



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Thursday, March 11, 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

July

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

August

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

September

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

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy

December

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

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, March 11, 2021 – 6:30 p.m. – Board Room (C307)

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. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – February 11, 2021 Audit Finance Committee Meeting and February 11, 2021 Board Meeting (Pages 1-9)
 - 6.2 Approval of Bills - \$2,080,293.03
 - 6.2.1 Education Fund - \$1,717,098.07
 - 6.2.2 Operations & Maintenance Fund - \$80,300.79
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$55,357.57
 - 6.2.4 Auxiliary Fund - \$176,209.00
 - 6.2.5 Restricted Fund - \$12,465.34
 - 6.2.6 Liability, Protection & Settlement Fund - \$37,802.26
 - 6.2.7 Grants, Loans & Scholarships - \$250.00
 - 6.3 Treasurer's Report (Pages 10-27)
 - 6.3.1 Financial Highlights (Pages 11-12)
 - 6.3.2 Balance Sheet (Pages 13-14)
 - 6.3.3 Summary of FY21 Budget by Fund (Pages 15-21)
 - 6.3.4 Budget to Actual by Budget Officers (Page 22)
 - 6.3.5 Statement of Cash Flows (Page 23)
 - 6.3.6 Investment Status Report (Pages 24-25)
 - 6.3.7 Disbursements - \$5,000 or more (Pages 26-27)
 - 6.4 Personnel - Stipends for Pay Periods Ending January 30, 2021; February 13, 2021; and February 27, 2021 & Part-time Faculty and Staff Appointments February 2021 (Pages 28-33)

7. President's Report
8. Committee Reports
9. Bid Results – Fireplace Lounge Accessibility Upgrades (Pages 34-36)
10. Bid Results – Key Card Access Upgrades (Pages 37-39)
11. Approval – Maintenance Certificate – (Pages 40-41)
12. Inactivation – Therapeutic Massage Program – (Pages 42-45)
13. Items for Information (Pages 46-49)
 - 13.1 Renewal of Non-Tenured Faculty for 2021-2022 (Page 46)
 - 13.2 Staff Appointment – Jill Hejl, Administrative Assistant I, Continuing Education Center (Page 47)
 - 13.3 Faculty Retirement – Kathryn Gibbs, Developmental Reading/Writing Instructor & Writing Center Professional Tutor (Page 48)
 - 13.4 ICCTA 2021 Distinguished Alumnus Award Nominee – Dr. Maureen Rebholz (Page 49)
14. Trustee Comment
15. Closed Session – 1) pending or imminent litigation; 2) security procedures, school building safety and security; 3) complaint lodged against an official or employee of the public body; 4) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 5) collective negotiations; and 6) closed session minutes
16. Approval of Closed Session Minutes
17. Other
18. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Audit/Finance Committee Meeting
February 11, 2021

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Thursday, February 11, 2021 in the Board Room (C307) at Illinois Valley Community College.

Committee Members Everett J. Solon, Committee Chair
Physically Present:

Committee Members Jay K. McCracken
Virtually Present: Maureen O. Rebholz

Committee Members
Absent:

Board Members Jane E. Goetz, Board Chair
Physically Present:

Others Physically Jerry Corcoran, President
Present: Chris Dunlap, Director of Information Technology Services
 Kathy Ross, Controller

Others Virtually Cheryl Roelfsema, Vice President for Business Services and Finance
Present: Deborah Anderson, Vice President for Academic Affairs
 Mark Grzybowski, Vice President for Student Services
 Bonnie Campbell, Associate Vice President for Academic Affairs

The meeting was called to order at 5:30 p.m. by Mr. Solon.

PUBLIC COMMENT

None

COURSE FEES/ADJUSTMENTS

Ms. Campbell noted that course fees are reviewed annually by Program Coordinators and Deans using the approved Course Fee Guidelines. Ms. Campbell advised that there are currently 355 active courses with approved course fees. The recommendation is to change 100 course fees to include 81 increases, 12 new courses, 1 decrease, removal of course fees from 5 existing courses, plus the assignment of a course fee to 1 existing course. A list of 100 courses were reviewed by the committee members. Mr. Solon requested a motion and roll call vote for a recommendation. Motion made by Mr. McCracken and seconded by Dr. Rebholz to recommend the course fees and adjustments be presented to the full Board.

Roll Call Vote: “Ayes” – Dr. Rebholz, Mr. Solon, Mr. McCracken and Ms. Goetz. “Nay” – none.
Motion carried.

TRANSFER OF FUNDS – CAPITAL DEVELOPMENT BOARD TRUST ACCOUNT

Dr. Corcoran informed that the administration is requesting IVCC Board authorization to transfer \$539,063 to a Capital Development Board (CDB) trust account to be established at Midland States Bank. Dr. Corcoran noted that at this point the CDB is asking for a commitment of the funds but the actual transfer would be made when the project has final ICCB approval and IVCC Board approval. The funds would come from excess PHS funds in the restricted operations and maintenance fund. Mr. Solon requested a motion and roll call vote for a recommendation.

Motion made by Ms. Goetz and seconded by Dr. Rebholz to recommend that the transfer of funds for the Capital Development Board Trust Account be presented to the full Board.

Roll Call Vote: “Ayes” – Dr. Rebholz, Mr. Solon, Mr. McCracken and Ms. Goetz. “Nay” – none.
Motion carried.

REQUEST FOR PROPOSALS – AUDIT SERVICES

The current agreement with Wipfli LLP for financial auditing services expired with the completion of the FY2020 Audit. Board Policy No. 4.6 requires the administration to seek proposals every six years. The administration requests approval to seek proposals for a firm to audit the financial statements of the college. There was consensus among the committee members to recommend seeking proposals, as presented.

FY21 STUDENT ORGANIZATION BUDGETS

The proposed FY2021 SGA budget for 43 active student organizations was presented for committee review. The proposed allocation is \$92,664 down from \$102,914 in 2019-2020. Dr. Rebholz inquired about the reason for the decreased allocation amounts. She noted how important it is for students to be involved and engaged with these organizations. Mr. Grzybowski advised that because of COVID there have not been related expenses for the student organizations such as field trips and catering at events, therefore the allocation amounts are down. He added that we expect all to bounce back after COVID. Dr. Corcoran noted that the FY2021 Student Organization Budgets would be presented as an information item at the February Board meeting.

OTHER

Dr. Corcoran reported that there a number of real estate tax objections for tax year 2020 filed in LaSalle County. Four of the largest ones are PetSmart (retail store), Home Depot, Hobby Lobby and Kohls (retail store). In total these four property owners are asking for a reduction in equalized assessed valuation (EAV) of over \$2 million. Ms. Roelfsema recommended entering into an intergovernmental agreement with LaSalle Peru High School, LaSalle County, and Dimmick Grade School to share the cost of legal representation by Robbins-Schwarz for the LaSalle County Board of Review hearings of PetSmart, Home Depot, Hobby Lobby and Kohls. Dr. Corcoran noted that Robbins-Schwarz had the lowest submitted estimate. The committee was in consensus to recommend moving forward with entering into the intergovernmental agreement, as presented.

ADJOURNMENT

Mr. Solon declared the meeting adjourned at 5:50 p.m.

Everett J. Solon
Audit/Finance Committee Chair

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Minutes of Regular Meeting
February 11, 2021

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, February 11, 2021 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair

Members Virtually Present: Angela M. Stevenson, Secretary
Amy L. Boyles
Jay K. McCracken
Maureen O. Rebholz
Naomi Ochuba, Student Trustee (left the meeting at 7:29 p.m.)

Members Telephonically Present:

Members Absent: David O. Mallery

Others Physically Present: Jerry Corcoran, President
Chris Dunlap, Director of Information Technology Services
Kathy Ross, Controller
Walt Zukowski, Attorney

Others Virtually Present: Cheryl Roelfsema, Vice President for Business Services & Finance
Deborah Anderson, Vice President for Academic Affairs
Mark Grzybowski, Vice President for Student Services
Bonnie Campbell, Associate Vice President for Academic Affairs
Leslie Hofer, Director of Human Resources
Ron Groleau, Dean of Natural Sciences & Business
Jennifer Grobe, Director of Nursing Programs

Ms. Goetz informed of the following: 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 Mr. Solon and seconded by Dr. Rebholz to approve the agenda, as presented.

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

PUBLIC COMMENT

Tracy Lee extended thanks on behalf of faculty to everyone involved in the coordination of the vaccination clinic on campus for employees on February 10 and for all of the clinics on campus. Ms. Lee expressed special thanks to Leslie Hofer and Bonnie Campbell for organizing the clinics. She also thanked Polly Ragazincky and Sandy Beard for assisting at the desk and the faculty members and students from the health professions who assisted. Ms. Lee thanked all involved for their time and efforts.

CONSENT AGENDA ITEMS

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

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

The following items were approved in the consent agenda:

Approval of Minutes – January 14, 2021 Board Meeting.

Approval of Bills - \$1,894,540.00

Education Fund - \$1,423,583.81; Operations & Maintenance Fund - \$91,887.75; Operations & Maintenance (Restricted Fund) - \$231,310.91; Auxiliary Fund - \$67,890.17; Restricted Fund - \$25,364.03; Liability, Protection & Settlement Fund - \$53,736.33; and Grants, Loans & Scholarships - \$767.00.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending January 2, 2021 and January 16, 2021 & Part-time Faculty and Staff Appointments of January 2021.

APPOINTMENT OF SECRETARY PRO-TEM

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

PRESIDENT’S REPORT

Dr. Corcoran noted that on page 63 of the board agenda, Kathy Ross, the college’s controller, had an article entitled “Quality calendars key for tracking year-end to-dos” published in *Keep Up to Date on Payroll*, a twice-monthly business magazine, so congratulations are in order to Kathy. Dr. Corcoran reported that Heather Seghi, our dental assisting program coordinator, and her colleagues recently partnered with the American Dental Association and their “Give Kids a Smile” program which resulted in our group’s ability to provide free dental care for over 50 children in the area. Dr. Corcoran noted that Heather and her part-time faculty are pursuing additional grants from the ADA and Delta Dental to help more people and expand our dental clinic. He added that they feel as they are turning away 12 – 18 students per year who would like to enroll in dental hygiene but

must be sent elsewhere, typically an hour away. Dr. Corcoran noted that we are proud of Heather and excited about her plan for expansion so stay tuned, you will be hearing more on that subject in the near future as we begin working on the fiscal year 2022 budget. Dr. Corcoran noted that he mentioned last month how pleased he had been with the fine work done in partnership with the LaSalle County Health Department in getting community members up to speed on their COVID-19 vaccinations – the job continues. Dr. Corcoran reported that we are happy that college facilities have been an asset in this regard and that so many of our employees and students have been able to help out on a volunteer basis. Dr. Corcoran offered kudos to everyone who played a role in this undertaking, especially Bonnie Campbell and Leslie Hofer for their leadership. He added that feedback from the community has been sensational. Dr. Corcoran advised that as previously noted, our 2021 Commencement will be held on Saturday, May 22 at 1:30 p.m. and this year's address to our graduates will be delivered by the incomparable Dr. Promise Yong. Dr. Corcoran noted that when Fran and he visited with PK about this matter, we reminisced about the wonderful job he did when addressing our students at the academic awards banquet in 2017. He added that we know Dr. Yong will do an equally fine job this time around and are looking forward to the virtual event to be overseen by our Student Services and Community Relations staff and produced by our friend Matthew Klein, so mark your calendars and join us if you can. Dr. Corcoran reported that our four-college consortium's grant application to the Department of Commerce and Economic Opportunity for establishing a manufacturing academy has been delivered and while he might be slightly biased, he thought it is great. Dr. Corcoran noted that Dr. Sheila Quirk Bailey, Illinois Central College president, deserves tremendous recognition for her vision in pulling us all together to create the Central Illinois Manufacturing Academy. He added that our hats also go off to presidents Dr. Charlotte Warren and Mr. Curt Oldfield of Lincoln Land Community College and Spoon River College respectfully, and our hardworking staff at IVCC for a job well done. Dr. Corcoran advised that if funded, we think this will have a profound effect on the current and future workforce needs of Central Illinois manufacturers. Dr. Corcoran extended special thanks to the 17 manufacturers, nine mayors, five chambers of commerce representatives, five community-based organizations, one economic development director, two legislators and 15 superintendents for their documented support of this major initiative.

