



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

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

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

**Tuesday, October 16, 2012
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

IVCC teaches those who seek and is enriched by those who learn.

BOARD AGENDA ITEMS

January

Student Fall Demographic Profile

February

Authorize Budget Preparation
Tenure Recommendations
Non-tenured Faculty Contracts
Reduction in Force
Tuition and Fee Review
Five-year Financial Forecast

March

Strategic Plan Update
President's Evaluation

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
Bid Approval for Spring and Summer/Fall
Schedules
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
IT Strategic Plan
Prevailing Wage Resolution
Authorization of Continued Payment for
Standard Operating Expenses

July

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

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance (every 3 years)
Employee Demographics Report

September

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

October

Authorize Preparation of Levy
Audit Report
Update Key Performance Indicators
New Key Performance Indicators (every 3 years)
ICCTA Award Nominations

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, October 16, 2012 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – September 18, 2012 Board Meeting, September 27, 2012 Planning Committee Meeting, and October 3, 2012 Facilities Committee Meeting (Pages 1-13)
 - 6.2 Approval of Bills - \$1,793,542.25
 - 6.2.1 Education Fund - \$992,115.47
 - 6.2.2 Operations & Maintenance Fund - \$132,432.77
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$3,498.38
 - 6.2.4 Auxiliary Fund - \$481,865.02
 - 6.2.5 Restricted Fund - \$38,045.65
 - 6.2.6 Liability, Protection & Settlement Fund - \$145,584.96
 - 6.3 Treasurer's Report (Pages 14-32)
 - 6.3.1 Financial Highlights (Pages 15-16)
 - 6.3.2 Balance Sheet (Pages 17-18)
 - 6.3.3 Summary of FY12 Budget by Fund (Page 19)
 - 6.3.4 Budget to Actual Comparison (Pages 20-27)
 - 6.3.5 Budget to Actual by Budget Officers (Page 28)
 - 6.3.6 Statement of Cash Flows (Page 29)
 - 6.3.7 Investment Status Report (Pages 30-31)
 - 6.3.8 Check Register - \$5,000 or more (Page 32)
 - 6.4 Personnel - Stipends for Pay Periods Ending September 8, 2012 and September 22, 2012 (Pages 33-40)
 - 6.5 Purchase Request – Utility Vehicle (Page 41)

7. President's Report
8. Committee Reports
9. Protection, Health, and Safety Projects for Tax Year 2012 (Pages 42-64)
10. Resolution Authorizing Preparation of the 2012 Tax Levy (Pages 65-66)
11. Proposal Results – NMR Spectrometer (Page 67)
12. Intergovernmental Agreement for Local Debt Recovery Program (Pages 68-77)
13. Intergovernmental Agreement with LaSalle Community Partnership TIF (#8) (Pages 78-83)
14. Community Technology Center Plaques (Pages 84-85)
15. Athletic Salary Schedule 2012-2013 (Pages 86-87)
16. Items for Information (Pages 88-99)
 - 16.1 Staff Retirement – Mike Kwasniewski, Custodian (Page 88)
 - 16.2 Staff Resignation – Becky Piano, Program Manager for Career and Continuing Professional Development (part-time) (Page 89)
 - 16.3 FY2012 Audit (Page 90)
 - 16.4 ICCB Equalization Grants (Page 91-93)
 - 16.5 Athletic Van Recommendation (Page 94)
 - 16.6 FY2013 Student Organization Budgets (Pages 95-96)
 - 16.7 Illinois Abused & Neglected Child Reporting Act (Page 97)
 - 16.8 IVCC Golf Tournament – Gary Peterlin (Pages 98-99)
17. Trustee Comment
18. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes.
19. Resolution to File a Request to Intervene with the Illinois Property Tax Appeal Board
20. Semi-annual Review of Closed Session Minutes (Page 100)
21. Other
22. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

September 18, 2012

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, September 18, 2012 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Dennis N. Thompson, Chair
Melissa M. Olivero, Vice Chair
Michael C. Driscoll
Larry D. Huffman
Britney Burkart, Student Trustee

Members Telephonically Present: David O. Mallery (entered the meeting telephonically at 7:21 p.m.-closed session only)

Members Absent: Leslie-Anne Englehaupt, Secretary
James A. Narzewski

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Lori Scroggs, Interim Vice President for Learning and Student Development
Walt Zukowski, Attorney

APPROVAL OF AGENDA

It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None.

SECRETARY PRO-TEM

In the absence of Leslie Englehaupt, Dr. Larry Huffman volunteered to serve as Secretary Pro-Tem.

CAMPUS UPDATE – EMPLOYEE DEMOGRAPHICS REPORT (GLENNA JONES)

Glenna Jones, Director of Human Resources, took percentages for each racial or ethnic group from a Southern Illinois University-Edwardsville 2011 study for the IVCC district and compared this data with IVCC's spring 2012 student population and employee data. In the White, non-Hispanic category, there was not a significant change over the last three years in relation to the district, students, or employee population, but there was a higher percentage of students as compared to the district population and considerably higher than IVCC's employee population.

The Black, non-Hispanic category also reflected a higher percentage of students as compared to the district population and our employee population. The percentage of the district population for the Asian, Native Indian/Alaskan Native, Native Hawaiian/Pacific Islander and two or more races increased significantly and this could be the result of more accurate data from the 2010 census, with only a slight increase in student population and slight decrease in employee population. This category also fluctuates more because some students and employees choose not to share their race/ethnicity. IVCC's employee population reflects a greater percentage of females than the student and district population. Ms. Jones reviewed the hiring process and how positions are advertised based on the type of position open. A larger percentage of the FY12 open positions were filled with minority individuals when compared to FY11. The applicant pool was 7.2 percent minority and IVCC's hires were 6.7 percent minority, all from the Hispanic category. Potential retirees were evaluated and based on the data for full-time employees who have at least 10 years of service and are age 45 or older, 41 faculty, 47 support staff, and 11 administrators may retire within the next 10 years. Of the 13 employees who retired in FY12, nine were full-time. Human Resources is also responsible for the Professional Development activities. The next development event is the employee Professional Enrichment Day on Friday, October 5. Upward evaluations are conducted annually in the fall to provide data to assist in coaching the direct supervisor during his/her mid-year review. Ms. Jones was recently appointed the College's Ethics Officer and she is responsible for resolving ethical dilemmas and providing training to maintain an ethical environment. She is also chair of the newly formed Wellness Committee which has established goals for the next year and is ready to kick off the program on October 1 with a variety of activities.

CONSENT AGENDA

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the consent agenda as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – August 21, 2012 Board Meeting

Approval of the Bills - \$1,933,549.16

Education Fund - \$987,923.04; Operations and Maintenance Fund - \$189,095.00; Operations & Maintenance (Restricted Fund) - \$40,355.38; Auxiliary Fund - \$363,351.86; Restricted Fund - \$52,727.29; Audit Fund - \$7,500.00; and Liability, Protection and Settlement Fund - \$292,596.59

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending August 11, 2012 and August 25, 2012

Purchase Request – Computers to Upgrade the Computer-Aided Drafting Lab

Approved to purchase 26 Dell computers for the amount of \$17,914

Consortium Purchase – Rock Salt

Approved to purchase 280 tons of rock salt from Cargill Incorporated Salt Division through the Illinois Department of Central Management Services at \$59.75 per ton, delivered, for a total of \$16,730

Bid Results – Multi-Purpose Paper

Accepted the bid of \$25,104.42 for multi-purpose paper from Midland Paper

PRESIDENT’S REPORT

Dr. Jerry Corcoran gave a construction update provided by Cheryl Roelfsema: Work on the first floor layout of mechanical piping in the Peter Miller Community Technology Center is in progress; concrete masonry unit partitions (CMUs) will be complete by September 24; and metal framing started today. On the second floor, HVAC duct work began September 7; interior metal framing is in progress; and mechanical piping and plumbing rough-in has begun. Also, storm water detention pond excavation could be complete this week; plantings in the pond and geothermal field will start at the end of September; weather barrier installation will start next week; precast detailing and caulking is complete; roofing continues; window framing started September 12; and masonry will be complete the week of September 24. Overall, the contractor for this project, George Sollitt Construction Company, is doing a phenomenal job. Phase 2 asbestos abatement in Buildings 5 & 10 is complete and excavation for the maintenance facility will begin Thursday, September 20. Spirit Day activities held in the courtyard on September 12 were the best yet. The weather was ideal, the students had a great time and Dr. Corcoran heard absolutely nothing but good things about the program from everyone. Mike Phillips will be presenting a paper to Geological Society Association annual conference attendees in November. The title of his work is “An expedition to the Capitol: Working with lawmakers to ensure legislation incorporates the geosciences perspective.” Dr. Corcoran congratulated Mike on his scholarly work. Fran Brolley, Donna Swiskoski, and Sue Monroe are planning two outstanding IVCC Foundation events for Thursday, September 20: from 5 until 6 p.m., the Foundation will be rededicating the donor wall between Buildings C and E followed by the annual scholarship recognition event beginning at 6 p.m. in the gymnasium. In the 4.5 years since being appointed president, Dr. Corcoran has really enjoyed attending Foundation events and watching special, lifelong relationships develop between the College’s donors and the beneficiaries of their generosity. Since being chartered in 1976, the Foundation has awarded \$1.9 million to 3,300 students.

COMMITTEE REPORTS

A Facilities Committee meeting is scheduled for Wednesday, October 3 at 6 p.m. and an Audit/Finance Committee meeting is scheduled for Tuesday, October 9 at 6 p.m. A Planning Committee meeting will need to be scheduled. It was tentatively set for Thursday, September 27 at 6 p.m. Committee members will check their calendars and if a majority can attend, Jeanne will send out a notice. A meeting of the Closed Session Minutes Committee needs to be scheduled. Jeanne will contact the committee members and schedule a meeting in early October so a recommendation can be presented at the October board meeting.

Board members were reminded to have their IVCC Board sticker in their car window when attending meetings on campus. It was noted that their stickers are getting brittle and need to be replaced. Security will be notified and new stickers will be ordered.

PURCHASE REQUEST – SQL MIGRATION SERVICES FOR THE UPDATE OF THE COLLEAGUE ADMINISTRATIVE SYSTEM

It was moved by Dr. Huffman and seconded by Ms. Olivero to purchase services from Ellucian for the update of the Colleague administrative system in the amount not to exceed \$109,375. Motion passed by voice vote.

PURCHASE REQUEST – HARDWARE, SOFTWARE, AND SERVICES FOR THE UPDATE OF THE COLLEAGUE ADMINISTRATIVE SYSTEM

It was moved by Dr. Huffman and seconded by Ms. Burkart to purchase hardware, software, and services from American Digital for the update of the Colleague administrative system in the amount of \$62,406 and to purchase software from CDW-G for the update of the Colleague administrative system in the amount not to exceed \$15,000. Motion passed by voice vote.

PURCHASE REQUEST – HARDWARE FOR EXPANSION OF THE VIRTUAL DESKTOP INFRASTRUCTURE (VDI) PILOT PROJECT TO PRODUCTION

It was moved by Dr. Driscoll and seconded by Dr. Huffman to purchase hardware from Dell for the expansion of the Virtual Desktop Infrastructure in the amount of \$31,855. Motion passed by voice vote.

BID RESULTS – CASH FARM LEASE

It was moved by Dr. Huffman and seconded by Ms. Olivero to accept the bid in the amount of \$366.00 per acre from Luke Holly - Granville, Illinois for the cash lease of 149.48 acres of farmland. Motion passed by voice vote.

ACADEMIC CALENDARS FOR SUMMER 2013, 2013-2014 AND 2014-2015

It was moved by Dr. Huffman and seconded by Ms. Burkart to approve the academic calendars for Summer 2013 and academic years 2013-2014 and 2014-2015, as presented. The request to modify the Summer 2013 schedule which, was approved by the Board in 2010, would change the Summer D term from a 4-week term to an eight-week term that would begin immediately following the conclusion of the Summer A term. Motion passed by voice vote.

ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT CORRECTION

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the Resolution of Support and Commitment of Funds to file a grant application with the U.S. Economic Development Administration (EDA) in the amount of \$1,592,000. Motion passed by voice vote.

RESOLUTION DESIGNATING DATE, TIME AND PLACE FOR FILING BOARD OF TRUSTEE NOMINATING PETITIONS

It was moved by Ms. Olivero and seconded by Dr. Huffman to adopt the following Resolution:

WHEREAS, an election is to be held in Community College District No. 513 on April 9, 2013, for the election of two trustees to the Board for a full term of six years each; and,

WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and,

WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Secretary to the Board of Trustees as such representative;

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

Section 1. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 9, 2013 is hereby designated as Room Number C301, Illinois Valley Community College, 515 N. Orlando Smith Road, Oglesby, Illinois 61348.

Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates Jeanne Hayden, Secretary to the Board of Trustees of Illinois Valley Community College, to represent the Secretary in the performance of the Secretary's duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

Section 3. The designated representative's office will be open for the receipt and filing of nominating petitions and statements of candidacy between 8 a.m. and 4:30 p.m., Monday through Friday from December 17 through December 21, 2012 and between 8 a.m. and 5 p.m. on Monday, December 24, 2012.

Section 4. The procedure to be followed by the designated representative of the Secretary for the receipt and filing of nominating petitions and statements of candidacy shall be substantially as follows:

- a) **The designated representative of the Secretary shall receive petitions in the order presented. She will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8 a.m. on December 17, 2012, shall be deemed filed as of 8 a.m. Petitions filed by mail and received in the office of the local**

election official in the first mail delivery or pickup on the first day of filing shall be deemed simultaneously filed as of 8 a.m. on December 17, 2012. All petitions received thereafter shall be deemed filed in the order of actual receipt.

- b) Where two or more petitions are received simultaneously at the opening hour of the filing period, the designated representative of the Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code.**

Motion passed by voice vote.

ITEMS FOR INFORMATION

Dr. Corcoran noted the memo from Dr. Morris regarding the discontinuation of the IVCC intramural program is due to the limited number of students participating and the need to reduce athletic expenses. Since the memo has been written, the Peru YMCA has contacted the administration regarding opportunities for partnerships in this area and the matter is being explored.

TRUSTEE COMMENT

Ms. Britney Burkart attended the ICCB/SAC meeting in Springfield this past weekend. She is serving on the outreach committee and they have identified anti-bullying and suicide prevention as a state-wide awareness and fundraiser. A decision on what activities will be pursued will take place at their next meeting in November. The Student Government Association has met and identified goals for the year. They will begin working on these goals by promoting fundraisers and events across the campus.

CLOSED SESSION

It was moved by Ms. Olivero and seconded by Dr. Huffman to convene a closed session at 7:17 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes. Motion carried by voice vote.

Mr. Mallery entered the meeting telephonically at 7:21 p.m.

After a short break, the Board entered closed session at 7:21 p.m. On a motion by Dr. Driscoll and seconded by Dr. Huffman, the regular meeting resumed at 8:07 p.m. Motion passed by voice vote.

CLOSED SESSION MINUTES

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve and retain the closed session minutes of the August 21, 2012 meeting. Motion passed by voice vote.

OTHER

Mr. Mallery indicated he was unable to attend the ICCTA meetings this past weekend due to work.

ADJOURNMENT

It was moved by Ms. Burkart, seconded by Ms. Olivero, and carried unanimously to adjourn the meeting at 8:10 p.m.

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Planning Committee Meeting
September 27, 2012

The Planning Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6 p.m. on Thursday, September 27, 2012 in the Board Room-C307 at Illinois Valley Community College.

Committee Members Michael C. Driscoll, Committee Chair
Physically Present: Melissa M. Olivero

Committee Members James A. Narczewski
Absent:

Others Physically Present: Jerry Corcoran, President
Cheryl Roelfsema, Vice President for Business Services and Finance
Lori Scroggs, Interim Vice President Learning and Student Development
Bob Mattson, Institutional Research Director

The meeting was called to order at 6 p.m. by Dr. Driscoll.

COMMUNITY COLLEGE SURVEY OF STUDENT ENGAGEMENT (CCSSE)

This survey is designed to provide information on student engagement as a measure of institutional quality. Research indicates the more a student is engaged in educational activities, the more likely the student will reach his/her educational goals. There are five benchmark categories. Only one category (Student Effort) increased significantly, while the others are seeing declines. IVCC is average on many of the categories, but previously it was above average. The College is trending in the wrong direction and plans to fix the problems so that it is not below average. The most prominent declines are in the Academic Challenge and Student-Faculty Interaction benchmarks. Bob Mattson has already shared the questions in the Student-Faculty Interaction category with the faculty. The results of this survey will be disseminated within the College to committees and teams, including Strategic Leadership & Planning and Teaching and Learning, to both celebrate successes and work towards remedying poor or currently declining results. The results have been discussed in depth with the deans and Bob Mattson has begun to present them to the instructors in each division at their division meetings. The in-service in the spring semester will be devoted to the sum of the feedback from the separate divisions. Themes and issues will be identified and prioritized. From this discussion, the College may need to provide faculty professional development and look at student support services. Dr. Driscoll suggested generating Key Performance Indicators for the categories of Academic Challenge and Student-Faculty Interaction.

