (09/05/19)
ACH	09/05/19		VALIC Retirement Services	11,091.51	403(b) & 457(b)Payroll (09/05/19)
750815	09/05/19	0082897	SURS	47,903.12	Payroll (09/05/19)
ACH	09/11/19		American Express	25,274.49	Credit Card Purchases (August)
750838	09/11/19	0214499	Constellation NewEnergy, Inc	41,549.51	Electricity (07/11/19-08/09/19)
750839	09/11/19	0218515	Corkill Insurance Agency Inc	118,064.00	Insurance Premiums
750849	09/11/19	0181795	G4S Secure Solutions (USA) Inc	9,282.80	Security Services-Main & Ottawa Campus (08/12/19-08/18/19)
750865	09/11/19	0204066	Moss Enterprises	9,660.00	Books for Resale
ACH	09/12/19		CCHC	260,112.82	Health Insurance (September)
750918	09/18/19	0105972	Amazon.Com	5,385.72	Books for Resale
750937	09/18/19	0209567	Delta Dental of Illinois	13,467.27	Dental Insurance (August)
750974	09/18/19	0001010	Newsbank, Inc	5,011.00	Library Electronic Periodical Renewals
750998	09/18/19	0082897	SURS	5,343.96	SURS Penalty
ACH	09/19/19		Internal Revenue Service	61,417.98	Federal Payroll Taxes (09/19/19)
ACH	09/19/19		Illinois Department of Revenue	22,222.29	State Payroll Taxes (09/19/19)
ACH	09/19/19		VALIC Retirement Services	11,080.53	403(b) & 457(b)Payroll (09/19/19)
751024	09/19/19	0082897	SURS	47,363.52	Payroll (09/19/19)
751261	09/25/19	0109033	Elsevier Science	75,621.87	Books for Resale
751264	09/25/19	0092185	Fisher Science Education	8,418.45	Spectrophotometers
751265	09/25/19	0181795	G4S Secure Solutions (USA) Inc	9,276.07	Security Services-Main & Ottawa Campus (08/26/19-09/01/19)
751298	09/25/19	0209375	Refurble	6,083.50	Supplies for Resale
751321	09/25/19	0212686	Scenario Learning, LLC	8,154.00	Safe Colleges Subscription
751344	09/25/19	0001927	Walter J Zukowski & Associates	7,729.30	Legal Services