COMMITTEE REPORTS

None

TENURE RECOMMENDATIONS

Dr. Anderson advised that the tenure process requires faculty demonstrate exemplary teaching, contributions to the college and community, and involvement with professional organizations. Faculty recommended for tenure were: Kevin Hermes, Amber Fox and Jessie Boussein.

Kevin Hermes – Criminal Justice Instructor

It was moved by Mr. Solon and seconded by Mr. McCracken to approve the tenure for Kevin Hermes, Criminal Justice Instructor, as presented. Dean Groleau informed that Mr. Hermes' accomplishments include the development and implementation of curriculum, including online curricula, in criminal justice, the creation of short-term certificates in criminal justice, the reinvigoration of the student club for criminal justice students, and extensive community outreach to the criminal justice community in the Illinois Valley. Dean Groleau noted that Kevin Hermes

ensures that all students are included in the learning process and that all comments are heard and respected. He added that the classroom environment created stimulates participation and active learning.

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

Mr. Hermes was present virtually to share his portfolio and celebrate his success with the Board of Trustees.

Amber Fox – Accounting Instructor

It was moved by Mr. Solon and seconded by Ms. Stevenson to approve the tenure for Amber Fox, Accounting Instructor, as presented. Dean Groleau informed that Ms. Fox’s accomplishments include the development of a 3+1 articulation agreement in Accounting with Franklin University, the introduction of active-learning projects and activities in accounting, including the use of a business simulation tool, and the development of internal controls for the MIMIC projects. Dean Groleau noted that Ms. Fox’s instructional approach results in active learning for all students enrolled in her classes.

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

Ms. Fox was present remotely to share her portfolio and celebrate her success with the Board of Trustees.

Jessie Bouxsein – Nursing Instructor

It was moved by Dr. Rebholz and seconded by Mr. McCracken to approve the tenure for Jessie Bouxsein, Nursing Instructor, as presented. Dr. Anderson informed that Ms. Bouxsein’s accomplishments include her commitment to the Nursing students as exhibited by her taking on additional clinical and seminar sessions above and beyond her load throughout her first three years. Dean Hogue, prior to her retirement, noted that “Ms. Bouxsein creates a classroom atmosphere where students are engaged, relaxed and willing to participate. She sees the individuality in each student and assists each to perform at their best.”

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

Ms. Bouxsein was present virtually to share her portfolio and celebrate her success with the Board of Trustees.

RESOLUTION DESIGNATING THE FISCAL YEAR

It was moved by Dr. Boyles and seconded by Ms. Stevenson to adopt the resolution designating the fiscal year from July 1, 2021 to June 30, 2022, as presented.

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

COURSE FEES/ADJUSTMENTS

It was moved by Dr. Rebholz and seconded by Mr. Solon to change 100 course fees: 81 increases, 12 new courses, 1 decrease, removal of course fees from 5 courses, plus the assignment of a course fee to 1 existing course, as presented.

Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. McCracken and Ms. Goetz. “Nay” – none. Motion carried. Dr. Corcoran thanked Bonnie Campbell for her coordination efforts in working with the Deans and Program Coordinators on reviewing and adjusting the course fees.

TRANSFER OF FUNDS – CAPITAL DEVELOPMENT BOARD TRUST ACCOUNT

It was moved by Mr. McCracken and seconded by Ms. Stevenson to approve the transfer of \$539,063 to a Capital Development Board Trust Account at Midland States Bank to cover the anticipated local match for the Air Moisture Infiltration deferred maintenance project.

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

APPROVAL OF CERTIFICATE: AGRICULTURAL STUDIES

It was moved by Mr. McCracken and seconded by Mr. Solon to approve the Agricultural Studies Certificate, as presented.

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

FACULTY RETIREMENT – KAREN ZEILMAN, ART INSTRUCTOR

It was moved by Mr. Solon and seconded by Dr. Boyles to accept with regret the retirement of Karen Zeilman, Art Instructor, effective May 31, 2021.

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

TRUSTEE COMMENT

Ms. Goetz reminded of the upcoming ICCTA meetings on March 12 and 13. She noted that she planned to be in attendance and would report back to the Trustees.

Ms. Stevenson commented on the flawless execution of the vaccination clinic process at the college. Mr. McCracken extended kudos to everyone involved with the clinics on campus. Dr. Rebholz related her husband’s positive experience with the college’s vaccination clinic and the entire process. Ms. Campbell noted that the LaSalle County Health Department has worked tirelessly on the vaccination efforts and the college is proud to partner with them.

CLOSED SESSION

Ms. Goetz requested a motion and a roll call vote at 7:00 p.m. to enter into a closed session to discuss: 1) pending or imminent litigation; 2) security procedures, school building safety and security; 3) complaint lodged against an official or employee of the public body; 4) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 5) collective negotiations; and 6) closed session minutes. Motion made by Ms. Stevenson and seconded by Mr. Solon to enter into a closed session.

Student Advisory Vote: – “Aye” – Ms. Ochuba. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. McCracken and Ms. Goetz. “Nay” – none. Motion carried. The Board immediately entered closed session at 7:01 p.m.

Motion made by Mr. Solon and seconded by Ms. Stevenson to return to the regular meeting. Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. McCracken and Ms. Goetz. “Nay” – none. Motion carried. The regular meeting resumed at 8:05 p.m.

CLOSED SESSION MINUTES

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

Roll Call Vote: “Ayes” – Dr. Rebholz, Dr. Boyles, Mr. Solon, Ms. Stevenson, Mr. McCracken and Ms. Goetz. “Nay” – none. Motion carried.

OTHER

Dr. Corcoran informed that Cory Tomasson, IVCC Athletic Director, and Mark Grzybowski, Vice President for Student Services were made aware of recent instances wherein three IVCC student athletes were found to have violated the IVCC Student Athlete Contract. As such, the student athletes have been removed from their respective teams and informed that their Spring 2021 Athletic Tuition Waiver has been rescinded.

ADJOURNMENT

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

Jane E. Goetz, Board Chair

Angela M. Stevenson, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

FEBRUARY 2021

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

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – February 2021

Revenues

- As of February 26, headcount for spring semester was 2,490 which is 516 students, or 17.17 percent, less than at the same point in time last year. Credit hours were down 3,715, a 15.59 percent decrease from spring 2020. Traditional credit hours are down 10.16 percent. Dual credit and dual enrollments are up slightly. Part of the variance can be attributed to the timing for when PCCS hours are entered into our system. One year ago at this time, 1,264 hours were recognized compared to none today, however, the process for our staff visiting the high schools in order to collect and recognize these hours has now begun.

According to the ICCB's Spring Semester Enrollment Survey, the substantial drop IVCC has experienced in both headcount and credit hours is comparable to the rest of the community colleges. What is encouraging is our spring internet enrollment has more than tripled.

Credit Hour Comparison FY2020 to FY2021

	Summer	Fall	Spring	Total
2019/2020	4,638	23,985	22,894	51,517
2020/2021	3,995	21,013	20,120	45,128
Difference	(643)	(2,972)	(2,774)	(6,389)
%	(13.9)	(12.4)	(12.1)	(12.4)

Budgeted credit hours for FY2021 were 51,000.

- Property tax collections as of January 31, were \$12,367,627, or 98.9 percent of the \$12,506,170 requested levy for tax year 2019.
- The State continues to be current with monthly credit hour grant and equalization grant payments. The first installment, \$105,000, of the \$210,000 CTE formula grant has also been received. The proposed budget from the governor's office is showing flat spending for higher education.

Expenses

- Overall, expenses are running at 70.0 percent of budget. One year ago at this point in time, expenses were 67.4 percent of budget.
- Expense line item- Employee Benefits includes the yearly H.S.A. contributions of \$622,500.
- Expense line items showing a significant variance from budget are 1) Annual Ellucian software maintenance costs of \$286,114; 2) Counselors' salaries are running higher than budget; 3) Financial Aid includes \$686,650 in CARES Act monies disbursed to students; 3) Legal expenses include \$27,159 for data breach services and \$50,825 for general counsel – \$52,500 over budget; 4) Risk Management includes \$120,000 in data breach costs; and 5) Bookstore expenses include a computer upgrade and annual software support.

Protection, Health & Safety Projects

- Building G Air Handling Units Replacement – units are set in place with all completely piped and insulated; ductwork is complete; electrical is 95% complete; controls and programming are underway;
- Key Card Access Upgrade – bid opening was March 1; results and recommendation to the March board meeting; construction to begin by April;
- Fireplace Lounge Ramp Replacement – bid opening was February 25; results and recommendation to the March board meeting; construction to begin by April;

Other Projects

- Roadway and Parking Lot Resealing Project – a CDB project – Bids were opened on January 8 with only one bid received. A rebid was opened on February 5 with a single bid again. The CDB will review to determine if the approval can move forward per the single bid requirements. Estimated project start date is May 2021. This project has a budget of \$900,000 with \$675,000 in state funding and \$225,000 from local funds.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 February 28, 2021
 Unaudited

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	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	
Assets and Other Debts								
Cash and cash equivalents	\$ 6,642,887	\$ 3,652,750	\$ 701,912	\$ 17,242	\$ 614,775	\$ -	\$ -	11,629,565
Investments	6,777,927	7,359,850	143,952	-	2,603	-	-	14,284,333
Receivables								-
Property Taxes	8,467,896	2,607,148	-	-	-	-	-	11,075,044
Governmental claims	-	-	-	-	327,464	-	-	327,464
Tuition and fees	1,453,317	-	-	395,275	-	-	-	1,848,592
Due from other funds	2,695,234	3,404	-	-	-	-	-	2,698,638
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	484,292	-	-	-	484,292
Other assets	73,926	33,830	-	-	-	-	-	107,756
Deferred Outflows	-	-	-	-	-	-	524,832	524,832
Fixed assets - net	-	-	-	30,181	-	59,786,846	-	59,817,027
Other debits								-
Amount available in								-
Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided								-
to retire debt	-	-	-	-	-	-	13,919,226	13,919,226
Total assets and deferred outflows	\$ 26,111,187	\$ 13,656,982	\$ 845,864	\$ 926,989	\$ 944,842	\$ 59,786,846	\$ 14,444,058	\$ 116,716,769

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 February 28, 2021
 Unaudited

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	Governmental Funds Types			Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Fund Types Enterprise	Fund Types Trust and Agency	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	44,927			3,360	4,755	-	-	53,041
Accrued salaries & benefits	1,649,091	22,375	-	14,072	-	-	-	1,685,538
Post-retirement benefits & other	145,403	-	-	-	-	-	-	145,403
Unclaimed property	212							212
Due to other funds	196,324	1,692,757	-	44,180	765,377	-	-	2,698,638
Due to student groups/deposits	44,604	-	-	-	174,710	-	-	219,314
Deferred inflows								-
Property taxes	4,916,513	1,301,982	-	-	-	-	-	6,218,495
Tuition and fees	2,295	-	-	-	-	-	-	2,295
Grants	-	-	-	-	-	-	-	-
OPEB	-	-	-	-	-	-	2,311,278	2,311,278
OPEB long term debt	-	-	-	-	-	-	12,132,780	12,132,780
Total Liabilities	6,999,368	3,017,114	-	61,612	944,842	-	14,444,058	25,466,995
Net Position/Net Assets								
Net investment in general fixed assets	-	-	-	-	-	59,786,846	-	59,786,846
Fund balance	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	10,639,868	-	-	-	-	-	10,639,868
Reserved for debt service	-	-	845,864	-	-	-	-	845,864
Unreserved	19,111,819	-	-	865,377	-	-	-	19,977,196
Total liabilities and net position	\$ 26,111,187	\$ 13,656,982	\$ 845,864	\$ 926,989	\$ 944,842	\$ 59,786,846	\$ 14,444,058	\$ 116,716,769

