



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, December 9, 2021  
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  
College Insurance

#### 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

#### 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, December 9, 2021 – 6:30 p.m. – Board Room (C307)**

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The meeting can be accessed by the public at <https://zoom.us/j/6794788792>. Once logged in, use the meeting ID number 679 478 8792. For dial-in, call 1 (312) 626-6799.

## **A G E N D A**

1. Public Hearing
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. Campus Update – IVCC Online Footprint (Dr. Patrice Hess)
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 – November 18, 2021 Planning Committee Meeting & November 18, 2021 Board Meeting (Pages 1-11)
  - 8.2 Approval of Bills - \$848,386.77
    - 8.2.1 Education Fund - \$674,950.20
    - 8.2.2 Operations & Maintenance Fund - \$50,131.07
    - 8.2.3 Auxiliary Fund - \$16,970.41
    - 8.2.4 Restricted Fund - \$64,073.58
    - 8.2.5 Audit Fund - \$11,000.00
    - 8.2.6 Liability, Protection & Settlement Fund - \$31,261.51
  - 8.3 Treasurer’s Report (Pages 12-28)
    - 8.3.1 Financial Highlights (Page 13)
    - 8.3.2 Balance Sheet (Pages 14-15)
    - 8.3.3 Summary of FY22 Budget by Fund (Pages 16-23)
    - 8.3.4 Budget to Actual by Budget Officers (Page 24)
    - 8.3.5 Statement of Cash Flows (Page 25)
    - 8.3.6 Investment Status Report (Pages 26-27)
    - 8.3.7 Disbursements - \$5,000 or more (Page 28)
  - 8.4 Personnel – Stipends for Pay Periods Ending November 20, 2021 & PT Faculty and Staff Appointments November 2021 (Pages 29-31)

9. President's Report
10. Committee Reports
11. Tax Levy 2021 (Pages 32-39)
12. Bid Results – Dental Program Renovations (Pages 40-42)
13. Matching Commitment – EDA Grant for Agriculture Building (Pages 43-45)
14. Proposal – Technology Assessment for Student Support (Page 46)
15. Board Travel (Page 47)
16. Staff Appointment – Dr. Lirim Neziroski, Dean of Humanities/Fine Arts/Social Sciences (Pages 48-49)
17. Faculty Resignation – Caitlinn Hubbell, Agriculture Instructor/Co-program Coordinator (Pages 50-51)
18. Faculty Appointment – Criminal Justice Instructor
19. Items for Information (Pages 52-57)
  - 19.1 Proposed 2021-2022 Student Activities Budget (Pages 52-53)
  - 19.2 Staff Appointment – Kimber King, COVID-19 Coordinator (Pages 54-55)
  - 19.3 Staff Resignation – Kimberly Reeland, Part-time Cybersecurity Analyst (Page 56)
  - 19.4 Staff Resignation – Jim Greening, Part-time Professional Tutor (Page 57)
20. Trustee Comment
21. Closed Session – 1) complaint lodged against an official or employee of the public body; 2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 3) collective negotiations; and 4) closed session minutes
22. Possible Approval of Negotiated Retirement Agreements with Faculty Who Provide Instruction in the Area of English
23. Approval of Closed Session Minutes
24. Other
25. Adjournment

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

**Planning Committee Meeting**  
**November 18, 2021**

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Thursday, November 18, 2021 in the Board Room (C307) at Illinois Valley Community College.

**Committee Members**            Jane E. Goetz, Committee Chair  
**Physically Present:**        Jay K. McCracken

**Committee Members**        Any L. Boyles  
**Virtually Present:**

**Committee Members**  
**Absent:**

**Board Members**            William F. Hunt  
**Present:**

**Others Physically**            Jerry Corcoran, President  
**Present:**                        Matthew Seaton, Vice President for Business Services & Finance  
   Mark Grzybowski, Vice President for Student Services  
   Bonnie Campbell, Associate Vice President for Academic Affairs  
   Matt Suerth, Director of Institutional Research  
   Leslie Hofer, Director of Human Resources

**Others Virtually**            Deborah Anderson, Vice President for Academic Affairs  
**Present:**

The meeting was called to order at 5:30 p.m. by Ms. Goetz.

**PUBLIC COMMENT**

None

**ACCREDITATION UPDATE**

Dr. Anderson reported that the college's Assurance Argument was submitted to the Higher Learning Commission in July 2021. She added that the purpose of the Assurance Argument is to provide evidence to the Commission that we are compliant with the five criteria for accreditation. The Assurance Argument was reviewed by a team of peer reviewers trained by the Higher Learning Commission. We received the final report in early September 2021 and Criteria 1, 2, 3 and 5 were deemed met. Criterion 4, however, was met with concerns with specifically, two core components identified: Core Component 4B regarding assessment and Core Component 4C

regarding enrollment management. The HLC recommendation is that we be placed on interim monitoring. We will submit a report in two years that includes: “an update of the results of the new pilot assessment project with the revised learning outcomes, assessment of program outcomes, co-curricular assessment, faculty involvement in the assessment process, evidence that the results of the assessment are being used for quality improvement and in program reviews. The report should provide evidence of how the college establishes its goals and strategies to improve retention, persistence, and completion rates along with how the data is used for program review and in decision making.”

### **INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS) 2020 DATA FEEDBACK REPORT**

Dr. Anderson informed that the IPEDS is a system of survey components that collects data from about 7,000 institutions that provide postsecondary education across the United States. IPEDS collects institution-level data on student enrollment, graduation rates, student charges, program completions, faculty, staff, and finances. IVCC uses the IPEDS Feedback Report for benchmarking against a group of Illinois peer institutions (9) and for tracking IVCC statistical trends over time. Dr. Corcoran informed that the nine colleges are Lake Land, Lewis & Clark, Sauk Valley, Kankakee, McHenry, Logan, Highland, Richland, and Kishwaukee. The two colleges most comparable to IVCC are Kankakee and Kishwaukee. Ms. Goetz inquired about the possibility of comparing these three colleges in a report. Mr. Suerth advised that such a comparison report was doable and could be open for discussion. Dr. Anderson noted that IVCC continues to diversify and the Hispanic/Latino population grew to 16 percent in fall 2019, after holding steady at 15 percent the previous two years. This continues the upward trend established in fall 2013. African-American enrollment remains steady at two percent while the percentage of Caucasian students declined to 75 percent after holding steady at 79 for several years. On the whole, IVCC is no less racially diverse than most of its rural peers. Compared to its peers, IVCC ranked sixth in the total number of degrees/certificates awarded. The academic year tuition and fees for full-time, first-time, degree/certificate-seeking undergraduates for FY 2020 remained unchanged. IVCC's tuition and fees ranked 7<sup>th</sup> for the third year in a row. The net price of attendance increased 4.7 percent in FY19 and IVCC ranks 5<sup>th</sup> among its peers in cost of attendance. The percentage of first-time, full-time students receiving Pell grants increased from 46 to 48 percent. IVCC ranks 4<sup>th</sup> for the second time with this type of federal aid. The percentage receiving state/local grants increased from 28 to 31 percent. IVCC remains in 1st place again for the second year in this type of aid. Full-time retention rates decreased to 63 percent from 70 percent and IVCC ranks eight among its peers. The overall graduation rate within the 2016 cohort increased from 28 to 30 percent. With this increase, IVCC's ranking improved from 10<sup>th</sup> to 9<sup>th</sup>. Dr. Anderson noted that in conclusion IVCC ranks high on several measures and the College should continue to review these important metrics in order to take steps to improve on them as needed.

### **NATIONAL COMMUNITY COLLEGE BENCHMARK PROJECT (NCCBP)**

This project has been conducted annually, during the spring term at IVCC since 2007 to gain a better understanding of where IVCC ranks nationally among community colleges on a variety of predetermined benchmarks. State and National participation rates fluctuate from year-to-year which changes IVCC percentile rankings on any given measure. Dr. Anderson informed that in 2020, 21 Illinois community colleges participated, one more than 2019. The report focuses on selected strengths and opportunities for the College. The NCCBP considers a Strength as any

metric above the 75<sup>th</sup> percentile on the national survey and Opportunities for Improvement as any metric below the 25<sup>th</sup> percentile. IVCC's strengths were concentrated in three general areas: academic course completion/persistence rates; institutional finances; and rankings on national student satisfaction surveys. Thirty-eight percent of the college's strengths came from either the Noel Levitz Student Satisfaction Inventory or CCSSE findings. Ten opportunities were targeted for improvement; an increase of four from 2019. Most notably, IVCC's *CCSSE Academic Challenge Benchmark* remains on the list. Also, IVCC's *CCSSE Active & Collaborative Learning Benchmark* appears for a second year. As in previous years IVCC's Strengths outnumber its Opportunities for Improvement but by a smaller ratio. Dr. Anderson noted that in most areas IVCC compares favorably with the national comparison group.

### **NOEL LEVITZ REPORT 2021**

Dr. Anderson reported that the Noel Levitz Student Satisfaction Inventory has been conducted at IVCC every three years since 2004 and was cancelled in 2020 due to COVID 19. The 17.5 percent response rate is slightly lower than 2017's rate of 19.5 percent. The national average response rate is 20 percent so IVCC compares well on this important measure. She added that the SSI measures the gap between *Importance* and *Satisfaction* with students' college experience. Dr. Anderson informed that 84 percent indicate that IVCC was their first choice, an increase from 76 percent in 2017. The strengths outnumber the challenges 15 to 8, a slight improvement from 2017. She added that knowledgeable faculty and a safe and secure campus top the list of strengths, as they did in 2017. The challenges included concerns such as timeliness of faculty feedback in both the classroom and the virtual environment and classes not scheduled at convenient times. Mr. Suerth advised that the scheduling of classes is a universal statement for students. Dr. Anderson noted that the full Noel Levitz SSI report is on the Institutional Research website.

### **PROGRAM REVIEW REPORT FY2021**

Dr. Anderson provided highlights of the Community College Program Review Report submitted to the Illinois Community College Board (ICCB). Dr. Anderson informed that certain programs are reviewed each year and over a course of five years every program is reviewed. The Social and Behavioral Sciences comprised the academic discipline reviewed and Athletics, the Cashier's Office, and Student Activities comprised the student and academic support services reviewed. The following Career and Technical programs were reviewed in FY 2021: Engineering Technologies, Manufacturing, Process Operations Technology, Early Childhood Education, Industrial Maintenance, Automotive Technology, Medical Assistant, and Truck Driver Training. Items of note from the reviewed occupational programs include:

- Future scheduling of Social and Behavioral Science courses will better match enrollments.
- It is recommended that all IVCC Athletics move to Division II status.
- Most reviewed Career and Technical programs meet the criteria of a career pathway program. Those that do not meet these criteria are actively working on meeting the criteria prior to the next review period.
- It is recommended that the Process Operations, Technology Program be inactivated.
- Changes to the Manufacturing program's curriculum, including stackable credentials, are forthcoming.
- Changes to the Industrial Maintenance program's curriculum, including stackable credentials, have been implemented.

### **HIGH SCHOOL MARKET PENETRATION RATE**

Dr. Anderson informed that the Institutional Research office tracks IVCC's high school market penetration rates in six-year intervals. The penetration rate reflects the percent of recent high school graduates that subsequently matriculate to IVCC and shows how well IVCC is promoted to district high school students. The spring 2020 high school-to-fall 2020 market penetration rate is 27.6 percent, surprisingly strong when one considers the devastating effect of COVID-19's onset which forced many colleges and high schools to rapidly convert to online instruction for the remainder of the spring 2020 semester. The six-year average increased to 28 percent. High school enrollments fluctuate yearly. Five out of 17 public high schools' senior classes increased while 12 declined. High school size had no predictive correlation with enrollment change as both large and small schools lost and gained enrollments equally. Declines in high school enrollments are most likely linked to District #513 continuing population adjustment. Of the district graduates that attended community colleges, 80 percent attended IVCC. An additional 15 percent enrolled in community colleges adjacent to or just beyond District #513's boundary. The percentage of Dual Credit Enrolled high school students in fall 2020 matches fall 2016 numbers (18.9 percent) reversing a one-year decline. The combined penetration/enrollment rate for dual credit students and high school graduates is 46.5 percent, a 1.6-point increase from fall 2019 (44.9 percent). Mr. McCracken inquired if the college officials would consider the high school superintendents and principals in the area going with the IVCC administrators to promote Dual Credit and College and Career Start programs. If so, Mr. McCracken volunteered to do so and thought that other superintendents and principals would be interested in this opportunity. He noted that for students to hear the presentation from a joint team would be a powerful message. Mr. Grzybowski and Ms. Campbell both made note of this offer and thanked Mr. McCracken for suggesting it.