\$ 982,408.31

AC

Stipends For Pay Period 08/31/19

Name		Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Balzarini, Doreen J	Individual Computer Training	08/08/2019	08/08/2019	08/31/2019	SS	\$ 105.00	014110394151320	CEX-1218-16	8 One on One Sessions	
Balzarini, Doreen J	Individual Computer Training	08/15/2019	08/15/2019	08/31/2019	SS	\$ 105.00	014110394151320	CEX-1218-16	8 One on One Sessions	
Bias, Timothy John	Additional Program Coordinator Duties	06/13/2019	08/07/2019	08/31/2019	SS	\$ 1,330.00	011320410051340			
Bitangalo, Christian	Asst Men's Soccer Coach	08/26/2019	06/20/2020	06/20/2020	ST	\$ 2,500.00	056430360251900			
Elias, Gina Rae	Additional Program Coordinator Duties	06/13/2019	08/07/2019	08/31/2019	SS	\$ 1,330.00	011320410051340			
Ellerbrock, Gerald A	Asst Women's Soccer Coach	08/26/2019	06/20/2020	06/20/2020	ST	\$ 2,500.00	056430360651900			
Furlan, Patricia Louise	Viable/ESL/Business Writing	08/21/2019	08/28/2019	08/31/2019	ST	\$ 80.00	014210331051320			
Gibson, James A	ELT 2209 01 Additional Student	05/20/2019	08/07/2019	08/31/2019	SS	\$ 219.45	011320410051340			
Greve, Mary Ann	ALH 1251 01 02 Lecture Clinical	08/18/2019	09/13/2019	09/14/2019	SS	\$ 1,269.00	011420730051320	ALH-1251-01	Phlebotomy Practicum	
Jenrich, Chuck	PGI MFG Project AS 9100	08/21/2019	08/22/2019	08/31/2019	ST	\$ 1,300.00	014210331051320			
Klieber, Tracie Marie	Yoga Unique to You	07/15/2019	08/21/2019	08/31/2019	ST	\$ 450.00	014110394151320	HLR-6218-307	Yoga Unique To You	
Koudelka, Arthur Edward	Additional Program Coordinator Duties	06/13/2019	08/07/2019	08/31/2019	SS	\$ 1,330.00	011320410051340			
McDonnell, Nancy Ann	Curriculum Work Cybersecurity	05/20/2019	08/07/2019	08/31/2019	SS	\$ 1,510.00	011320410051320			
Nickel, Paul A	WLD Series 311 Multi Prep	08/20/2019	11/19/2019	11/23/2019	ST	\$ 2,355.00	011320410051320			
Padoan-Gallardo, Atti V	FEN ITL SPH Independent Study	08/15/2019	12/13/2019	12/21/2019	ST	\$ 1,800.00	011120650051320	FEN-1001-01		
Pytel, Kyle Edwin	LC Driver Improvement GDL	08/17/2019	08/17/2019	08/31/2019	SS	\$ 175.00	014110394251320	CDV-6000-08	LaSalle Co Driver Improvement	
Pytel, Kyle Edwin	LC Driver Improvement GDL	08/24/2019	08/24/2019	08/31/2019	SS	\$ 175.00	014110394251320	CDV-6000-18	LaSalle Co Driver Improvement	
Schneider, Gregg A	LC Driver Improvement	08/21/2019	08/21/2019	08/31/2019	SS	\$ 140.00	014110394251320	CDV-6000-318	LaSalle Co Driver Improvement	
Skoflanc, Francie A	GDT 2216 150 2221 150	08/15/2019	12/13/2019	12/21/2019	ST	\$ 7,034.40	011120650051320	GDT-2216-150	Visual Communications II	
Sondgeroth, Anthony Lee	Program Coordinator & Additional Student	05/20/2019	08/07/2019	08/31/2019	SS	\$ 1,642.65	011320410051320			
Story, Michelle M	Proficiency Exams	08/03/2018	05/18/2019	08/31/2019	ST	\$ 10.00	011320410051340			
Tonioni, Nicole Heather	HSR 1206 01	08/15/2019	12/13/2019	12/21/2019	ST	\$ 612.32	011120650051320	HSR-1206-01	Practicum I	
Zellmer, Donald G	THE 2005 01	08/15/2019	12/13/2019	12/21/2019	ST	\$ 150.00	011120650051320	THE-1005-02	Theatre Play Production	
						Total	\$ 28,122.82			

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Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Dr. Jerry Corcoran 9/12/19
Dr. Jerry Corcoran
President

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

Stipends For Pay Period 09/14/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Anderson, Julie Kaye	Make & Take Pillows, Scarf	07/22/19	07/25/19	09/14/19	ST	\$ 150.00	014110394151320	YOU-8211-01	Make & Take Fleece Pillows, Scarf	
Boyle- Bruch, Ida Lee	Food Service Sanitation	08/26/19	08/26/19	09/14/19	ST	\$ 500.00	014110394151320	CEU-1503-08	Food Service Sanitation-8 Hour	
Furlan, Patricia Louise	Mileage	09/05/19	09/05/19	09/14/19	ML	\$ 9.28	014210331055212			
Jakubek, Kathleen Ann	ALH 1215 630 Lecture Clinical	09/09/19	09/25/19	09/28/19	ST	\$ 1,510.00	011420730051320	ALH-1215-630	CNA Refresher	
Jenrich, Chuck	PGI Manufacturing Project	09/04/19	09/05/19	09/14/19	ST	\$ 800.00	014210331051320			
Jenrich, Chuck	SABIC Ottawa Project	09/11/19	09/12/19	09/14/19	ST	\$ 2,000.00	014210331051320			
Johnson, D Scott	EXELON-LaSalle Station	09/09/19	09/20/19	09/28/19	ST	\$ 6,000.00	014210331051320	CEU-5314-09	HVAC	
Mentgen, Danny Lee	Substitute for Tony Sondgeroth WLD	09/11/19	09/11/19	09/14/19	ST	\$ 111.80	011320410051320			
Ossola, Jyllian	Welcome Porch Sign	09/04/19	09/04/19	09/14/19	ST	\$ 100.00	014110394151320	HLR-2311-309	Welcome Porch Sign	
Schneider, Gregg A	LC Driver Improvement-GDL	09/07/19	09/07/19	09/14/19	ST	\$ 175.00	014110394251320			
Sondgeroth, Anthony Lee	CARUS Corporation	08/31/19	08/31/19	09/14/19	ST	\$ 650.00	014210331051320			
Sondgeroth, Anthony Lee	CARUS Corporation	09/07/19	09/07/19	09/14/19	ST	\$ 637.50	014210331051320			
Sowers, Jennifer Lynn	Mileage	07/02/19	07/02/19	09/14/19	ML	\$ 31.32	014210331055211			
Wlodarchak, Carol Lynn	REA 1200 300	08/15/19	12/13/19	12/21/19	ST	\$ 4,344.00	014110394151320	REA-1200-300	Real Estate Broker Pre-License I	
Zellmer, Donald G	Fall 2019 Duties	09/03/19	12/12/19	12/21/19	ST	\$ 3,500.00	013620620051900			
						Total	\$ 20,518.90			