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
 For the eight months ended February 28, 2021
 Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxiliary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 16,970,977	\$ 2,260,536	\$ 1,492,317	\$ 1,462	\$ 1,146,800	\$ 4,191,108	\$ 47,674	\$ 37,979	\$ 1,248,788	\$ 27,397,640
Actual Expenditures	12,757,585	1,566,837	1,002,015	-	1,246,310	4,493,965	-	39,050	756,321	21,862,083
Other Financing Sources (Uses)	(10,000)	-	-	-	-	10,000	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	4,203,392	693,699	490,302	1,462	(99,510)	(292,857)	47,674	(1,071)	492,467	5,535,558
Fund balances July 1, 2020	10,586,964	3,626,764	4,743,808	844,402	964,888	56,851	4,886,316	36,029	180,346	25,926,368
Fund balances February 28, 2021	\$ 14,790,356	\$ 4,320,463	\$ 5,234,110	\$ 845,864	\$ 865,378	\$ (236,006)	\$ 4,933,990	\$ 34,958	\$ 672,813	\$ 31,461,926

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
 For the eight months ended February 28, 2021
 Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,579,643	\$ 8,420,526	98.1%	\$ 8,153,589	\$ 8,209,880	99.3%
Corporate Personal Property Replacement Tax	900,513	479,897	53.3%	519,878	905,250	57.4%
Tax Increment Financing Distributions	387,250	318,267	82.2%	370,464	387,250	95.7%
Total Local Government	<u>9,867,406</u>	<u>9,218,690</u>	93.4%	<u>9,043,931</u>	<u>9,502,380</u>	95.2%
State Government:						
ICCB Credit Hour Grant	1,728,400	1,132,244	65.5%	1,168,237	1,568,250	74.5%
Equalization Grant	50,000	29,167	58.3%	20,833	50,000	41.7%
Career/Technical Education Formula Grant	200,000	105,577	52.8%	-	200,000	0.0%
Other	-	-	-	-	-	-
Total Statement Government	<u>1,978,400</u>	<u>1,266,987</u>	64.0%	<u>1,189,070</u>	<u>1,818,250</u>	65.4%
Federal Government						
PELL Administrative Fees	7,975	-	0.0%	255	7,325	3.5%
Total Federal Government	<u>7,975</u>	<u>-</u>	0.0%	<u>255</u>	<u>7,325</u>	3.5%
Student Tuition and Fees:						
Tuition	6,586,152	5,629,043	85.5%	6,524,971	6,886,576	94.7%
Fees	837,700	660,436	78.8%	834,091	877,300	95.1%
Total Tuition and Fees	<u>7,423,852</u>	<u>6,289,479</u>	84.7%	<u>7,359,063</u>	<u>7,763,876</u>	94.8%
Other Sources:						
Public Service Revenue	341,879	122,197	35.7%	190,767	287,450	66.4%
Other Sources:	234,613	73,623	31.4%	165,763	233,839	70.9%
Total Other Sources	<u>576,492</u>	<u>195,820</u>	34.0%	<u>356,530</u>	<u>521,289</u>	68.4%
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,854,125</u>	<u>\$ 16,970,977</u>	85.5%	<u>\$ 17,948,848</u>	<u>\$ 19,613,120</u>	91.5%
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,239,344	5,411,484	65.7%	\$ 5,510,094	\$ 8,192,913	67.3%
Employee Benefits	1,705,720	1,276,238	74.8%	1,288,448	1,822,252	70.7%
Contractual Services	146,565	58,507	39.9%	66,978	161,549	41.5%
Materials & Supplies	404,772	187,513	46.3%	191,095	429,721	44.5%
Conference & Meeting	162,988	11,199	6.9%	31,496	142,376	22.1%
Fixed Charges	55,000	28,634	52.1%	155,887	189,000	82.5%
Capital Outlay	-	-	0.0%	-	-	0.0%
Other	-	-	-	-	-	-
Total Instruction	<u>10,714,389</u>	<u>6,973,574</u>	65.1%	<u>7,243,997</u>	<u>10,937,811</u>	66.2%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
 For the eight months ended February 28, 2021
 Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
Academic Support:						
Salaries	1,003,192	577,386	57.6%	616,064	982,326	62.7%
Employee Benefits	211,676	139,642	66.0%	124,284	172,141	72.2%
Contractual Services	197,118	225,178	114.2%	144,085	191,657	75.2%
Materials & Supplies	306,822	124,842	40.7%	140,697	278,128	50.6%
Conference & Meeting	20,595	1,583	7.7%	6,321	16,955	37.3%
Utilities	26,445	23,325	88.2%	20,475	25,650	79.8%
Capital Outlay	-	12,348		-	-	0.0%
Other	-	-		-	-	
Total Academic Support	<u>1,765,848</u>	<u>1,104,303</u>	62.5%	<u>1,051,926</u>	<u>1,666,857</u>	63.1%
Student Services:						
Salaries	1,121,572	805,561	71.8%	848,380	1,293,469	65.6%
Employee Benefits	385,992	289,967	75.1%	262,311	366,444	71.6%
Contractual Services	40,777	11,774	28.9%	79,913	22,778	350.8%
Materials & Supplies	77,202	27,833	36.1%	39,476	68,187	57.9%
Conference & Meeting	45,075	301	0.7%	14,429	45,075	32.0%
Utilities	-	562	0.0%	635	-	0.0%
Total Student Services	<u>1,670,618</u>	<u>1,135,999</u>	68.0%	<u>1,245,143</u>	<u>1,795,953</u>	69.3%
Public Services/Continuing Education:						
Salaries	344,429	203,232	59.0%	231,766	367,282	63.1%
Employee Benefits	77,863	61,010	78.4%	60,995	80,616	75.7%
Contractual Services	258,400	39,687	15.4%	146,854	248,250	59.2%
Materials & Supplies	92,800	25,739	27.7%	54,694	89,250	61.3%
Conference & Meeting	18,950	720	3.8%	4,068	20,550	19.8%
Utilities	-	-	0.0%	-	-	-
Other	300	-	0.0%	-	200	0.0%
Total Public Services/Continuing Education	<u>792,742</u>	<u>330,388</u>	41.7%	<u>498,376</u>	<u>806,148</u>	61.8%
Institutional Support:						
Salaries	1,856,317	1,206,556	65.0%	1,131,510	1,804,720	62.7%
Employee Benefits	691,890	575,958	83.2%	522,564	673,288	77.6%
Contractual Services	569,172	537,430	94.4%	424,191	634,007	66.9%
Materials & Supplies	381,678	288,484	75.6%	268,384	429,645	62.5%
Conference & Meeting	69,225	7,329	10.6%	18,417	68,285	27.0%
Utilities	26,315	5,436	20.7%	7,365	26,050	28.3%
Capital Outlay	176,381	12,348	7.0%	-	25,875	0.0%
Other	29,550	(68)	-0.2%	(69)	15,550	-0.4%
Provision for Contingency	500,000	-	0.0%	-	156,931	
Total Institutional Support	<u>4,300,528</u>	<u>2,633,472</u>	61.2%	<u>2,372,362</u>	<u>3,834,351</u>	61.9%
Scholarships, Grants and Waivers	600,000	579,849	96.6%	468,477	577,000	81.2%
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 19,844,125</u>	<u>\$ 12,757,585</u>	64.3%	<u>\$ 12,880,282</u>	<u>\$ 19,618,120</u>	65.7%
INTERFUND TRANSFERS - NET	<u>\$ (10,000)</u>	<u>\$ (10,000)</u>	100.0%	<u>\$ (10,000)</u>	<u>\$ 5,000</u>	-200.0%

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Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
 For the eight months ended February 28, 2021
 Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,383,200	\$ 1,357,584	98.1%	\$ 1,298,979	\$ 1,307,306	99.4%
Corporate Personal Property Replacement Tax	225,000	84,688	37.6%	91,743	230,000	39.9%
Tax Increment Financing Disbursements	130,000	106,089	81.6%	123,283	130,000	94.8%
Total Local Government	<u>1,738,200</u>	<u>1,548,361</u>	89.1%	<u>1,514,005</u>	<u>1,667,306</u>	90.8%
State Government:						
ICCB Credit Hour Grant	305,023	194,115	63.6%	198,445	276,750	71.7%
Total State Government	<u>305,023</u>	<u>194,115</u>	63.6%	<u>198,445</u>	<u>276,750</u>	71.7%
Student Tuition and Fees						
Tuition	512,448	461,678	90.1%	520,821	535,702	97.2%
Total Tuition and Fees	<u>512,448</u>	<u>461,678</u>	90.1%	<u>520,821</u>	<u>535,702</u>	97.2%
Other Sources:						
Facilities Revenue	133,500	47,785	35.8%	87,754	138,941	63.2%
Investment Revenue	50,000	5,690	11.4%	36,782	45,000	81.7%
Other	2,500	2,908	116.3%	2,016	2,500	80.6%
Total Other Sources	<u>186,000</u>	<u>56,382</u>	30.3%	<u>126,552</u>	<u>186,441</u>	67.9%
TOTAL OPERATIONS & MAINTENANCE REVENUES	\$ 2,741,671	\$ 2,260,536	82.5%	\$ 2,359,823	\$ 2,666,201	88.5%
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	972,207	601,380	61.9%	601,418	968,783	62.1%
Employee Benefits	292,487	224,389	76.7%	218,160	326,311	66.9%
Contractual Services	169,100	74,512	44.1%	42,566	169,400	25.1%
Materials & Supplies	240,250	128,076	53.3%	89,854	277,787	32.3%
Conference & Meeting	1,175	200	17.0%	326	5,675	5.7%
Fixed Charges	117,250	189,323	161.5%	61,777	68,250	90.5%
Utilities	762,347	326,951	42.9%	335,371	762,600	44.0%
Capital Outlay	102,832	-	0.0%	17,350	84,000	20.7%
Provision for Contingency	100,000	-	0.0%	-	-	0.0%
Other	(63,000)	-	0.0%	-	(63,000)	0.0%
Total Operations & Maintenance of Plant	<u>2,694,648</u>	<u>1,544,832</u>	57.3%	<u>1,366,822</u>	<u>2,599,806</u>	52.6%
Institutional Support:						
Salaries	31,342	10,001	31.9%	25,212	45,186	55.8%
Employee Benefits	6,076	4,538	74.7%	5,936	11,846	50.1%
Contractual Services	2,700	2,615	96.9%	-	2,491	0.0%
Materials & Supplies	3,105	1,163	37.5%	1,930	3,050	63.3%
Fixed Charges	3,800	3,688	97.1%	3,688	3,820	96.5%
Other	-	-	-	-	-	-
Total Institutional Support	<u>47,023</u>	<u>22,005</u>	46.8%	<u>36,765</u>	<u>66,393</u>	55.4%
TOTAL OPERATIONS & MAINTENANCE EXPENDITURES	\$ 2,741,671	\$ 1,566,837	57.1%	\$ 1,403,587	\$ 2,666,199	52.6%

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
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 Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources:						
Current Taxes	1,556,066	1,352,996	86.9%	1,429,486	1,518,973	94.1%
State Government Sources	750,000	105,261	0.0%	-	-	0.0%
Investment Revenue	65,000	34,059	52.4%	42,031	65,000	64.7%
Other	-	-	0.0%	-	-	0.0%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 2,371,066	\$ 1,492,317	62.9%	\$ 1,471,517	\$ 1,583,973	92.9%
OPERATIONS & MAINTENANCE FUND RESTRICTED EXPENDITURES						
Contractual Services	\$ -	\$ -		\$ -	\$ -	
Fixed Charges	-	-		-	-	
Capital Outlay	2,250,000	1,002,015	44.5%	1,061,815	1,500,000	70.8%
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 2,250,000	\$ 1,002,015	44.5%	\$ 1,061,815	\$ 1,500,000	70.8%
DEBT SERVICE FUND						
Investment Revenue	\$ 10,500	\$ 1,462	13.9%	\$ 2,845	\$ 3,600	79.0%
TOTAL DEBT SERVICE FUND REVENUES	\$ 10,500	\$ 1,462	13.9%	\$ 2,845	\$ 3,600	79.0%
TOTAL DEBT SERVICE FUND EXPENDITURES	-	-		-	-	
AUXILIARY ENTERPRISES FUND REVENUE						
Service Fees	\$ 1,316,000	\$ 1,135,403	86.3%	\$ 1,300,159	\$ 1,664,665	78.1%
Investment Revenue	4,500	96	2.1%	3,047	4,500	67.7%
Other Revenue	4,000	11,301	282.5%	7,726	8,000	96.6%
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	\$ 1,324,500	\$ 1,146,800	86.6%	\$ 1,310,931	\$ 1,677,165	78.2%
AUXILIARY ENTERPRISES FUND EXPENSES						
Salaries	\$ 346,958	\$ 212,789	61.3%	\$ 198,902	\$ 352,435	56.4%
Employee Benefits	118,699	67,512	56.9%	60,870	68,134	89.3%
Contractual Services	63,265	24,275	38.4%	54,581	66,198	82.5%
Materials & Supplies	1,014,882	904,968	89.2%	938,535	1,292,478	72.6%
Conference & Meeting	24,938	4,357	17.5%	15,973	24,679	64.7%
Fixed Charges	50,200	30,909	61.6%	42,917	49,700	86.4%
Capital Outlay/Depreciation	600	-	0.0%	6,070	1,322	459.2%
Other	103,000	1,500	1.5%	1,500	103,000	1.5%
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 1,722,542	\$ 1,246,310	72.4%	\$ 1,319,348	\$ 1,957,946	67.4%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ 61,414	\$ -	0.0%	\$ -	\$ 61,414	0.0%