### **BOARD POLICY**

Revisions to Board Policy 3.29 – Tuition Waiver were proposed. Dr. Anderson noted that the updates reflect what we are currently doing for all full-time employees regarding tuition waiver reimbursements. The updated Board Policy 3.29 with changes highlighted in red was provided to the committee members for review. The committee recommended that the updated Board Policy 3.29 – Tuition Waiver be presented to the full Board.

### **OTHER**

Dr. Corcoran and Ms. Goetz thanked Dr. Anderson for joining the meeting virtually. Mr. McCracken thanked all for the excellent presentations and the great work.

### **ADJOURNMENT**

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



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Jane E. Goetz, Planning Committee Chair

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Everett J. Solon, Board Chair

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Angela M. Stevenson, Board Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**

**Board of Trustees**

**Minutes of Regular Meeting**

**November 18, 2021**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, November 18, 2021 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Everett J. Solon, Chair  
Jay K. McCracken, Vice Chair  
Jane E. Goetz  
William F. Hunt  
Maureen O. Rebholz

**Members Virtually Present:** Amy L. Boyles  
Madison N. Miranda, Student Trustee

**Members Telephonically Present:**

**Members Absent:** Angela M. Stevenson, Secretary

**Others Physically Present:** Jerry Corcoran, President  
Matthew Seaton, Vice President for Business Services & Finance  
Mark Grzybowski, Vice President for Student Services  
Bonnie Campbell, Associate Vice President for Academic Affairs  
Leslie Hofer, Director of Human Resources  
Walt Zukowski, Attorney

**Others Virtually Present:** Deborah Anderson, Vice President for Academic Affairs

Mr. Solon informed of the following items: 1) The provisions related to the Open Meetings Act allowing for Board meetings to be virtual continue due to Governor Pritzker's most recent disaster proclamation and 2) it is the custom and practice of the college to record Board meetings and the meeting was being recorded both audio and video.

**APPROVAL OF AGENDA**

It was moved by Ms. Goetz and seconded by Mr. McCracken to approve the agenda, as presented. Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**APPOINTMENT OF SECRETARY PRO-TEM**

Mr. Solon appointed Ms. Goetz as secretary pro-tem in the absence of Ms. Stevenson.

## **PUBLIC COMMENT**

Delores Robinson, English Instructor provided a “Spotlight on the Classroom” presentation. Ms. Robinson focused on student Harvey Vela’s participation in a National Science Foundation Research Experience for Undergraduates. Vela, a student of IVCC biology instructor Lauri Carey, participated in a twelve-week research project culminating in a poster presentation at the Illinois Summer Research Symposium entitled “The Effects of Forest Management Practices on Wild Bee Abundance and Functional Traits.”

## **CAMPUS UPDATE – IVCC FOUNDATION**

Fran Brolley informed that the Illinois Valley Community College Foundation enjoyed an exceptional year in 2020-2021. This fall and spring, the Foundation will have awarded a record \$400,000 in scholarships to 240 students. Mr. Brolley noted that awards created this past year include Larry and Christine Huffinan’s Helping Hands Scholarship for adults, Kathy Notbohm’s Journey Scholarship for single parents, NuEra’s for cannabis production students and Dr. Kamal Kishore, owner of the Illinois Retina and Eye Institute, established ten \$1,000 scholarships for healthcare and pre-med students. He added that awards were created in memory of Sandra Swanlund, Martha Burgess, Melva Richards, Kristine Jordan Kalil, Anna Marie Thorp, Ed Koscielski and Marlene and Melvin Mertel. Further, the Foundation endowment grew to 139 individual funds. Mr. Brolley noted that the 21<sup>st</sup> Century Scholars Society continues to reward our most promising second-year students. Eight students, including 21<sup>st</sup> Century Scholar Helena Ogle of Streator, were honored.

Mr. Brolley announced that Ms. Jane Goetz was being honored for her years of service at the college. He noted that Ms. Goetz joined IVCC’s Foundation in 2004 and served until her election to the Board in 2013. She was Board Chair for four years and continues serving as a trustee. Dr. Corcoran presented Ms. Goetz with the college’s Spirit Award for extraordinary service to students, the college and the Foundation.

## **CONSENT AGENDA ITEMS**

It was moved by Mr. McCracken and seconded by Dr. Rebholz to approve the consent agenda, as presented.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

The following items were approved in the consent agenda:

Approval of Minutes – October 14, 2021 Board Meeting.

Approval of Bills - \$2,063,497.69

Education Fund - \$1,765,895.79; Operations & Maintenance Fund - \$88,448.44; Operations & Maintenance (Restricted Fund) - \$47,706.12; Auxiliary Fund - \$73,717.25; Restricted Fund - \$53,169.37; Liability, Protection & Settlement Fund - \$33,661.82; and Grants, Loans & Scholarships – \$898.90.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending October 9, 2021; October 23, 2021; and November 6, 2021 & Part-time Faculty and Staff Appointments October 2021.

**PRESIDENT'S REPORT**

Dr. Corcoran reported that as noted on pages 43-45 of tonight's agenda, Nick Fish has earned the right to be awarded tenure at an unusual time of the year because his full-time hiring date was January of 2019. Dr. Corcoran noted that although we will be celebrating this achievement in February with other newly-tenured faculty, we congratulate him tonight for having earned this coveted recognition, and thank him for a job well done. Dr. Corcoran informed that other items for information noted in the agenda include Cory Tomasson's correspondence with the National Junior College Athletic Association regarding our adding men's and women's cross country to the mix of sports at IVCC, and the realigning of our athletic program by moving baseball and men's and women's soccer from D3 to D2 status as well as men's and women's tennis from D3 to D1. He added that we believe this action will improve recruiting efforts and increase roster size at a time when we need to boost enrollments and offer scholarships to relieve the financial burden for students with financial needs. Dr. Corcoran noted that incidentally, women's tennis is doing a great job thanks to coach Julie Milota. They recently finished 3<sup>rd</sup> at the D3 tournament in Georgia. Dr. Corcoran informed that Vice Presidents Seaton and Grzybowski and Associate Vice President Campbell have included an excellent update regarding how we are spending Higher Education Emergency Relief Funds on page 49 of the board book. We think the bookstore gift cards offer for those who provide proof of vaccinations has been well received so we're doing the same for students once they enroll in the spring term. He added that as a retention incentive, students who enroll for the spring and persist in at least 12 credit hours beyond April 7<sup>th</sup> will receive \$1,000. For those who enroll and persist in 6 to 11 hours they will receive \$500 after April 7. Dr. Corcoran noted that lastly, all dual credit and some dual enrollment tuition and fees will be waived for the spring semester. He added that Susan Monroe is eager to begin spreading the word to her many contacts at all of the high schools in the district, which we think should be very well received. Dr. Corcoran informed that Tom Quigley and his admissions and records staff should be commended for the effective Explore IVCC program they offered to the community Tuesday evening. We had a nice turn out with folks who enjoyed being back on campus. Dr. Corcoran reported that IVCC's online footprint continues to grow. Dr. Patrice Hess, our director of learning resources, provided a number of us with an overview on where we are in this regard recently, and he thought that you would enjoy seeing it as well, so we are planning to have her provide a Campus Update on the topic in the new future, Dr. Corcoran informed that Dr. Gary Roberts, our new VP for academic affairs has informed us that he and his wife Amanda have purchased a home in the district and although his official start date is January 1, he will be with us for a few days next week to begin the process of getting up-to-speed on major initiatives ongoing at IVCC. Dr. Corcoran noted that Dr. Anderson has been very thoughtful in making sure that the transition is seamless – we thank her for her professionalism in this regard.

**COMMITTEE REPORTS**

None

**PROTECTION, HEALTH AND SAFETY PROJECTS 2021**

It was moved by Ms. Goetz and seconded by Dr. Rebholz to approve the three Protection, Health and Safety projects as presented for a cost of \$2,755,938 and authorize the administration to include levy accordingly for the projects in coordination with the Tax Levy resolution.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**2021 TENTATIVE TAX LEVY**

It was moved by Mr. McCracken and seconded by Mr. Hunt to Adopt the Resolution approving a Tentative Tax Levy that would keep the tax rate nearly flat for all District stakeholders and schedule a Truth-in-Taxation hearing at the December Board of Trustees meeting.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**SCHEDULE OF REGULAR MEETING DATES AND TIMES**

It was moved by Ms. Goetz and seconded by Dr. Rebholz to approve the following meeting dates for 2021 and provide public notice of this schedule. All meetings will take place at 5:30 p.m. in Room C-307, the Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois.

**Thursday, January 13, 2022**

**Thursday, February 10, 2022**

**Thursday, March 10, 2022**

**Thursday, April 14, 2022**

**Thursday, May 12, 2022**

**Thursday, June 9, 2022**

**Thursday, July 14, 2022**

**Thursday, August 18, 2022**

**Thursday, September 8, 2022**

**Thursday, October 13, 2022**

**Thursday, November 10, 2022**

**Thursday, December 8, 2022**

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried

**PURCHASE REQUEST – CUSTOMER RELATIONSHIP MANAGEMENT SOFTWARE**

It was moved by Mr. Hunt and seconded by Ms. Goetz to approve the authorization to purchase of Slate by Technolutions in the amount of \$50,000.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**BOARD POLICY 3.9 – TUITION POLICIES**

It was moved by Dr. Rebholz and seconded by Mr. McCracken to approve the changes to Board Policy 3.9, -- Tuition Policies, as presented.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried. Ms. Goetz noted that the Board Planning Committee recommended at its meeting on November 18, 2021 that the revised Board Policy 3.9 on Tuition Policies be presented to the full Board.

**STAFF APPOINTMENT – DEAN OF HUMANITIES/FINE ARTS/SOCIAL SCIENCES**

No action was taken on this item.

**ITEMS FOR INFORMATION**

Mr. Solon pointed out the information items on pages 43-58 of the Board book.

**TRUSTEE COMMENT**

Ms. Goetz shared ICCTA Board Highlights from the November 12-13, 2021 meetings.

**CLOSED SESSION**

Mr. Solon requested a motion and a roll call vote at 6:58 p.m. to enter into a closed session to discuss: 1) complaint lodged against an official or employee of the public body; 2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 3) collective negotiations; and 4) closed session minutes. Motion made by Ms. Goetz and seconded by Dr. Rebholz to enter into a closed session.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried. The Board immediately entered closed session at 7:00 p.m.

Motion made by Dr. Boyles and seconded by Ms. Goetz to return to the regular meeting.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried. The regular meeting resumed at 7:25 p.m.

**POSSIBLE APPROVAL OF RETIREMENT AGREEMENTS**

Motion made by Dr. Rebholz and seconded by Mr. McCracken to approve the retirement letters and agreements with Randy Rambo, English Instructor and Tony Ruda, Health and Wellness Instructor, as presented.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**CLOSED SESSION MINUTES**

It was moved by Mr. McCracken and seconded by Dr. Rebholz to approve and retain the closed session minutes of October 14, 2021.

Student Advisory Vote: – “Aye” – Ms. Miranda. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Ms. Goetz, Mr. Hunt, Mr. McCracken and Mr. Solon. “Nay” – none. Motion carried.

**OTHER**

None

**ADJOURNMENT**

Mr. Solon declared the meeting adjourned at 7:30 p.m.

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Everett J. Solon, Board Chair

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Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

NOVEMBER 2021

Dr. Matthew Seaton  
Vice President for Business Services and Finance/Treasurer

Kathy Ross  
Controller



## FINANCIAL HIGHLIGHTS – November 2021

### Revenues

- As of November 29, the headcount for fall semester 2021 was 2,589 which is 93 students more than at the same point in time last year. Fall credit hours were at 20,488.0, a 3.19 percent decrease from one year ago. Traditional credit hours were down by 7.27 percent; however Dual Credit and Ottawa Center Credits are up 30.77% and 44.60% respectively over last year's data.