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcolan 9/25/19

Dr. Jerry Corcolan
President

*Earntypes

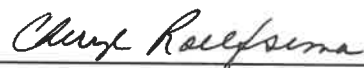
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt
Stipend, OV=Overload, VA=Vacation Payout, ML= Commuting Mileage
MI=Miscellaneous, SS=Summer School

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

Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Cotter, Mark	PT Academic Support	WFD - Truck Driver Training	18.00	N/A
Kurkowski, Cindy	Peer Tutor	Learning Resources	21.29	N/A
Hall, Nicole	PT Faculty	NSB - Criminal Justice	N/A	688.00

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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

CEB - Continuid Ed & Business Services



Dr. Jerry Corcoran

President

10/1/19

Student Support Services – Project Success – Local Match

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

Recommendation:

The administration recommends Board approval of the annual \$10,000 transfer from the Education Fund (Fund 01) to Restricted Funds (Fund 06) for the Student Support Services (TRiO) grant for FY2020.

KPI 1: Student Academic Success

September 17, 2019

Memorandum

To: Cheryl Roelfsema
From: Chris Herman
CC: Mark Grzybowski

Dear Cheryl,

This memo is the annual request that Project Success seeks to add the College's matching contribution of \$10,000 to the Project Success Budget for this current fiscal year which began September 1, 2019 for Federal TRIO Programs.

Project Success is required to provide this match since we utilize a portion of grant funds to assist low-income students offset the cost of attendance. This matching amount allows us to continue to assist said population of students offset the cost of tuition, books, supplies & other miscellaneous educational expenses.

This level of commitment from the Administration and Board of Trustees demonstrates that the college truly values the population of students we serve. This also strengthens our program with the Department of Education in Washington, D.C.

Sincerely,



Chris Herman, Director
Project Success/Student Support Services

Cheryl Roelfsema

T: Chris Herman

W: IVCC Board of Trustees

Cash Farm #8842 Lease Renewal – 2020

The College entered into a cash farm lease with Luke Holly on October 12, 2017 with the option of one-year renewals for three years. The lease was originally for 149 acres. There are three acres in field #1 that have not been farmed for at least six years. The lease has been amended to read, 146 acres @ \$308.25/acre with an annual lease payment of \$45,004.50. Mr. Holly would like to renew the lease for another year. This is the second year renewal of the lease.

Recommendation:

The administration recommends Board approval to renew the lease with Luke Holly at \$308.25 per acre on 146 acres for an annual lease payment of \$45,004.50 for 2020.

KPI 6: Resource Management

Interim Payroll and Benefits Coordinator

Following Jeanne Franklin's resignation in late August, Diane Kreiser assumed the duties of Payroll and Benefits Coordinator. Diane Kreiser has been the backup for payroll and was identified as the employee to assume the responsibilities of the Payroll and Benefits Coordinator on an interim basis.