Illinois Valley Community College District No. 513
Summary of Fiscal Year 2021 Revenues & Expenditures by Fund
For the eight months ended February 28, 2021
Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
RESTRICTED PURPOSE FUND REVENUES						
State Government Sources	\$ 289,245	\$ 123,362	42.6%	\$ 112,332	\$ 285,285	39.4%
Federal Government Sources	4,437,598	4,049,353	91.3%	4,020,359	4,951,574	81.2%
Nongovernmental Gifts or Grants	2,500	16,966	678.7%	2,500	32,000	7.8%
Other Revenue	-	1,427		2,352	4,700	50.0%
TOTAL RESTRICTED PURPOSE FUND REVENUES	\$ 4,729,343	\$ 4,191,108	88.6%	\$ 4,137,543	\$ 5,273,559	78.5%
RESTRICTED PURPOSE FUND EXPENDITURES						
Instruction:						
Salaries	\$ 363,617	\$ 217,758	59.9%	\$ 222,643	\$ 426,869	52.2%
Employee Benefits	122,265	78,442	64.2%	80,237	141,592	56.7%
Contractual Services	24,242	47,136	194.4%	33,044	23,293	141.9%
Materials & Supplies	24,388	44,293	181.6%	37,761	39,765	95.0%
Conference & Meeting	13,491	(130)	-1.0%	18,258	41,065	44.5%
Utilities	450	-	0.0%	446	949	47.0%
Capital Outlay	15,000	45,968	306.5%	30,362	22,000	138.0%
Other	-	-		-	-	
Total Instruction	563,453	433,467	76.9%	422,750	695,533	60.8%
Student Services:						
Salaries	\$ 203,035	\$ 134,250	66.1%	\$ 128,452	\$ 198,634	64.7%
Employee Benefits	71,700	49,217	68.6%	48,016	69,755	68.8%
Contractual Services	15,800	3,734	23.6%	6,016	6,000	100.3%
Materials & Supplies	15,440	51,488	333.5%	2,215	9,330	23.7%
Conference & Meeting	10,600	2,816	26.6%	3,993	9,300	42.9%
Utilities	-	5,613	0.0%	-	-	0.0%
Capital Outlay	-	-	0.0%	-	-	0.0%
Tuition Waivers (TRIO Grant)	18,425	25,900	140.6%	18,200	25,873	70.3%
Total Student Services	335,000	273,017	81.5%	206,893	318,892	64.9%
Operations & Maintenance of Plant:						
Maintenance supplies	-	8,207		-	-	
Total Operations & Maintenance of Plant	-	8,207		-	-	
Institutional Support:						
Salaries (Federal Work Study)	90,390	28,927	32.0%	65,887	94,035	70.1%
SURS on-behalf	-	-		-	-	
Total Institutional Support	90,390	28,927	32.0%	65,887	94,035	70.1%
Student Grants and Waivers (PELL & SEOG)	3,748,000	3,750,346	100.1%	3,631,064	4,170,699	87.1%
TOTAL RESTRICTED FUND EXPENDITURES	\$ 4,736,843	\$ 4,493,965	94.9%	\$ 4,326,595	\$ 5,279,159	82.0%
RESTRICTED INTERFUND TRANSFERS - NET	\$ 10,000	\$ 10,000	100.0%	\$ 10,000	\$ 10,000	100.0%
WORKING CASH FUND REVENUES						
Investment Revenue	\$ 60,000	\$ 47,674	79.5%	\$ 71,378	\$ 70,000	102.0%
WORKING CASH INTERFUND TRANSFERS - NET	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%

Illinois Valley Community College District No. 513
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 For the eight months ended February 28, 2021
 Unaudited

	Annual Budget FY2021	2/28/2021	Actual/Budget 67.0%	2/29/2020	Annual Budget FY2020	Actual/Budget 67.0%
AUDIT FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 41,840	\$ 37,931	90.7%	\$ 37,013	\$ 38,150	97.0%
Investment Revenue	150	48	32.1%	136	100	135.7%
TOTAL AUDIT FUND REVENUES	41,990	37,979	90.4%	37,148	38,250	97.1%
AUDIT FUND EXPENDITURES						
Contractual Services	39,050	39,050	100.0%	36,150	38,150	94.8%
TOTAL AUDIT FUND EXPENDITURES	\$ 39,050	\$ 39,050	100.0%	\$ 36,150	\$ 38,150	94.8%
LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE						
Local Government Sources:						
Current Taxes	\$ 1,040,539	\$ 1,198,590	115.2%	\$ 983,822	\$ 1,136,999	86.5%
Investment Revenue	2,500	1,641	65.7%	1,195	2,000	59.7%
Other Revenue	-	48,557		-	-	
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE	1,043,039	1,248,788	119.7%	\$ 985,017	\$ 1,138,999	86.5%
LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES						
Student Services:						
Salaries	70,249	48,450	69.0%	40,709	111,403	36.5%
Employee Benefits	27,305	20,210	74.0%	19,704	26,762	73.6%
Contractual Services	23,000	7,843	34.1%	8,125	23,000	35.3%
Materials & Supplies	3,700	592	16.0%	250	400	62.6%
Total Student Services	<u>124,254</u>	<u>77,094</u>	<u>62.0%</u>	<u>68,788</u>	<u>161,565</u>	<u>42.6%</u>
Operations & Maintenance of Plant:						
Contractual Services	519,557	217,057	41.8%	248,118	547,500	45.3%
Materials & Supplies	170	28	16.7%	149	150	99.4%
Utilities	650	(160)	-24.6%	218	425	51.2%
Total Operations & Maintenance of Plant	<u>520,377</u>	<u>216,926</u>	<u>41.7%</u>	<u>248,484</u>	<u>548,075</u>	<u>45.3%</u>
Institutional Support:						
Salaries	66,197	47,842	72.3%	45,546	70,825	64.3%
Employee Benefits	208,438	10,561	5.1%	10,257	202,997	5.1%
Contractual Services	35,750	172,176	481.6%	43,027	34,000	126.6%
Materials & Supplies	2,100	9,485	451.7%	1,966	4,700	41.8%
Conference & Meeting	4,700	-	0.0%	-	5,200	0.0%
Fixed Charges	244,750	222,236	90.8%	253,942	275,500	92.2%
Total Institutional Support	<u>561,935</u>	<u>462,301</u>	<u>82.3%</u>	<u>354,738</u>	<u>593,222</u>	<u>59.8%</u>
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND EXPENDITURES	\$ 1,206,566	\$ 756,321	62.7%	\$ 672,010	\$ 1,302,862	51.6%

Illinois Valley Community College District No. 513
Fiscal Year 2021 Budget to Actual Comparison
All Funds - By Budget Officer
as of February 28, 2021
Unaudited

Department	Annual Budget FY2021	Actual FY2021	Actual/ Budget 67.0%	
President	359,006	238,091	66.3%	
Board of Trustees	14,850	12,302	82.8%	Includes ICCTA annual dues of \$11,550
Community Relations	426,113	258,772	60.7%	
Continuing Education	792,742	330,388	41.7%	
Facilities	4,400,359	2,546,847	57.9%	
Information Technologies	1,978,064	1,451,280	73.4%	
Academic Affairs	232,682	140,066	60.2%	
Academic Affairs (AVPCE)	482,229	446,114	92.5%	
Adult Education	453,005	298,479	65.9%	
Learning Resources	1,321,356	839,761	63.6%	
Workforce Development Division	2,301,036	1,447,913	62.9%	
Natural Sciences & Business Division	3,162,592	2,154,414	68.1%	
Humanities & Fine Arts/Social Science Division	3,117,822	1,919,431	61.6%	
Health Professions Division	1,848,823	1,260,202	68.2%	
Admissions & Records	405,117	273,154	67.4%	
Counseling	401,226	338,633	84.4%	Salaries running at 90 percent of budget
Student Services	289,261	180,427	62.4%	
Financial Aid	4,140,591	3,966,671	95.8%	includes \$686,560 of CARES Act funding
Career Services	40,209	22,389	55.7%	
Athletics	309,616	154,094	49.8%	
TRiO (Student Success Grant)	335,000	234,129	69.9%	
Campus Security	537,420	215,336	40.1%	
Business Services/General Institution	1,060,283	837,978	79.0%	Legal services - Data Breach \$27,159; Zukowski \$50,825; \$52,500 over budget
Risk Management	561,935	463,891	82.6%	\$120,000 data breach costs;
Tuition Waivers	600,000	579,849	96.6%	Summer, fall and spring waivers
Purchasing	122,831	81,751	66.6%	
Human Resources	135,665	77,425	57.1%	
Bookstore	1,255,451	1,010,518	80.5%	Computer upgrade and annual software support
Shipping & Receiving	47,023	22,005	46.8%	
Copy Center	114,475	59,773	52.2%	
Total FY21 Expenditures	<u>31,246,782</u>	<u>21,862,083</u>	70.0%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended February 28, 2021

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 6,200,824.39	\$ 2,640,956.51	\$ 757,996.78	\$ 701,912.45	\$ 16,007.33	\$ (498,652.94)	\$ 1,582,687.77	\$ 15,867.56	\$ 51,995.00	\$ 69,363.87	\$ 11,538,958.72
Total Receipts	224,908.21	12,291.78	106,108.36	-	23,589.51	981.30	7,345.47	21.95	692.43	109,420.00	\$ 485,359.01
Total Cash	6,425,732.60	2,653,248.29	864,105.14	701,912.45	39,596.84	(497,671.64)	1,590,033.24	15,889.51	52,687.43	178,783.87	12,024,317.73
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	1,016,290.34	-	-	-	-	-	-	-	-	-	1,016,290.34
Expenditures	(2,496,549.01)	(177,927.84)	(55,357.57)	-	(208,130.40)	(82,077.03)	-	-	(52,364.15)	(250.00)	(3,072,656.00)
ACCOUNT BALANCE	4,945,473.93	2,475,320.45	808,747.57	701,912.45	(168,533.56)	(579,748.67)	1,590,033.24	15,889.51	323.28	178,533.87	9,967,952.07
Deposits in Transit	(2,280.35)										(2,280.35)
Outstanding Checks	1,058,008.34										1,058,008.34
BANK BALANCE	6,001,201.92	2,475,320.45	808,747.57	701,912.45	(168,533.56)	(579,748.67)	1,590,033.24	15,889.51	323.28	178,533.87	11,023,680.06
Certificates of Deposit	-	-	2,210,418.34	-	-	-	2,877,000.02	-	100,000.00	-	5,187,418.36
Illinois Funds	5,648,818.44	1,129,109.02	807,315.56	143,951.74	-	202,645.97	455,854.74	-	-	2,603.42	8,390,298.89
Bldg Reserve-ILLFund	-	-	460,903.01	-	-	-	-	-	-	-	460,903.01
Total Investment	\$ 5,648,818.44	\$ 1,129,109.02	\$ 3,478,636.91	\$ 143,951.74	\$ -	\$ 202,645.97	\$ 3,332,854.76	\$ -	\$ 100,000.00	\$ 2,603.42	\$ 14,038,620.26