NATIONAL COMMUNITY COLLEGE BENCHMARKING PROJECT REPORT

The National Community College Benchmarking Project allows the 267 participating colleges an opportunity to compare themselves with others on over 140 measures. At IVCC, comparisons are made between its recent history and comparisons with its cohort. Form 1 is institutional information. Unemployment for the IVCC district continues to be higher than others, which partially explains the shift in credits away from transfer courses towards technical/career and developmental. Form 2 is the proportion of students that completed a degree or certificate or transferred within three years. IVCC should tout the percentage of students who have completed, transferred, or completed or transferred in both three- and six-year timeframes. IVCC sits in the top 15 percent in this category. Enrollment success rates, persistence and completion are other big issues. Bob Mattson is gathering information on the percentage of students who attend college after completing high school. IVCC receives over 30 percent of the high school graduates in the district. Next month there will be a new high school-to-college success report by ACT and ICCB. Along with this, IVCC has initiated a high school-to-college report. It provides how well students did on placement tests and ACT and how well they did on certain IVCC courses. These reports were passed out to high school faculty to discuss how the scores could improve. Institutional Research is trying to gather information for the last five years to see how many students graduated from high school and how far they went with their education. The goal is to submit the list of names so that all high schools will participate. A lot of them do not want to share this information. They feel they are sending a lot more students to college, but only 50 percent are receiving a degree. One high school is adding this information to their key performance indicators. Dr. Driscoll noted that Form 8 – Credit Developmental/Remedial Course Retention and Success Rates is one of the biggest focus areas for IVCC. Enrollee success rates are all between 60-70 percent. If the College passes too many students before they are ready, then the completer-rate decreases. The College is trying to balance both enrollee success rates and the completer-success rates. The goal is to keep the bar high so that the students have a greater chance in subsequent courses. Marianne Dzik has a few initiatives to improve the numbers – MyMathLab and MyMathTest. The College is hoping to initiative another pilot program of MyMathTest in a larger or smaller private school. It was tried in a public school, but the motivation was not there to follow through. A lab instructor was available at Marquette Academy and that may be one reason why it was successful. Two of IVCC’s part-time instructors decided to do a flex classroom for developmental math. Instead of the typical lecture class where the professor lectures and then assigns homework, the students will be assigned homework online and then when they come to class, they will complete the problems with the instructor. The students are responding positively. If it is successful, the instructors will share their techniques. Form 14A – Market Penetration: Credit and Non-credit Students – This continues to remain high. IVCC’s enrollments are decreasing. The high school population is decreasing and the Dislocated Workers Center funding is less. In comparison with other community colleges, the average decrease in enrollments is around eight percent and IVCC is at ten percent. IVCC is at the lower end of the percentage of the district served. IVCC’s cost per credit hour is the lowest in the State.

PROGRAM REVIEW REPORT

The Program Review Report was submitted to the Illinois Community College Board. Programs are reviewed and evaluated on a five-year cycle. The program coordinator is the writer and the administration is the editor. There were no programs that were revisited this year. In the area of

best practices, the Natural Science Lab was highlighted for its major renovation and how the changes impacted the learning environment and curriculum in this area. Dr. Driscoll noted that some programs identified opportunities for improvement while others did not. From an administrative standpoint, Dr. Driscoll suggested that each program have at least one mandatory reason for improvement. It was noted the yearly review with the deans includes input from advisory committees and what their action plan is for the next year. The program coordinators did not include this in their report. Dr. Driscoll specifically pointed out the Computer Numerical Control (CNC) program. The College is building a Community Technology Center and soon to have state-of-the art manufacturing equipment donated and the high school students probably have no knowledge of this. An action plan for this program would have been marketing the new Center and the new equipment. This is a great opportunity for the College to reach out and recruit students interested in this program. It was noted that the Program Review Report was submitted in the beginning or middle of May and written before the College knew of the donation but his point was well taken and there will be plans to act on this. Each year the College must select an academic discipline, a cross-disciplinary program area, and look at an academic service. This year the academic discipline was oral and written communication. The narrative was written by two deans since English is in one division and speech in another. They talked about their disciplines and what has been done and what is being pursued to address the developmental issues. The speech department talks about the changes made in the pedagogy of teaching speech. There is not a lot of change in the content but change in how it is taught to achieve better outcomes. The cross-disciplinary program area was in general education. Rick Pearce was the writer and was very involved in the projects related to the Illinois Articulation Initiative state-wide. The report looks at general education assessment and the struggles associated with this because is it a qualitative assessment vs. quantitative assessment. Grades are a measurement of performance and the College needs to have measures in regard to students actually learning – a system of action research in the classroom based on a pre-test, pro-test situation or putting together a portfolio and assessing the students from the beginning of the course to the end. Faculty have some freedom in how they choose to assess. Themes have evolved that faculty may need development regarding assessment and changes may be needed in the curriculum. Some of this led to the alternative semester which is being piloted for students who do not place in college-level courses. There is a nation-wide push for assessment. The academic service that was reviewed was the admissions, records, and registration area. Mark Grzybowski put together a number of improvements to actually measure the success of their services. He initiated some restructuring and cross training so staff have increased availability to take on different tasks for better customer service and better outcomes. This area is looking at what kind of information needs to be posted on the website, and security and student records, all issues of concern. They are also looking at their department goals to make them more measurable.

At the recent strategy forum the more the College has these discussions and the more the Institutional Research department meets with different groups, it helps to enhance communication across the College. An earnest effort is being made for people to receive more information.

ADJOURNMENT

It was moved by Ms. Olivero, seconded by Dr. Driscoll, and carried unanimously to adjourn the meeting at 7:49 p.m.

Michael C. Driscoll, Planning Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Facilities Committee Meeting
October 3, 2012

The Facilities Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 6 p.m. on Tuesday, October 3, 2012 in the Board Room (C307) at Illinois Valley Community College.

Committee Members David O. Mallery, Chair
Physically Present: Dennis N. Thompson

Members Absent: Leslie-Anne Englehaupt

Others Physically Present: Jerry Corcoran, President
 Cheryl Roelfsema, Vice President for Business Services and Finance
 Lori Scroggs, Interim Vice President for Learning and Student Development
 Gary Johnson, Director of Facilities
 Paul Basalay, Architect
 Kurt Rimmele, Architect

The meeting was called to order at 6:25 p.m. by Mr. Mallery.

PROTECTION, HEALTH, AND SAFETY PROJECTS FOR TAX YEAR 2012

The IVCC Operations Committee and the architect have reviewed three projects identified for the 2012 Tax Year. It is anticipated that the 2012 PHS levy will generate approximately \$1.365 million in revenue. A listing of potential capital improvement projects that have been prioritized was shared with the Facilities Committee.

The first PHS project is Building C boiler room upgrades. The boilers in Building C doubled in size several years ago to save money for the campus. There is still a boiler in Building A, but the boiler in Building E was removed. The boiler in Building A is constructed with welded/flanged connections and utilizes gate valves to control water flow through the system. No issues with system integrity have been encountered. Piping in Building C boiler room is connected with Gruvlok compression fittings and utilizes butterfly valves to control system water flow. There have been performance issues with both the fittings and valves. The safety of the staff and integrity of the boilers are a concern. The College would like to replace piping and valves in the Building C boiler room to match the proven construction in the Building A boiler room. The total cost of this project is \$656,120. There was consensus among the committee members to recommend the upgrades to the whole Board.

The second PHS project is facility door hardware/keying upgrades. The College is incorporating a restricted key/keyway door lock system for increased campus security with the construction of the Community Technology Center and the east campus renovations. The administration would

like to replace the remainder of the locksets and cylinders throughout the main campus (Buildings A, B, C, D, E, and G) and east campus (Buildings H and J) to match the key/keyway door lock system being used in the CDB project. This would provide a new level of security. The keys for the new system will be cut on campus using a computerized keying machine to control duplication. Card readers will remain for classrooms and entrances. The keys for the new system will be for offices. The total cost of this project is \$547,239. There was consensus among the committee members to recommend this project to the whole Board.

The third PHS project is the exterior egress concrete replacement. The College has concrete emergency stairs located at the exterior of Buildings A, B, D, E, and G. The stairs, landings, and associated sidewalks are starting to settle, crack, spall, and crumble due to age and years of water infiltration which poses a slip hazard to students, faculty, and staff that use these exits. The total cost of this project is \$162,018. There was concern regarding the cost of this project. The architect noted the expense was due to conveying and pumping the concrete around to hard-to-reach places and tying the landings into the existing walls. The architect did bring in a consultant from Vissering construction to review the project and the estimate. There was consensus among the committee members to recommend this project to the whole Board.

It was suggested to start much earlier on identifying PHS projects so that board members can tour the projects being recommended. Pictures should then be provided to board members who are unable to take the tour.

COMMUNITY TECHNOLOGY CENTER RECOGNITION PLAQUES

Two plaques were presented that will be located inside the main entrance of the Peter Miller Technology Center. Three plaques were presented to the Audit/Finance Committee and from a cost stand point the committee felt the third plaque was not necessary. The first plaque is specified in the Capital Development Board project and identifies the two individuals for whom the building is named and also lists the names of current board members, the college president, and attorney. The second plaque identifies two state legislators, staff members who have contributed to the project, and former board members involved with the planning and design of the project. This plaque will be paid for from College funds at an estimated cost of \$2,500. There was consensus among the committee members to recommend the two plaques to the whole Board.

ADJOURNMENT

It was moved by Mr. Thompson, seconded by Mr. Mallery, and carried unanimously to adjourn the meeting at 6:39 p.m. Motion passed by voice vote.

David O. Mallery, Committee Chair

Dennis N. Thompson, Board Chair

Leslie-Anne Englehaupt, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT
SEPTEMBER 2012

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

Patrick Berry, CPA
Controller

FINANCIAL HIGHLIGHTS – September 2012

Revenues

- As of September 28, the headcount for fall semester 2012 is 4,189, which is 540 students less than at the same point in time last year. Credit hours for fall 2012 decreased by 4,083, or 9.98 percent, from this point in time one year ago, for a total of 36,818 credit hours. A ten percent decrease in credit hours was budgeted for fiscal year 2013. Due to the 26.1 percent decrease for summer semester, spring semester credit hours will need to show a 5.4 percent decrease or less in order for us to meet the budgeted FY2013 tuition and fees revenue. The second eight-week classes begin on October 15. Registration for spring semester begins on October 31.
- Property tax payments have been received from all eight counties for tax year 2011. A Putnam County Board of Review hearing was held on September 7 for the Senachwine Club in Putnam County resulting in no change to the assessed valuation of the property. Negotiations continue on the LaSalle Generating Station for tax years 2009, 2010, and 2011. The Marquis Energy complaint continues for tax years 2008, 2009, 2010, and 2011.
- The State of Illinois Base Operating Grant and Equalization Grant have been paid for fiscal year 2012.

Expenditures

Some of the more significant variances in expenditures for the three months ending September 30, 2012 include the following:

- Fund 01 – Education Fund – Instruction – Capital Outlay – includes the purchase of the Hampden Home Efficiency Auditor Training Facility approved at the July 2012 board meeting; this purchase will be reimbursed through the capital campaign;
- Fund 01 – Education Fund – Academic Support – Contractual Services – includes \$70,600 for Blackboard support, \$7,130 in fees to the University of Illinois for library services, and other software renewals;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$16,000 of maintenance support for IBM equipment, \$193,275 for Ellucian (formerly Datatel) support, \$11,250 for Blackboard support, and \$40,677 in legal fees;
- Fund 02 – Operations & Maintenance – Capital Outlay - \$64,890 for patching and striping six parking lots;

Protection, Health & Safety Projects in progress:

- Restroom Renovations Phase II–work continues in Building D restrooms; the air/water separator in Building C boiler room has been installed.
- Replace Panic Hardware–the project is underway.
- Ceiling/Lighting Replacement–classroom ceiling asbestos abatement work was complete as of August 3; ceiling and lighting replacement will take place during the semester break in December.

- Other Projects:

- Community Instructional Center Project–(substantial completion September 15, 2013) Project is on schedule. A tentative work schedule follows:

Geothermal Drilling	Geothermal field site leveling and preparation for landscaping will be complete by October 5. Pond excavation will be complete by October 5. Plantings in the pond and geothermal field will begin the week of October 15.
CTC–building shell	Installation of stairway #2 started October 3. Window framing is in progress. Roofing on the auditorium will start on October 4. Masonry work will be complete by October 5.
CTC–1 st Floor	Mechanical piping mains are in progress. CMU (concrete block) partitions will be complete by October 5. Metal framing of restrooms, corridors, and mechanical rooms will be complete by October 12.
CTC–2 nd Floor	Mechanical piping is in place. Plumbing and electric rough-in will be complete by October 15. Drywall will start the week of October 15.
CIC–Phase 2	Maintenance building footings are poured; foundation walls will be poured the week of October 8. Demolition of Building 5 will be complete the week of October 8. Tree removal on east campus will be complete by October 5. Duct bank and transformer pad for new electrical service will be complete the week of October 8. Maintenance Building substantial completion–March 10, 2013 Welding and Auto Shop additions completion–Oct 22, 2013 Final acceptance - June 23, 2014

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 30, 2012

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 2,170,163	\$ 2,461,081	\$ 174,603	\$ 380,487	\$ 398,512	\$ -	\$ -	\$ 5,584,846
Investments	6,760,801	18,881,622	1,740,592	1,200,000	-			28,583,015
Receivables								
Property taxes	7,904,725	1,877,976	1,262,083					11,044,784
Governmental claims	(108,471)	512,873			67,592			471,994
Tuition and fees	641,631	-		830				642,461
Due from other funds	2,041,780	11,852	-	1,071,012	-	-	-	3,124,644
Bookstore inventories				643,513				643,513
Other assets	19,464	78,374	1,697	8,120	-	-		107,655
Fixed assets - net where applicable				27,614		60,560,483		60,588,097
Other debits								
Amount available in Debt Service Fund							3,178,975	3,178,975
Amount to be provided to retire debt							1,821,025	1,821,025
Total Assets and Other Debits	<u>\$19,430,093</u>	<u>\$23,823,778</u>	<u>\$ 3,178,975</u>	<u>\$ 3,331,576</u>	<u>\$ 466,104</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 115,791,009</u>

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 September 30, 2012

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 7,477	\$ 258,129	\$ -	\$ 74,967	\$ -	\$ -	\$ -	\$ 340,573
Accrued salaries & benefits	873,776	4,882		10,497	-			889,155
Post-retirement benefits & other	117,876	244,429	75,000	-	-			437,305
Unclaimed property	2,472	401			41			2,914
Due to other funds	836,652	1,436,161	-	-	851,831	-	-	3,124,644
Due to student groups/deposits	96,627				(385,768)			(289,141)
Deferred revenue								-
Property taxes	3,952,363	938,989	631,042					5,522,394
Tuition and fees	-	-						-
Grants	-	-						-
Bonds payable							5,000,000	5,000,000
Total liabilities	<u>5,887,243</u>	<u>2,882,991</u>	<u>706,042</u>	<u>85,464</u>	<u>466,104</u>	<u>-</u>	<u>5,000,000</u>	<u>15,027,844</u>
Equity and Other Credits								
Investment in general fixed assets						60,560,483		60,560,483
Contributed capital								-
Retained earnings				3,246,112				3,246,112
Fund balance								-
Reserved for grant purposes		(28,494)						(28,494)
Reserved for building purposes		11,698,459						11,698,459
Reserved for debt service			2,472,933					2,472,933
Reserved for Liab., Prot., Sett.		4,573,850						4,573,850
Unreserved	<u>13,542,850</u>	<u>4,696,972</u>						<u>18,239,822</u>
Total equity and other credits	<u>13,542,850</u>	<u>20,940,787</u>	<u>2,472,933</u>	<u>3,246,112</u>	<u>-</u>	<u>60,560,483</u>	<u>-</u>	<u>100,763,165</u>
Total Liabilities, Equity and Other Credits	<u>\$19,430,093</u>	<u>\$23,823,778</u>	<u>\$ 3,178,975</u>	<u>\$ 3,331,576</u>	<u>\$ 466,104</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 115,791,009</u>