The position of Payroll and Benefits Coordinator is a non-exempt (hourly) position but at a higher level than Diane's position of Accounting Clerk. It is proposed to increase her hourly rate of pay to \$20.11 to accommodate the increased responsibilities and level change. This change will be effective September 1, 2019, and continue until a new Payroll and Benefits Coordinator is hired and in place. All other benefits would remain the same.

Recommendation:

The administration recommends appointing Diane Kreiser as Interim Payroll and Benefits Coordinator increasing her hourly rate to \$20.11 effective September 1, 2019, and continuing until a new Payroll and Benefits Coordinator is hired and in place. All other benefits would remain the same.

KPI 4: Support for Employees

Approval of Certificate: General Education Core Curriculum Credential (GECC)

The General Education Core Curriculum (GECC) is a selection of courses that are accepted by all public and many private four-year institutions in the state of Illinois. Completion of the GECC ensures that transferring students have already completed the necessary general education requirements for an associate's or bachelor's degree and can move on to the more specific courses related to area of interest. This set of courses comprises approximately two-thirds of an associate's degree and approximately one-third of a bachelor's degree.

IVCC currently participates in the Illinois Articulation Initiative (IAI), a statewide agreement allowing students to transfer their completed Illinois General Education Core Curriculum (GECC) course package between participating institutions. This package consists of lower-division general education courses distributed across five academic discipline areas, totaling between 37-41 credit hours. The Illinois Community College Board (ICCB) rules now allow colleges to award an official certificate to a student who completes the GECC. Students completing the Associate in Arts degree will automatically receive the GECC credential. Students intending to transfer to another institution may also opt to complete the GECC without completing the associate degree. Unlike IVCC's Certificate and Associate in Applied Science programs, the GECC credential is not a workforce certificate nor industry-recognized credential. A listing of GECC/IAI approved courses is included.

The IVCC Curriculum Committee is recommending that the Board of Trustees approve the General Education Core Curriculum credential, as presented.

Recommendation:

The administration recommends the Board approve the General Education Core Curriculum Credential, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Form 21GECC Course Documentation Table

Community College:

Please provide information for each course which meets the requirements for fulfilling the General Education Core Curriculum.

GECC Courses

Course Prefix	Course Number	Course Title	Credit Hours	IAI Code
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Communications

ENG	1001	English Composition I	3	C1 900
ENG	1002	English Composition II	3	C1 901R
SPH	1001	Fundamentals of Speech	3	C2 900

Humanities & Fine Arts

Humanities

FEN	2002	Intermediate French II	4	H1 900
GEN	2000	Women Through Culture and Centuries	3	H9 900
GEN	2002	Women in Literature	3	H3 911D
GER	2002	Intermediate German II	4	H1 900
HIS	1000	History of Western Civilization I	3	H2 901
HIS	1001	History of Western Civilization II	3	H2 902
LIT	2000	Survey of American Lit I	3	H3 914
LIT	2001	Major English Writers I	3	H3 912
LIT	2005	Children's Literature	3	H3 918
LIT	2010	Survey of American Lit II	3	H3 915
LIT	2011	Major English Writers II	3	H3 913
LIT	2013	Fiction	3	H3 901
LIT	2021	Intro to Shakespeare I	3	H3 905
PHL	1001	Introduction to Philosophy	3	H4 900
PHL	1002	Ethics	3	H4 904
PHL	1003	Philosophy of Religion	3	H4 905
PHL	1005	Logic	3	H4 906
PHL	1013	Comparative Religion	3	H5 904N
SPN	2002	Intermediate Spanish II	4	H1 900

Fine Arts

ART	1000	Art Survey	3	F2 901
ART	1010	Art Survey II	3	F2 902
FLM	2009	The Art of the Film	3	F2 902
MUS	1000	Music Appreciation	3	F1 901
THE	2002	Introduction to Theatre	3	F1 908

Humanities/Fine Arts

FLM	2010	Film, Art & Literature	3	HF 900
GEN	2001	Women in Ancient Cultures	3	HF 907D

Mathematics

ECN	2004	Business Statistics	3	MI 902
MTH	1000	Math for Liberal Arts	3	MI 904
MTH	1006	Finite Mathematics	4	MI 906
MTH	1007	Calculus for Bus. & Soc. Sciences	4	M1 900B
MTH	1008	General Elementary Statistics	3	MI 902