LaSalle State Bank	\$ 312,342.30
Midland States Bank	10,711,337.76
	<u>\$ 11,023,680.06</u>

Respectfully submitted,


 Kathy Ross
 Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
February 28, 2021

<u>DUE</u>	<u>Education</u>	<u>Oper & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/26/2021			1,000,000					1,000,000	MB	0.85%	0.85%	17050
11/7/2021						150,000		150,000	MB	0.85%	0.85%	15192
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	Capital One
7/19/2022						247,000		247,000	MBS	2.25%	2.25%	Discover Bank
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Capital One
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Wells Fargo
11/23/2022			1,210,418					1,210,418	MB	2.65%	2.67%	17012
11/23/2022							100,000	100,000	MB	2.65%	2.67%	17013
6/16/2023						245,000		245,000	MBS	0.70%	0.70%	Texas Exchange Bank
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
2/25/2026						245,000		245,000	MBS	0.65%	0.65%	State Bank of India
Total CD	-	-	2,210,418	-	-	2,877,000	100,000	5,187,418				

CB Commerce Bank
CTB Central Bank
HNB Hometown National Bank

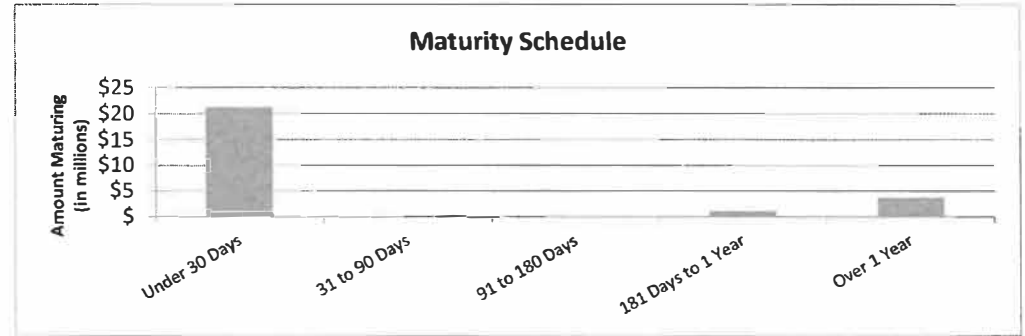
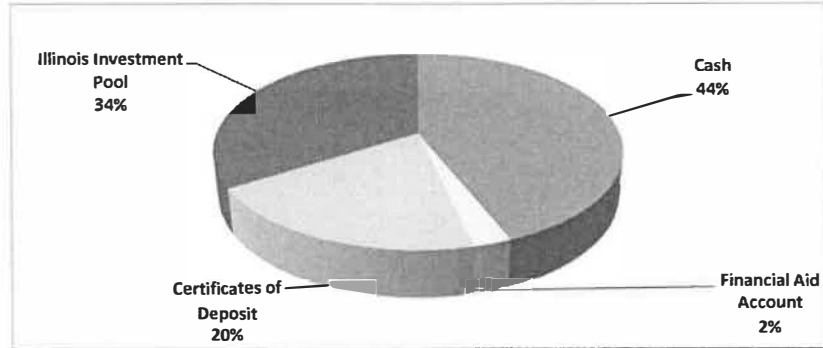
LSB LaSalle State Bank
MB Marseilles Bank

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

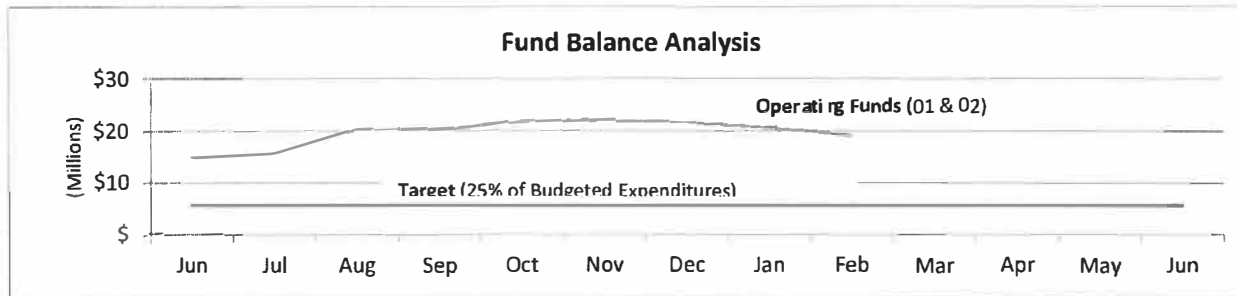
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
February 28, 2021**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	43.8%	\$ 11,467,918	0.350%
Financial Aid Account	2.5%	659,151	0.350%
Certificates of Deposit	19.8%	5,187,418	2.148%
Illinois Investment Pool	33.8%	8,851,202	0.089%
Total		\$ 26,165,689	0.618%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 8,390,299	-	-	\$ 8,390,299	32%
IL Funds -Building	460,903	-	-	460,903	2%
Midland Sates Bank	-	-	10,711,338	10,711,338	41%
Midland States-F/A	-	-	659,151	659,151	3%
Midland States-Bldg	-	-	20,628	20,628	-
LaSalle State Bank	-	-	312,342	312,342	
Commerce Bank	-	1,000,000	-	1,000,000	4%
Multi Bank Securities	-	1,972,000	-	1,972,000	8%
Heartland Bank-Bldg	-	-	225,085	225,085	1%
Heartland Bank	-	-	198,525	198,525	1%
Marseilles Bank	-	2,215,418	-	2,215,418	8%
	\$ 8,851,202	\$ 5,187,418	\$ 12,127,069	\$ 26,165,689	100%



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\$5,000 and Over Disbursements

2/01/21 - 2/28/21

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
762394	2/3/2021	140900	CollegeNET, Inc	\$ 6,000.00	Basic Fee- Colleague
762396	2/3/2021	145330	Dynamic Controls, Inc	23,395.00	Corrective Actions Server- Recovery & Restoration
762401	2/3/2021	181795	G4S Secure Solutions (USA) Inc	6,802.24	Security Services- Main Campus (1/4/21-1/10/21)
762409	2/3/2021	133143	Laerdal Medical Corporation	5,032.35	vSim Med Surg Student
762440	2/4/2021	82994	Eureka Savings Bank	5,000.00	Payroll Deductions
762447	2/4/2021	82897	SURS	79,931.11	Payroll (2/4/21)
ACH	2/4/2021		Internal Revenue Services	145,817.25	Federal Payroll Taxes (2/4/21)
ACH	2/4/2021		Illinois Department of Revenue	38,010.95	State Payroll Taxes (2/4/21)
ACH	2/4/2021		VALIC	10,368.01	403 (b) & 457 (b) Payroll (2/4/21)
ACH	2/5/2021		American Express	13,249.59	Credit Card Purchases (January 2021)
ACH	2/8/2021		Illinois Department of Revenue	12,111.00	Sales Tax
762508	2/10/2021	226063	miniPCR	6,699.00	MiniPCR Thermal Cycler & Gyro Micro centrifuge
762515	2/10/2021	214499	Constellation NewEnergy, Inc	22,017.86	Electricity (12/10/20-1/13/21)
762516	2/10/2021	209567	Delta Dental of Illinois	7,027.72	Dental Insurance (January 2021)
26 762520	2/10/2021	181795	G4S Secure Solutions (USA) Inc	7,052.10	Security Services- Main Campus (1/11/21-1/17/21)
762535	2/10/2021	149061	National Curriculum & Training	5,142.57	Driver Improvement Workbooks
762553	2/10/2021	209294	Vital Source Technologies, Inc	109,434.46	Inclusive Access Fees- Spring 2021
ACH	2/11/2021		CCHC	275,960.11	Health Insurance (February 2021)
762576	2/17/2021	99391	Blackboard, Inc	56,072.95	Blackboard Learning Core- SAAS PLUS Package
762583	2/17/2021	174412	Demonica Kemper Architects	55,357.57	19005 Bldg C AHU Replacement, Bldg G Bleacher Replacement, Proj 20027 Fire Place Lounge, Key Card Access System Upgrade*
762588	2/17/2021	181795	G4S Secure Solutions (USA) Inc	6,265.00	Security Services- Main Campus (1/18/21-1/24/21)
762612	2/17/2021	214047	Symmetry Energy Solutions, LLC	5,772.91	Gas Billing- December 2020
762632	2/18/2021	82897	SURS	50,448.04	Payroll (2/18/21)
ACH	2/18/2021		Internal Revenue Services	69,097.93	Federal Payroll Taxes (2/18/21)
ACH	2/18/2021		Illinois Department of Revenue	23,438.34	State payroll Taxes (2/18/21)
ACH	2/18/2021		VALIC	9,988.21	403 (b) & 457 (b) Payroll (2/18/21)
762651	2/24/2021	181795	G4S Secure Solutions (USA) Inc	6,827.40	Security Services- Main Campus (1/25/21-1/31/21)
762665	2/24/2021	138734	Krueger International	7,707.80	Replacement Cushion for Altus Chairs

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\$5,000 and Over Disbursements