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

Illinois Valley Community College District No. 513
 Summary of Fiscal Year 2013 Revenues & Expenditures by Fund
 Three Months Ended September 30, 2012

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund (Restricted)	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 10,218,299	\$ 1,549,434	\$ 1,378,933	\$ 1,098,819	\$ 1,109	\$ 1,230,525	\$ 2,981,093	\$ 238,019	\$ 30,098	\$ 18,726,329
Actual Expenditures	(4,945,963)	(524,428)	(296,698)	-	-	(1,250,522)	(3,154,571)	(460,421)	(20,000)	(10,652,603)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,272,336	1,025,006	1,082,235	1,098,819	1,109	(19,997)	(173,478)	(222,402)	10,098	8,073,726
Fund balances July 1, 2012	4,676,192	2,569,316	10,616,224	1,374,114	4,655,537	3,266,109	144,984	4,796,252	30,228	32,128,956
Fund balances September 30, 2012	<u>\$ 9,948,528</u>	<u>\$ 3,594,322</u>	<u>\$ 11,698,459</u>	<u>\$ 2,472,933</u>	<u>\$ 4,656,646</u>	<u>\$ 3,246,112</u>	<u>\$ (28,494)</u>	<u>\$ 4,573,850</u>	<u>\$ 40,326</u>	<u>\$ 40,202,682</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012

	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 6,611,055	\$ 5,783,446	87.5%	\$ 5,901,593	88.5%	\$ 6,671,791
Corporate Personal Property Replacement Tax	878,840	21,692	2.5%	32,964	2.8%	1,190,000
TIF Revenues	381,000	122,031	32.0%	146,897	40.8%	360,000
Total Local Government	<u>7,870,895</u>	<u>5,927,169</u>	75.3%	<u>6,081,454</u>	74.0%	<u>8,221,791</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	-	0.0%	294,193	16.7%	1,765,157
Equalization	133,618	-	0.0%	36,901	27.1%	136,345
Career/Technical Education Formula Grant	165,000	-	0.0%	-	0.0%	101,121
Dept of Corrections	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,221,851</u>	<u>-</u>	0.0%	<u>331,094</u>	16.5%	<u>2,002,623</u>
Federal Government						
PELL Administrative Fees	10,000	-	0.0%	1,825	22.8%	8,000
ARRA Grant	-	-	0.0%	-	0.0%	-
Total Federal Government	<u>10,000</u>	<u>-</u>	0.0%	<u>1,825</u>	22.8%	<u>8,000</u>
Student Tuition and Fees:						
Tuition	6,329,675	3,551,652	56.1%	3,681,503	54.9%	6,706,315
Fees	950,335	543,413	57.2%	591,675	50.1%	1,180,439
Total Tuition and Fees	<u>7,280,010</u>	<u>4,095,065</u>	56.3%	<u>4,273,178</u>	54.2%	<u>7,886,754</u>
Other Sources:						
Investment Revenue	20,000	2,888	14.4%	5,026	12.6%	40,000
Public Service Revenue	457,450	158,327	34.6%	43,906	4.9%	904,812
Nongovernmental Gifts	48,000	24,000	50.0%	12,000	25.0%	48,000
Other	17,100	10,850	63.5%	4,489	4.8%	92,894
Total Other Sources	<u>542,550</u>	<u>196,065</u>	36.1%	<u>65,421</u>	6.0%	<u>1,085,706</u>
TOTAL EDUCATION FUND REVENUE	<u>17,925,306</u>	<u>10,218,299</u>	57.0%	<u>10,752,972</u>	56.0%	<u>19,204,874</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	8,461,066	2,032,664	24.0%	2,497,733	27.0%	9,236,909
Employee Benefits	1,471,033	430,241	29.2%	426,482	27.7%	1,539,288
Contractual Services	133,779	21,822	16.3%	19,505	15.2%	128,150
General Materials & Supplies	382,084	53,618	14.0%	64,667	14.1%	457,723
Conference & Meeting Expenses	45,992	2,572	5.6%	6,570	6.5%	101,811
Fixed Charges	208,600	83,923	40.2%	154,980	64.6%	240,000
Utilities	1,000	199	19.9%	172	17.2%	1,000
Capital Outlay	22,500	147,500	655.6%	-	0.0%	23,916
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,726,054</u>	<u>\$ 2,772,539</u>	25.8%	<u>\$ 3,170,109</u>	27.0%	<u>\$ 11,728,797</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Academic Support:						
Salaries	\$ 617,016	\$ 144,465	23.4%	\$ 162,447	23.9%	\$ 679,854
Employee Benefits	109,095	32,283	29.6%	27,520	24.6%	111,647
Contractual Services	156,464	98,093	62.7%	81,824	53.5%	153,059
General Materials & Supplies	204,882	68,514	33.4%	101,467	31.7%	320,491
Conference & Meeting Expenses	10,437	-	0.0%	60	0.4%	15,782
Fixed Charges	-	-	0.0%	-	0.0%	4,680
Utilities	52,955	9,161	17.3%	7,422	16.8%	44,143
Capital Outlay	23,750	-	0.0%	-	0.0%	19,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,174,599</u>	<u>352,516</u>	<u>30.0%</u>	<u>380,740</u>	<u>28.2%</u>	<u>1,349,406</u>
Student Services:						
Salaries	1,141,956	284,220	24.9%	319,325	28.7%	1,113,536
Employee Benefits	278,952	78,873	28.3%	76,214	27.6%	275,791
Contractual Services	2,050	654	31.9%	900	13.1%	6,885
General Materials & Supplies	48,045	10,919	22.7%	17,695	30.2%	58,567
Conference & Meeting Expenses	12,700	1,305	10.3%	1,425	6.6%	21,550
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,483,703</u>	<u>375,971</u>	<u>25.3%</u>	<u>415,559</u>	<u>28.1%</u>	<u>1,476,329</u>
Public Services/Continuing Education:						
Salaries	418,792	120,535	28.8%	90,488	25.9%	349,346
Employee Benefits	49,405	11,396	23.1%	10,698	29.9%	35,766
Contractual Services	296,000	63,121	21.3%	80,262	22.4%	358,700
General Materials & Supplies	87,950	26,239	29.8%	21,969	16.9%	130,100
Conference & Meeting Expenses	8,375	2,278	27.2%	1,041	12.5%	8,300
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	250	-	0.0%	-	0.0%	250
Total Public Services/Continuing Education	<u>860,772</u>	<u>223,569</u>	<u>26.0%</u>	<u>204,458</u>	<u>23.2%</u>	<u>882,462</u>
Institutional Support:						
Salaries	1,688,680	442,169	26.2%	500,125	26.1%	1,914,461
Employee Benefits	462,246	147,177	31.8%	157,168	31.8%	494,372
Contractual Services	409,635	287,121	70.1%	247,471	61.6%	401,651
General Materials & Supplies	397,499	100,014	25.2%	107,501	25.5%	421,070
Conference & Meeting Expenses	72,410	6,731	9.3%	13,284	17.5%	75,720
Fixed Charges	17,000	-	0.0%	7,862	32.8%	24,000
Utilities	20,613	3,201	15.5%	6,967	43.7%	15,956
Capital Outlay	362,951	-	0.0%	-	0.0%	38,650
Other	38,000	(1,175)	-3.1%	1,705	0.0%	-
Total Institutional Support	<u>3,469,034</u>	<u>985,238</u>	<u>28.4%</u>	<u>1,042,083</u>	<u>30.8%</u>	<u>3,385,880</u>
Scholarships, Grants and Waivers	631,095	236,130	37.4%	257,095	60.9%	422,000
TOTAL EDUCATION FUND EXPENDITURES	<u>\$ 18,345,257</u>	<u>\$ 4,945,963</u>	<u>27.0%</u>	<u>\$ 5,470,044</u>	<u>28.4%</u>	<u>\$ 19,244,874</u>
INTERFUND TRANSFERS - NET	<u>\$ 419,951</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 40,000</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012

OPERATIONS & MAINTENANCE FUND REVENUES	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources:						
Current Taxes	\$ 1,245,606	\$ 1,091,284	87.6%	\$ 1,115,539	88.5%	\$ 1,260,330
Corporate Personal Property Replacement Tax	155,089	3,828	2.5%	5,817	2.8%	210,000
TIF	127,000	40,677	32.0%	48,966	41.9%	116,885
Total Local Government	<u>1,527,695</u>	<u>1,135,789</u>	74.3%	<u>1,170,322</u>	73.7%	<u>1,587,215</u>
State Government:						
ICCB Credit Hour Grant	339,394	-	0.0%	51,916	16.7%	311,498
Total State Government	<u>339,394</u>	<u>-</u>	0.0%	<u>51,916</u>	16.7%	<u>311,498</u>
Student Tuition and Fees:						
Tuition	672,792	398,168	59.2%	426,687	57.4%	743,178
Total Tuition and Fees	<u>672,792</u>	<u>398,168</u>	59.2%	<u>426,687</u>	57.4%	<u>743,178</u>
Other Sources:						
Facilities Revenue	94,000	12,189	13.0%	14,281	7.6%	187,000
Investment Revenue	2,000	368	18.4%	3,758	75.2%	5,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	2,920	0.0%	685	0.0%	-
Total Other Sources	<u>96,000</u>	<u>15,477</u>	16.1%	<u>18,724</u>	9.8%	<u>192,000</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	<u>\$ 2,635,881</u>	<u>\$ 1,549,434</u>	58.8%	<u>\$ 1,667,649</u>	58.8%	<u>\$ 2,833,891</u>

OPERATIONS & MAINTENANCE FUND	Annual Budget FY2013	Actual 09/30/12	Act/Budget 25.0%	Actual 09/30/11	Act/Budget FY12	Annual Budget FY2012
Operations & Maintenance of Plant:						
Salaries	\$ 848,004	\$ 191,733	22.6%	\$ 227,016	26.3%	\$ 862,900
Employee Benefits	226,694	57,046	25.2%	59,892	27.5%	218,101
Contractual Services	183,900	64,967	35.3%	72,005	39.2%	183,700
General Materials & Supplies	282,500	29,573	10.5%	57,304	22.8%	250,976
Conference & Meeting Expenses	4,000	495	12.4%	45	0.8%	6,000
Fixed Charges	40,000	176	0.4%	40,615	101.5%	40,000
Utilities	809,410	95,430	11.8%	172,200	21.0%	819,410
Capital Outlay	129,000	64,890	50.3%	9,860	5.9%	167,900
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	-
Provision for Contingency	100,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	<u>2,560,508</u>	<u>504,310</u>	19.7%	<u>638,937</u>	23.2%	<u>2,748,987</u>
Institutional Support:						
Salaries	56,881	13,333	23.4%	15,221	27.2%	56,007
Employee Benefits	8,792	2,600	29.6%	2,504	29.5%	8,497
Contractual Services	2,400	2,395	99.8%	2,395	95.8%	2,500
General Materials & Supplies	3,300	751	22.8%	746	15.2%	4,900
Conference & Meeting Expenses	-	25	0.0%	-	0.0%	-
Fixed Charges	4,000	1,014	25.4%	1,014	7.8%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>75,373</u>	<u>20,118</u>	26.7%	<u>21,880</u>	25.8%	<u>84,904</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	<u>\$ 2,635,881</u>	<u>\$ 524,428</u>	19.9%	<u>\$ 660,817</u>	23.3%	<u>\$ 2,833,891</u>

**Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012**

	<u>Annual Budget FY2013</u>	<u>Actual 9/30/12</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,557,008	\$ 1,363,942	87.6%	\$ 1,394,279	90.7%	\$ 1,537,220
State Government Sources	12,500,000	-	0.0%	-	0.0%	-
Investment Revenue	180,000	14,991	8.3%	17,362	34.7%	50,000
Other Revenue	-	-	0.0%	-	0.0%	-
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	<u>14,237,008</u>	<u>1,378,933</u>	<u>9.7%</u>	<u>1,411,641</u>	<u>88.9%</u>	<u>1,587,220</u>
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	14,237,008	296,698	2.1%	523,821	8.0%	6,587,220
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	<u>14,237,008</u>	<u>296,698</u>	<u>2.1%</u>	<u>523,821</u>	<u>8.0%</u>	<u>6,587,220</u>
Other Financing Source - Bond Issuance	-	-	0.0%	(5,000,000)	0.0%	(5,000,000)
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
				Summer and Fall semesters		

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 9/30/12</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
BOND & INTEREST FUND						
Local Government Sources						
Current Taxes	\$ 1,261,840	\$ 1,098,600	87.1%	\$ 1,112,367	87.9%	\$ 1,265,000
Investment Revenue	2,000	219	11.0%	1,366	27.3%	5,000
TOTAL BOND & INTEREST FUND REVENUES	<u>1,263,840</u>	<u>1,098,819</u>	<u>86.9%</u>	<u>1,113,733</u>	<u>87.7%</u>	<u>1,270,000</u>
BOND & INTEREST FUND						
Institutional Support:						
Total FY13 Expenditures	1,261,840	-	0.0%	-	0.0%	1,265,000
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	500	-	0.0%	-	0.0%	400
TOTAL BOND & INTEREST EXPENDITURES	<u>\$ 1,262,340</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 1,265,400</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 9/30/12</u>	<u>Act/Budget 25.0%</u>	<u>Actual 9/30/11</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
WORKING CASH FUND						
Investment Revenue	\$ 20,000	\$ 1,109	5.5%	\$ 3,745	9.4%	\$ 40,000
TOTAL WORKING CASH REVENUES	<u>20,000</u>	<u>1,109</u>	<u>5.5%</u>	<u>3,745</u>	<u>9.4%</u>	<u>40,000</u>
Transfers In (Out)	\$ (120,000)	\$ -	0.0%	\$ -	0.0%	\$ (40,000)

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012

	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 2,666,700	\$ 1,227,511	46.0%	\$ 1,392,330	41.9%	\$ 3,324,756
Data Processing Rentals	-	-	0.0%	-	0.0%	-
Other Revenue	1,000	2,934	293.4%	660	0.0%	-
Investment Revenue	5,000	80	1.6%	4,114	27.4%	15,000
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	2,672,700	1,230,525	46.0%	1,397,104	41.8%	3,339,756
AUXILIARY ENTERPRISES FUND						
Salaries	349,348	85,050	24.3%	169,693	29.3%	578,459
Employee Benefits	93,053	25,250	27.1%	60,151	28.2%	213,312
Contractual Services	51,035	17,670	34.6%	15,917	40.6%	39,230
Materials & Supplies	2,240,300	1,112,620	49.7%	1,309,724	54.2%	2,415,319
Conference & Meeting	21,683	7,903	36.4%	7,814	25.9%	30,196
Fixed Charges	53,400	2,029	3.8%	8,026	17.8%	45,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	-	0.0%	5,826
Other	103,000	-	0.0%	-	0.0%	63,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	2,915,659	1,250,522	42.9%	1,571,325	46.3%	3,390,342
Transfer In (Out)	\$ (265,537)	\$ -	0.0%	\$ -	0.0%	\$ 62,000

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
RESTRICTED PURPOSES FUND						
State Government Sources	\$ 468,498	\$ 6,626	1.4%	\$ 13,003	3.5%	\$ 371,408
Federal Government Sources	7,701,634	2,972,309	38.6%	3,677,712	54.8%	6,711,969
Service Fees	3,000	4,423	147.4%	2,025	0.0%	-
Other Revenue	11,000	(2,265)	-20.6%	5,001	14.3%	35,000
TOTAL RESTRICTED PURPOSES FUND REVENUES	8,184,132	2,981,093	36.4%	3,697,741	51.9%	7,118,377
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	415,474	80,618	19.4%	85,315	23.9%	357,432
Employee Benefits	81,388	23,751	29.2%	23,650	26.2%	90,287
Contractual Services	61,654	8,800	14.3%	34,777	50.9%	68,360
Materials & Supplies	109,812	12,931	11.8%	17,062	13.1%	130,453
Conference & Meeting	73,520	9,631	13.1%	2,049	5.0%	41,279
Fixed Charges	3,000	-	0.0%	1,000	44.4%	2,250
Utilities	2,350	-	0.0%	-	0.0%	2,900
Capital Outlay	33,286	2,845	8.5%	32,350	64.7%	50,000
Other (P-16 Grant Waivers)	9,030	-	0.0%	-	0.0%	8,679
Total Instruction	\$ 789,514	\$ 138,576	17.6%	\$ 196,203	26.1%	\$ 751,640