MTH	1010	Structure of Number Systems II	3	MI 903
MTH	2001	Calculus & Analytic Geometry I	5	M1 900-1
MTH	2002	Calculus & Analytic Geometry II	4	M1 900-2
MTH	2003	Calculus & Analytic Geometry III	4	M1 900-3
Physical & Life Sciences				
Physical				
CHM	1000	Introduction to Chemistry	3	P1 902
CHM	1004	Chemistry	4	P1 902L
CHM	1006	General Chemistry I	5	P1 902L
GEG	1001	Weather and Climate	4	P1 909L
GEG	1002	Physical Geography	4	P1 909L
GEG	1005	Introduction to Astronomy	4	P1 906L
GEL	1005	Natural Disasters	3	P1 908
GEL	1006	Introduction to Oceanography	3	P1 905
GEL	1007	Environmental Geology	4	P1 908L
GEL	1008	Physical Geology	4	P1 907L
GEL	1009	Historical Geology	4	P1 907L
PHY	1001	General Physics	5	P2 900L
PHY	2003	General Physics	5	P1 900L
Life				
BIO	1000	The Global Environment	3	L1 905
BIO	1001	General Biology I	4	L1 900L
BIO	1003	Principles of Biology	4	L1 900L
Social & Behavioral Sciences				
ANT	1000	Introduction to Anthropology	3	S1 900N
ANT	1002	Cultural Anthropology	3	S1 901N
ECN	2002	Principles of Macroeconomics	3	S3 902
ECN	2003	Principles of Microeconomics	3	S3 901
ECN	2005	Global Economic Geography	3	S4 903N
GEG	1003	Cultural Geography	3	S4 900N
GEG	1004	World Regional Geography	3	S4 900N
HIS	2000	United States History To 1865	3	S2 900
HIS	2001	United States History From 1865	3	S2 901
HIS	2002	History of Latin America	3	S2 920N
HIS	2006	History of Middle Eastern Civilization	3	S2 920N
HIS	2007	History & Civilization of China	3	S2 920N
HIS	2008	Modern Africa	3	S2 920N
PSI	1000	American National Government	3	S5 900
PSI	2000	International Relations	3	S5 904N
PSY	1000	General Psychology	3	S6 900
PSY	2001	Child Growth and Development	3	S6 903
PSY	2004	Social Psychology	3	S8 900
SOC	1000	Introduction to Sociology	3	S7 900
SOC	1002	Marriage and Family	3	S7 902
SOC	2001	Social Problems	3	S7 901

High Deductible Health Plan/ Health Savings Accounts

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

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

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

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

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

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

Recommendation:

- 1) The administration requests authorization to contribute to employee Health Savings Plans as stated above for employees electing the High Deductible Health Plan beginning January 1, 2020.**
- 2) The administration requests authorization to contribute to employee Health Reimbursement Accounts as stated above for employees electing the High Deductible Health Plan beginning January 1, 2020.**

KPI 4: Support for Employees

Board Travel

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

Ms. Jane E. Goetz incurred expenses of \$336.67 in order to attend the ICCTA Meeting on September 13 and 14, 2019.

Recommendation:

The administration recommends approval for reimbursement of expenses in the amount of \$336.67 incurred by Ms. Goetz for attending the ICCTA Meeting on September 13 and 14, 2019.

KPI 6: Resource Management

RECOMMENDED FOR STAFF APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Administrative Assistant III, Business Services

NUMBER OF APPLICANTS: 17

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Ms. Carboni, Ms. Day, Mr. Mazzorana, Ms. Roelfsema, Ms. Smith

APPLICANT RECOMMENDED:

Nicole Van Nielen

EDUCATIONAL PREPARATION:

Texas A&M University, College Station, TX – B.S., Rangeland Ecology and Management

EXPERIENCE:

University of Illinois Extension, Oglesby, IL – Office Support Specialist

Eakas Corporation, Peru, IL – Accounting Clerk

Mid-American Growers (now Colorpoint), Granville, IL – Sales Support/Administration