Spring semester registration began November 8. As of November 29, headcount for spring semester was 1,155 which is 46 students more than at the same point in time last year. Credit hours were nearly flat at 10,737.5 as compared to this time last year.

- HEERF funding continues to be a priority for utilization as our HEERF task force continues to strategize the use of the funds. To date, we have almost \$2.2 million remaining to appropriate.
- The Audit has been delayed due to some data issues coming from ICCB. Neither the College nor the Auditor has control over this situation. It is expected that we will be able to complete the audit in January or February. ICCB has granted all Community Colleges an extension to March 31, 2022, to complete the audit.

### Expenses

- Overall, expenses are running at 39.8 percent of budget. One year ago, at this point in time, expenses were 44.7 percent of budget. The roughly 5% difference is significant when considering that the budgeted expenditures are \$34,273,633.
- The Dental Lab Expansion Project bid will be presented for approval this month. This project will be paid from existing fund balance in the Education and O&M Funds.

### Protection, Health & Safety Projects

- Key Card Access Upgrade – project is complete pending punch list items;
- We are beginning the planning stages for next year's PHS projects including: the D201 renovation, Parking Lots 1 and 5 repair/resurface, and boiler room control upgrades.

### Other Projects

- The Dental Lab Project is projected to begin as soon as possible and be substantially complete by March/April.
- In your packet is a recommendation for a grant match for our Ag Building Project. This is related to the EDA grant that we are currently writing through the Federal Economic Development Agency.

**Illinois Valley Community College District No. 513**  
**Combined Balance Sheet**  
**All Fund Types and Account Groups**  
**November 30, 2021**  
**Unaudited**

	Governmental Funds Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 9,431,273	\$ 5,693,025	\$ 703,554	\$ (401,990)	\$ 763,465	\$ -	\$ -	16,189,327
Investments	8,785,762	7,173,843	143,981	-	433,047	-	-	16,536,632
Receivables								-
Property Taxes	10,362,059	2,431,042	-	-	-	-	-	12,793,101
Governmental claims	-	25,089	-	-	16,601	-	-	41,691
Tuition and fees	1,525,832	-	-	273,873	-	-	-	1,799,705
Due from other funds	2,971,809	7	-	732,178	-	-	-	3,703,994
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	397,348	-	-	-	397,348
Other assets	163,311	148,282	-	-	-	-	-	311,593
Deferred Outflows	-	-	-	-	-	-	524,832	524,832
Fixed assets - net	-	-	-	23,960	-	59,786,846	-	59,810,806
Other debits								-
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	13,919,226	13,919,226
<b>Total assets and deferred outflows</b>	<b>\$ 33,240,045</b>	<b>\$ 15,471,288</b>	<b>\$ 847,535</b>	<b>\$ 1,025,369</b>	<b>\$ 1,213,114</b>	<b>\$ 59,786,846</b>	<b>\$ 14,444,058</b>	<b>\$ 126,028,256</b>

**Illinois Valley Community College District No. 513**  
**Combined Balance Sheet**  
**All Fund Types and Account Groups**  
**November 30, 2021**  
**Unaudited**

	Governmental Funds Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt	
<b>Liabilities</b>								
Accounts payable	45,883	8,563	-	4,820	7,357	-	-	66,623
Accrued salaries & benefits	1,736,097	23,434	-	13,698	-	-	-	1,773,228
Post-retirement benefits & other	152,495	-	-	1,545	-	-	-	154,040
Unclaimed property	378	-	-	-	-	-	-	378
Due to other funds	-	2,674,044	-	-	1,029,949	-	-	3,703,993
Due to student groups/deposits	77,454	-	-	-	175,808	-	-	253,262
Deferred inflows								
Property taxes	5,183,158	1,216,086	-	-	-	-	-	6,399,244
Tuition and fees	406	-	-	-	-	-	-	406
Grants	-	-	-	-	-	-	-	-
OPEB	-	-	-	-	-	-	2,311,278	2,311,278
OPEB long term debt	-	-	-	-	-	-	12,132,780	12,132,780
<b>Total Liabilities</b>	<b>7,195,871</b>	<b>3,922,126</b>	<b>-</b>	<b>20,062</b>	<b>1,213,114</b>	<b>-</b>	<b>14,444,058</b>	<b>26,795,232</b>
<b>Net Position/Net Assets</b>								
Net investment in general fixed assets	-	-	-	-	-	59,786,846	-	59,786,846
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	11,549,162	-	-	-	-	-	11,549,162
Reserved for debt service	-	-	847,535	-	-	-	-	847,535
Unreserved	26,044,174	-	-	1,005,306	-	-	-	27,049,480
								-
<b>Total liabilities and net position</b>	<b>\$ 33,240,045</b>	<b>\$ 15,471,288</b>	<b>\$ 847,535</b>	<b>\$ 1,025,369</b>	<b>\$ 1,213,114</b>	<b>\$ 59,786,846</b>	<b>\$ 14,444,058</b>	<b>\$ 126,028,256</b>

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2022 Revenues & Expenditures by Fund**  
**For the one month ended November 30, 2021**  
**Unaudited**

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxillary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 16,150,199	\$ 2,195,601	\$ 912,661	\$ 720	\$ 723,863	\$ 3,615,595	\$ 32,995	\$ 42,756	\$ 1,662,062	\$ 25,336,453
Actual Expenditures	7,512,321	842,734	142,968	-	747,034	4,033,279	-	16,500	335,920	13,630,756
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	8,637,878	1,352,867	769,694	720	(23,172)	(417,684)	32,995	26,256	1,326,143	11,705,698
Fund balances July 1, 2021 (est)	11,465,052	4,044,459	4,801,634	846,443	900,970	58,848	4,950,801	32,327	239,060	27,339,594
Fund balances November 30, 2021	\$ 20,102,930	\$ 5,397,326	\$ 5,571,328	\$ 847,163	\$ 877,798	\$ (358,836)	\$ 4,983,796	\$ 58,583	\$ 1,565,203	\$ 39,045,292

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2022 Revenues & Expenditures by Fund**  
**For the one month ended November 30, 2021**  
**Unaudited**

	Annual Budget		Actual/Budget		Annual Budget		Actual/Budget
	11/30/2021	FY2022	41.7%	11/30/2020	FY2021	41.7%	
<b>EDUCATION FUND REVENUES</b>							
<b>Local Government Sources:</b>							
Current Taxes	\$ 9,541,735	\$ 8,713,650	109.5%	\$ 8,236,154	\$ 8,579,643		96.0%
Corporate Personal Property Replacement Tax	512,239	1,006,250	50.9%	261,838	900,513		29.1%
Tax Increment Financing Distributions	225,668	400,000	56.4%	234,513	387,250		60.6%
<b>Total Local Government</b>	<b>10,279,641</b>	<b>10,119,900</b>	<b>101.6%</b>	<b>8,732,505</b>	<b>9,867,406</b>		<b>88.5%</b>
<b>State Government:</b>							
ICCB Credit Hour Grant	660,498	1,733,248	38.1%	706,996	1,728,400		40.9%
Equalization Grant	16,667	50,000	33.3%	16,667	50,000		33.3%
Career/Technical Education Formula Grant	-	210,000	0.0%	105,577	200,000		52.8%
Other	-	-		-	-		
<b>Total Statement Government</b>	<b>677,164</b>	<b>1,993,248</b>	<b>34.0%</b>	<b>829,240</b>	<b>1,978,400</b>		<b>41.9%</b>
<b>Federal Government</b>							
PELL Administrative Fees	-	7,825	0.0%	-	7,975		0.0%
<b>Total Federal Government</b>	<b>-</b>	<b>7,825</b>	<b>0.0%</b>	<b>-</b>	<b>7,975</b>		<b>0.0%</b>
<b>Student Tuition and Fees:</b>							
Tuition	4,535,863	5,989,253	75.7%	4,736,945	6,586,152		71.9%
Fees	519,286	759,550	68.4%	595,931	837,700		71.1%
<b>Total Tuition and Fees</b>	<b>5,055,149</b>	<b>6,748,803</b>	<b>74.9%</b>	<b>5,332,876</b>	<b>7,423,852</b>		<b>71.8%</b>
<b>Other Sources:</b>							
Public Service Revenue	87,202	242,450	36.0%	81,476	341,879		23.8%
Other Sources:	51,043	155,442	32.8%	45,332	234,613		19.3%
<b>Total Other Sources</b>	<b>138,245</b>	<b>397,892</b>	<b>34.7%</b>	<b>126,808</b>	<b>576,492</b>		<b>22.0%</b>
<b>TOTAL EDUCATION FUND REVENUE</b>	<b>\$ 16,150,199</b>	<b>\$ 19,267,668</b>	<b>83.8%</b>	<b>\$ 15,021,429</b>	<b>\$ 19,854,125</b>		<b>75.7%</b>
<b>EDUCATION FUND EXPENDITURES</b>							
<b>Instruction:</b>							
Salaries	3,018,935	\$ 7,671,022	39.4%	\$ 3,353,730	\$ 8,239,344		40.7%
Employee Benefits	628,504	1,751,176	35.9%	613,609	1,705,720		36.0%
Contractual Services	28,262	119,415	23.7%	36,804	146,565		25.1%
Materials & Supplies	85,076	497,459	17.1%	124,110	404,772		30.7%
Conference & Meeting	3,843	163,405	2.4%	3,762	162,988		2.3%
Fixed Charges	18,657	58,000	32.2%	23,553	55,000		42.8%
Capital Outlay	-	-	0.0%	-	-		0.0%
Other	-	-	0.0%	-	-		0.0%
<b>Total Instruction</b>	<b>3,783,277</b>	<b>10,260,477</b>	<b>36.9%</b>	<b>4,155,567</b>	<b>10,714,389</b>		<b>38.8%</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2022 Revenues & Expenditures by Fund  
 For the one month ended November 30, 2021  
 Unaudited

	Annual Budget 11/30/2021	Annual Budget FY2022	Actual/Budget 41.7%	11/30/2020	Annual Budget FY2021	Actual/Budget 41.7%
<b>Academic Support:</b>						
Salaries	417,954	1,094,032	38.2%	381,519	1,003,192	38.0%
Employee Benefits	75,221	216,560	34.7%	67,543	211,676	31.9%
Contractual Services	80,901	218,886	37.0%	163,374	197,118	82.9%
Materials & Supplies	105,392	270,468	39.0%	101,836	306,822	33.2%
Conference & Meeting	411	20,950	2.0%	1,558	20,595	7.6%
Utilities	4,500	26,445	17.0%	15,675	26,445	59.3%
Capital Outlay	-	-	0.0%	12,348	-	0.0%
Other	-	-	0.0%	-	-	0.0%
Total Academic Support	<u>684,380</u>	<u>1,847,341</u>	37.0%	<u>743,853</u>	<u>1,765,848</u>	42.1%
<b>Student Services:</b>						
Salaries	523,079	1,321,319	39.6%	538,047	1,121,572	48.0%
Employee Benefits	138,623	389,719	35.6%	149,160	385,992	38.6%
Contractual Services	3,364	33,981	9.9%	4,807	40,777	11.8%
Materials & Supplies	10,248	75,901	13.5%	20,452	77,202	26.5%
Conference & Meeting	1,003	41,925	2.4%	196	45,075	0.4%
Utilities	-	-	0.0%	383	-	0.0%
Total Student Services	<u>676,318</u>	<u>1,862,845</u>	36.3%	<u>713,045</u>	<u>1,670,618</u>	42.7%
<b>Public Services/Continuing Education:</b>						
Salaries	142,446	326,240	43.7%	136,575	344,429	39.7%
Employee Benefits	41,936	81,443	51.5%	29,613	77,863	38.0%
Contractual Services	25,552	82,500	31.0%	28,156	258,400	10.9%
Materials & Supplies	13,837	83,450	16.6%	14,998	92,800	16.2%
Conference & Meeting	1,625	5,650	28.8%	644	18,950	3.4%
Utilities	-	-	0.0%	-	-	0.0%
Other	-	-	0.0%	-	300	0.0%
Total Public Services/Continuing Education	<u>225,396</u>	<u>579,283</u>	38.9%	<u>209,986</u>	<u>792,742</u>	26.5%
<b>Institutional Support:</b>						
Salaries	811,728	1,884,628	43.1%	784,065	1,856,317	42.2%
Employee Benefits	302,369	741,287	40.8%	326,335	691,890	47.2%
Contractual Services	441,082	734,799	60.0%	477,147	569,172	83.8%
Materials & Supplies	158,679	377,630	42.0%	190,981	381,678	50.0%
Conference & Meeting	7,300	67,925	10.7%	6,890	69,225	10.0%
Utilities	8,999	26,315	34.2%	4,016	26,315	15.3%
Capital Outlay	-	-	0.0%	12,348	176,381	7.0%
Other	(34)	29,550	-0.1%	(49)	29,550	-0.2%
Provision for Contingency	-	245,588	0.0%	-	500,000	0.0%
Total Institutional Support	<u>1,730,124</u>	<u>4,107,722</u>	42.1%	<u>1,801,732</u>	<u>4,300,528</u>	41.9%
Scholarships, Grants and Waivers	<u>412,827</u>	<u>600,000</u>	68.8%	<u>336,860</u>	<u>600,000</u>	56.1%
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 7,512,321</u>	<u>\$ 19,257,668</u>	39.0%	<u>\$ 7,961,043</u>	<u>\$ 19,844,125</u>	40.1%
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ -</u>	<u>\$ (10,000)</u>	0.0%	<u>\$ -</u>	<u>\$ (10,000)</u>	0.0%