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ 312	0.0%	\$ -
Employee Benefits	-	-	0.0%	102	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	160,000	-	0.0%	-	0.0%	-
Total Academic Support	160,000	-	0.0%	414	0.0%	-
Student Services						
Salaries	199,755	47,226	23.6%	48,279	26.7%	180,825
Employee Benefits	61,214	17,230	28.1%	16,464	38.1%	43,259
Contractual Services	4,150	4,419	106.5%	1,900	47.5%	4,000
Materials & Supplies	7,100	402	5.7%	1,514	11.2%	13,500
Conference & Meeting	12,209	687	5.6%	2,863	11.2%	25,500
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	32,000	2,920	9.1%	7,255	22.7%	32,000
Total Student Services	316,428	72,884	23.0%	78,275	26.2%	299,084
Public Service						
Salaries	405,046	145,860	36.0%	147,674	30.2%	488,912
Employee Benefits	82,379	36,923	44.8%	37,231	34.2%	108,782
Contractual Services	146,701	27,969	19.1%	17,101	11.8%	145,205
Materials & Supplies	81,470	13,148	16.1%	17,898	23.3%	76,683
Conference & Meeting	49,017	15,106	30.8%	21,566	42.8%	50,410
Fixed Charges	19,119	2,901	15.2%	2,901	11.3%	25,735
Utilities	5,105	320	6.3%	393	6.5%	6,088
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	200	15	7.5%	-	0.0%	178
Total Public Service	789,037	242,242	30.7%	244,764	27.1%	901,993
Auxiliary Services						
Salaries	-	-	0.0%	254	6.4%	4,000
Employee Benefits	-	-	0.0%	-	0.0%	320
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	5,561	0.0%	3,033	16.1%	18,844
Conference & Meeting	-	-	0.0%	-	0.0%	1,000
Other (Child Care Subsidies)	-	-	0.0%	500	5.0%	10,000
Total Auxiliary Services	-	5,561	-	3,787	0	34,164
Operations & Maintenance of Plant:						
Contractual Services	-	-	0.0%	-	0.0%	-
Total Operations & Maintenance	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
Three Months Ended September 30, 2012

	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ 8,987	9.8%	\$ 29,238	38.7%	\$ 75,496
Employee Benefits	-	-	0.0%	-	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>91,245</u>	<u>8,987</u>	<u>9.8%</u>	<u>29,238</u>	<u>38.7%</u>	<u>75,496</u>
Student grants and waivers (PELL & SEOG)	<u>6,088,493</u>	<u>2,686,321</u>	<u>44.1%</u>	<u>3,221,218</u>	<u>63.6%</u>	<u>5,061,000</u>
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 8,234,717</u>	<u>\$ 3,154,571</u>	<u>38.3%</u>	<u>\$ 3,773,899</u>	<u>53.0%</u>	<u>\$ 7,123,377</u>
Transfer In (Out)	<u>\$ 27,000</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 274,033	\$ 239,436	87.4%	\$ 242,437	93.8%	\$ 258,368
Investment Revenue	20,000	(1,732)	-8.7%	8,018	16.0%	50,000
Other	-	315	0.0%	-	0.0%	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	<u>294,033</u>	<u>238,019</u>	<u>80.9%</u>	<u>250,455</u>	<u>81.2%</u>	<u>308,368</u>

LIABILITY, PROTECTION, & SETTLEMENT FUND
EXPENDITURES

Operations & Maintenance of Plant						
Salaries	-	1,385	0.0%	25,018	0.0%	-
Employee Benefits	-	87	0.0%	5,372	0.0%	-
Contractual Services	401,500	52,314	13.0%	23,942	6.0%	401,500
Material & Supplies	100	25	25.0%	587	587.0%	100
Conference & Meeting	500	150	30.0%	330	66.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	94	0.0%	232	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 402,100</u>	<u>\$ 54,055</u>	<u>13.4%</u>	<u>\$ 55,481</u>	<u>13.8%</u>	<u>\$ 402,100</u>

Illinois Valley Community College District No. 513
 Fiscal Year 2013 Budget to Actual Comparison
 Three Months Ended September 30, 2012

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries	\$ 68,073	\$ 18,311	26.9%	\$ 12,864	18.8%	\$ 68,291
Employee Benefits	233,919	3,750	1.6%	6,377	2.5%	254,530
Contractual Services	55,000	314	0.6%	3,052	25.4%	12,000
Material & Supplies	2,750	60	2.2%	60	2.6%	2,300
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	378,500	383,931	101.4%	377,986	96.7%	390,750
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>738,242</u>	<u>406,366</u>	55.0%	<u>400,339</u>	55.0%	<u>727,871</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	<u>\$ 1,140,342</u>	<u>\$ 460,421</u>	40.4%	<u>\$ 455,820</u>	40.3%	<u>\$ 1,129,971</u>

Fiscal Year 2013 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2013	Actual 9/30/12	Act/Budget 25.0%	Actual 9/30/11	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 34,500	\$ 30,096	87.2%	\$ 30,219	95.9%	\$ 31,508
Investment Revenue	-	2	0.0%	36	18.0%	200
TOTAL AUDIT FUND REVENUES	<u>34,500</u>	<u>30,098</u>	87.2%	<u>30,255</u>	95.4%	<u>31,708</u>
AUDIT FUND						
Contractual Services	34,500	20,000	58.0%	25,500	78.5%	32,500
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 34,500</u>	<u>\$ 20,000</u>	58.0%	<u>\$ 25,500</u>	78.5%	<u>\$ 32,500</u>

Illinois Valley Community College District No. 513
Fiscal Year 2013 Budget to Actual Comparison
All Funds
Three Months Ended September 30, 2012

<u>Department</u>	<u>Annual Budget FY2013</u>	<u>Actual 9/30/2012</u>	<u>Act/Budget 25.0%</u>	<u>Explanation</u>
President	\$ 301,234	\$ 78,792	26.2%	
Board of Trustees	21,000	5,936	28.3%	
Community Relations	332,604	70,553	21.2%	
Development Office	-	19,787	0.0%	
Continuing Education	1,098,209	310,421	28.3%	
Facilities	16,797,516	948,509	5.6%	
Information Technologies	1,923,871	578,924	30.1%	
Academic Affairs	227,778	70,240	30.8%	
Academic Affairs (AVPCE)	905,283	177,606	19.6%	
Adult Education	516,636	108,960	21.1%	
Dislocated Workers Center	597,452	170,547	28.5%	
Learning Technologies	607,529	161,906	26.6%	
Career & Tech Education Division	1,758,222	414,417	23.6%	
Natural Science & Business Division	2,107,206	521,449	24.7%	
Humanities & Fine Arts/Social Science Division	2,168,613	517,799	23.9%	
Health Professions Division	1,939,030	456,444	23.5%	
English, Mathematics, Education Division	2,421,081	603,720	24.9%	
Admissions & Records	360,857	91,904	25.5%	
Student Development	639,502	165,404	25.9%	
Student Services	128,371	34,439	26.8%	
Financial Aid	6,520,976	2,779,501	42.6%	Summer and Fall semesters
Athletics	241,247	59,130	24.5%	
TRIO (Student Success Grant)	300,652	72,885	24.2%	
Safety Service	400,000	53,145	13.3%	
Business Services/General Institution	2,174,356	283,562	13.0%	
Risk Management	740,342	407,276	55.0%	Pre-paid insurance premiums
Tuition Waivers	631,095	236,130	37.4%	Summer and Fall semesters
Purchasing	108,502	27,323	25.2%	
Human Resources	121,403	27,006	22.2%	
Bookstore	2,501,943	1,161,986	46.4%	Bookstore purchases for fall and spring semesters
Shipping & Receiving	75,373	20,117	26.7%	
Copy Center	134,321	16,785	12.5%	
Total FY13 Expenditures	<u>\$ 48,802,204</u>	<u>\$ 10,652,603</u>	21.8%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended September 30, 2012

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 1,679,267.93	\$ 638,993.00	\$ 772,064.31	\$ 150,828.59	\$ 455,966.75	\$ (456,199.74)	\$ 389,606.38	\$ 11,170.80	\$ 302,779.57	\$ 3,253,162.99
Total Receipts	334,801.75	39,842.69	33,462.82	23,774.63	33,762.17	73,864.81	4,759.36	607.46	5,174.06	550,049.75
Total Cash	2,014,069.68	678,835.69	805,527.13	174,603.22	489,728.92	(382,334.93)	394,365.74	11,778.26	307,953.63	4,494,527.34
Due To/From Accts	(9,689.28)	(28.21)	-	-	11,482.95	(1,756.40)	-	-	(9.06)	0.00
Transfers/Bank CDs	1,100,000.00	-	-	-	450,051.24	151,270.59	-	1,461.58	254,994.24	1,957,777.65
Expenditures	(1,576,488.64)	(217,330.60)	(3,498.38)	-	(582,633.88)	(159,963.76)	-	-	(152,480.26)	(2,692,395.52)
ACCOUNT BALANCE	1,527,891.76	461,476.88	802,028.75	174,603.22	368,629.23	(392,784.50)	394,365.74	13,239.84	410,458.55	3,759,909.47
Deposits in Transit	(40,564.79)									(40,564.79)
Outstanding Checks	421,426.23									421,426.23
BANK BALANCE	1,908,753.20	461,476.88	802,028.75	174,603.22	368,629.23	(392,784.50)	394,365.74	13,239.84	410,458.55	4,140,770.91
Certificates of Deposit	600,000.00	400,000.00	1,300,000.00	500,000.00	1,200,000.00	-	4,250,000.00	-	4,100,000.00	12,350,000.00
Illinois Funds	4,130,787.23	1,630,013.32	1,493,292.35	1,240,591.68	-	28,125.50	-	9,538.04	74,948.33	8,607,296.45
CDB Trust Fund CTC			6,543,377.21							6,543,377.21
Bldg Reserve-ILLFund			1,082,340.74							1,082,340.74
Total Investment	\$ 4,730,787.23	\$ 2,030,013.32	\$ 10,419,010.30	\$ 1,740,591.68	\$ 1,200,000.00	\$ 28,125.50	\$ 4,250,000.00	\$ 9,538.04	\$ 4,174,948.33	\$ 28,583,014.40
LaSalle State Bank	\$ 31,002.59									
Centrue Bank	3,212,095.76									
Peru Savings Bank	897,672.56									
	<u>\$ 4,140,770.91</u>									

Respectfully submitted,

Cheryl Roelfsema

Cheryl Roelfsema
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
September 30, 2012

<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>
10/4/2012			500,000				500,000	1,000,000	FSB	0.95%	0.95%	1012883729
11/7/2012						150,000		150,000	MB	1.00%	1.00%	915192
11/23/2012						1,500,000		1,500,000	FSB	0.65%	0.65%	1013096844
12/13/2012	500,000		500,000				1,000,000	2,000,000	FSB	0.65%	0.65%	1013190905
12/20/2012				500,000		1,000,000	500,000	2,000,000	FSB	0.65%	0.65%	1013221568
1/30/2013						100,000		100,000	NCB	0.60%	0.60%	35803
3/21/2013						1,000,000		1,000,000	FSB	0.65%	0.65%	1013615272
4/22/2013							100,000	100,000	MB	0.80%	0.80%	914161
6/7/2013		300,000			1,200,000			1,500,000	FSB	0.75%	0.75%	1012287786
8/8/2013							2,000,000	2,000,000	FSB	0.70%	0.70%	1012583709
9/20/2013	100,000	100,000	300,000			500,000		1,000,000	FSB	0.75%	0.75%	
Total CD	600,000	400,000	1,300,000	500,000	1,200,000	4,250,000	4,100,000	12,350,000				

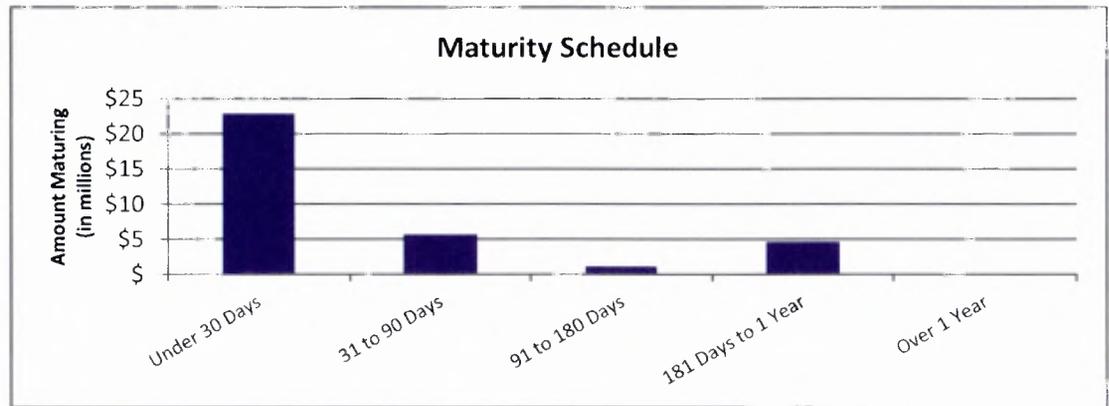
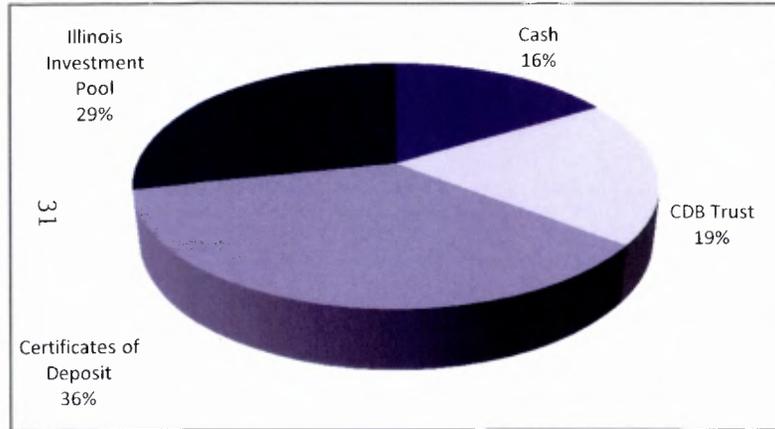
CB	Centruc Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
CFNB	Citizens First National Bank	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

** Current IL Funds interest rate: 0.13%

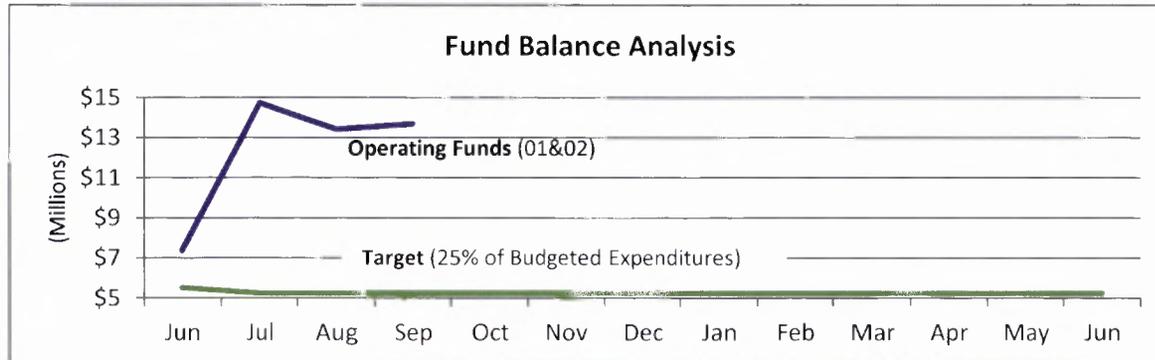
**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
September 30, 2012**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	16.3%	\$ 5,584,846	0.12%
CDB Trust	19.2%	6,543,377	0.25%
Certificates of Deposit	36.1%	12,350,000	0.72%
Illinois Investment Pool	28.4%	9,689,637	0.12%
Total	100.0%	\$ 34,167,860	0.36%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 9,689,637			\$ 9,689,637	28%
Centrue Bank			3,212,096	3,212,096	9%
First State Bank		12,000,000		12,000,000	35%
LaSalle State Bank			31,003	31,003	0%
Marseilles Bank		250,000		250,000	1%
North Central Bank		100,000		100,000	0%
Citizens First National			8,364,952	8,364,952	24%
Peru Federal Savings			520,173	520,173	2%
Total	\$ 9,689,637	\$ 12,350,000	\$ 12,128,223	\$ 34,167,860	100%