James Hardie Building Products (Manpower contract), Peru, IL – Reliability Technician

Superior Carriers, Pasadena, TX – Billing Agent

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

1. Office experience of 14 years, bachelor's degree, and skill set that includes budgeting, expenditures monitoring, and inventories
2. Highest assessment test scores demonstrate strong background in Microsoft Office
3. Experience with Ellucian's Banner software (similar to Colleague)
4. Two years' experience on IVCC campus at University of Illinois Extension

RECOMMENDED SALARY: \$17.29 per hour, effective October 22, 2019

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

Theresa Carranco
Administrative Assistant, Workforce Development
Illinois Valley Community College
815 North Orlando Smith Rd.
Oglesby, IL 61348

Dear Leslie Hofer,

I would like to inform you that I am officially resigning from my position at Illinois Valley Community College, effective December 31th, 2019. Working here has been such a wonderful experience, and I will cherish the memories forever.

I have decided to retire and leave the workforce so I can enjoy visiting my children and grandchildren. I have worked at Illinois Valley Community College for over 20 years, and although those were some of the best years of my life, I am looking forward to moving on.

I want to personally thank you for the many opportunities you have given me over the years. I have grown personally and professionally. I have thoroughly enjoyed my time with my coworkers, and I do hope that we will all keep in touch.

If I can be of any help during this transitional time, please let me know. Thank you again for your understanding, and I wish you all the best.

Sincerely,



Theresa Carranco

RECEIVED

SEP 30 2019

HUMAN RESOURCES

September 16, 2019

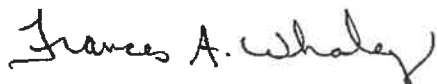
Dr. Patrice Hess
Director of Learning Resources
Illinois Valley Community College
815 N Orlando Smith Rd
Oglesby IL 61348

Dear Dr. Hess:

I resign my position as Head Librarian of Jacobs Library. My last day of employment will be October 11, 2019.

I have given my all to IVCC for 15 years, and I offer my best wishes for its continued success.

Sincerely,

A handwritten signature in cursive script that reads "Frances A. Whaley". The signature is written in dark ink and is positioned above the typed name.

Frances Whaley
Head Librarian

From: Mark Grzybowski
Sent: Monday, September 23, 2019 10:31 AM
To: Judy Day; Jerry Corcoran
Subject: FW: Apple Podcasts Show Approval

Judy & Jerry – Crystal recently shared with me that her IVCC podcasts were approved by Apple to be made available via the Apple iTunes Store and their Podcasts application.

The approval email from Apple can be found below.

Another job very well done by Crystal!

Sincerely,
Mark

Mark Grzybowski
Vice President for Student Services
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348
(p) 815-224-0393
(f) 815-224-6091



From: Crystal Credi
Sent: Monday, September 23, 2019 10:16 AM
To: Mark Grzybowski
Subject: FW: Apple Podcasts Show Approval

Here is the approval email from Apple. Our podcast channel is now available through the Apple Podcasts app.

Crystal Credi
Administrative Assistant, Student Services
Illinois Valley Community College
815 N. Orlando Smith Rd.
Oglesby, IL 61348-9692
Ph: 815.224.0361
Fax: 815.224.0384
www.ivcc.edu

From: iTunes Store [mailto:do_not_reply@itunes.com]
Sent: Friday, September 20, 2019 1:49 PM

To: Crystal Credi
Subject: Apple Podcasts Show Approval

{CAUTION: EXTERNAL EMAIL Do not click links or open attachments unless you recognize and trust the sender's email address.}



Dear Podcast Provider,

Your podcast, located at <http://feeds.soundcloud.com/users/soundcloud:users:573606927/sounds.rss>, has been approved. You should expect to see it on the iTunes Store within the next few hours. When it's available, you will be able to access it with the URL below.

<https://podcasts.apple.com/us/podcast/illinois-valley-community-college/id1480383285>

You can find your podcast using iTunes Store search in the next two days.

For more information on Podcasts Connect, including how to [change](#) or [remove](#) your RSS Feed URL, see [Making a Podcast](#) and [FAQ](#).

There is also an Apple Support Community called [Producing Podcasts](#), where you can find information and assistance from fellow podcast owners.