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2022 Revenues & Expenditures by Fund**  
**For the one month ended November 30, 2021**  
**Unaudited**

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	11/30/2021	FY2022	41.7%	11/30/2020	FY2021	41.7%
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,526,261	\$ 1,404,861	108.6%	\$ 1,327,864	\$ 1,383,200	96.0%
Corporate Personal Property Replacement Tax	90,395	175,000	51.7%	46,207	225,000	20.5%
Tax Increment Financing Disbursements	58,972	130,000	45.4%	78,171	130,000	60.1%
Total Local Government	<u>1,675,628</u>	<u>1,709,861</u>	98.0%	<u>1,452,242</u>	<u>1,738,200</u>	83.5%
State Government:						
ICCB Credit Hour Grant	115,991	305,023	38.0%	119,071	305,023	39.0%
Total State Government	<u>115,991</u>	<u>305,023</u>	38.0%	<u>119,071</u>	<u>305,023</u>	39.0%
Student Tuition and Fees						
Tuition	361,681	476,979	75.8%	388,491	512,448	75.8%
Total Tuition and Fees	<u>361,681</u>	<u>476,979</u>	75.8%	<u>388,491</u>	<u>512,448</u>	75.8%
Other Sources:						
Facilities Revenue	37,883	120,000	31.6%	36,701	133,500	27.5%
Investment Revenue	2,840	22,650	12.5%	3,850	50,000	7.7%
Other	1,578	4,000	39.5%	2,908	2,500	116.3%
Total Other Sources	<u>42,301</u>	<u>146,650</u>	28.8%	<u>43,459</u>	<u>186,000</u>	23.4%
<b>TOTAL OPERATIONS &amp; MAINTENANCE REVENUES</b>	<u>\$ 2,195,601</u>	<u>\$ 2,638,513</u>	83.2%	<u>\$ 2,003,263</u>	<u>\$ 2,741,671</u>	73.1%
<b>OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>						
Operations & Maintenance of Plant:						
Salaries	397,769	995,322	40.0%	370,825	972,207	38.1%
Employee Benefits	111,917	319,272	35.1%	95,573	292,487	32.7%
Contractual Services	32,880	167,000	19.7%	33,916	169,100	20.1%
Materials & Supplies	48,413	271,204	17.9%	60,833	240,250	25.3%
Conference & Meeting	-	1,200	0.0%	-	1,175	0.0%
Fixed Charges	55,492	117,250	47.3%	189,236	117,250	161.4%
Utilities	172,643	753,450	22.9%	211,563	762,347	27.8%
Capital Outlay	-	19,000	0.0%	-	102,832	0.0%
Provision for Contingency	-	25,600	0.0%	-	100,000	0.0%
Other	-	(63,000)	0.0%	-	(63,000)	0.0%
Total Operations & Maintenance of Plant	<u>819,116</u>	<u>2,606,298</u>	31.4%	<u>961,945</u>	<u>2,694,648</u>	35.7%
Institutional Support:						
Salaries	11,991	16,107	74.4%	6,512	31,342	20.8%
Employee Benefits	4,169	6,333	65.8%	2,116	6,076	34.8%
Contractual Services	2,615	2,700	96.9%	2,615	2,700	96.9%
Materials & Supplies	643	3,275	19.6%	948	3,105	30.5%
Fixed Charges	4,199	3,800	110.5%	3,688	3,800	97.1%
Other	-	-	0.0%	-	-	0.0%
Total Institutional Support	<u>23,618</u>	<u>32,215</u>	73.3%	<u>15,880</u>	<u>47,023</u>	33.8%
<b>TOTAL OPERATIONS &amp; MAINTENANCE EXPENDITURES</b>	<u>\$ 842,734</u>	<u>\$ 2,638,513</u>	31.9%	<u>\$ 977,826</u>	<u>\$ 2,741,671</u>	35.7%

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2022 Revenues & Expenditures by Fund  
 For the one month ended November 30, 2021  
 Unaudited

	11/30/2021	Annual Budget FY2022	Actual/Budget 41.7%	11/30/2020	Annual Budget FY2021	Actual/Budget 41.7%
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources:						
Current Taxes	894,005	1,290,694	69.3%	1,323,386	1,556,066	85.0%
State Government Sources	-	-	0.0%	-	750,000	0.0%
Investment Revenue	18,657	48,000	38.9%	33,253	65,000	51.2%
Other	-	-	0.0%	-	-	0.0%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 912,661</b>	<b>\$ 1,338,694</b>	<b>68.2%</b>	<b>\$ 1,356,639</b>	<b>\$ 2,371,066</b>	<b>57.2%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND RESTRICTED EXPENDITURES</b>						
Contractual Services	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Fixed Charges	-	-	0.0%	-	-	0.0%
Capital Outlay	142,968	1,338,694	10.7%	715,346	2,250,000	31.8%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 142,968</b>	<b>\$ 1,338,694</b>	<b>10.7%</b>	<b>\$ 715,346</b>	<b>\$ 2,250,000</b>	<b>31.8%</b>
<b>DEBT SERVICE FUND</b>						
Investment Revenue	\$ 720	\$ 2,500	28.8%	\$ 1,015	\$ 10,500	9.7%
<b>TOTAL DEBT SERVICE FUND REVENUES</b>	<b>\$ 720</b>	<b>\$ 2,500</b>	<b>28.8%</b>	<b>\$ 1,015</b>	<b>\$ 10,500</b>	<b>9.7%</b>
<b>TOTAL DEBT SERVICE FUND EXPENDITURES</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	
<b>AUXILIARY ENTERPRISES FUND REVENUE</b>						
Service Fees	\$ 721,237	\$ 1,442,584	50.0%	\$ 791,710	\$ 1,316,000	60.2%
Investment Revenue	-	26,000	0.0%	96	4,500	2.1%
Other Revenue	2,626	1,000	262.6%	11,301	4,000	282.5%
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>\$ 723,863</b>	<b>\$ 1,469,584</b>	<b>49.3%</b>	<b>\$ 803,107</b>	<b>\$ 1,324,500</b>	<b>60.6%</b>
<b>AUXILIARY ENTERPRISES FUND EXPENSES</b>						
Salaries	\$ 137,539	\$ 410,026	33.5%	\$ 135,840	\$ 346,958	39.2%
Employee Benefits	30,813	97,199	31.7%	33,335	118,699	28.1%
Contractual Services	30,137	60,175	50.1%	21,155	63,265	33.4%
Materials & Supplies	493,803	1,013,081	48.7%	579,462	1,014,882	57.1%
Conference & Meeting	14,191	25,780	55.0%	4,357	24,938	17.5%
Fixed Charges	29,472	50,000	58.9%	26,089	50,200	52.0%
Capital Outlay/Depreciation	9,580	11,600	82.6%	-	600	0.0%
Other	1,500	103,000	1.5%	1,500	103,000	1.5%
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>\$ 747,034</b>	<b>\$ 1,770,861</b>	<b>42.2%</b>	<b>\$ 801,737</b>	<b>\$ 1,722,542</b>	<b>46.5%</b>
<b>AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ 61,414</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ 61,414</b>	<b>0.0%</b>



**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2022 Revenues & Expenditures by Fund**  
**For the one month ended November 30, 2021**  
**Unaudited**

	Annual Budget		Actual/Budget	11/30/2020	Annual Budget		Actual/Budget
	11/30/2021	FY2022	41.7%		FY2021	41.7%	
<b>RESTRICTED PURPOSE FUND REVENUES</b>							
State Government Sources	\$ 27,515	\$ 288,331	9.5%	\$ 42,091	\$ 289,245	14.6%	
Federal Government Sources	3,581,883	7,818,367	45.8%	2,572,505	4,437,598	58.0%	
Nongovernmental Gifts or Grants	5,065	18,000	28.1%	15,985	2,500	639.4%	
Other Revenue	1,132	-	0.0%	1,238	-	0.0%	
<b>TOTAL RESTRICTED PURPOSE FUND REVENUES</b>	<b>\$ 3,615,595</b>	<b>\$ 8,124,698</b>	<b>44.5%</b>	<b>\$ 2,631,818</b>	<b>\$ 4,729,343</b>	<b>55.6%</b>	
<b>RESTRICTED PURPOSE FUND EXPENDITURES</b>							
<b>Instruction:</b>							
Salaries	\$ 166,256	\$ 486,214	34.2%	\$ 142,871	\$ 363,617	39.3%	
Employee Benefits	44,794	166,927	26.8%	38,140	122,265	31.2%	
Contractual Services	16,835	52,163	32.3%	20,467	24,242	84.4%	
Materials & Supplies	18,129	29,825	60.8%	39,780	24,388	163.1%	
Conference & Meeting	762	14,847	5.1%	(555)	13,491	-4.1%	
Utilities	-	850	0.0%	-	450	0.0%	
Capital Outlay	-	-	-	45,968	15,000	306.5%	
Other	-	-	-	-	-	-	
<b>Total Instruction</b>	<b>246,776</b>	<b>750,826</b>	<b>32.9%</b>	<b>286,671</b>	<b>563,453</b>	<b>50.9%</b>	
<b>Academic Support</b>							
Contractual Services	\$ 100	\$ 100,000	0.1%	\$ -	\$ -	0.0%	
Materials and Supplies	75,626	150,000	50.4%	-	-	0.0%	
<b>Total Academic Support</b>	<b>75,726</b>	<b>250,000</b>		<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Student Services:</b>							
Salaries	\$ 89,124	\$ 212,637	41.9%	\$ 87,022	\$ 203,035	42.9%	
Employee Benefits	26,055	75,553	34.5%	25,288	71,700	35.3%	
Contractual Services	20,497	259,467	7.9%	919	15,800	5.8%	
Materials & Supplies	10,553	16,600	63.6%	48,057	15,440	311.3%	
Conference & Meeting	2,620	11,500	22.8%	2,816	10,600	26.6%	
Utilities	6,914	-	0.0%	2,680	-	0.0%	
Capital Outlay	-	8,000	0.0%	-	-	0.0%	
Tuition Waivers (TRIO Grant)	15,600	30,000	52.0%	14,300	18,425	77.6%	
<b>Total Student Services</b>	<b>171,364</b>	<b>613,757</b>	<b>27.9%</b>	<b>181,083</b>	<b>335,000</b>	<b>54.1%</b>	
<b>Public Services/Continuing Education:</b>							
Contractual Services	575	-	0.0%	-	-	0.0%	
<b>Total Public Services:</b>	<b>575</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Operations &amp; Maintenance of Plant:</b>							
Maintenance supplies	-	-	0.0%	-	-	0.0%	
<b>Total Operations &amp; Maintenance of Plant</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Institutional Support:</b>							
Salaries (Federal Work Study)	31,266	84,412	37.0%	18,773	90,390	20.8%	
Contractual Services	1,649	50,000	3.3%	-	-	0.0%	
Institutional Support	55,828	-	0.0%	-	-	0.0%	
SURS on-behalf	-	-	0.0%	-	-	0.0%	
Other	37,370	2,000,000	0.0%	-	-	0.0%	