Weighted Average Maturity of CD's 157 Days



\$5,000 and Over Check Register

09/01/12 - 09/30/12

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
ACH	09/04/12		VALIC Retirement Services	14,939.67	403(b) & 457(b)Payroll (07/26/12)
701074	09/06/12	0108916	CCIC	\$282,135.16	Health Insurance (September)
701070	09/06/12	0180059	Dakine	9,816.72	Soft Goods for Resale
701126	09/06/12	0186294	Rick Wills Training & Consulting	5,667.50	Consulting (Business Seminars)
701157	09/06/12	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
701202	09/13/12	0001369	Ameren Illinois	50,090.94	Electricity (07/11/12-08/09/12)
701204	09/13/12	0081443	American Express	367,312.06	CDW Government, Inc., Cengage Learning Inc., Central Illinois Trucks, Inc. , Elsevier Science, Manpower, McGraw Hill Publishing , Pearson Education, Inc.
701232	09/13/12	0177154	Hampden Engineering Corp.	147,500.00	Home Efficiency Auditor Training Facility House & Equipment
701240	09/13/12	0079038	IVCC Student Activity	8,229.57	Chapter 33 Veteran Awards
701277	09/13/12	0000001	Illinois Valley Community College	96,741.60	Federal & State Payroll Taxes (09/13/12)
701245	09/13/12	0188441	Mesirow Insurance Services, Inc.	118,333.00	Umbrella, Liability, Automobile, & Commercial Insurance
701284	09/13/12	0082897	SURS	51,434.62	Payroll (09/13/12)
ACH	09/13/12		VALIC Retirement Services	15,006.96	403(b) & 457(b)Payroll (09/13/12)
32 701338	09/20/12	0081443	American Express	35,114.29	CDW Government, Inc, Central Illinois Trucks, Inc. , Elsevier Science, McGraw Hill Publishing, Pearson Education, Inc.
701353	09/20/12	0169822	Constellation NewEnergy - Gas	6,562.13	Natural Gas (08/01/12-08/31/12)
701374	09/20/12	0181795	G4S Secure Solutions (USA) Inc	27,054.32	Security Service (August)
701398	09/20/12	0079038	IVCC Student Activity	8,613.05	Chapter 33 Veteran Awards
701427	09/20/12	0001634	MPS	6,139.50	Books for Resale
701419	09/20/12	0090169	McQuay Service	51,397.00	Chiller Maintenance Contract
701431	09/20/12	0000948	Nebraska Book Co., Inc.	8,531.72	Books for Resale
701435	09/20/12	0001010	Newsbank, Inc.	5,170.00	Annual Subscription of Electronic Periodicals
701453	09/20/12	0183070	Rittenhouse Book Distributors	7,539.18	Books for Resale
701547	09/27/12	0115159	City of Ottawa	71,500.00	Facility Rental (07/01/12-12/31/12)
701570	09/27/12	0079038	IVCC Student Activity	9,492.00	Illinois Veteran Awards
701495	09/27/12	0000001	Illinois Valley Community College	94,972.25	Federal & State Payroll Taxes (09/27/12)
701593	09/27/12	0180447	Prudential Insurance Company	6,679.24	Life & Disability Insurance (September)
701502	09/27/12	0082897	SURS	50,487.95	Payroll (09/27/12)
701628	09/27/12	0001927	Walter J Zukowski & Associates	16,041.96	Legal Services
ACH	09/27/12	ACH	VALIC Retirement Services	14,856.95	403(b) & 457(b)Payroll (09/27/12)

\$1,593,359.34

Stipends For Pay Period Ending 09/08/12

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvin, Stephen R	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	28.90	011120650051310			
Ault, Richard L	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.19	011120570051310			
Barr, Annette Denise	HFA 1007 300	08/20/12	12/29/12	12/29/12	ST	1,350.00	011120650051320	HFA-1007-300	S/T:Digital Photography	
Batson-Turner, Jean	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	24.22	011220650051310			
Bergsieker, David E	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.38	011120650051310			
Beyer, Jason Adam	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	24.62	011120650051310			
Bhattacharya, Abhijeet	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	19.43	011120570051310			
Bias, Timothy John	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	22.79	011320410051310			
Bias, Timothy John	East Campus Moving Duties	09/08/12	09/08/12	09/08/12	ST	1,280.00	011320410051900			
Black, Mary A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	188.99	011520910051310			
Black, Wesley Taylor	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.55	011520910051310			
Blaydes, Christine Ann	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	18.41	011420730051310			
Bolelli, Joseph August	Clothing Allowance	09/08/12	09/08/12	09/08/12	TF	39.84	027110471052900			
Brolley, Vincent Depaul	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.18	011120650051310			
Brown, Mark Sheffield	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.82	011120910051310			
Brown, William J	CNC-1202-195	08/13/12	08/22/12	09/08/12	ST	2,148.50	014210331051320	CNC-1202-195	CNC Mill. Machine Operations	
Brown, William J	CNC Milling Oprtns Cat	08/23/12	08/31/12	09/08/12	ST	2,798.50	014210331051320	GNT-1201-195	S/T:CNC Milling Operations II	
Bruch, Anna Marie Faletti	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	18.75	011420730051310			
Bruch, Anna Marie Faletti	FY13 Pay adj B-18 to C-18	08/12/12	09/08/12	09/08/12	MI	78.16	011420730051310			
Bubb, Jennifer Lee	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.27	011520910051310			
Buck, Catherine Margaret	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900			
Caley Opsal, Susan Mary	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.17	011120570051310			
Carey, Lauri L	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	85.16	011320410051310			
Carey, Lauri L	East Campus Moving Duties	09/08/12	09/08/12	09/08/12	ST	1,280.00	011320410051900			
Carter, John James	CNC Caterpillar	07/05/12	09/08/12	09/08/12	RE	1,600.00	014210331051320			
Carter, John James	Caterpillar CNC Lab Mnt	08/13/12	08/20/12	09/08/12	ST	600.00	014210331051320			8/13,8/14,8/20
Christianson, Diane C	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.44	011220910051310			
Cinotte, Lori Maret	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	132.85	011120650051310			
Cinotte, Lori Maret	Stipend FY13/ Deferred Comp	09/08/12	09/08/12	09/08/12	ST	503.00	011120650051310			

Stipends For Pay Period Ending 09/08/12

Cook Fesperman, Amanda Pa	FY13 Retroactive Pay	08/12/12	09/12/12	09/12/12	MI	24.03	011120650051310		
Donna, Rebecca S	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.24	011220570051310		
Elias, Gina Rae	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.71	011320410051310		
Engstrom, Norman Bruce	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.19	011120650051310		
Escatel, Sara	Meal Reimburse/Taxable	09/08/12	09/08/12	09/08/12	TF	21.09	061620296355211		
Fesperman, Jeffrey Norris	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.35	011120570051310		
Ficek, Rene Marie	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900		
Foster, Christine M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.90	011420730051310		
Fox, Amber Rae	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900		
Francisco, Marjorie Lynn	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.55	011420730051310		
Gibson, James A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	116.70	011320410051310		
Gillio, Susan M	MUP 1012 01	08/20/12	09/08/12	09/08/12	ST	50.00	011120650051320	MUP-1012-01	Flute Ensemble
Glover, Neal P	HVC-2210-300	08/20/12	12/29/12	12/29/12	ST	1,400.00	011320410051320	HVC-2210-300	Advanced Heating
Groleau, Ronald W	BIO1007 9 10 11 12 1200 02	08/20/12	12/29/12	12/29/12	ST	1,984.05	011220570051320	BIO-1007-09	Anatomy & Physiology I
Hamilton, Nora Beth	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.78	011420730051310		
Hanley, Linda Cheryl	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.59	011420730051310		
Hartwig, Paul R.	Clothing Allowance	09/08/12	09/08/12	09/08/12	TF	79.96	027110471052900		
Herman, Christopher W.	Assistant Head Basketball	09/01/12	03/23/13	03/23/13	ST	3,919.00	056430360251900		
Hobneck, Cheryl I	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.19	011520910051310		
Hodgson, Laura Ann	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.59	011420730051310		
Hogue, Julie Ann	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.46	011420730051310		
Jagasia, Kaushalya Ghanshyam	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	28.90	011120910051310		
Jauch, Christian Martin	CSP-2222-01	08/20/12	12/29/12	12/29/12	ST	288.00	011320410051320	CSP-2222-01	Business Technology Internship
Jenrich, Chuck	MET 2201 300	08/26/12	12/29/12	12/29/12	ST	2,152.50	011320410051320	MET-2201-300	Statistical Qual. Control Tech
Johll, Matthew E.	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.15	011120570051310		
Johnson, LeeAnn	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.63	011120570051310		
Karth, Timothy R	MUP 1004 300	08/20/12	12/29/12	12/29/12	ST	1,845.00	011120650051320	MUP-1004-300	Jazz Ensemble
Killian, Melissa J.	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	19.90	013230030851510		
Killian, Melissa J.	1 Session	08/26/12	09/08/12	09/08/12	ST	346.30	013230030851540		
King, Keith Robert	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.22	011120570051310		

Stipends For Pay Period Ending 09/08/12

King, Keith Robert	Stipend FY13/Deferred Comp	09/08/12	09/08/12	09/08/12	ST	207.00	011120570051310			
Klopocic, Elizabeth Ann	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.46	011120650051310			
Koehler, Richard A	Driver Imprvmt Prgrm #232 LC	09/05/12	09/08/12	09/08/12	ST	150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Koudelka, Arthur Edward	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.44	011320410051310			
Koudelka, Arthur Edward	East Campus Moving Duties	09/08/12	09/08/12	09/08/12	ST	1,280.00	011320410051900			
Krasnican, Mary Ellen	Food Serv 5 Hr Refresher	08/20/12	08/23/12	09/08/12	ST	250.00	014110394151320	CEU-1501-638	Food Sanitation Recert	
Kuester, David A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	30.44	011120650051310			
Kwiatkowski, Charles S	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.49	011320410051310			
Larabee, Ashley Sue	Outdoor Adventure Camp	08/12/12	09/08/12	09/08/12	ST	100.00	014110394151320			
Leadingham, Paul	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.60	011320410051310			
Leadingham, Paul	Admin AWS Test. Heartland 8/10	08/10/12	08/10/12	09/08/12	ST	960.00	014210331051320			
Leadingham, Paul	Wldng Assmnt Valdz Const. 8/25	08/25/12	08/25/12	09/08/12	ST	300.00	014210331051320			
Leadingham, Paul	Admn AWS Weld Test 08/25	08/25/12	08/25/12	09/08/12	ST	430.00	014210331051320			Thornton Rave Construction
Leadingham, Paul	Admin 2 AWS Weld Test Valdez	08/31/12	08/31/12	09/08/12	ST	860.00	014210331051320			
Leadingham, Paul	East Campus Moving Duties	09/08/12	09/08/12	09/08/12	ST	1,280.00	011320410051900			
Lockwood, Kirk D	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.17	011120910051310			
Mammano, Pamela M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.44	011420730051310			
Mangold, Richard F	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	30.44	011120650051310			
Mekeel, Ashley Marie	Piano Lessons 10	08/22/12	08/27/12	09/08/12	ST	288.80	011120650051320	MUP-2005-01	Applied Music:Piano	
Mekeel, Ashley Marie	Piano Lesson 1	08/27/12	08/27/12	09/08/12	ST	27.89	011120650051320			Student finishing INC grade for Summer 2012
Michael, James N	GER 1000 300, GER 1001 01	08/20/12	12/29/12	12/29/12	ST	1,140.00	011120650051320	GER-1000-300	Conversational German	
Monterastelli, Cherie A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	28.90	011420730051310			
Montgomery, D Gene	MUP 1002 300	08/20/12	12/29/12	12/29/12	ST	2,070.00	011120650051320	MUP-1002-300	Wind Ensemble	
Moskalewicz, James P	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.19	013230030851510			
Nett, Steve A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.44	011120570051310			
Newcomer, Raelene Ann	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900			
Niemeyer, Loren	ELE-2204-300	08/20/12	12/29/12	12/29/12	ST	175.00	011320410051320	ELE-2204-300	Power Generation/Distribution	
Nink, Tina M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	28.01	011420730051310			
O'Connor, Daniel J	ATO-1210-300	08/20/12	12/29/12	12/29/12	ST	1,242.00	011320410051320	ATO-1210-300	Basic Gas Engines	
Oldaker, Adam Gregory	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.54	011120910051310			

Stipends For Pay Period Ending 09/08/12

Oldaker, Adam Gregory	Stipend FY13/Deferred Comp	09/08/12	09/08/12	09/08/12	ST	212.00	011120910051310			
Olesen, Jared Jeffrey	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.77	011120650051310			
Padoan-Gallardo, Atti V	FEN 1001 01	08/20/12	12/29/12	12/29/12	ST	1,800.00	011120650051320	FEN-1001-01	Elementary French I	
Padoan-Gallardo, Atti V	FEN 2001 01	08/20/12	12/29/12	12/29/12	ST	1,000.00	011120650051320	FEN-2001-01	Intermediate French I	5 students
Padoan-Gallardo, Atti V	ITL 1000 300, 1010 01	08/20/12	12/29/12	12/29/12	ST	600.00	011120650051320	ITL-1000-300	Conversational Italian I	3 Students 1000 300, 1 student 1010 01
Padoan-Gallardo, Atti V	SPN 1010 300., 1200 300	08/20/12	12/29/12	12/29/12	ST	750.00	011120650051320	SPN-1010-300	Conver Spanish for Profess	4 Students
Panizzi, Gerald W	Driver Imp #715 LC	08/22/12	08/22/12	09/08/12	ST	150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Panizzi, Gerald W	Driver Imp #830 LC	08/25/12	08/25/12	09/08/12	ST	187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Parisot, Theodore Paul	GDT 1202 301	08/20/12	12/29/12	12/29/12	ST	2,152.50	011320650051320	GDT-1202-301	Photoshop I for Graphic Design	
Pecherek, Michael John	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.35	011120650051310			
Pence, Patricia Lynn	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.78	011420730051310			
Perez, Dorene Marie	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.83	011320410051310			
Phillips, Michael Alan	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	26.05	011120570051310			
Pietrobonardo, Anna Marie	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	24.78	011120650051310			
Prine, Renee Marie	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	28.43	013230030851510			
Prine, Renee Marie	Stipend FY13/Deferred Comp	09/08/12	09/08/12	09/08/12	ST	428.00	013230030851510			
Ptasnik, Tara Larie Coburn	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	20.82	011120910051310			
Pumo, Deborah J	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	33.53	011420730051310			
Radek, Kimberly M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	41.19	011120910051310			
Radek, Kimberly M	Stipend FY13/Deferred Comp	09/08/12	09/08/12	09/08/12	ST	561.00	011120910051310			
Rambo, Randy R	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.64	011120910051310			
Reese, Robert C	FY13 Retroactive Pay	08/12/12	09/12/12	09/12/12	MI	26.35	011220570051310			
Reif, Cynthia Lou	1 Hour Lecture DLA-1204/FL	08/20/12	12/29/12	12/29/12	ST	640.00	011420730051320	DLA-1204-01	Dental Radiography I	
Robinson, Delores R.	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.05	011120910051310			
Sack, Jane E	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.78	013230030851510			
Sankovich, Michael W	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	22.39	011220570051310			
Sarsah, Dominic K	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.31	011120570051310			
Savoia, Jennifer L	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	16.20	011420730051310			
Schroeder, Eric Steven	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	19.52	011120570051310			
Schultz, Cynthia L	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	24.50	011120910051310			

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Stipends For Pay Period Ending 09/08/12

Serafini, Richard Joseph	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.33	011220570051310			
Shanyfelt, Rex Arthur	Assistant Women's Basketball	09/01/12	03/23/13	03/23/13	ST	3,919.00	056430360351900			
Sherbeyn, Julie A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	21.33	011120570051310			
Skoflanc, Francie A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.60	011320650051310			
Smith, Lynn A	CSN-1201-80	08/20/12	12/29/12	12/29/12	ST	700.00	011320410051320	CSN-1201-80	Web Page Development & HTML	
Spanbauer, Jeffrey A	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	22.61	011120650051310			
Spears, Chaya Riannon	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900			
Sramek, Katherine Lynn	CSS-1200-105, CSP1230-01	08/20/12	12/29/12	12/29/12	ST	765.00	011320410051320	CSS-1200-105	Microsoft Excel-SP	Correction/original hours submitted were incorrect.
Stevenson, Keith Howard	WHS-1250-300	08/21/12	09/22/12	09/22/12	ST	250.00	011320410051320	WHS-1250-300	Warehouse/Distribution Process	
Stockley, Douglas L	CSG-1205-100	08/20/12	12/29/12	12/29/12	ST	103.50	011320410051320	CSG-1205-100	Microsoft Power Point - SP	
Stockley, Douglas L	East Campus Moving Duties	08/20/12	09/08/12	09/08/12	ST	1,280.00	011320410051900			
Story, Michelle M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.60	011320410051310			
Thomas, Linda Ann	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	27.17	011520910051310			
Tieman, Ryan Michael	AFDA Module 1	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900			
Tomasson, Cory J	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	19.33	011120650051310			
Tunnell, Thomas D	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.55	011120910051310			
Turchi, Mary Lynn	CSM-2240-80	08/20/12	12/29/12	12/29/12	ST	150.00	011320410051320	CSM-2240-80	Office Management	
Urban-Bollis, Jill L	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	25.55	011120910051310			
Villarreal, Nora Lynn	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	17.22	011120910051310			
Walker, Amie Lynn	AFDA Module	08/11/12	08/11/12	09/08/12	ST	75.00	011120080151900			
Whightsil, Greg Allen	ETL-1200-300, 2205-01	08/26/12	12/29/12	12/29/12	RE	3,015.25	011320410051320	ETL-1200-300	Begin. Ind. Electronics	
Wiggins, Dawn M	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	22.61	011120910051310			
Yong, Promise K.	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.90	011120570051310			
Zeilman, Karen Elaine	FY13 Retroactive Pay	08/12/12	09/08/12	09/08/12	MI	23.43	011120650051310			
Zellmer, Donald G.	Coordinate Show Choir/FL (1/2)	08/20/12	09/08/12	09/08/12	ST	750.00	011120650051900			
TOTAL						\$ 56,061.60				