Regards,

The iTunes Store team

Apple respects your privacy.
Information regarding your personal information can be viewed at <https://www.apple.com/legal/privacy/>

Copyright © 2015 Apple Inc. All rights reserved

Memo

To: Dr. Jerry Corcoran

FROM: Bonnie Campbell
Associate Vice-President Academic Affairs

RE: ICCB Forum for Excellence Presentations

DATE: October 1, 2019

On September 24 & 25, 2019, the Illinois Community College Board hosted the 17th annual Forum for Excellence Conference. This year's conference focused on the new Strengthening Career and Technical Education Act (Perkins V), and was comprised of an array of sessions focused on career and technical education (CTE) and adult education. Members of the IVCC faculty and staff, in addition to representatives from one partner high school, presented a total five of the sixty concurrent sessions over the two-day conference.

Presentations were as follows:

MIMIC - Dorene Data, Program Coordinator Computer Aided Design

MIMIC (Making Industry Meaningful in College) is a curriculum project in which students in engineering and business are placed into teams simulating companies which design, prototype, manufacture, market, and sell products. As students experience the process of getting a product to market, they learn vital elements of each other's specialties.

**Breaking Down Barriers for Women in Technology - Gina Elias, Program Coordinator
Computer Networking and Doreen Data, Program Coordinator Computer Aided Design**

Women are vastly underrepresented in the global technology workforce. IVCC has formed a new student organization for women enrolled in technological degrees (WIT). The group's focus is on the needs of the women, on both a personal and professional level, providing support for each other from entry into college to entry into the workforce.

**The Power of You: Use and Impact of a Digital Student Wellness Portal – Tina Hardy,
Disability Services Coordinator**

YOU@IVCC is a digital student wellness portal that IVCC has acquired to help students conveniently and anonymously access information that helps support them in both academic and personal matters. The portal is full of resources on studying, leadership, mental health, and relationships, among others. By using portal features students are able to customize the portal to their personal needs and interests.

ICCB Forum for Excellence Presentations

Page 2

October 1, 2019

Career Start – Katie Shevokas, Counselor La Moille High School, Jay McCracken, Interim Superintendent La Moille High School, Mark Grzybowski Vice-President Student Services IVCC, Bonnie Campbell, Associate Vice-President Academic Affairs IVCC

The La Moille High School Career Start Program is a partnership between La Moille High School, L-P Area Career Center (ACC), Illinois Valley Community College (IVCC), Business Employment Skills Team, Inc. (BEST, Inc.), and local employers that provide an opportunity for qualified juniors and seniors to enroll in ACC courses, IVCC classes, Cooperative Education programs or an apprenticeship as part of their high school coursework. This partnership allows high school students an opportunity to take courses that will advance their career goals towards a specific career program. Students will be able to earn a certificate or degree in any of the sixteen career clusters prior to graduating from high school.

Steal Big; Steal Little: Perkins Plans for Budgets of All Sizes – Bonnie Campbell Associate Vice-President Academic Affairs IVCC and Patty Zuccarello, Dean of Career and Technical Education Joliet Junior College

Writing a Perkins Plan can be a challenge depending on the budget and institutional priorities. This presentation gave sample activities for each Perkins principle that demonstrate the variety of opportunities that exist in both the small and large Perkins budget. This presentation is the fruit of an ongoing conversation between colleagues that has developed over the past three years as ideas and struggles have been shared with each other and worked on scaling down or scaling up ideas from each other's institutions.

I was extremely delighted with each of the sessions. Each of the presenters went above and beyond to share thoughts and ideas with colleagues...each made IVCC proud!

Locally Funded Project
Statement of Final Construction Compliance

Project Title: Building E AHU-Chiller Replacement

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Demonica Kemper Architects
125 North Halsted St., Ste 301
Chicago, IL 60661

Final cost of the project:

Approved Budget \$ 1,111,745 Actual Cost \$ 1,194,455

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


Architect/Engineer's Signature

Oct. 1, 2019

Date

001-014368

Illinois Registration or License Number



Seal

Approved by the _____ Board of Trustees

Date _____

Signed _____, Chairperson

_____, Secretary

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.