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2022 Revenues & Expenditures by Fund**  
**For the one month ended November 30, 2021**  
**Unaudited**

	Annual Budget		Actual/Budget	Annual Budget		Actual/Budget
	11/30/2021	FY2022	41.7%	11/30/2020	FY2021	41.7%
Total Institutional Support	126,112	2,134,412	5.9%	18,773	90,390	20.8%
Student Grants and Waivers (PELL & SEOG & HEERF)	3,412,726	4,383,703	77.9%	2,427,396	3,748,000	64.8%
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<b>\$ 4,033,279</b>	<b>\$ 8,132,698</b>	49.6%	<b>\$ 2,913,923</b>	<b>\$ 4,736,843</b>	61.5%
<b>RESTRICTED INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ 10,000</b>	0.0%	<b>\$ -</b>	<b>\$ 10,000</b>	0.0%
<b>WORKING CASH FUND REVENUES</b>						
Investment Revenue	\$ 32,995	\$ 55,000	60.0%	\$ 36,933	\$ 60,000	61.6%
<b>WORKING CASH INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ -</b>	0.0%	<b>\$ -</b>	<b>\$ -</b>	0.0%

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2022 Revenues & Expenditures by Fund  
 For the one month ended November 30, 2021  
 Unaudited

	Annual Budget		Actual/Budget		Annual Budget	Actual/Budget
	11/30/2021	FY2022	41.7%	11/30/2020	FY2021	41.7%
<b>AUDIT FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 42,715	\$ 38,634	110.6%	\$ 37,100	\$ 41,840	88.7%
Investment Revenue	41	150	27.4%	39	150	25.7%
<b>TOTAL AUDIT FUND REVENUES</b>	<b>42,756</b>	<b>38,784</b>	<b>110.2%</b>	<b>37,138</b>	<b>41,990</b>	<b>88.4%</b>
<b>AUDIT FUND EXPENDITURES</b>						
Contractual Services	16,500	40,000	41.3%	36,550	39,050	93.6%
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>\$ 16,500</b>	<b>\$ 40,000</b>	<b>41.3%</b>	<b>\$ 36,550</b>	<b>\$ 39,050</b>	<b>93.6%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>						
Local Government Sources:						
Current Taxes	\$ 1,660,113	\$ 1,522,557	109.0%	\$ 1,172,360	\$ 1,040,539	112.7%
Investment Revenue	1,950	2,000	97.5%	1,570	2,500	62.8%
Other Revenue	-	-		-	-	
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>	<b>1,662,062</b>	<b>1,524,557</b>	<b>109.0%</b>	<b>\$ 1,173,930</b>	<b>\$ 1,043,039</b>	<b>112.5%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>						
Student Services:						
Salaries	32,983	77,160	42.7%	31,726	70,249	45.2%
Employee Benefits	10,185	28,585	35.6%	9,752	27,305	35.7%
Contractual Services	3,790	25,500	14.9%	4,327	23,000	18.8%
Materials & Supplies	210	3,400	6.2%	580	3,700	15.7%
Total Student Services	47,168	134,645	35.0%	46,384	124,254	37.3%
Operations & Maintenance of Plant:						
Contractual Services	120,546	531,600	22.7%	118,730	519,557	22.9%
Materials & Supplies	15	150	10.0%	23	170	13.7%
Utilities	139	500	27.9%	(283)	650	-43.6%
Total Operations & Maintenance of Plant	120,700	532,250	22.7%	118,470	520,377	22.8%
Institutional Support:						
Salaries	32,845	74,987	43.8%	30,399	66,197	45.9%
Employee Benefits	6,112	208,505	2.9%	5,042	208,438	2.4%
Contractual Services	28,855	37,750	76.4%	137,858	35,750	385.6%
Materials & Supplies	783	2,500	31.3%	9,485	2,100	451.7%
Conference & Meeting	-	4,500	0.0%	-	4,700	0.0%
Fixed Charges	99,458	257,200	38.7%	222,236	244,750	90.8%
Total Institutional Support	168,052	585,442	28.7%	405,021	561,935	72.1%
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 335,920</b>	<b>\$ 1,252,337</b>	<b>26.8%</b>	<b>\$ 569,874</b>	<b>\$ 1,206,566</b>	<b>47.2%</b>

Illinois Valley Community College District No. 513  
 Fiscal Year 2022 Budget to Actual Comparison  
 All Funds - By Budget Officer  
 as of November 30, 2021  
 Unaudited

Department	Actual FY2022	Annual Budget FY2022	Actual/ Budget 41.7%
President	166,051	369,634	44.9%
Board of Trustees	6,055	14,850	40.8%
Community Relations	105,428	346,706	30.4%
Foundation	36,259	92,742	39.1%
Continuing Education	225,396	579,283	38.9%
Facilities	962,084	4,007,992	24.0%
Information Technologies	893,762	2,010,518	44.5%
Institutional Research	44,978	111,029	40.5%
Academic Affairs	95,998	233,115	41.2%
Academic Affairs (AVPCE)	113,430	294,469	38.5%
Carl Perkins (Grant)	29,565	228,075	13.0%
CTE Leadership (Grant)	11,532	49,665	23.2%
GEER (Grant)	3,374	22,000	15.3%
HEERF (Grant)	1,894,977	3,234,228	58.6%
Adult Education	197,209	457,086	43.1%
Learning Resources	576,980	1,441,116	40.0%
Workforce Development Division	818,783	2,222,147	36.8%
Natural Sciences & Business Division	1,208,269	3,072,938	39.3%
Humanities & Fine Arts/Social Science Division	1,094,944	2,860,116	38.3%
Health Professions Division	531,881	1,765,763	30.1%
Admissions & Records	153,556	409,321	37.5%
Counseling	219,378	574,813	38.2%
Student Services	103,612	319,689	32.4%
Financial Aid	1,882,572	4,162,829	45.2%
Career Services	14,766	40,266	36.7%
Athletics	144,844	326,677	44.3%
TRiO (Student Success Grant)	139,745	344,090	40.6%
Ottawa Center	36,757	114,844	32.0%
Campus Security	119,900	530,650	22.6%
Business Services/General Institution	503,397	1,203,089	41.8%
Risk Management	168,112	587,042	28.6%
Tuition Waivers	412,827	600,000	68.8%
Purchasing	51,682	126,274	40.9%
Human Resources	50,366	135,108	37.3%
Bookstore	558,572	1,238,501	45.1%
Shipping & Receiving	23,618	32,215	73.3%
Copy Center	30,100	114,753	26.2%
<b>Total FY22 Expenditures</b>	<u>13,630,756</u>	<u>34,273,633</u>	39.8%

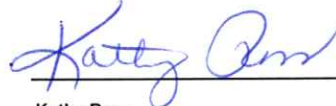
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**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended November 30, 2021**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 6,482,918.98	\$ 2,768,175.99	\$ 1,044,866.67	\$ 703,478.98	\$ (384,728.73)	\$ (728,357.12)	\$ 1,630,917.53	\$ 46,520.91	\$ 649,310.24	\$ 416,987.64	\$ 12,630,091.09
Total Receipts	250,078.48	22,695.24	13,285.84	-	28,882.16	-	11,884.66	196.04	7,728.60	2,156.30	\$ 336,907.32
Total Cash	6,732,997.46	2,790,871.23	1,058,152.51	703,478.98	(355,846.57)	(728,357.12)	1,642,802.19	46,716.95	657,038.84	419,143.94	12,966,998.41
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(1,188,386.77)	(148,268.57)	-	-	(49,593.80)	(140,559.86)	-	(11,000.00)	(45,607.68)	-	(1,583,416.68)
ACCOUNT BALANCE	5,544,610.69	2,642,602.66	1,058,152.51	703,478.98	(405,440.37)	(868,916.98)	1,642,802.19	35,716.95	611,431.16	419,143.94	11,383,581.73
Deposits in Transit	-	-	-	-	-	-	-	-	-	-	-
Outstanding Checks	242,710.10	-	-	-	-	-	-	-	-	-	242,710.10
BANK BALANCE	5,787,320.79	2,642,602.66	1,058,152.51	703,478.98	(405,440.37)	(868,916.98)	1,642,802.19	35,716.95	611,431.16	419,143.94	11,626,291.83
Certificates of Deposit	-	-	2,237,094.00	-	-	-	2,878,283.63	-	102,667.56	-	5,218,045.19
Illinois Funds	7,186,968.94	1,598,792.64	473,949.65	143,980.63	-	211,511.92	455,947.53	-	-	433,047.39	10,504,198.70
Capital Dev. Fund-HTL	-	-	171,116.98	-	-	-	-	-	-	-	171,116.98
Capital Dev. Fund-MD	-	-	539,146.04	-	-	-	-	-	-	-	539,146.04
Total Investment	\$ 7,186,968.94	\$ 1,598,792.64	\$ 3,421,306.67	\$ 143,980.63	\$ -	\$ 211,511.92	\$ 3,334,231.16	\$ -	\$ 102,667.56	\$ 433,047.39	\$ 16,432,506.91

LaSalle State Bank	\$ 127,936.48
Midland States Bank	11,498,355.35
	<u>\$ 11,626,291.83</u>

Respectfully submitted,



Kathy Ross  
Controller

**ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
November 30, 2021**

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
1/17/2022			210,418					210,418	HNB	0.60%	0.60%	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
10/26/2022			1,000,000					1,000,000	MB	0.85%	0.85%	17050
11/7/2022						151,284		151,284	MB	0.85%	0.85%	15192
11/23/2022			1,026,676					1,026,676	MB	2.65%	2.67%	17012
11/23/2022							102,668	102,668	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
8/12/2024						245,000		245,000	MBS	0.70%	0.70%	Sallie Mae Bank
2/25/2026						245,000		245,000	MBS	0.65%	0.65%	State Bank of India
<b>Total CD</b>	<b>-</b>	<b>-</b>	<b>2,237,094</b>	<b>-</b>	<b>-</b>	<b>2,878,284</b>	<b>102,668</b>	<b>5,218,045</b>				

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CB Commerce Bank  
CTB Central Bank  
HNB Hometown National Bank

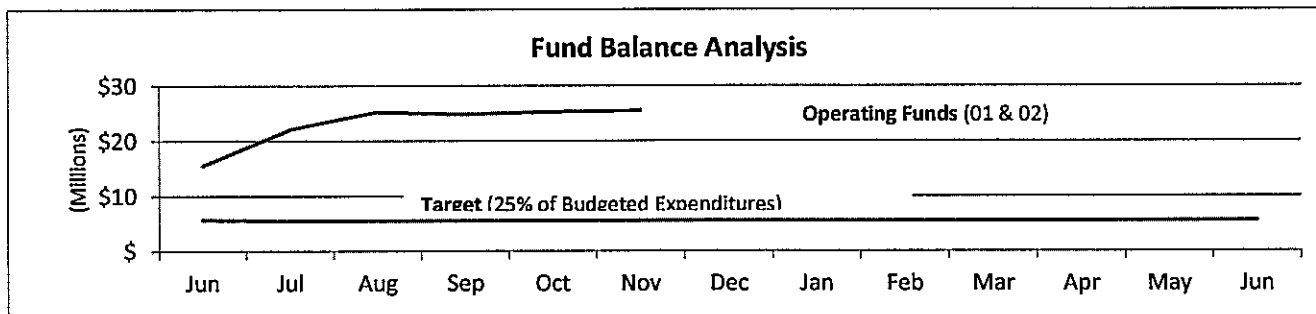
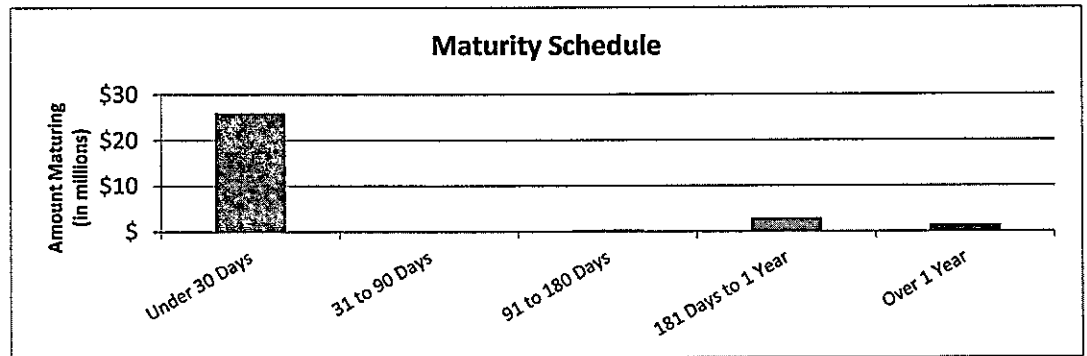
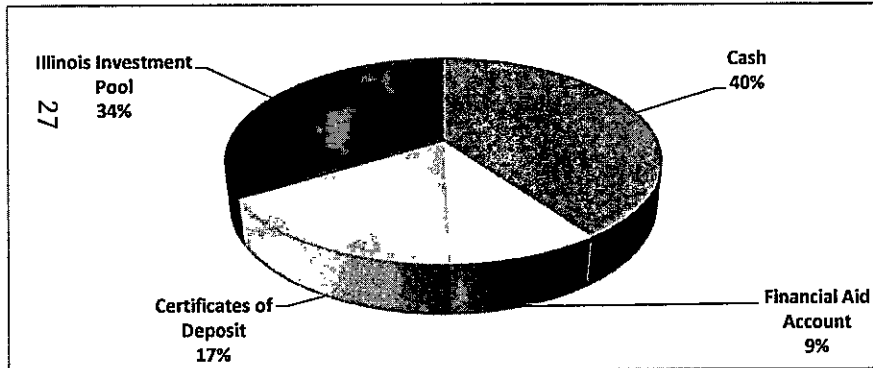
LSB LaSalle State Bank  
MB Marseilles Bank