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Stipends For Pay Period Ending 09/08/12



Cheryl Roelfsema

Vice President of Business Services and Finance

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



Dr. Jerry Corcoran

President

Stipends for Pay Period Ending 09/22/12

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Blood, Trisha Marie	Sub/Ottawa MLC 09/12	09/12/12	09/12/12	09/22/12	ST	122.53	011520910051320			
Cardosi, Cynthia A	FY13 Retro Pay	09/09/12	09/22/12	09/22/12	MG	58.35	063230530151210			
Dittle, Kristina Ann	Reiki Level I	09/15/12	09/15/12	09/22/12	ST	200.00	014110394151320	CPD-3101-09	Reiki [Level 1]	
Dzurisin, Juliana Mae	ALH 1214 300 301	09/09/12	10/20/12	10/20/12	ST	1,193.10	011420730051340	ALH-1214-300	Certified Nursing Assistant	
Engstrom, Norman Bruce	Voice Lessons/12	08/22/12	09/12/12	09/22/12	ST	384.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Freed, Timothy Daniel	Spice It Up	09/10/12	09/10/12	09/22/12	ST	140.00	014110394151320	HLR-3918-309	Spice It Up!	
Gibson, James A	Meal Reimbursement/Taxable	09/12/12	09/12/12	09/22/12	TF	14.10	011320414855212			
Gillio, Steve Anthony	Clothing Allowance	09/22/12	09/22/12	09/22/12	TF	67.97	027210472052900			
Harvey, Eva M	AFDA Module 1	08/11/12	08/11/12	09/22/12	ST	75.00	011120080151900			
Herman, Christopher W.	FY13 Retro Pay	09/09/12	09/22/12	09/22/12	MG	53.15	063230530151210			
Jenrich, Chuck	Statistical Process Control CAT	09/05/12	09/19/12	09/22/12	ST	2,214.00	014210331051320	MET-2201-495	Statistical Qual. Control Tech	09/05,09/19
Jenrich, Chuck	Develop Stat Process Control	09/05/12	09/19/12	09/22/12	ST	1,850.00	014210331051320			\$1,500 development, \$350 travel
Koehler, Richard A	LC Driver Improvement #835	09/19/12	09/19/12	09/22/12	ST	150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Leadingham, Paul	Meal Reimbursement/Taxable	09/12/12	09/12/12	09/22/12	TF	12.21	011320416655212			
Mekeel, Ashley Marie	Piano Lessons/2 Smr Incomplete	09/05/12	09/10/12	09/22/12	SS	55.78	011120650051320	MUP-2005-01	Applied Music: Piano	
Mekeel, Ashley Marie	Piano Lessons/9	08/30/12	09/10/12	09/22/12	ST	259.47	011120650051320	MUP-2005-01	Applied Music: Piano	
Norlin, Marilyn Kaye	Food, Mood, Behavior	09/13/12	09/13/12	09/22/12	ST	87.50	014110394151320	HLR-6302-309	Food Mood Behavior	
Novak, M. Elaine	Meal Reimbursement	09/12/12	09/12/12	09/22/12	TF	14.99	011320410055211			
Panizzi, Gerald W	LC Driver Improvement #834	09/08/12	09/08/12	09/22/12	ST	187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Partington, Sarah H	Vacation Payout	09/22/12	09/22/12	09/22/12	GV	635.37	064420258251900			
Perez, Dorene Marie	Meal Reimbursement/Taxable	09/12/12	09/12/12	09/22/12	TF	14.10	011320414855212			
Pitsenbarger, William Charles	Clothing Allowance	09/22/12	09/22/12	09/22/12	TF	55.96	027210472052900			
Prendergast, James M	Diagnostic Screenings	08/27/12	08/28/12	09/22/12	ST	120.00	011120910051900			08/27,08/28
Robinson, Delores R.	FY13 Retro for Level Change	09/09/12	09/09/12	09/22/12	MI	120.00	011120910051310			Move from E13 to F13 not included in FY13 raise
Rorem, Dawn Michelle	Soapy Suds Adventures: Part 1	09/19/12	09/19/12	09/22/12	ST	75.00	014110394151320	HLR-2766-309	Soapy Suds Adventures Part 1	
Rossmann, Teri Lynn	Develop Blended ENG 0900-150	09/22/12	09/22/12	09/22/12	ST	1,280.00	011520910051320			
Schuster, Janice B	Food Service Sanitation	08/20/12	09/10/12	09/22/12	ST	828.00	014110394151320	FSS-1200-300	Appl. Food Service Sanitation	
Scoma, Diane Marie	FY13 Retro Pay	09/09/12	09/22/12	09/22/12	MG	53.20	063230530151210			
Sobin, Betsy Lynn	Sub/ENG 0900-300	09/13/12	09/13/12	09/22/12	ST	79.29	011520910051320			9/13/12

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Stipends for Pay Period Ending 09/22/12

Spanbauer, Jeffrey A	Mileage Reimbursement	08/20/12	08/31/12	09/22/12	ML	139.86	011120650055210			
Strickler, Andrew Robert	Sub/Streator MLC	09/11/12	09/11/12	09/22/12	ST	122.53	011520910051320			9/11/12
TOTAL						\$ 10,662.96				

Cheryl Roelfsema

Cheryl Roelfsema
Vice President of Business Services and Finance

Jerry Corcoran 10/3/12

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

Purchase Request – Utility Vehicle

The Facilities Department's utility vehicle, a Bobcat brand, is three years old and showing some wear and tear. The FY2013 budget included replacement of this vehicle. This vehicle is used in the winter months to spread salt on the sidewalks and during the summer months on the campus roads and grounds for maintenance and clean-up. The Illinois Joint Purchasing Program lists a Polaris Ranger 800 XP utility vehicle for \$9,732. The utility vehicle will need accessories such as a heated cab, wiper kit, mirror, strobe light, and turn signal kit. The list price of the accessories is \$5,601. The current utility vehicle would be a trade-in, also.

The vendor from the Illinois Joint Purchasing Program, German Bliss Equipment of Peoria, submitted the total price with trade-in of \$13,000.

Recommendation:

The administration recommends the Board authorize the purchase of a Polaris Ranger 800 XP utility vehicle through the Illinois Joint Purchasing Program at a cost of \$13,000.

Protection, Health, and Safety Projects for Tax Year 2012

The administration has been working with the architect and Operations Committee on developing a list of Protection, Health, and Safety (PHS) projects for the Tax Year 2012 levy. It is anticipated that the 2012 PHS levy will generate approximately \$1.365 million in revenue. Following is a summary of the projects recommended for approval.

Building C Boiler Room Updates

Piping in the Building C boiler room is connected with Gruvlok compression fittings and utilizes butterfly valves to control system water flow. During maintenance shutdowns, system water temperature cools and system water pressure drops. As the water cools below 140 degrees, components in the butterfly valves contract and the valves start to leak. As the system pressure drops, the Gruvlok fittings lose compression and also leak. Hot water from the piping system above falls on the maintenance staff and mechanical equipment below. The safety of the staff and integrity of the boilers, pumps, etc. below are a concern. It is the recommendation of our architect to replace the piping and valves with the same welded/flanged connections and gate valves as are currently in use in Building A boiler room.

Following are the cost estimates for this project:

Project costs	\$545,100
Contingency	54,510
A/E fees	<u>56,510</u>
Total	\$656,120

Facility Door Hardware/Keying Upgrades

With the construction of the Community Technology Center and the east campus renovations as part of the Capital Development Board (CDB) project, the College is incorporating a restricted key/keyway door lock system for increased campus security. The administration would like to replace the remainder of the locksets and cylinders throughout the main campus and east campus to match the key/keyway door lock system being used in the CDB project.

Following are cost estimates for this project:

Project costs	\$454,365
Contingency	45,437
A/E fees	<u>47,437</u>
Total	\$547,239

Exterior Egress Concrete Replacement

The College has concrete emergency stairs located at the exterior of Buildings A, B, D, E, and G (five locations). These stairs, landings, and associated sidewalks are starting to settle, crack, spall, and crumble due to age and years of water infiltration. The deteriorating concrete poses a slip hazard to students, faculty, and staff that use these exits. The administration would like to replace the deteriorated/settled surfaces with stable/level concrete.

Following are cost estimates for this project:

Project costs	\$133,348
Contingency	13,335
A/E fees	<u>15,335</u>
Total	\$162,018

The total cost of these three projects is \$1,365,377.

Recommendation:

The administration recommends Board approval for the three Protection, Health, and Safety projects as presented for a combined total cost of \$1,365,377, and authorize submission of the appropriate resolutions for each to the Illinois Community College Board.

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # 513 Illinois Valley Community College

Contact Person Cheryl Roelfsema Phone # 815-224-0419

Project Title Building C Boiler Room Upgrades

Project Budget \$656,120.00 () check here if the proposed project is to be financed with a combination of local,

State, federal, foundation gifts, etc., and disclose on funding attachment 2

Date: August 31, 2012

Application Type (check the appropriate application type and follow instructions):

- Locally Funded New Construction--complete/submit Sections I, II, and III.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.
- Protection, Health and Safety--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and Architect Recommendation form.
- ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests):

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II:

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation. (*Use Square Footage Summary Attachment*).

- C. Has the site been determined professionally to be suitable for construction purposes? Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III:

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

Illinois Valley Community College currently has two central boiler rooms serving the Main Campus. Piping in the Building A boiler room is constructed with welded/flanged connections and utilizes gate valves to control water flow through the system. No issues with system integrity have been encountered. Piping in the Building C boiler room is connected with Gruvlok compression fittings and utilizes butterfly valves to control system water flow. Performance issues with both the fittings and valves have been experienced. During maintenance shut-downs, system water temperature cools and system water pressure drops. As the water cools below 140 degrees, components in the butterfly valves contract and the valves start to leak. As the system pressure drops, the Gruvlok fittings lose compression and also leak. Hot water from the piping system above falls upon the maintenance staff and mechanical equipment below. The safety of the staff and integrity of the boilers, pumps, etc. below are a concern. In addition, dealing with system leaks extends the amount of time required to complete necessary maintenance. Longer shut-downs impact the College's ability to provide conditioned space for student comfort and affects use of the campus.

The College would like to replace piping and valves in the Building C boiler room to match the proven construction in the Building A boiler room. By eliminating leaks, hazards to maintenance staff will be eliminated, the expected useful life of boiler room components will be preserved, and interruptions to use of the campus will be minimized. Also, when the system is shut-down for these major repairs, the College would like to take advantage of the boilers being off line to replace the boiler fire tubes.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

The Scope of Work would include removal of existing Gruvlok piping and butterfly valves, installation of welded/flanged piping and gate valves, and replacement of fire tubes in two Clever Brooks hot water boilers. New insulation on piping system and miscellaneous items such as new hanger supports, pressure gauges, controls, valves, and testing/balancing of system is also included.

Cost Estimate

Demolition			
		Allowance	\$20,000
New Pipe & Fittings (1-1/4" to 8")	640 LF	Avg. \$235	\$150,400
New Valves (1-1/4" to 8")	40	Avg. \$3,500	\$140,000
New Insulation	640 LF	\$40	\$25,600
Miscellaneous		Allowance	\$20,000
Fire Tube Replacement	2 boilers	\$59,000	<u>\$118,000</u>
Sub-Total			\$474,000
General Conditions / O & P @ 15%			<u>\$71,100</u>
Sub-Total			\$545,100
Contingency @ 10%			\$54,510
A/E Fees @ 10%			\$54,510
Reimbursable Printing Cost			\$2,000
Total			<u>\$656,120</u>

Attachment #1

Project Budget

Check One:

New Construction

Remodeling

Project Name

Budget Amounts

New Construction

Remodeling

Land
Site Development
Construction (including Fixed Equipment)
Mechanical
Electrical
General Conditions
Contingency (10%)
A/E Professional Fees

N/A
N/A

Total

Protection, Health, and Safety Project Name: Building C Boiler Room Upgrades

Budget Amounts

Project Costs \$545,100
Contingency \$54,510
A/E Professional Fees \$54,510
Printing Cost \$2,000

Total \$656,120

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Attachment #2
Funding Source

District/College Name: District 513 Illinois Valley Community College

Project Name: Building C Boiler Room Upgrades

Check the source(s) of funds:

Available fund balance Fund name (s): Excess Protection, Health, and Safety Funds.

(including excess funds from health, and safety projects)

Bond Proceeds Type of bond issuance (s):
(including protection, health, and safety bonds)

Protection, Health, and Safety Tax Levy Tax rate/fiscal year: 2013
(ILCS 805/3-20.3.01)

Contract for Deed Term of Contract for Deed in months:
(ILCS 805/3-36)

Lending Arrangement with a Financial Institution Term of Lending Arrangements in months:
(ILCS 805/3-37)

Lease Agreement Term of Lease in months:
(ILCS 805/3-38)

Capital Renewal Funding Proposed Fiscal Year Source(s):

ADA Proposed Fiscal Year Source(s):
Access for All Funding

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) X

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Valley Community College Board of Trustees

Date: _____

Signed: _____, Chairperson

_____, Secretary

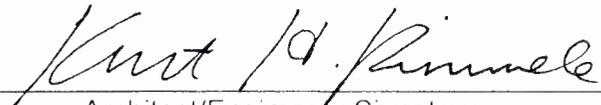
PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Kurt H. Rimmele
Basalay, Cary, and Alstadt Architects, Ltd.
620 W. Lafayette Street
Ottawa, IL 61350

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



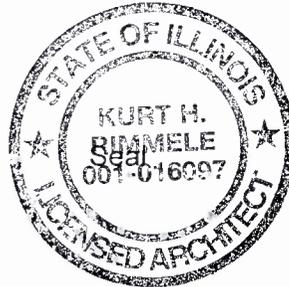
Architect/Engineer's Signature

August 31, 2012

Date

Illinois Registration or License Number

184.002170 (Firm)
001.016097 (Kurt H. Rimmele)



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # 513 Illinois Valley Community College

Contact Person Cheryl Roelfsema Phone # 815-224-0419

Project Title Facility Door Hardware / Keying Upgrades

Project Budget \$547,239.00 () check here if the proposed project is to be financed with a combination of local,

State, federal, foundation gifts, etc., and disclose on funding attachment 2.

Date: August 31, 2012

Application Type (check the appropriate application type and follow instructions):

- Locally Funded New Construction--complete/submit Sections I, II, and III.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.
- Protection, Health and Safety--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and Architect Recommendation form.
- ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation. (*Use Square Footage Summary Attachment*).

- C. Has the site been determined professionally to be suitable for construction purposes? Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

Illinois Valley Community College is currently constructing a Community Technology Center Addition to the Main Campus and completing East Campus Renovations as part of Capital Development Board Project #810-046-016. Under this Project, the College is incorporating a restricted key/keyway door lock system for increased campus security. The restricted key/keyway system is patent protected and will require IVCC's written permission for the purchase of blank keys and cylinders. Keys for the system will be cut on campus using a computerized keying machine to control duplication.

The College would like to replace the remainder of the locksets and cylinders throughout the Main Campus and East Campus, a majority of which are approximately 40 years old, to match the increased level of security being introduced under the CDB Project. These upgrades will provide a more secure campus for students, faculty, and staff.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

The Scope of Work would include replacing locksets and cylinders throughout the following buildings:

<u>Main Campus</u>	<u>East Campus</u>
Building A	Building H
Building B	Building J
Building C	
Building D	
Building E	
Building G	

Work would include removal and replacement of approximately 525 locksets, 45 deadbolts, 45 panic devices, 40 cylinders, and retrofit of 32 removable mullions. Approximately 150 blank keys will be needed to service faculty/staff. Miscellaneous cover plates and edge fillers will also be required to facilitate transition between old and new hardware.