2/01/21 - 2/28/21

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
762698	2/24/2021	209294	Vital Source Technologies, Inc	5,954.44	Books for Resale
ACH	2/26/2021		Prudential	5,478.43	Life Insurance (March 2021)
				<u>\$ 1,081,460.34</u>	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 01/30/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Antle, Tracey A.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 12,700.80	011420730051340			NUR 2202; NUR 1205; NUR 1210
Ault, Richard L.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 2,592.00	011120570051340			CHMD 1006-04; CHMD 1007-02; Open Labs
Balzarini, Doreen J.	1 on 1 Computer Session	01/21/2021	01/21/2021	01/30/2021	ST	\$ 105.00	014110394151320			
Bias, Timothy J.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 5,904.00	011320410051340			IMT 1200-300; IMT 1200-301; MET 1202-300
Black, Mary A.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,160.00	011220570051340			MTH 1206-151
Black, Mary A.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 1,590.00	011520570051340			MTH 0920-151; MTH 0920-171; MTH 0908-80
Black, Wesley T.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 10,800.00	011120570051340			MTH 1008-101/102; MTH 2002-100
Blaydes, Christine A.	20/21 Overload	10/08/2020	01/30/2021	01/30/2021	OV	\$ 14,421.60	011420730051340			ALH 1214-654/153/154/652
Bouxsein, Jessie L.	20/21 Overload	10/08/2020	02/13/2021	02/13/2021	OV	\$ 4,089.60	011420730051340			NUR 1202-159; NUR 1202-155
Brolley, Vincent D.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,160.00	011120650051340			PSY 2005-150
Brolley, Vincent D.	20/21 Overload	08/14/2020	12/16/2020	02/13/2021	OV	\$ 2,160.00	011120570051340			BUL 2000-100
Bruch, Anna M.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 17,049.60	011420730051340			NUR 1202; ALH 1002; NUR 2211; ALH 1002-100/101
Caley Opsal, Susan M.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 9,648.00	011120570051340			BIOD 1007-02/03/100; BIOD 1008-02/100/101
Carey, Lauri L.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 22,118.40	011120570051340			BIO 1001-153/154/155; BIO 1004-150/151/153
Cherpeske, Roxanne G.	Fall 2020 Accreditation Duties	08/14/2020	12/15/2020	01/30/2021	ST	\$ 2,577.00	011420410051310			
Cinotte, Lori M.	Union Treasurer 20/21	08/14/2020	02/13/2021	02/13/2021	ST	\$ 1,440.00	018640091051900			
Cinotte, Lori M.	20/21 Overload	08/14/2020	02/13/2021	02/13/2021	OV	\$ 4,470.00	011120650051340			Newspaper; JRN 1003-80
Cook Fesperman, Amanda P.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 4,320.00	011120650051340			International Education; Dual Credit Release
Data, Dorene M.	1st Online CAD 1201/2201/2208	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011320410051340			CAD 1201-150 CAD 2201-150 CAD 2208-150
Data, Dorene M.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 16,862.40	011320410051340			CAD 2203/2206/2201/2208 DFT 1200 DFT 1203 IMT 1208
Eccles, Kimberly A.	CSS 2200-100	01/14/2021	03/11/2021	03/13/2021	ST	\$ 560.07	011320410051320	CSS-2200-100	Advanced Excel	
Elias, Gina R.	1st Online CSN 1230/1234/2200	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011320410051340			CSN 1230-170 CSN 1234-170 CSO 2200-170
Elias, Gina R.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 607.60	011320410051340			CSN 2222-01 CSP 2200-80
Elias, Gina R.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 10,080.00	011120410051340			CSI 1011-150/151/370 CSI 2011-170
Fesperman, Jeffrey N.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 2,736.00	011120570051340			GEG 1003-100; GEG 1004-100
Fish, Nicholas R.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 12,135.70	011420410051340			EMS 2220-350; EMS 2207-80; EMS 2221-1; EMS 2230-350
Forst, Jeanne M.	20/21 Overload	08/24/2020	12/16/2020	03/27/2021	OV	\$ 1,440.00	011120650051340			Writing Center
Fox, Amber R.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 6,552.00	011220570051340			BUS 1201-150; FIN 1200-100; BUS 2260-170
Francisco, Marjorie L.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 7,862.40	011420730051340			ALH 1001-100; NUR 2211-155; ALH 1001-100
Francisco, Marjorie L.	NUR 1205-154,155,158,159	10/13/2020	10/15/2020	01/30/2021	OV	\$ 194.40	011420730051340			Covered 2 days of lecture
Garrison, David M.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,880.00	011120570051340			MTH 1003-153; MTH 1003-154
Garrison, David M.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 5,040.00	011220570051340			MTH 1206-150; MTH 1206-100; MTH 1206-170
Gibson, Stephen B.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 3,672.00	011320410051340			ELE 1203-150 ELE 1203-300
Hartford, Carmen N.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 12,312.00	011120570051340			BIOD 1007; BIO 1008-17; BIOD 1008; BION 1008-302
Henkel, Katie J.	Curriculum Development	07/01/2020	10/31/2020	01/30/2021	SG	\$ 2,160.00	061320152751900			
Hodgson, Laura A.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 6,120.00	011420730051340			ALH 1202-100; Program Intake; Remediation
Johill, Matthew E.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 6,480.00	011120570051340			CHM 1006-154/155; CRJ 1001-100; CHM 1007-172
Johnson, LeeAnn	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 11,016.00	011120570051340			BIO 1004-150/151/153; BIOD 1003-01/02/03
King, Keith R.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 14,760.00	011120570051340			BIOD 1009-02/03; BION1009-/300; BIO 1009
Knowlton, Amber S.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 16,387.20	011420730051340			NUR 2201-155; NUR 2201-155/159; NUR 1202-160
Koudelka, Arthur E.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 8,604.00	011320410051340			ATO 2220-150 ATO 2230-150 ATO 2270-150
Kuester, David A.	20/21 Overload	08/14/2020	12/16/2020	03/13/2021	OV	\$ 4,770.00	011120650051340			THE 2002-102/103; THE 1005-80; THE 2005-80
Landgraf, Tammy L.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 5,688.00	011220650051340			Program Coordinator; ECE 2219-01; ECE 2219-170
Mangold, Richard F.	20/21 Overload	01/14/2021	01/30/2021	01/30/2021	OV	\$ 4,320.00	011120650051340			SOC 1000-104; SOC 1002-100
Mangold, Richard F.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 2,160.00	011420730051340			ALH 1002-600
Marko, Richard E.	20/21 Overload	08/14/2020	02/13/2021	02/13/2021	OV	\$ 3,780.00	011320410051340			ATO 2210-150 ATO 2280-150

Stipends For Pay Period 01/30/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
McDonnell, Nancy A.	1st Online CSC 1201/2200/2206	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011320410051340			CSC 1201-170 CSC 2200-170 CSC 2206-170
McDonnell, Nancy A.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 12,919.20	011320410051340			CSC 2201/2203/2205/2206 CSC 2222 CSD 1210-150
Mott, Willard D.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 6,962.40	011220570051340			AGR1212-100; AGR1214-170; AGR1213-170; Open Labs
Myers, Taylor M.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 12,960.00	011420730051340			NUR 2201; NUR 1205; NUR 2200; ALH 1001; NUR 2212
Olesen, Jared J.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,160.00	011120650051340			SOC 2001-100
Osianzi, Steven J.	WLD 2209-300	01/25/2021	05/22/2021	05/22/2021	ST	\$ 1,762.50	011320410051320			
Ossola, Jyllian	Home Porch Sign	01/25/2021	01/25/2021	01/30/2021	ST	\$ 21.00	014110394151320	HLR-2319-01		Curbside Home Porch Sign
Phillips, Michael A.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 3,312.00	011120570051340			GELD 1008-02; GEL 1009-150/151/Labs
Pretzsch, Ricky D.	20/21 Overload	01/14/2021	01/30/2021	03/13/2021	OV	\$ 4,320.00	011120570051340			ECN 2003-102; ECN 2004-100
Pytel, Kyle E.	Driver Improvement	01/30/2021	01/30/2021	01/30/2021	ST	\$ 175.00	014110394251320		LaSalle County	
Radek, Kimberly M.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,160.00	011120650051340			Assessment Release
Raimondi, Charles E.	1st Online ELT 2204 ELT 2254	01/14/2021	05/22/2021	05/22/2021	OV	\$ 1,440.00	011320410051340			ELT 2204-150 ELT 2254-150
Raimondi, Charles E.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 2,664.00	011120410051340			ELT 1000-350
Raimondi, Charles E.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 10,476.00	011320410051340			ELE 1205-350 ELT 1204-150 ELT 2254-150 ELE 1201-300
Reese, Robert C.	20/21 Overload	08/14/2020	02/13/2021	02/13/2021	OV	\$ 7,537.68	011220570051340			BUS 1230-150/100/170; BUS 2210-02/101; Program Coordinator
Reese, Robert C.	20/21 Overload	08/28/2020	02/13/2021	02/13/2021	OV	\$ 2,160.00	011120570051340			MGT 2010-100
Robertson, Amber L.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 6,660.00	011420730051340			ALH 1000-102; ALH 1001-102
Robinson, Dolores R.	20/21 Overload	08/14/2020	12/16/2020	03/13/2021	OV	\$ 2,160.00	011120650051340			SPH 1001-705
Ruda, Anthony J.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 17,136.00	011120570051340			HPE 1000-100/101; HPE 1003-100/102/103; HPE 1004
Sarsah, Dominic K.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 8,856.00	011120570051340			PHY 2003; TAM 2001; PHY 2002-151; PHY 2004-150
Schneider, Gregg A.	Driver Improvement	01/20/2021	01/20/2021	01/30/2021	ST	\$ 140.00	014110394251320	CDV-6000-301	LaSalle County	
Schneider, Gregg A.	Driver Improvement	01/27/2021	01/27/2021	01/30/2021	ST	\$ 140.00	014110394251320	CDV-6000-11	LaSalle County	
Sebruck, Kathryn J.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 4,968.00	011220570051340			AGR 1218-150 AGR 1220-150 Open Labs
Seghi, Heather N.	DLA 2200 DLA 2201 DLA 2203 Online	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011420410051340			
Seghi, Heather N.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 7,578.00	011420410051340			DLA 1203-100/1209-100/1210-150/1216-100/2201/2203
Serafini, Daniel J.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 9,360.00	011120570051340			MTH 2001; MTH 2003; MTH 2001-171; MTH 2003-170
Serafini, Richard J.	20/21 Overload	01/14/2021	01/30/2021	01/30/2021	OV	\$ 4,320.00	011220570051340			ACT 2222-370 FIN 1200-100
Sondergoth, Anthony L.	20/21 Overload	08/14/2020	12/16/2020	02/27/2021	OV	\$ 5,176.80	011320410051340			WLD 2250-01 WLD 2209-350 WLD Series-157/155/159
Story, Michelle M.	CSP 1230-100	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011220410051340	CSP-1230-100		Computer Keyboarding Applications
Story, Michelle M.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 6,926.40	011220410051340			CSP 1210-100; CSP 2203-100; CSP 2204-100; CSP 1203-150
Story, Michelle M.	20/21 Overload	08/14/2020	03/13/2021	03/13/2021	OV	\$ 1,440.00	011120410051340			SDT 1203-150 SDT1203-100
Story, Michelle M.	CSP 1210-100	10/08/2020	12/16/2020	01/30/2021	OV	\$ 720.00	011220410051340	CSP-1210-100		Basic Computer Skills Workplace
Theisinger, Christine E.	German Tutoring	01/05/2021	01/06/2021	01/30/2021	ST	\$ 130.00	014210331051320			Owens Corporation
Theisinger, Christine E.	German Tutoring	01/12/2021	01/13/2021	01/30/2021	ST	\$ 100.00	014210331051320			Owens Corporation
Tunnell, Thomas D.	20/21 Overload	08/14/2020	02/27/2021	02/27/2021	OV	\$ 5,040.00	011120570051340			MTH 1008-154; MTH 1009-150; MTH 2007-01
Urban-Bollis, Jill L.	20/21 Overload	01/14/2021	01/30/2021	01/30/2021	OV	\$ 2,160.00	011120650051340			PSY 2001-170
Wlodarchak, Carol L.	REA 1200-350	01/19/2021	05/11/2021	05/22/2021	ST	\$ 4,452.00	014110394151320	REA-1200-300		Real Estate Broker Pre-License I
Yong, Promise K.	20/21 Overload	08/14/2020	01/30/2021	01/30/2021	OV	\$ 2,304.00	011120570051340			CHMD 2002-01; CHMD 2002-02
Zeilman, Karen E.	20/21 Overload	08/14/2020	12/16/2020	01/30/2021	OV	\$ 6,780.00	011120650051340			ART 1005-02

\$ 466,422.75

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Kathy Ross
Kathy Ross
Controllor