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

**Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
November 30, 2021**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	40.1%	\$ 12,509,217	0.350%
Financial Aid Account	9.5%	2,979,328	0.350%
Certificates of Deposit	16.7%	5,218,045	1.984%
Illinois Investment Pool	33.7%	10,504,199	0.089%
<b>Total</b>		<b>\$ 31,210,788</b>	<b>0.535%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 10,504,199	-	-	\$ 10,504,199	34%
IL Funds -Building	-	-	-	-	0%
Midland States Bank	-	-	11,498,355	11,498,355	37%
Midland States-F/A	-	-	2,979,328	2,979,328	10%
Midland States-Bldg	-	-	539,146	539,146	2%
LaSalle State Bank	-	-	127,936	127,936	0%
Commerce Bank	-	1,000,000	-	1,000,000	3%
Multi Bank Securities	-	1,727,000	-	1,727,000	6%
Hometown Ntl Bank	-	210,418	-	210,418	1%
Heartland Bank-Bldg	-	-	173,274	173,274	1%
Heartland Bank	-	-	170,504	170,504	1%
Marseilles Bank	-	2,280,627	-	2,280,627	7%
	<b>\$ 10,504,199</b>	<b>\$ 5,218,045</b>	<b>\$ 15,488,544</b>	<b>\$ 31,210,788</b>	<b>100%</b>



**\$5,000 and Over Disbursements  
11/01/21 - 11/30/21**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
770409	11/3/2021	228576	CHC Wellbeing Inc	\$ 27,525.00	Site Health Evaluations 9/23/21 - 9/27/21
770411	11/3/2021	1169	City of Oglesby	5,235.59	Main Campus - Police Protection 10/1-10/31
770413	11/3/2021	209567	Delta Dental of Illinois	14,035.42	Dental Insurance (October 2021)
770440	11/3/2021	115142	P & D Sign Company	23,977.50	Digital Display for IVCC
770448	11/3/2021	209296	Sikich LLP	11,000.00	Billing for Audit to 6/30
770542	11/12/2021	82897	SURS	47,104.09	Payroll Deductions (11/06/21)
770546	11/12/2021	209546	Allied Universal Security Service	5,677.88	Main Campus Security 10/8/21 - 10/14/21
770547	11/12/2021	209546	Allied Universal Security Service	6,027.94	Main Campus Security 10/15/21 - 10/21/21
770553	11/12/2021	218596	Bushue HR Inc	13,862.50	HR, Safety, and Insurance Consulting Services Annual Fee
770557	11/12/2021	1139	CDW Government Inc	26,648.24	Computer Supplies-Grant Funded
770561	11/12/2021	214499	Constellation NewEnergy Inc	40,439.00	Utilities : Electricity
ACH	11/9/2021		Prudential	5,219.34	Life Insurance (November 2021)
ACH	11/16/2021		CCHC	257,815.88	Health Insurance (November 2021)
ACH	11/10/2021		Internal Revenue Service	57,606.15	Federal Payroll Taxes
ACH	11/10/2021		Illinois Department of Revenue	21,501.22	State Payroll Taxes
ACH	11/10/2021		VALIC Retirement Services	7,658.30	403(b) & 457(b)Payroll
ACH	11/24/2021		Internal Revenue Service	57,983.91	Federal Payroll Taxes
ACH	11/24/2021		Illinois Department of Revenue	21,427.19	State Payroll Taxes
ACH	11/24/2021		VALIC Retirement Services	7,658.30	403(b) & 457(b)Payroll
				<b><u>\$ 658,403.45</u></b>	

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



### Stipends for Pay Period 11/20/21

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title
Boyle- Bruch, Ida Lee	Food Service Sanitation	11/09/2021	11/12/2021	11/24/2021	ST	500.00	014110394151320		
Fish, Nicholas R	CPR Class-Pleasant View NH	11/01/2021	11/04/2021	11/24/2021	ST	675.00	014210331051320		
Fitzpatrick, Sara Elizabeth	Flavors Around the World	11/10/2021	11/10/2021	11/24/2021	ST	150.00	014110394151320		
Gibson, Stephen Benton	Vactor Electrical Maint Testng	10/07/2021	11/04/2021	11/24/2021	ST	400.00	014210331051320		
Gibson, Stephen Benton	Carus Elect Tmng/Testing&Grd	11/04/2021	11/17/2021	11/24/2021	ST	337.50	014210331051320		
Gibson, Stephen Benton	US Silica Maint Testing/Gradng	11/13/2021	11/13/2021	11/24/2021	ST	375.00	014210331051320		
Ossola, Jyllian	Curbside Art Kit	11/15/2021	11/15/2021	11/24/2021	ST	56.00	014110394151320		
Pytel, Kyle Edwin	Driver Improvement-LS	11/06/2021	11/06/2021	11/24/2021	ST	200.00	014110394251320		
Reese, Robert C	Dual Credit Curriculum Dev	07/01/2021	11/01/2021	11/24/2021	ST	2220.00	061320152751900		
Retoff, Dan J	Indoor T'ai Chi Class	09/10/2021	11/05/2021	11/24/2021	ST	200.00	014110394151320		
Retoff, Dan J	Outdoor T'ai Chi Class	09/16/2021	11/04/2021	11/24/2021	ST	280.00	014110394151320		
Retoff, Dan J	Indoor T'ai Chi Class	11/05/2021	11/19/2021	11/24/2021	ST	105.00	014110394151320		
Ruda, Anthony J	Pay Increase per RA	11/20/2021	11/20/2021	11/20/2021	MI	1928.77	011120570051310		
Schneider, Gregg A	Driver Improvement-LS	11/10/2021	11/10/2021	11/24/2021	ST	160.00	014110394251320		
Schneider, Gregg A	Driver Imprmnt-Bureau Cnty	11/13/2021	11/13/2021	11/24/2021	ST	160.00	014110394351320		

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Executed on: by:

*Handwritten signature*  
11/22/21

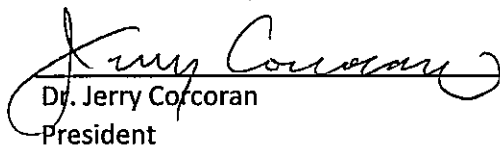
Schneider, Gregg A	Driver Improvmt- LaSalle Cnty	11/17/2021	11/17/2021	11/24/2021	ST	160.00	014110394251320		
Smith, Sara E	Food Service Sanitation	10/26/2021	11/04/2021	11/24/2021	ST	600.00	014110394151320		
Sondgeroth, Anthony Lee	US Silica Maint Testing	11/13/2021	11/13/2021	11/24/2021	ST	225.00	014210331051320		
Sondgeroth, Anthony Lee	Carus Welding Program	11/16/2021	11/16/2021	11/24/2021	ST	450.00	014210331051320		

\$9,182.27



Dr. Matthew Seaton  
Vice President of Business Services and Finance

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Dr. Jerry Corcoran  
President

11/22/2021

**\*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

Executed on: by:




**Part-time Faculty/Staff Appointments  
November 2021**

<b>Employee Name</b>	<b>Position</b>	<b>Department</b>	<b>Hourly/Lab* Rate</b>	<b>Credit Hour Rate</b>
Hernandez, Corinna	PT Instructor - Dental Assisting	WFD	32.25	N/A
Tonioni, Nicole	PT Instructor - Social Work	HFS	N/A	705.00


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



\_\_\_\_\_  
Dr. Matt Seaton  
Vice President for Business Services & Finance

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



\_\_\_\_\_  
Dr. Jerry Corcoran  
President

**2021 Tax Levy**

The administration is suggesting a levy of \$13,998,883 for tax year 2021. This is a 9.38 percent increase from the 2020 actual tax levy of \$12,578,546. This levy is based on an 8.79 percent increase in the District’s equalized assessed valuation (EAV) with a slight increase in the rate from .3570 to .3588, an increase .0018 percent. The District’s EAV for tax year 2021 was \$3,894,862,887.

Because the recommended tentative levy is more than 105 percent of last year’s extension, a hearing will be required to be in compliance with the Truth in Taxation Act.

The levy request is based on the following rates and amounts:

<b>Fund</b>	<b>Tax Rate</b>	<b>Tax Levy</b>
Education	.1300	\$5,072,059
Operations & Maintenance	.0400	1,560,634
Additional Tax	.1180	4,603,869
Social Security & Medicare	.0051	198,981
Protection, Health & Safety	.0300	1,170,475
Tort immunity	.0346	1,349,948
Audit	<u>.0011</u>	42,917
<b>Totals</b>	<b><u>.3588</u></b>	<b><u>\$13,998,883</u></b>

The Education and Operations and Maintenance levies are at the maximum rates of .13 and .04, respectively. The Additional Tax rate authorized by the Illinois Community College Board (ICCB) has been set at .1207, however, the administration is recommending a levy at the lesser rate of .1180. The Additional Tax is used exclusively for educational purposes.

**Recommendation:**

**The administration recommends the Board adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Increase Tax Levy, and Certificate of Compliance with the Truth and Taxation Act, as presented.**

KPI 6: Resource Management



Lazaro Lopez, Ed.D.  
Chairman

Brian Durham, Ph.D.  
Executive Director

Illinois Community College Board

September 20, 2021

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

Dear Dr. Corcoran,

At the meeting held on September 17, 2021, the Illinois Community College Board authorized your district's eligibility for the special tax levy pursuant to 110 ILCS 805, Section 3-14.3. Please note the provisions of this section which specify that your board of trustees must adopt a resolution expressing its intent to levy the tax; and thereby, giving voters an opportunity to request a referendum on the proposed additional levy. The state average combined educational and operations and maintenance purposes tax rate is 29.07 cents, and Illinois Valley Community College can levy an additional 12.07 cents. The levy does not circumvent tax cap legislation.

If you have any questions, please contact Jennifer Franklin, Deputy Director for Finance and Administration, at (217)-785-0031 or at [Jennifer.L.Franklin2@Illinois.gov](mailto:Jennifer.L.Franklin2@Illinois.gov).

Sincerely,

Brian Durham, PhD.  
Executive Director

cc: Cheryl Roelfsema, CFO

RESOLUTION APPROVING A TAX LEVY

RESOLUTION

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

SECTION 1: That the following amounts of money, as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, must be raised for the various purposes as in said Certificate of Tax Levy and that the levy for the year 2021 be allocated 50 percent for FY 2022 and 50 percent for FY 2023.