Cost Estimate

Removal / new lockset	525	\$500	\$262,500
Removal / new deadbolt	45	\$350	\$15,750
Removal / new panic devices	45	\$1,750	\$78,750
Removal / new cylinder	40	\$200	\$8,000
Removable mullion retrofit	32	\$425	\$13,600
Blank keys	150	\$10	\$1,500
Miscellaneous		Allowance	\$9,000
Key cutting machine	1	\$5,000	\$5,000
Key / keyway management software	1	\$1,000	\$1,000
Sub-Total			\$395,100
General Conditions / O & P @ 15%			<u>\$59,265</u>
Sub-Total			\$454,365
Contingency @ 10%			\$45,437
A/E Fees @ 10%			\$45,437
Reimbursable Printing Cost			\$2,000
Total			\$547,239

Attachment #1

Project Budget

Check One:

New Construction

Remodeling

Project Name

Budget Amounts

New Construction

Remodeling

Land
 Site Development
 Construction (including Fixed Equipment)
 Mechanical
 Electrical
 General Conditions
 Contingency (10%)
 A/E Professional Fees

N/A
N/A

Total

Protection, Health, and Safety Project Name: Facility Door Hardware / Keying Upgrades

Budget Amounts

Project Costs	\$454,365
Contingency	\$45,437
A/E Professional Fees	\$45,437
Printing Cost	<u>\$2,000</u>

Total **\$547,239**

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Attachment #2
Funding Source

District/College Name: District 513 Illinois Valley Community College

Project Name: Facility Door Hardware / Keying Upgrades

Check the source(s) of funds:

Available fund balance Fund name (s): Excess Protection, Health, and Safety Funds.

(including excess funds from health, and safety projects)

Bond Proceeds Type of bond issuance (s):
(including protection, health, and safety bonds)

Protection, Health, and Tax rate/fiscal year: 2013
Safety Tax Levy
(ILCS 805/3-20.3.01)

Contract for Deed Term of Contract for Deed in months:
(ILCS 805/3-36)

Lending Arrangement with a Term of Lending Arrangements in months:
Financial Institution
(ILCS 805/3-37)

Lease Agreement Term of Lease in months:
(ILCS 805/3-38)

Capital Renewal Funding Proposed Fiscal Year Source(s):

ADA Proposed Fiscal Year Source(s):
Access for All Funding

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) X

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Valley Community College Board of Trustees

Date: _____

Signed: _____, Chairperson

_____, Secretary

PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Kurt H. Rimmele
Basalay, Cary, and Alstadt Architects, Ltd.
620 W. Lafayette Street
Ottawa, IL 61350

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.



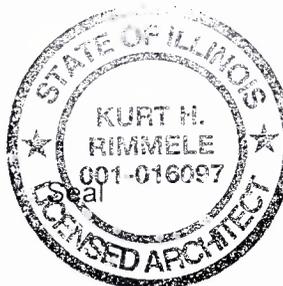
Architect/Engineer's Signature

August 31, 2012

Date

Illinois Registration or License Number

184.002170 (Firm)
001.016097 (Kurt H. Rimmele)



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # 513 Illinois Valley Community College

Contact Person Cheryl Roelfsema Phone # 815-224-0419

Project Title Exterior Egress Concrete Replacement

Project Budget \$162,018.00 () check here if the proposed project is to be financed with a combination of local,

State, federal, foundation gifts, etc., and disclose on funding attachment 2. Date: August 31, 2012

Application Type (check the appropriate application type and follow instructions):

- Locally Funded New Construction--complete/submit Sections I, II, and III.
- Locally Funded Remodeling--complete/submit Sections I and III.
- Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.
- Protection, Health and Safety--complete/submit Section I and Attachment PHS.
- Capital Renewal Project--complete/submit Section I and Architect Recommendation form.
- ADA Project--complete/submit Section I, Attachment ADA, and Architect Recommendation form.

Section I (submit for ALL project approval requests):

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II:

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes _____ No _____

If no, please update your District's Site and Construction Master Plan and submit to ICCB. Anticipated date of completion _____

- B. Submit the new square footage allocation. (*Use Square Footage Summary Attachment*).

- C. Has the site been determined professionally to be suitable for construction purposes? Yes _____ No _____

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.) _____

Section III:

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

Illinois Valley Community College has concrete emergency egress stairs located at the exterior of buildings A, B, D, and G (5 structures). These stairs, landings, and associated sidewalks are approximately 40 years old. A portion of these egress assemblies are starting to settle, crack, spall, and crumble due to age and years of water infiltration. Deteriorating concrete poses a slip hazard to students, faculty, and staff that use these exits.

The College would like to replace deteriorated/settled surfaces with stable/level concrete.

Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

The Scope of Work would include concrete replacement at the following locations:

- Building A – Egress stair/structural landing
- Building B – Egress stair/structural landing
- Building B – D link egress sidewalk
- Building G – (NW) egress landing
- Building G – (NE) egress landing

Work would include removal and replacement of approximately 1,900 S.F. of reinforced concrete landings, stairs, and sidewalks. Miscellaneous floor drain, expansion joint, handrail, and integral lighting upgrades will also be required.

Cost Estimate

Demolition	1,900 SF	\$5.00 avg.	\$9,500.00
New structural landings	340 SF	\$80.00	\$27,200.00
New stairs	30 risers	\$940.00	\$28,200.00
New flatwork	1,450 SF	\$18.50 avg.	\$26,825.00
Expansion joint replacement	740 LF	\$5.00	\$3,700.00
New pipe handrail	290 LF	\$57.00	\$16,530.00
New floor drain	2	\$800.00	\$1,600.00
New landing light fixtures	2	\$1,200.00	<u>\$2,400.00</u>
Sub-Total			\$115,955.00
General Conditions / O & P @ 15%			<u>\$17,393.00</u>
Sub-Total			\$133,348.00
Contingency @ 10%			\$13,335.00
A/E Fees @ 10%			\$13,335.00
Reimbursable Printing Cost			\$2,000.00
Total			<u>\$162,018.00</u>

Attachment #1

Project Budget

Check One:

New Construction

Remodeling

Project Name

Budget Amounts

New Construction

Remodeling

Land
Site Development
Construction (including Fixed Equipment)
Mechanical
Electrical
General Conditions
Contingency (10%)
A/E Professional Fees

N/A
N/A

Total

Protection, Health, and Safety Project Name: Exterior Egress Concrete Replacement

Budget Amounts

Project Costs	\$133,348.00
Contingency	\$13,335.00
A/E Professional Fees	\$13,335.00
Printing Cost	<u>\$2,000.00</u>

Total **\$162,018.00**

61



Attachment #2
Funding Source

District 513 Illinois Valley Community College
Exterior Egress Concrete Replacement

Check the source(s) of funds:

Available fund balance (including excess funds from health and safety projects)		Fund name (s): Excess Protection, Health, and Safety Funds.
Bond Proceeds (including protection, health, and safety bonds)		Type of bond issuance (s):
Protection, Health, and Safety Tax Levy (ILCS 805/3-20.3.01)	<input checked="" type="checkbox"/>	Tax rate/fiscal year: <u>2013</u>
Contract for Deed (ILCS 805/3-36)		Term of Contract for Deed in months:
Lending Arrangement with a Financial Institution (ILCS 805/3-37)		Term of Lending Arrangements in months:
Lease Agreement (ILCS 805/3-38)		Term of Lease in months:
Capital Renewal Funding		Proposed Fiscal Year Source(s):
ADA Access for All Funding		Proposed Fiscal Year Source(s):

Protection, Health, and Safety Signature/Certification Page

Check if Applicable

Energy Conservation Certification (see attachment, if applicable)

Structural Integrity Certification (see attachment, if applicable)

Budget Certification (see attachment, always required) X

Feasibility Study Identifying Need of the Project

Other Documentation which May Support the Justification of this Project

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Illinois Valley Community College Board of Trustees

Date: _____

Signed: _____, Chairperson

_____, Secretary

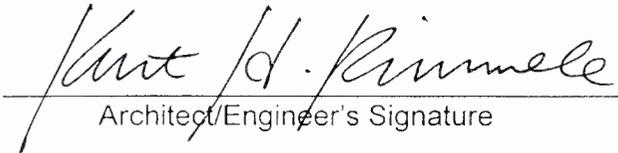
PROTECTION, HEALTH, AND SAFETY PROJECT

Budget and Certification

Name and address of architect/engineer providing the estimate:

Kurt H. Rimmele
Basalay, Cary, and Alstadt Architects, Ltd.
620 W. Lafayette Street
Ottawa, IL 61350

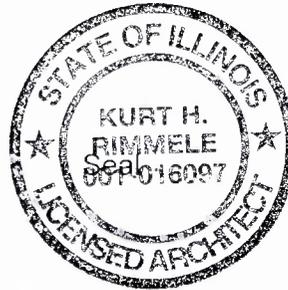
I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.


Architect/Engineer's Signature

August 31, 2012
Date

Illinois Registration or License Number

184.002170 (Firm)
001.016097 (Kurt H. Rimmele)



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

Resolution Authorizing Preparation of the 2012 Tax Levy

The administration would like Board authorization to begin preparing the 2012 tax levy. In keeping with past practice, a tentative tax levy will be presented to the November Board for approval and the levy will be finalized in December.

Recommendation:

The administration recommends that the Board authorize Dr. Jerry Corcoran to begin preparing the 2012 tax levy.

RESOLUTION TO PREPARE TAX LEVY

RESOLUTION

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

SECTION 1: That Dr. Jerry Corcoran be and is hereby authorized and directed to prepare a tax levy for the calendar year 2012 to be collected in calendar year 2013.

ADOPTED this 16th day of October, 2012.

Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Purchase Request –NMR Spectrometer

The administration issued a request for proposal for a Nuclear Magnetic Resonance (NMR) spectrometer package. The equipment will be used in the Physical Science Laboratory for the chemistry program. Our current method of teaching NMR is to provide students with printouts of real data obtained by Dr. Yong's colleagues at the University of North Dakota. The students then do a "dry lab" experiment with the information. This new equipment will allow the students to incorporate the use of the NMR to analyze the compounds they are synthesizing in the laboratory on a weekly basis, making NMR analysis a routine part of their knowledge rather than a one-time paper practice problem. The package will consist of the spectrometer, installation, training and service, extended warranty, and licensing.

Nanalysis Corp. submitted the only proposal.

This purchase will be paid for from the following funds:

\$22,015.89	Natural Science Division Budget (General Fund)
4,000.00	IVCC Foundation

Recommendation:

The administration recommends Board approval to purchase the Nanalysis NMReady 60P Spectrometer Package from Nanalysis Corp. in the amount of \$26,015.89

Intergovernmental Agreement for Local Debt Recovery Program

Effective January 1, 2012, Public Act 97-0632 established the “Local Debt Recovery Program” to allow units of local government to collect outstanding debt in coordination with the Illinois Office of the Comptroller (IOC). This program will allow the College to use the IOC’s Offset System to collect both tax and nontax debts owed to the College.

The College will upload and maintain electronic files on the IOC’s database. The IOC will then offset, or deduct, the amount due to the College from payments, including state income tax refunds, due to the delinquent individual or organization. The IOC will charge the debtor a \$15 fee per deduction to cover the costs of administering the system. The IOC will transfer payment, by electronic fund transfer, to the College for the amount.

In order to participate in this program, the College must enter into an intergovernmental agreement with the State of Illinois Office of the Comptroller. The agreement follows.

Recommendation:

The administration recommends Board approval of the intergovernmental agreement with the Illinois Office of the Comptroller, as presented.

**INTERGOVERNMENTAL AGREEMENT
BY AND BETWEEN
THE ILLINOIS OFFICE OF THE COMPTROLLER
AND
ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513
REGARDING ACCESS TO THE COMPTROLLER'S LOCAL DEBT RECOVERY
PROGRAM**

This Intergovernmental Agreement (“the Agreement”) is hereby made and entered into as of the date of execution by and between the Illinois Office of the Comptroller (hereinafter “IOC”) and Illinois Valley Community College District No. 513 (hereinafter “the local unit”), in order to provide the named local unit access to the Local Debt Recovery Program for purposes of collecting both tax and nontax debts owed to the named local unit. Each of the parties hereto is a “public agency” as defined in Section 2 of the Intergovernmental Cooperation Act [5 ILCS 220/2].

WHEREAS, both the State of Illinois and the local unit have a responsibility to collect debts owed to its respective public bodies;

WHEREAS, IOC operates a system, known as the Comptroller’s Offset System (hereinafter, “the System”), for collection of debt owed the State by persons receiving payments from the State;

WHEREAS, the Illinois General Assembly specifically provided for the ability of the local unit to utilize the System when it amended Section 10.05 and added Section 10.05d to the State Comptroller Act [P.A. 97-632; 15 ILCS 405/10.05 and 10.05d];

WHEREAS, IOC and the local unit are empowered under the Illinois Constitution [Ill. Const., Art. VII, Sec. 10], Section 3 of the Intergovernmental Cooperation Act [5 ILCS 220/3], and Section 10.05d of the State Comptroller Act (hereinafter, “the Act”) [15 ILCS 405/10.05d] to contract with each other in any manner not prohibited by law;

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises contained herein, the sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

Article I – Purpose

The purpose of the Agreement between the IOC and the local unit is to establish the terms and conditions for the offset of the State’s tax and nontax payments in order to collect tax and nontax debts owed to the local unit.

Article II – Authority

The authority for State payment offset is granted under Section 10.05 of the Act [15 ILCS 405/10.05] and the authority for entering into this Agreement is granted under Section 10.05d of the Act [15 ILCS 405/10.05d], Section 3 of the Intergovernmental Cooperation Act [5 ILCS 220/3], and Article VII of the Illinois Constitution [Ill. Const., Art. VII, Sec. 10].

Article III – State Payment Offset Requirements and Operations

A. Legal Requirements. The offset of State payments shall be conducted pursuant to the authority granted in Section 10.05 and 10.05d of the Act [15 ILCS 405/10.05 and 10.05d] and the requirements set forth in this Agreement.

1. Definition of “Debt”

- (a) For purposes of this Agreement, debt shall mean any monies owed to the local unit which is less than 7 years past the date of final determination, as confirmed by the local unit in Article III(A)(2)(a)(viii) of this Agreement.
- (b) No debt which is more than 7 years past the date of final determination may be placed or may remain on the System.

2. Due Process & Notification

- (a) Before submitting a debt to IOC for State payment offset, the local unit must comply with all of the notification requirements of this Agreement. For purposes of this Agreement, notification of an account or claim eligible to be offset shall occur when the local unit submits to IOC the following information:
 - (i) the name and address and/or another unique identifier of the person against whom the claim exists;
 - (ii) the amount of the claim then due and payable to the local unit;
 - (iii) the reason why there is an amount due to the local unit (i.e., tax liability, overpayment, etc.);
 - (iv) the time period to which the claim is attributable;
 - (v) the local entity to which the debt is owed;
 - (vi) a description of the type of notification has been given to the person against whom the claim exists and the type of opportunity to be heard afforded such person;

- (vii) a statement as to the outcome of any hearings or other proceedings held to establish the debt, or a statement that no hearing was requested; and,
- (viii) the date of final determination of the debt.
- (b) IOC will not process a claim under the Agreement until notification has been received from the local unit that the debt has been established through notice and opportunity to be heard.
- (c) The local unit is required to provide the debtor with information about a procedure to challenge the existence, amount, and current collectability of the debt prior to the submission of a claim to IOC for entry into the System. The decision resulting from the utilization of this procedure must be reviewable.

3. Certification

- (a) The chief officer of the local unit must, at the time the debt is referred, certify that the debt is past due and legally enforceable in the amount stated, and that there is no legal bar to collection by State payment offset (See Appendix A).
- (b) Only debts finally determined as currently due and payable may be certified to IOC as a claim for offset.
- (c) The chief officer of the local unit may delegate to a responsible person or persons the authority to execute the statement of the claim required by the Agreement.
- (d) This delegation of authority shall be made on forms provided by the Comptroller and shall contain a signature sample of the person(s) to whom the delegation is made.
- (e) For purposes of this Agreement, “chief officer of the local unit” means President of the College.