Jerry Corcoran 2/19/2021
Dr. Jerry Corcoran
President

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

Stipends For Pay Period 02/13/21

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Antle, Tracey A.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 1,440.00	011420730051340	NUR 1210-151-155 Lecture		
Antle, Tracey A.	1st Time Online Teaching	01/14/2021	05/22/2021	05/22/2021	OV	\$ 700.00	011420730051340	NUR 1206-170 Lecture		
Bias, Timothy J.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 185.00	011320410051340	GNT 1201-80		
Boughton, Christina A.	1st Time Online Teaching	01/28/2021	03/11/2021	03/13/2021	ST	\$ 688.00	011420730051320			
Boussein, Jessie L.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 1,440.00	011420730051340	NUR 1211-150-154 Lecture NUR 1211-154 Seminar		
Bruch, Anna M. Faletti	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 1,440.00	011420730051340	NUR 2211-150-152 Lecture NUR 2211-150 Seminar		
Cinotte, Lori M.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 300.00	011120650051340	JRN 1001-80 JRN 2000-80		
Data, Dorene M.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 1,152.00	011320410051340	CAD 2206-01 CAD 1200-101		
Elias, Gina R.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 2,570.00	011320410051340	CSN 2222-01 CSN 1230-80 CSO 2200-80		
Fish, Nicholas R.	20/21 Overload	01/14/2021	03/27/2021	03/27/2021	OV	\$ 1,497.60	011420410051340			
Francisco, Marjorie L.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	NUR 2211-151 Seminar		
Gibson, Stephen B.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 185.00	011320410051340	IMT 1205-80		
Gibson, Stephen B.	SABIC Plant Mechanic Testing	02/04/2021	02/06/2021	02/13/2021	ST	\$ 600.00	014210331051320			
Hamilton, Nora B.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	NUR 2212-153 Seminar		
Hamilton, Nora B.	1st Time Online Teaching	03/16/2020	05/16/2020	02/13/2021	OV	\$ 720.00	011420730051340	NUR 1210-07, 10 Seminar		
Hulstrom, Natalie H.	MUS 1000-560	01/14/2021	05/22/2021	05/22/2021	ST	\$ 2,064.00	011120650051320	MUS-1000-560	Music Appreciation	
Jakubek, Kathleen A.	ALH 1215-630 Lecture	02/10/2021	03/03/2021	03/13/2021	ST	\$ 1,548.00	011420730051320	ALH-1215-630 Certified Nursing Assistant Refresher		
Knoblauch, Heather A.	1st Time Online Teaching	01/14/2021	05/22/2021	05/22/2021	OV	\$ 720.00	011420730051340	NUR 2210-170 Lecture		
Knoblauch, Heather A.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	NUR 1211-150, 152 Seminar		
Knowlton, Amber S.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 1,440.00	011420730051340	NUR 2212-150-153 Lecture NUR 2212-150 Seminar		
Kuester, David A.	20/21 Overload	01/14/2021	02/27/2021	02/27/2021	OV	\$ 300.00	011120650051340	THE 2001-80		
Landgraf, Tammy L.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 50.00	011220650051340			
Leynaud, Donald C.	Open Lab Hours	01/14/2021	05/22/2021	05/22/2021	ST	\$ 4,026.75	011220570051320			
McDonnell, Nancy A.	20/21 Overload	08/14/2020	02/13/2021	02/13/2021	OV	\$ 455.20	011320410051340	CSC 2222-01 08/14/20 - 12/16/20 CSC 2222-01 01/14/21 - 05/22/21		
Molln, Theresa M.	WLD Series 03 & 06 Substitute	02/02/2021	02/02/2021	02/13/2021	OV	\$ 288.00	011320410051340			
Mott, Willard D.	Additional Enrolled Student	01/14/2021	02/13/2021	02/13/2021	OV	\$ 240.84	011220570051340	AGR 1213		
Mott, Willard D.	Curriculum Development	09/01/2020	12/31/2020	02/13/2021	SG	\$ 1,440.00	061320152751900			
Myers, Taylor M.	1st Time Online Teaching	01/14/2021	05/22/2021	05/22/2021	OV	\$ 2,160.00	011420730051340	NUR 1206-171 NUR 2210-171 ALH 1001-101 Lecture		
Myers, Taylor M.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	NUR 2212-151 Seminar		
Nickel, Paul A.	WLD Series Substitute	02/01/2021	02/01/2021	02/13/2021	ST	\$ 172.50	011320410051320			
Ossola, Jyllian	YOU 1120-02	02/13/2021	02/13/2021	02/13/2021	ST	\$ 885.00	014210331051320	YOI-J-1120-02	Putnam County Plassos	
Pytel, Kyle E.	Driver Improvement	02/13/2021	02/13/2021	02/13/2021	ST	\$ 140.00	014110394251320	LaSalle County		
Radek, Kimberly M.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 150.00	011120650051340	LIT 2021-80		
Raimondi, Charles E.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 482.40	011320410051340	ELT 2209-01		
Rambo, Randy R.	20/21 Overload	01/14/2021	02/13/2021	02/13/2021	OV	\$ 450.00	011120650051340	LIT 2001-80		
Ritter, Kathryn R.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	CM A 1200-370 Lecture		
Robertson, Amber L.	1st Time Online Teaching	01/14/2021	03/11/2021	03/13/2021	OV	\$ 720.00	011420730051340	NU R 1211-153 Seminar		
Ruda, Anthony J.	1st Time Online Teaching	01/14/2021	05/08/2021	05/08/2021	OV	\$ 720.00	011220570051340	HPE 1001-100		
Schneider, Gregg A.	Driver Improvement	02/13/2021	02/13/2021	02/13/2021	ST	\$ 140.00	014110394251320	Bureau and Putnam County		
Smith, Mary H.	EAKAS Corp - Class Prep/Excel	02/02/2021	02/10/2021	02/13/2021	ST	\$ 425.00	014210331051320			

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Stipends For Pay Period 02/27/21

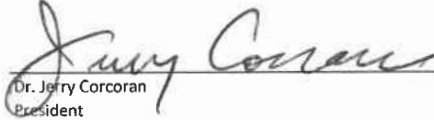
Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Baker, Karol L.	Clothing/Shoe Allowance	02/27/2021	02/27/2021	02/27/2021	TF	\$ 99.99	027110471052900			
Boyle- Bruch, Ida L.	Food Service Sanitation	02/17/2021	02/17/2021	02/27/2021	ST	\$ 100.00	014110394151320	CEU-1502-02 & CEU 1506-02	Re-test Food Service	
Gillio, Susan M	MUP 1012-01 Independent Study	01/04/2021	05/22/2021	05/22/2021	ST	\$ 150.00	011120650051320	MUP-1012-01	Flute Ensemble	
Jenrich, Chuck	Riverfront Machine Project	02/24/2021	02/24/2021	02/27/2021	ST	\$ 1,000.00	014210331051320			
Klieber, Tracie M.	Yoga Unique to You	01/04/2021	02/17/2021	02/27/2021	ST	\$ 418.00	014110394151320	HLR-6218-101	Online Yoga Unique To You	
Mott, Willard D.	2021 Campus Farm Management Duties	01/01/2021	12/18/2021	12/18/2021	ST	\$ 2,000.00	027810480051900			
Naszke, Joseph M.	Cannabis Dispensary & Patient Care	02/10/2021	03/13/2021	03/13/2021	ST	\$ 1,200.00	014110394151320	CEU-9906-302	Cannabis Dispensary Patient Care	
Pytel, Kyle E.	Driver Improvement LaSalle County	02/27/2021	02/27/2021	02/27/2021	ST	\$ 175.00	014110394251320			
Schneider, Gregg A.	Mileage Reimbursement Bureau & Putnam County	01/09/2021	02/13/2021	02/27/2021	ML	\$ 78.40	014110394355212			
Schneider, Gregg A.	Driver Improvement LaSalle County	02/17/2021	02/17/2021	02/27/2021	ST	\$ 140.00	014110394251320			
Schneider, Gregg A.	Driver Improvement LaSalle County	02/24/2021	02/24/2021	02/27/2021	ST	\$ 140.00	014110394251320			
Smith, Sara E.	Food Service Sanitation	02/09/2021	02/18/2021	02/27/2021	ST	\$ 600.00	014110394151320	CEU-1503-612	Food Service Sanitation	
Sondgeroth, Anthony L.	CARUS Welding Program	02/18/2021	02/23/2021	02/27/2021	ST	\$ 1,200.00	014210331051320	CEU 1507-11	CARUS Welding Program	
Theisinger, Christine E.	German Tutoring - Owens Corporation	02/09/2021	02/10/2021	02/27/2021	ST	\$ 100.00	014210331051320			
						\$ 7,401.39				

*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

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Kathy Ross
Controller

 3/3/2021
Dr. Jerry Corcoran
President

Part-time Faculty/Staff Appointments
February 2021


Employee Name	Position	Department	Hourly/Lab* Rate	Credit Hour Rate
Hulstrom, Natalie	PT Instructor	HFSS - Music	N/A	688.00

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



Kathy Ross
Controller

 3/2/2021

Dr. Jerry Corcoran
President

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

Bid Results – Fireplace Lounge Accessibility Upgrades

Bids for the Fireplace Lounge Accessibility Upgrades were received and publicly opened on February 25, 2021.

Lite Construction, Inc., Montgomery, 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.

Contractor	Bid
Lite Construction, Inc. Montgomery, IL	\$108,700
Vanguard Contractors Pekin, IL	\$113,400
Vissering Construction Company Streator, IL	\$127,000

Recommendation:

The administration recommends Board approval to accept the bid from Lite Construction, Inc., Montgomery, Illinois, in the amount of \$108,700 for the Fireplace Lounge Accessibility Upgrades.

KPI 6: Resource Management



DEMONICA KEMPER ARCHITECTS

135 North Halsted Street, Suite 301 Chicago, Illinois 60661 | T 312.496.0000 | F 312.496.0011
www.dka-design.com

March 1, 2021

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

Re: Fireplace Lounge Accessibility Upgrades
DKA Project No. 20-027
Letter of Recommendation to Award a Construction Contract

Dear Ms. Carboni:

Bids were opened on the above referenced project at 2:30 pm on February 25, 2021. Four bidders were bidders of record and three 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:

**Lite Construction Company
711 S. Lake St.
Montgomery, Illinois 60538**

for the total contract amount of \$108,700.00. The contract amount is inclusive of the base bid only, and all Work shall be substantially complete as indicated in the bidding documents.

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,

Dominick Demonica, AIA, NCARB, LEED AP
Principal

Attachment(s): Bid Tabulation Form

Bidder	Includes		Bid Documents Submitted				Bid Amounts Submitted		
	Addendum 1	Addendum 2	00 41 13	00 43 13	00 43 25	00 45 19	Rank	Base Bid	Alternate 1 (Deduct)
FH Paschen								No Bid	
Lite Construction	X	X	X	10%	X	X		\$ 108,700	\$ -
Vanguard Contractors	X	X	X	10%	X	X		\$ 113,400	\$ -
Vissering Construction	X		X	10%	X	X		\$ 127,000	\$ -

Alternate 1: DEDUCT amount to eliminate the liquidated damages clause from the contract.

00 41 13: Bid Form
 00 43 13: Bid Bond

00 43 25: Substitution Sheet
 00 45 19: Bidder Eligibility & Non-Collusion Affidavit

Bid Results – Key Card Access Upgrades

Bids for the Key Card Access Upgrades were received and publicly opened on March 1, 2021.

Tri-Electronics, Inc., Hammond, Indiana, 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.

Contractor	Base Bid	Alternate No.1	Alternate No.2
Tri-Electronics, Inc. Hammond, IN	\$288,165	\$0	\$0
Total Automation Concepts Inc. Alsip, IL	\$335,525	(\$1,500)	(\$1,500)
CITCA, LLC dba Midwest Integrated Solutions Bradley, IL	\$365,000	(\$10,000)	(\$25,000)
Security Integration Specialists, Inc. Bourbonnais, IL	\$384,955	(\$10,000)	\$0
Dynamic Controls Inc. East Peoria, IL	\$488,794	(\$7,500)	(\$95,007)

Recommendation:

The administration recommends Board approval to accept the bid from Tri-Electronics, Inc., Hammond, Indiana, in the amount of \$288,165 for the Key Card Access Upgrades.

KPI 6: Resource Management



DEMONICA KEMPER ARCHITECTS

125 North Halsted Street, Suite 301 Chicago, Illinois 60661 T 312.498.0000 | F 312.296.0001
www.dka-design.com

March 1, 2021

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

Re: Key Card Access Upgrades
DKA Project No. 20-026
Letter of Recommendation to Award a Construction Contract

Dear Ms. Carboni:

Bids were opened on the above referenced project at 2:00 pm on March 1st, 2021. Eight bidders were bidders of record and five bids were received.

After reviewing the bids, Demonica Kemper Architects along with Millies Engineering Group 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:

**Tri-Electronics, Inc.
6231 Calumet Ave.
Hammond, Indiana 46324**

for the total contract amount of \$288,165.00. The contract amount is inclusive of the base bid only, and all Work shall be substantially complete as indicated in the bidding documents.

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,

Dominick Demonica, AIA, NCARB, LEED AP
Principal

Attachment(s): Bid Tabulation Form

Bidder	Includes		Bid Documents Submitted				Bid Amounts Submitted			
	Addendum 1	Addendum 2	00 41 13	00 43 13	00 43 25	00 45 19	Rank	Base Bid	Alternate 1 (Deduct)	Alternate 2
Dynamic Controls, Inc.	X	X	X	X	X	X	5	\$ 488,794	\$ (7,500)	\$ (95,007)
Imperial Surveillance								NO BID		
Midwest Integrated Solutions	X	X	X	X	X	X	3	\$ 365,000	\$ (10,000)	\$ (25,000)
Security Integration Specialists	X	X	X	X	X	X	4	\$ 384,955	\$ (10,000)	\$ -
Thompson Electronics Company								NO BID		
Total Automation Concepts	X	X	X	X	X	X	2	\$ 335,525	\$ (1,500)	\$ (1,500)
Tri-Electronics	X	X	X	X	X	X	1	\$ 288,165	\$ -	\$ -
Videotec Corp.								NO BID		

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Alternate 1: DEDUCT amount to eliminate the liquidated damages clause from the contract.
Alternate 2: Provide alternate pricing deduction for the re-use of the existing door controller cabinets and all the existing wiring within the campus core. All existing wiring shall be tested prior to new component installation, and where there are failures with the existing wiring, new wiring shall be provided per unit pricing costs. All existing wiring in CTC and the satellite buildings shall be re-used.