SECTION 2: That the Chairperson and Secretary are hereby authorized and directed to sign said Certificate and related documents.

APPROVED this 9th day of December, 2021.

\_\_\_\_\_  
Chairperson, Board of Trustees

ATTEST:

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

CERTIFICATE OF TAX LEVY

Community College District No. 513 Counties LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy & Livingston

Community College District Name Illinois Valley Community College and State of Illinois

We hereby certify that we require:

- the sum of \$ 5,072,059 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and
- the sum of \$ 1,560,634 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and
- the sum of \$ 4,603,869 to be levied as an additional tax for educational purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 1,349,948 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ICLS 10/9-107), and
- the sum of \$ 198,981 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 42,917 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 1,170,475 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and
- the sum of \$ -0- to be levied as a special tax for (specify) \_\_\_\_\_ purposes, on the taxable property of our community college district for the year 20 \_\_\_\_.

Signed this 9<sup>th</sup> day of December, 2021

\_\_\_\_\_  
Chair of the Board of Said Community College District

\_\_\_\_\_  
Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 0.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

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(DETACH AND RETURN TO COMMUNITY COLLEGE DISTRICT)

This is to certify that the Certificate of Tax Levy for Community College District No. 513 County(ies) of \_\_\_\_\_ and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2021 was filed in the office of the County Clerk of this county on \_\_\_\_\_, 2021.

In addition to an extension of taxes authorized by levies made by the board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 2021 is \$ \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Clerk and County

RESOLUTION OF INTENT

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY, AND LIVINGSTON, AND THE STATE OF ILLINOIS as follows:

SECTION 1: That it is the intent of Illinois Valley Community College District 513 to levy a tax pursuant to 110 ILCS 805/3-14.3 for an amount of money as indicated on the Certificate of Tax Levy hereto attached and made a part hereof, for the various purposes as expressed in said Statute.

SECTION 2: That the Chair and Secretary are hereby authorized and directed to file this Resolution and related documents or cause the same to be filed with the County Clerks of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston Counties on or before the last Tuesday in December of this year.

SECTION 3: That the College shall cause to be attached to this Resolution, when filed with the appropriate County Clerks, the applicable Certificate of Eligibility from the State of Illinois pertaining to the issuance of this additional tax.

SECTION 4: This Resolution, in the absence of a Petition received by the College, consistent with the requirements of the aforesaid Statute, shall be authority for the College to levy such additional tax.

SECTION 5: The filing of these documents with the appropriate County Clerks shall be the authority for said Clerks to extend such a tax in the absence of other subsequently filed documents relating to said additional tax.

SECTION 6: The Chair and Secretary shall see that all other provisions of the aforesaid Statute are satisfied and to take such other actions as are necessary or appropriate to comply with the letter and spirit of this Resolution.

APPROVED this 9<sup>th</sup> day of December, 2021.

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

ATTEST:

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



## NOTICE OF INTENT TO INCREASE TAX LEVY

Notice is hereby given that the Board of Trustees of Illinois Valley Community College District No. 513, LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, and Livingston counties, and the State of Illinois, adopted, on December 9, 2021, its annual tax levy including an additional tax levy of \$4,603,869 for educational purposes, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended.

In accordance with the provisions of Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended, the following information is provided:

A petition may be filed with the Secretary of the Board of Trustees of Illinois Valley Community College in Building C, Room C-301, at 815 North Orlando Smith Road, Oglesby, Illinois 61348-9692, on or before 4:30 p.m., CDT, January 10, 2022, signed by not less than 9,485 registered voters of the Illinois Valley Community College District No. 513 requesting that an election be held on the 28<sup>th</sup> day of June, 2022, to determine whether the increased levy should be authorized. If no such petition is filed with the Secretary of the Board of Trustees on or before January 10, 2022, then the District shall be authorized to levy the additional tax. Petition forms are available at the Information Desk from December 10 through December 20, 2021; in Building H from December 21, 2021 through January 2, 2022; and at the Information Desk from January 3 through January 10, 2022.

Dated this 9<sup>th</sup> day of December, 2021.

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Secretary, Board of Trustees, District No. 513  
Illinois Valley Community College

CERTIFICATE OF COMPLIANCE WITH THE TRUTH IN TAXATION ACT

I, the undersigned, do hereby certify that I am the Chair of the Board of Trustees of Illinois Valley Community College District No. 513, Counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy, Livingston, State of Illinois; and

I do further certify that the Board of Trustees of said District at a regularly convened meeting held on the 9th day of December, 2021, adopted a motion to prepare and approve a tax levy, a true and correct copy of which is attached hereto and which was and has been available for public inspection at least twenty (20) days preceding the adoption of the aggregate tax levy of the district; and

That the tax levy resolution was adopted pursuant to and in all respect in compliance with the provisions of 35 ILCS 200/18-60 through 35 ILCS 200/18-85 of the Truth in Taxation Act; and

That the tax levy for the District being more than 105% of the amount of taxes extended, exclusive of election costs for the District for the previous year, a hearing in compliance with the Truth in Taxation Act was required; and

The notice and hearing requirements of 35 ILCS 200/18-70 of the Truth in Taxation Act are applicable and satisfied.

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Chair, Board of Trustees  
Illinois Valley Community College District No. 513,  
Counties of LaSalle, Bureau, Marshall, Lee, Putnam,  
DeKalb, Grundy and Livingston, State of Illinois

STATE OF ILLINOIS )  
 )  
COUNTY OF \_\_\_\_\_ )

PETITION

We, the undersigned, do hereby certify that we are voters of Community College District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said Community College District: "Shall the Board of Trustees of Community College District No. 513, Counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston and State of Illinois, be authorized to levy an additional tax of \$4,603,869 for educational purposes, as provided in Section 805/3-14.3 of Chapter 110 of the Illinois Compiled Statutes, as amended; and we do hereby further request that the Secretary of said Board of Trustees of said Community College District certify said proposition to the County Clerks of the counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, Illinois, for submission to said voters at the election to be held 28<sup>th</sup> day of June, 2022.

<i>SIGNATURE</i>	<i>ADDRESS</i>
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois
_____	_____, Illinois

The undersigned, being first duly sworn, deposes and certifies that he/she is now and at all times he/she circulated this petition was a registered voter of Community College District 513, counties of La Salle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, and state of Illinois, that his/her residence address is \_\_\_\_\_, Illinois, that the signatures on the foregoing petition were signed in his/her presence and are genuine, that to the best of his/her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said Community College District and that their respective residences are correctly stated therein.

Signed and sworn to before me \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

(NOTARY SEAL)

My Commission expires: \_\_\_\_\_, 20 \_\_\_\_\_.

**Bid Results – Dental Program Renovations**

Bids for the Dental Program Renovations were received and publicly opened on November 30, 2021.

Vissering Construction Company, Streator, Illinois, submitted the low bid and met all bidding requirements and specifications. Attached is a letter of recommendation from Demonica Kemper Architects. A summary of bids received is listed below.

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate No.1</b>	<b>Alternate No.2</b>
<b>Vissering Construction Company, Streator, IL</b>	<b>\$547,700</b>	<b>\$0</b>	<b>\$7,500</b>
Lite Construction, Inc. Montgomery, IL	\$549,700	\$0	\$6,100
Lo Destro Construction Company Chicago, IL	\$645,000	\$0	\$6,000
Key Builders Construction, Inc. Princeton, IL	\$674,150	(\$24,750)	\$21,860

**Recommendation:**

**The administration recommends Board approval to accept the base bid and Alternate No. 2 from Vissering Construction Company, Streator, Illinois, in the amount of \$555,200 for the Dental Program Renovations.**

KPI 6: Resource Management



DEMONICA KEMPER ARCHITECTS

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

December 1, 2021

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

Re: Dental Program Renovation  
DKA Project No. 21-051  
**Letter of Recommendation to Award a Construction Contract**

Dear Ms. Carboni:

Bids were opened on the above referenced project at 2:00 pm on November 30, 2021. Five bidders were bidders of record and four bids were received.

After reviewing the bids, Demonica Kemper Architects interviewed the apparent low bidder to ensure the bid documents were clear, without conflict, and no assumptions were made. Demonica Kemper Architects also confirmed the apparent low bidder understands the scope of work and has an appropriate plan to meet the schedule. Demonica Kemper Architects asked the apparent low bidder about their project teams to ensure they are assigning capable individuals who have the proper experience and knowledge needed for the project.

Based on this review, Demonica Kemper Architects has found no evidence which would disqualify the apparent low bidder from being awarded the contract for this work. Demonica Kemper Architects therefore recommends that the Board of Trustees of Illinois Valley Community College consider awarding the contract for construction to:

**Vissering Construction Company  
175 Benchmark Industrial Dr.  
Streator, Illinois 61364**

for the total contract amount of \$555,200.00. The contract amount is inclusive of the base bid and Alt. Bid 2, and all Work shall be substantially complete as indicated in the bidding documents except as follows, the final installation of the dental chairs, trays, and cabinet mounted lights will be given additional time to complete and will be noted as such within the Contract for Construction once awarded to the Contractor.

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

Sincerely,

Frank Carello, Assoc. AIA, LEED AP  
Senior Associate

Attachment(s): Bid Tabulation Form

Bidder	Includes	Bid Documents Submitted				Bid Amounts Submitted		
	Addendum 1	00 41 13	00 43 13	00 43 25	00 45 19	Base Bid	Alternate 1 (Deduct)	Alternate 2 (Add)
Key Builders Construction	x	x	x	x	x	\$ 674,150	\$ (24,750)	\$ 21,860
Lite Construction	x	x	x	x	x	\$ 549,700	\$ -	\$ 6,100
Lo Destro Construction	x	x	x	x	x	\$ 645,000	\$ -	\$ 6,000
<del>Troop Contracting</del>								
Vissering Construction Company	x	x	x	x	x	\$ 547,700	\$ -	\$ 7,500

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**Alternate 1:** DEDUCT amount to eliminate the liquidated damages clause from the contract.  
**Alternate 2:** ADD to provide and install upper cabinets.  
**00 41 13:** Bid Form                      **00 43 25:** Substitution Sheet  
**00 43 13:** Bid Bond                      **00 45 19:** Bidder Eligibility & Non-Collusion Affidavit

**Matching Commitment – EDA Grant for Agriculture Building**

It is recommended that the Board of Trustees approve the letter to commit to 20% of the cost of the Agriculture Building construction. Our match can be paid through a few different sources including the use of fund balance or the use of a Debt Certificate that would not add any debt to the College nor the tax payers since the College has untapped resources in the Debt Service Fund.

The total cost of the project is \$4,426,500 with the Board's match being \$885,300. The Board has preciously committed \$1,106,700 when this was submitted as a RAMP project last year.

**Recommendation:**

**It is recommended that the Board of Trustees approve the match letter, as presented.**

KPI 5: District Population Served



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

815 N. Orlando Smith Road  
Oglesby, IL 61348-9692  
Telephone: 815-224-2720  
Fax: 815-224-3033

December 9, 2021

Economic Development Administration  
Chicago Regional Office  
Susan Brehm, Regional Director  
230 South Dearborn Street  
Suite 3280  
Chicago, IL 60604-1512

Dear Director Brehm:

Illinois Valley Community College (IVCC) is applying to the U.S. Department of Commerce-Economic Development Administration (EDA) for an American Rescue Plan Act Economic Adjustment Assistance grant to fund Phase II of the Agriculture Classroom and Lab project in the amount of \$4,426,500. It is necessary an application be made, and agreements be entered into with the EDA. Criteria for this EDA program are such that financial participation by the Grantee is required in conjunction with EDA funds.

Illinois Valley Community College is authorized to apply for a Public Works and Economic Adjustment Assistance Program Grant under the terms and conditions of the EDA for at least 20% of the cost of the project and is further authorized to enter into and agree to the understanding and assurances contained in said application, and will coordinate these efforts with those of the North Central Illinois Council of Governments Economic Development District, who will provide additional support and assistance.

The IVCC Vice President for Business Services and Finance is authorized to provide such additional information as may be required to accomplish the obtaining of such grant. The President or Vice President for Business Services and Finance are authorized to execute and sign all necessary documentation to complete the grant application.

IVCC does hereby commit funds in the amount of \$885,300 from its Operations and Maintenance fund, in matching funds for use in conjunction with the \$3,541,200 from EDA ARPA EAA grant towards The Agriculture Classroom and Lab Facility project with an estimated total cost of \$4,426,500. IVCC understands and acknowledges the responsibility for any costs that may be in addition to the project amount stated. The matching share is committed to the project for the period of performance, will be available as needed, and is not or will not be



conditioned or encumbered in any way that may preclude its use consistent with the requirements of EDA investment assistance.

Very Truly Yours,

Dr. Jerry Corcoran  
President

**Approve Proposal for Technology Assessment for Support for Students Impacted During COVID**

It is recommended that the Board of Trustees approve the proposal for a 360-degree review of our current technological status throughout the College by CampusWorks. The proposal will go over a number of areas vital to the successful and safe use of technology by our Faculty, Staff, and Students. This expenditure can be paid from the HEERF fund.

The Audit Finance Committee reviewed and approved this proposal at their meeting on November 29, 2021.

**Recommendation:**

**It is recommended that the Board of Trustees approve the proposal from CampusWorks for \$45,000 to complete a comprehensive assessment of critical aspects of IVCC's IT environment.**

KPI 6: Resource Management

**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.

As the Board ICCTA Representative, Ms. Goetz incurred expenses of \$188.80 to attend the ICCTA Seminar and Meeting on November 12 and 13, 2021.

**Recommendation:**

**The administration recommends approval for reimbursement of expenses in the amount of \$188.80 incurred by Ms. Goetz for attending the ICCTA Seminar and Meeting November 2021.**

KPI 6: Resource Management

**Staff Appointment – Dr. Lirim Neziroski, Dean of Humanities, Fine Arts, and Social Sciences**

The search advisory committee has selected Dr. Lirim Neziroski as Humanities, Fine Arts, and Social Sciences Dean to fill the vacancy created by the resignation of Dr. Robyn Schiffman. Information on this candidate is attached.

**Recommendation:**

**The administration recommends the appointment of Dr. Lirim Neziroski as Dean of Humanities, Fine Arts, and Social Sciences at an annualized salary of \$80,000, effective January 5, 2022.**

KPI 3: Support for Students  
KPI 4: Support for Employees  
KPI 5: District Population Served

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2021-2022**

**GENERAL INFORMATION:**

POSITION TO BE FILLED: Director of Humanities, Fine Arts, and Social Sciences

NUMBER OF APPLICANTS: 17

NUMBER OF APPLICANTS INTERVIEWED: 8

APPLICANTS INTERVIEWED BY: Dr. Anderson, Mr. Groleau, Dr. Lange, Ms. Merkel, Mr. Pecherek, Mr. Rambo

APPLICANT RECOMMENDED:

Dr. Lirim Neziroski

**EDUCATIONAL PREPARATION:**

University of Massachusetts, Dartmouth, MA – M.B.A. in Organizational Leadership

University of Georgia, Athens, GA – Ph.D. in English

University of Chicago, Chicago, IL – Master's in Humanities

Augustana College, Rock Island, IL – B.A. in English

**EXPERIENCE:**

Prairie State College, Chicago Heights, IL – Manager of Online Learning

University of St. Francis, Joliet, IL – Dean of Teaching and Learning Outcomes

Methodist College of UnityPoint Health, Peoria, IL – Director of the Center for Teaching and Learning Excellence, and Assistant Professor in Arts and Sciences

Vibrant Credit Union, Moline, IL – Consumer Loan Officer

Black Hawk College, Moline, IL – English Instructor

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

1. Diverse experience in academic leadership roles includes assessment, strategic planning, general education, accreditation and grants.
2. Has served, briefly, as a dean; understands budget management, scheduling, managing an academic division.
3. Experience with managing and implementing online learning and faculty professional development programs.
4. Community College experience; familiar with the area and IVCC.

**RECOMMENDED SALARY: \$80,000 annualized, effective January 5, 2022**

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

**Faculty Resignation – Caitlinn Hubbell – Agriculture Instructor / Co-Program Coordinator**

Caitlinn Hubbell, Agriculture Instructor and Co-Program Coordinator, has submitted a notice of resignation effective December 16, 2021. Her resignation letter is attached.

We thank Caitlinn for her dedicated service and wish her well in her new endeavors.

**Recommendation:**

**Accept, with regret, the resignation of Caitlinn Hubbell, Agriculture Instructor and Co-Program Coordinator effective December 16, 2021.**

KPI 4: Support for Employees

November 30, 2021

Illinois Valley Community College  
815 N Orlando Street  
Oglesby, IL 61348

Dear Ron,

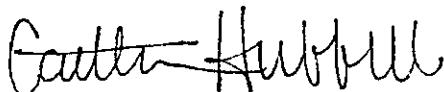
Please accept this letter as my formal resignation from Agriculture Instructure & Co-Program Coordinator at Illinois Valley Community College, effective at the conclusion of this semester, December 16, 2021.

Thank you so much for giving me the opportunity to work in this position for such a great program. I have deeply enjoyed and appreciated the opportunities I have had to work with fantastic students and peers, while being able to contribute to the success of the agriculture program. I will take these experiences and opportunities with me throughout my career and beyond.

During my last two weeks, I will do everything possible to complete the semester and make the transition as seamless as possible for the next instructor(s). Please let me know how I can help during the transition period.

I wish IVCC and the agriculture program continued success going forward.

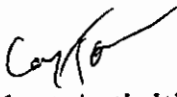
Sincerely,

A handwritten signature in cursive script that reads "Caitlin Hubbell". The signature is written in black ink and is positioned above the printed name.

Caitlin Hubbell

MEMORANDUM

TO: Mark Grzybowski  
Vice-President for Student Services


FROM: Cory Tomasson   
Coordinator of Student Activities


RE: FY '22 Student Organization Budgets

DATE: November 9, 2021

Attached is the proposed 2021-2022 Budget for Student Activities.

This budget has been created by the Student Government Association and approved by the Coordinator of Student Activities. We would ask for your approval of these allocations for the 2021-2022 academic year.

  
Amber Ballen  
Caroline Mathalimong  
Madison Miller  
Alex Gle  
Natalie Brown  
Kamen Dudgeon  
Emily Walker

92MG 11/29/21  
 11/29/21



	ORGANIZATION	2019-2020 Allocations	2020-2021 Allocations	2021-2022
1	Ag Club	500	375	500
2	Alpha Delta Nu (Nursing Honors)	500	375	500
3	American Chemical Society	2500	1900	2500
4	Auto Club	250	200	250
5	Bio Club	500	375	500
6	Black Student Association	500	375	500
7	Chess Club	250	200	250
8	College Democrats	500	375	525
9	Disc Golf Club	500	375	500
10	Eagle Pong	250	200	250
11	Economics Student Association	500	375	500
12	Gaming Society	500	375	500
13	Gay/Straight Alliance	500	375	500
14	Hispanic Leadership Team	500	375	500
15	Honors Program	250	200	250
16	Indefinite Limits (Math Club)	750	575	750
17	IVLeader	9000	6750	9000
18	IVNUA (Women In Technology now)	500	375	500
19	Lambda Alpha Epsilon (CRJ)	1500	1125	1500
20	One Room	500	375	500
21	OSAKA Anime Club	500	375	500
22	Phi Theta Kappa	2500	1875	2500
23	Physics Club	0	0	0
24	Project Success Leadership Team	500	375	500
25	Psychology Club	500	375	500
26	Red Cross	750	575	750
27	River Currents	1500	1125	1500
28	Rotaract	500	375	500
29	Running Club	0	0	0
30	SAGE	500	375	500
31	Sigma Delta Mu (Spanish)	500	375	500
32	Sigma Kappa Delta (English)	1500	1125	1500
33	SPAMO	1500	1125	1500
34	Student Ambassadors	1000	750	1000
35	Student Government Association	2000	1500	2000
36	Student Nurses Association	4000	3000	2500
37	Student Veteran's Association	250	200	250
38	TEACH	1000	750	1000
39	Transformed	250	200	250
40	World Languages	500	375	500
41	Young Republicans	500	375	500
	<b>Subtotal</b>	<b>41000</b>	<b>30875</b>	<b>39525</b>
	<b>Athletics</b>	<b>61414</b>	<b>61414</b>	<b>61414</b>
	<b>TOTAL</b>	<b>\$ 102,414.00</b>	<b>\$ 92,289.00</b>	<b>\$ 100,939.00</b>

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2021-2022**

**GENERAL INFORMATION:**

POSITION TO BE FILLED: COVID-19 Coordinator

NUMBER OF APPLICANTS: 2 for part-time posting

NUMBER OF APPLICANTS INTERVIEWED: 1

APPLICANTS INTERVIEWED BY:

Ms. Campbell, Mr. Grzybowski, Ms. Hofer

APPLICANT RECOMMENDED:

Kimber King

**EDUCATIONAL PREPARATION:**

University of Illinois at Urbana-Champaign, Urbana, IL – B.S., Psychology; M.S.W  
In application process for Licensed Clinical Social Worker

**EXPERIENCE:**

Community Resource and Counseling Center, Paxton, IL – Behavioral Health Therapist  
University of Illinois, Champaign, IL – Intern  
Cunningham Children's Home, Urbana, IL – Milieu Counselor


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

See attached Memo

**RECOMMENDED SALARY: \$21.00 per hour, effective November 15, 2021**

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

## Memo

To: Jerry Corcoran  
From: Leslie Hofer   
Date: November 9, 2021  
Subject: Transition COVID Coordinator to Full-Time

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Appreciate your support in moving forward with providing the opportunity to bring on Kimber King full-time. As we work to implement our protocol that requires all non-vaccinated employees and students to test weekly, the workload will dramatically increase. With only 59% of employees and 32% of students vaccinated we will need to trace over 1,900 individuals in any given week. Kimber is also the only one qualified to perform BinaxNOW Covid-19 test which will need to administered to those that are unable to test during the normal Shield IL testing hours. We anticipate that most testing will be on off-hours with our part-time faculty.

Kimber is currently getting paid with HEERF funds. Transitioning to a full-time position would be split between the HEERF funds and the GEER II grant. Appreciate your consideration and approval of moving Kimber King to full-time position.

*Good to go!*  


**From:** Kimberly Reeland <[Kimberly\\_Reeland@ivcc.edu](mailto:Kimberly_Reeland@ivcc.edu)>

**Sent:** Thursday, November 11, 2021 7:02 AM

**To:** Chris Dunlap <[chris\\_dunlap@ivcc.edu](mailto:chris_dunlap@ivcc.edu)>; Leslie Hofer <[leslie\\_hofer@ivcc.edu](mailto:leslie_hofer@ivcc.edu)>

**Subject:** Kimberly Reeland - Notice of Resignation

To Chris Dunlap and Leslie Hofer:

This is to formally notify you that I am ending my employment at IVCC to care for my family as my husband returns to the work force, effective Monday, November 15, 2021.

I appreciate the professional, training, social, and personal development opportunities I've had while at the college. As a mother of children with special needs, the last year and a half has been particularly difficult for us. Thank you for your support during my tenure here, especially as we all navigated the strange challenges COVID has presented us with.

If there is any way I can help assist with the transition to a new Cybersecurity Analyst, please contact me at the email address or phone number below.

Wishing you the best,

Kimberly Reeland

357 E. State Rt 71

Oglesby, IL 61348

(815) 202-4751

[kimberlyreeland@gmail.com](mailto:kimberlyreeland@gmail.com)

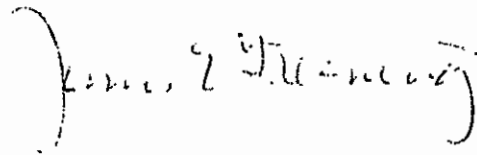
November 22, 2021

To Angela Dunlap, Peer Tutoring:

I am planning to retire after 19.5 years working as a professional tutor and a helper in the math lab at the end of this semester. My last day will be Wednesday, December 8, 2021. I have enjoyed working with the other professional and student tutors over these years because of their dedication to the students who needed help and the cooperation of all involved to do the best for those students.

I know that this program will continue to be a great asset to IVCC. Thank you for all your kindness to me.

Sincerely,

A handwritten signature in black ink, appearing to read "James J. Stinson". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke extending to the right.

# 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.