- 00 41 13: Bid Form
- 00 43 13: Bid Bond
- 00 43 25: Substitution Sheet
- 00 45 19: Bidder Eligibility & Non-Collusion Affidavit

Approval – Maintenance Certificate

Steven Gibson, Industrial Maintenance Program Coordinator and Shane Lange, Dean Workforce Development, have been working closely with local industry, advisory groups, and our Secondary Education partners to create a short-term certificate option for students to gain entry into the workforce. Through guidance from the local trade unions, area career center advisors, and industry partners, we have developed the Maintenance Certificate. It is a smaller certificate that was developed using the Industrial Maintenance Certificate as a guide.

This new short-term, 16 credit certificate, utilizes gateway courses from the maintenance, welding, and electricity programs. The purpose of this certificate will be to help students develop specific skills required for many of the local trade unions as well as entry-level skills required for most maintenance technicians. The certificate will be stackable with the Industrial Maintenance Certificate and the Engineering Technology AAS Degree. The certificate is attainable within one academic year and meets financial aid guidelines. The division of Workforce Development strives to be flexible for the community and industry partners. We are in the process of increasing the industrial course section offerings across each semester while also optimizing each section. Welding, OSHA 10, Rigging, and Technical Math are traditionally offered in the fall and spring semesters. Pipefitting, Electrical Wiring, and Inspection, Measurement, and Quality are offered in the spring semester only. Many of the courses within the Maintenance Certificate will be offered at the area career center. These courses include: Electrical Wiring, SMAW Mild Steel Flat Position, GMAW Flat and Horizontal Position, and the OSHA 10 requirement. We are involved in discussion to include Technical Math as an offering as well.

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

Recommendation:

The administration recommends Board approval of the Certificate in Maintenance, as presented.

KPI 1: Student Academic Success

KPI 5: District Population Served

Maintenance Certificate

ELE 1206. Electrical Wiring. 2 hrs.

This course will cover the skills necessary to perform most residential and light industrial wiring. These skills include installing and wiring breaker boxes, motor controls, outlets and switches, and pulling wire through conduit after bending and installation. The installation of telephone and computer network wiring will also be discussed. Lecture, 1 hour; lab, 2 hours.

Prerequisite: ELE 1200 or ELT 1204.

IMT 1208. Industrial Safety. 1 hr. or OSHA 10 Hour Card

This course provides a basic overview of the concepts of industrial safety, the origins of the safety movement, the elements of a good safety program and an understanding of those elements.

IMT 1220. Rigging Systems. 3 hrs.

This course will introduce the student to the discipline known as rigging as applied to maintenance work. The student will participate in a lecture/lab setting, featuring a series of written and performance tests. Safety, rigging math, rigging principles, slings, chains, cranes, rigging hardware, and forklifts will be covered. Lecture, 1.5 hours; lab, 3 hours.

IMT 1207. Pipefitting. 2 hrs.

This course will provide the student with the knowledge and practical applications necessary for the installation and maintenance of building and industrial piping systems. Piping systems and piping components applied to industrial situations will be analyzed.

MET 1200. Inspection, Measurement & Quality. 3 hrs.

Inspection and gaging covered in a concise manner, including many phases of inspection work and their application to present-day manufacturing operations. The course covers a variety of manual and automatic measuring devices and gages, their specific function and specialized techniques of application. The course also analyzes quality systems and the methods and duties of the different types of inspectors.

MTH 1206. Technical Mathematics I. 3 hrs.

This course in Technical Mathematics includes topics in arithmetic, the metric system, selected topics in basic algebra, practical geometry and right triangle trigonometry. Emphasis is on the use of mathematics to solve typical job problems. An individualized study approach is used.

Prerequisite: Appropriate placement.

Pick one of the following Welding Courses:

WLD 1200. SMAW Mild Steel, Flat Position. 2 hrs.

Theory and practice in the preparation and welding of mild steel plate in the flat position using E6010 and E7018 electrodes will be explored.

or

WLD 1209. GMAW Flat and Horizontal Position. 2 hrs.

Theory and practice in the preparation and welding of mild steel plate in the flat and horizontal positions using GMAW process with solid wire electrode.

TOTAL CREDIT HOURS 16

Request for Inactivation – Therapeutic Massage Program

The Therapeutic Massage program has prepared many therapists who practice throughout the Illinois Valley. Graduates of the program continue to provide services through clinics and private practices in the area. During the past several years, however, program enrollments have significantly declined. After attempts to reinvigorate the program, it has been recommended that the program be inactivated at this time. The College will offer a one-year teach-out for students wishing to complete the program.

Recommendation:

The administration recommends that the Therapeutic Massage program be inactivated. This will include a one-year teach-out for students wishing to complete their studies.

KPI 5: District Population Served



Memorandum

To: Jerry Corcoran, Ed.D., President

From: Deborah Anderson, Ph.D., Vice President for Academic Affairs

Date: February 22, 2021

Subject: IVCC Therapeutic Massage Program--REVISED

As requested, we have reviewed the viability of college programs with potential for enhancement or deactivation. Below is the assessment of the Therapeutic Massage program's degree and certificates.

Enrollment and Completions

Enrollment Measures	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Duplicated Headcount	86	73	79	94	73	53	145
Credits Generated	250	238	246	315	220	175	483

Completions	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
AAS.THM	0	0	2	0	4	0	0
CERT.THM	7	5	5	6	7	0	3
CERT.THM.ADV	0	0	4	0	5	0	0
TOTAL	7	5	11	6	16	0	3

Enrollment in this program appears to have jumped dramatically in 2020; however, the increase cannot be attributed to a corresponding increase in the number of students enrolled in the Therapeutic Massage Program. Instead, curriculum changes add a course to the program that is required in other programs. If one removes the enrollments for those other programs, both headcount and credit hours are more in line with the previous two years. In future years, the

specific course involved will be assigned to the Certified Medical Assistant program, thus eliminating the artificial inflation of enrollment in this program. In short, Therapeutic Massage continues to struggle with sustaining its enrollment.

Program Analysis

Therapeutic Massage completed its external Program Review during FY 17. The program was continued with minor improvements that were related primarily to the development of recruitment strategies. The long-time coordinator retired during the summer of 2017, and fresh eyes determined curriculum improvements were also warranted. The decision to move the cohort start to the fall semester provided the faculty with time to review the curriculum and make improvements. Changes have been implemented for the 2020-2021 cohort of students.

Cost Analysis

With the retirement of the full-time coordinator, the college determined to move this program forward with a part-time coordinator temporarily. This helped lower instructional costs for FY 19 but serves only as a temporary measure. When the program rebounds, it will need the direction of a full-time coordinator in order to meet State requirements. FY 20 costs more than doubled FY 19 levels, despite steady enrollment between the two years.

	FY 2017	FY 2018	FY 2019	FY 2020
Program Revenue	\$ 66,685	\$ 59,233	\$ 42,083	\$95,829
Program Expenditures	\$ 99,046	\$ 96,456	\$ 36,265	\$85,362
Net Program Income	(\$ 32,361)	(\$ 37,223)	\$ 5,818	\$10,467

It is important to note that the net program income is positive due to the artificial enrollment increases mentioned above. Again, when one removes the enrollments that are not tied to the Therapeutic Massage program, the program revenue is \$65,189. Net program income drops to (\$20,173).

Reinvigoration Efforts

Therapeutic Massage was placed on a Program Enhancement Plan after the 2017 internal program review and continued on an Enhancement Plan after the 2018 review. The 2017 Enhancement Plan remained in place with no revision for a second year. During the summer of 2018, a consultant was hired to help with curriculum review and revision. Marketing support was provided, and recruitment activities were increased. Promisingly, the entering fall 2018 cohort numbered ten students. Of these, three completed certificates in Summer 2019 (FY 20), indicating only three of the ten attended on a full-time basis. Similarly, the FY 20 cohort numbered 9, including those who entered the previous year and are completing the program as part-time students.

Recommendation

While curriculum changes have only recently been implemented, enrollment continues to decline. The students currently participating in the program will complete this summer. I believe this is the appropriate time to inactivate the program and offer a one-year teach-out. I also recommend that we pursue opportunities in continuing education in the massage therapy area so that we may continue the relationships that this program has built with the community and area therapists over the years.

Renewal of Non-Tenured Faculty for 2021/2022

The administration is pleased to announce the following non-tenured faculty will have their contracts renewed for the academic year 2021/2022:

Nicholas R. Fish, Emergency Medical Services Instructor
David M. Garrison, Mathematics Instructor
Stephen B. Gibson, Industrial Maintenance and Electricity Instructor
Richard E. Marko, Automotive Technology Instructor
Nancy A. McDonnell, Cybersecurity Instructor
Theresa M. Molln, Welding Instructor
Rick D. Pretzsch, Economics Instructor
Charles E. Raimondi, Electricity and Electronics Instructor
Kathryn R. Ritter, Certified Medical Assistant Instructor
Amber L. Robertson, Nursing Instructor
Anthony L. Sondgeroth, Welding Instructor

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

RECOMMENDED FOR STAFF APPOINTMENT
2020-2021

GENERAL INFORMATION:

POSITION TO BE FILLED: Administrative Assistant I, Continuing Education Center

NUMBER OF APPLICANTS: 25

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Ms. Jasiak, Ms. Koehler, Mr. Overocker evaluated files, Ms. Scheri

APPLICANT RECOMMENDED:

Jill Hejl

EDUCATIONAL PREPARATION:

University of Illinois, Urbana-Champaign, IL – B.A., English Literature
Illinois Valley Community College, Oglesby, IL – various classes
Graduate coursework at UT, Austin and Indiana University

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Accounts Receivable Specialist/Cashier
Carus Corporation, Peru, IL – Accounts Payable Clerk; Administrative Assistant to CEO
National Center for Supercomputing Applications, Urbana, IL – Technical Editor

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

1. Twenty years of experience in a front-line position at IVCC
2. Possesses strong customer service skills and serves IVCC customers on a daily basis
3. Familiar with IVCC staff, procedures, Colleague and OU Campus
4. Exceptional interview with thorough answers tying her skill set to the position
5. Has perspective as a CEC student and instructor; highly creative; Spanish speaking

RECOMMENDED SALARY: \$16.92 per hour, effective March 15, 2021

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

From: Kathryn Gibbs
Sent: Monday, March 1, 2021 3:11 PM
To: Jerry Corcoran
Cc: Leslie Hofer; Robyn Schiffman; Patrice Hess
Subject: Retirement

Dear Dr. Corcoran,

Being a part of IVCC when I was a student and also for the past twenty years has provided some of my best life experiences and has touched me deeply. What a pleasure it has been to work with such amazing and caring administrators, teachers, and staff, along with our delightful students.

This notification is sent with gratitude and to let you know recent changes in my life have set in motion my decision to retire from IVCC effective January 1, 2021.

Respectfully,

Kathryn

Kathryn Gibbs
IVCC Instructor



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

February 9, 2021

Illinois Community College Trustees Association
401 E. Capitol, Suite 200
Springfield, IL 62701-1711

Re: 2021 Distinguished Alumnus Award

Dear ICCTA Awards Committee:

The Illinois Valley Community College Board of Trustees is pleased to recommend 1981 AAS nursing graduate Dr. Maureen Rebholz for the Illinois Community College Trustees Association 2021 Distinguished Alumnus Award.

Dr. Rebholz's inspirational story took her from our nursing lab over 40 years ago – to a leadership position at a nearby hospital – to a seat on our board of trustees. She has been a local leading light in pain management, diabetes control and more recently COVID-19 education and prevention.

Throughout her illustrious career, Dr. Rebholz has championed IVCC's mission as a medical professional, a parent of three IVCC students, an instructor and now as a trustee. She believes community colleges like IVCC are the foundation of a successful community.

Dr. Rebholz has strengthened our college by the exemplary way she has conducted herself throughout a long and accomplished career. Our nomination will demonstrate she is most-deserving of this prestigious award.

Sincerely,

Jane Goetz
Chair
Illinois Valley Community College Board of Trustees

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.