4. Notification of Change in Status

- (a) The chief officer must notify IOC as soon as possible, but in no case later than 30 days, after receiving notice of a change in the status of an offset claim.
- (b) A change in status may include, but is not limited to, payments received other than through a successful offset, the filing of a

bankruptcy petition, the death of the debtor, or the expiration of the ability for the debt to remain on the System, as provided for in Article III(A)(1)(b) of this Agreement.

- B. Operational Requirements. Upon receiving a data file from the chief officer pursuant to the terms of this Agreement, IOC will perform a match with the local unit's debt file using a debtor's social security number, taxpayer identification number, name, address, or other unique identifier. The chief officer will receive a weekly file from IOC indicating the matches, at which time the local unit will update its debtor records. The chief officer will assume the responsibility of providing updates to the debtor records on file with IOC in order to ensure an equitable resolution of the debts owed to the local unit.
1. Technical Requirements. IOC agrees to work with the local unit to facilitate information and data procedures as provided for in this Agreement. The local unit agrees to adhere to the standards and practices of IOC when transmitting and receiving data.
 2. Fee. A fee shall be charged to the debtor in order to recover the cost to IOC for administrating the System. The fee shall be per payment transaction and shall be \$15, unless the payment is for an amount less than \$30, in which case the fee shall equal to the amount offset. The fee will be deducted from the payment to be offset prior to issuance to the local unit.
 3. Offset Notices. IOC will send offset notices to the debtor upon processing a claim under the Act and this Agreement. The notice will state that a request has been made to make an offset against a payment due to the debtor, identify the local unit as the entity submitting the request, provide the debtor with a phone number made available pursuant to Article III (B)(6) of this Agreement, and inform the debtor that they may formally protest the offset within sixty (60) days of the written notice.
 4. IOC Protest Process. If a protest is received, IOC will determine the amount due and payable to the local unit. This determination will be made by a Hearing Officer and will be made in light of all information relating to the transaction in the possession of IOC and any other information IOC may request and obtain from the local unit and the debtor subject to the offset. If IOC requests information from the local unit relating to the offset, the local unit will respond within sixty (60) days of IOC's request. IOC may grant the local unit an additional sixty (60) day extension for time to respond.
 5. IOC Hearing Officer. The local unit hereby agrees to provide the Hearing Officer with any information requested in an efficient and timely manner in order to facilitate the prompt resolution to protests filed as a result of this Agreement. For purposes of this Agreement, any decision rendered

by the Hearing Officer shall be binding on the local unit and shall be the final determination on the matter. The Hearing Officer may continue the review of a protest at his/her discretion in order to assure an equitable resolution.

6. Local Unit Call Center. The local unit hereby agrees to provide a working phone number which IOC will furnish to persons offset under this Agreement. The local unit shall ensure that the phone number is properly staffed in order to provide information about the debt the local unit is offsetting under this Agreement. The phone number for purposes of this Section and the Agreement is: 815-224-0353.
7. Debt Priorities
 - (a) If a debtor has more than one local unit debt, the debt with the oldest date of delinquency shall be offset first.
 - (b) Any debt that is less than or equal to \$9.99 which is placed or remains on the System will not be offset and will not be paid to the local unit until such time as the balance owed to the local unit by the debtor exceeds \$9.99.
8. Transfer of Payment. Transfer of payment by IOC to the local unit shall be made in the form of electronic funds transfer (EFT). Nothing in this section or this Agreement shall limit the ability of either party to modify this Agreement at a later date in order to provide for an alternative method(s) of payment transfer.
9. IOC Refunds. If IOC determines that a payment is erroneous or otherwise not due to the local unit, IOC will process a refund of the offset, and refund the amount offset to the debtor. In the event the refund results in only a partial refund to the debtor, IOC will retain the fee referenced in Article III, Paragraph B, Section 2 above. The fee will only be refunded to the debtor in the event of a full refund of the offset amount.
10. Local Unit Refunds. The local unit is responsible for refunding monies to the debtor if an offset occurred due to inaccurate debt information or over collection, and the local unit has already received payment from IOC. IOC will only refund monies in the event that a payment has not yet been made to the local unit.

Article IV – Permissible Use of Information

IOC acknowledges that the local unit is providing sensitive information about local debts for the purpose of conducting offsets under the Agreement. As such, IOC will use the

information solely in connection with the Local Debt Recovery Program. IOC shall safeguard the local information in the same manner as it protects State debt information.

The local unit acknowledges that IOC is providing sensitive information about State payments for the purpose of conducting offsets under the Agreement. As such, the local unit will use the information solely in connection with the Local Debt Recovery Program. The local unit shall safeguard State information in the same manner as it protects local debt information.

The parties may use information in any litigation involving the parties, when such information is relevant to the litigation.

Article V – Term of the Agreement and Modifications

The Agreement becomes effective as of the Effective Date and shall remain in effect until it is terminated by one of the parties. Either party may terminate this Agreement by giving the other party written notice at least thirty (30) days prior to the effective date of the termination. Any modifications to the Agreement shall be in writing and signed by both parties.

Article VI – No Liability to Other Parties

Except for the fees described in Article III, paragraph B, Section 2 above, each party shall be responsible for its own costs incurred in connection with the Agreement. Each party shall be responsible for resolving and reconciling its own errors, but shall not be liable to any other parties for damages of any kind as a result of errors. Each party shall be liable for the acts and omissions of its own employees and agents. The Agreement does not confer any rights or benefits on any third party.

Article VII – Issue Resolution

The parties acknowledge that IOC is ultimately responsible for the development, design and operation of the System. Subject to that understanding, the parties agree to work cooperatively to resolve any matters that arise during the development, design and implementation of the program. If an issue cannot be resolved informally by mutual agreement of staff personnel, then the parties agree to elevate the issue to a senior level manager for resolution of the issue. For purposes of the Agreement, the “senior level managers” are:

1. IOC: Ray Marchiori, Director – Department of Government and Community Affairs
2. Local Unit: Cheryl Roelfsema, Vice President for Business Services and Finance

Article VIII – Contacts

The points of contacts for this Agreement are:

IOC: Alissa Camp, General Counsel
Illinois Office of the Comptroller
325 West Adams
Springfield, Illinois 62704
Phone: 217/782-6000
Fax: 217/782-2112
E-mail: CampAJ@mail.ioc.state.il.us

Local Unit: Cheryl Roelfsema, Vice President for Business Services and Finance
Illinois Valley Community College
815 N. Orlando Smith Rd.
Oglesby, IL 61348
815-224-0419

Article IX – Acceptance of Terms and Commitment

The signing of this document by authorized officials forms a binding commitment between IOC and Illinois Valley Community College District No. 513. The parties are obligated to perform in accordance with the terms and conditions of this document, any properly executed modification, addition, or amendment thereto, any attachment, appendix, addendum, or supplemental thereto, and any documents and requirements incorporated by reference.

By their signing, the signatories represent and certify that they possess the authority to bind their respective organizations to the terms of this document, and hereby do so.

[Signature Page Follows]

IN WITNESS WHEREOF, the Illinois Office of the Comptroller and Illinois Valley Community College District No. 513 by the following officials sign their names to enter into this agreement.

ILLINOIS OFFICE OF THE COMPTROLLER

By: _____

Date: _____

Name: Judy Baar Topinka

Title: Comptroller

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513

By: _____

Date: _____

Name: Jerry Corcoran

Title: President

Appendix A



STATE OF ILLINOIS
COMPTROLLER
JUDY BAAR TOPINKA

Involuntary Withholding Tape/File Certification Form

Local Unit Name: _____

Tape #/File Type: _____

Record Count: _____

Dollar Amount: _____

Please mark the appropriate box:

Add Tape/File

- The debtor(s) has (have) been sent a notice that a claim has been established against said person thus giving the debtor the opportunity to appeal the determination of the existence and amount of the claim(s).
- No hearing(s) was (were) requested or a hearing(s) was (were) held and the result(s) was (were) that the claim(s) was (were) found to be valid in the amount(s) referenced in the attached record.
- The date(s) of the final determination of the debt(s) for each claim was prior to the date of submittal of the claim to IOC for Local Debt Recovery purposes.

Change Tape/File

- All change transactions contained on the enclosed tape/file meet the criteria for inclusion in the Local Debt Recovery Program.

Delete Tape/File

- All claims contained on the enclosed tape/file no longer meet the criteria for inclusion in the Local Debt Recovery Program, and should be removed from the Program.

I, _____, do hereby certify that all of the debts included on the tape/file are in compliance with the requirements of the State Comptroller Act [15 ILCS 405] and the Intergovernmental Agreement entered into between the above named local unit and the Illinois Office of the Comptroller. If I am submitting a facsimile or email signature, I hereby certify by so filing that the original signed document exists in my possession.

Authorized Signature: _____ **Date:** _____

Local Unit: _____ **Phone #:** _____

Intergovernmental Agreement with the City of LaSalle

An intergovernmental agreement between the City of LaSalle and Illinois Valley Community College District No.513, due to the impact by the creation of the LaSalle Community Partnership TIF District, has been negotiated. Because the TIF District is located in the College's District, there could be some negative impact on the College's real estate tax base were it not for an intergovernmental agreement. Each year the City will pay IVCC a sum equal to the real estate tax increment as certified by the County Clerk multiplied by the College's tax rate.

This intergovernmental agreement is the standard "made whole" agreement which is in place with several other municipalities including the other seven City of LaSalle TIF Districts.

Recommendation:

The administration recommends Board approval of the intergovernmental agreement with the City of LaSalle, as presented.

**LA SALLE COMMUNITY PARTNERSHIP TIF DISTRICT
INTERGOVERNMENTAL AGREEMENT**

by and between

**THE CITY OF LA SALLE, ILLINOIS
and
ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513**

This Intergovernmental Agreement is entered into by and between the City of LaSalle, an Illinois Home-Rule Municipal Corporation, and Illinois Valley Community College District No. 513, an Illinois Community College District, pursuant to the 1970 Illinois Constitution and Illinois Compiled Statutes.

In consideration of their mutual promises, the Parties hereto agree as follows:

1. The City of LaSalle (“City”) is an Illinois Home-Rule Municipal Corporation organized under the Constitution and Statutes of the State of Illinois.
2. The Illinois Valley Community College District No. 513, (“Community College District”) is an Illinois Community College District organized under the Statutes of the State of Illinois.
3. The 1970 Illinois Constitution, Article VII, Section 10, and the Illinois Compiled Statutes 2012, Ch. 5 Section 220/1 et seq. provide legal authority for intergovernmental privileges and authority to be enjoyed jointly by community college districts and municipalities as well as other public bodies politic.
4. The Tax Increment Allocation Redevelopment Act (“TIF Act”), Illinois Compiled Statutes, 2012, as amended, Ch. 65 Section 5/11-74.4-1 et seq. authorizes a municipality to enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan and project.
5. The City is proposing to adopt a Redevelopment Plan and Projects and designate a Redevelopment Area pursuant to the TIF Act for the LaSalle Community Partnership TIF District (“TIF District”) which is an area located in the Community College District and which will impact the growth of the Community College District’s taxing base.
6. The City has determined that it wishes to reduce some of the negative impact on the real estate tax base of the Community College District caused by the creation of the TIF District.
7. The Parties declare that this Agreement is adopted pursuant to the 1970 Illinois Constitution, Article VII, Section 10 and Chapter 65 Section 5/11-74.4-4(b) of the TIF Act.

NOW, THEREFORE, the Parties agree to implement these policies as follows:

I. REIMBURSEMENT CALCULATION

A. FORMULA CALCULATION

Each year during the term of this Agreement, the City shall pay to the Community College District from the real estate tax increment created by any development or increase in equalized assessed valuation within the TIF District a sum equal to the annual calculation of the formula applicable to the Community College District as set forth below:

As an example of this calculation:

- a) The Community College District's tax rate = .3524%
- b) The County Clerk will certify that the real estate tax increment in the TIF District over the base year and within the Community College District's boundaries:

For example: EAV Increment = \$100,000.

- c) Resulting payment: Item a) times Item b) = \$352.40

B. TAX INCREMENT

The Parties agree that the LaSalle County Clerk will provide to the Parties the actual annual gross real estate tax increment generated within the TIF District and report such increment to the Parties.

C. IMPACT FEE

The City will pay the sum above described in Paragraph A to the Community College District from the Special Tax Allocation Fund as an impact fee to be used for capital costs and job training, advanced vocational education and other career education purposes, pursuant to current Section 4-3(q)(7) and (10) of the TIF Act, and the Community College District shall provide the City with a list of the expenditures annually.

The payments made as an impact fee under this paragraph may be used for the following purposes:

1. Costs of rehabilitation, reconstruction or repair or remodeling of existing public or private buildings, fixtures, and leasehold improvements; and the costs of replacing an existing public building if pursuant to the implementation of a redevelopment project to existing public building is to be demolished to use the site for private investment of devoted to a different use requiring private investment, pursuant to current Section 4-3(q)(3) and (10) of the TIF Act.
2. Costs of construction of public works or improvements, pursuant to current Section 4-3(q)(4) of the TIF Act.

For purposes of this Agreement, the term “Capital” shall include all real property, and all personal property having a value in excess of \$500 and, having a useful life of at least six (6) months and otherwise meeting the definition of “Capital” as set forth by the Illinois State Board of Education, or other applicable governing body. Examples of Capital Costs are, but not limited to:

1. Acquisition of land;
2. Improvement to any existing school site or government building;
3. Development of classrooms, parking lots, sidewalks, traffic signals, internal roadways, connections with water, sewer and electrical lines, playgrounds, recreation grounds and athletic fields;
4. Remodeling or renovation of existing facilities of the School District;
5. Purchase and prefabrication of classroom units;
6. Material, goods or equipment as set forth in Exhibit A of the Illinois Program Accounting Manual for local Education Agencies prepared by the Illinois State Board of Education;
7. Buses, maintenance, equipment, office equipment, School District’s vehicles, or playground equipment; or
8. Any other piece of capital equipment deemed necessary by the School District.

D. REIMBURSEMENT TIMING

The City shall pay the sum determined above to the Community College District within sixty (60) days of the City’s receipt of the real estate tax increment generated as a preference and in the same proportions as actually received by the City provided that the Community College District has filed periodically with the City a list of eligible project costs equal to or exceeding the calculated sum to be paid to the Community College District under the terms of this Agreement.

II. GENERAL

A. Binding Effect:

This Agreement shall be binding on the Parties and their respective successors, including successors in office. Should the Community College District merge, this Agreement shall apply to the successor community college district.

B. Governing Law:

This Agreement is governed by and shall be construed in accordance with the laws of the State of Illinois.

C. Term:

The obligation of the Parties hereto shall continue for the duration of the TIF District. The TIF District shall terminate upon completion of all redevelopment projects or twenty-three (23) years from the creation of the TIF district, whichever occurs first. Whether the TIF District exists for the entire twenty-three (23) years or terminates earlier, the City will pay in the following year thereafter, the sums due to the Community College District for the prior year or years.

D. Amendments, Waivers, Modifications:

No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties as required by law.

E. Waiver of All Rights to Contest TIF District:

The Community College District by its execution and approval of this Agreement hereby waives forever any and all right to directly or indirectly set aside, modify or contest in any manner the establishment or the administration of LaSalle Community Partnership TIF District including the Redevelopment Plan, Projects and Area. Nothing contained herein is to be construed to give the Community College District any right to participate in this administration of the TIF District or Plan or Project. Further, the Community College District or its agents, employees, or officers shall not aid or assist in any manner any other party or entity seeking to challenge the TIF District.

F. Enlargement of the TIF District:

The City agrees that it will notify the Community College District of any proposed enlargement of the TIF District at least sixty (60) days prior to the adoption of ordinances changing the TIF District boundaries.

G. Amending the TIF District:

The City will not otherwise amend the TIF Plan except after providing prior written notice to the Community College District and holding such public hearings as required by statute.

H. Real Estate Tax Increment Information:

- (1) The Administrators of the TIF Plan and City agree to provide the Community College District with information developed to establish the initial equalized assessed valuation of the TIF District and the calculations for successive years' computation of the real estate tax increment for the TIF District.
- (2) The City agrees that its Administrators shall provide the Community College District with a copy of the TIF Annual Report when it is presented to the City Council. Such Report shall set forth: (a) the balance in the Special Tax Allocation Fund ("Fund") at the beginning of the year; (b) all amounts deposited in the Fund by source; (c) all expenditures from the Fund by categories; and (d) the balance in the Fund at the end of the year by source.

I. Complete Agreement:

This Agreement expresses the complete and final understanding of the Parties with respect to the subject matter.

J. Severability:

In the event that any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

K. Authority to Execute:

The undersigned represent that they have the authority of their respective governing authorities to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on _____, 2012.

**ILLINOIS VALLEY COMMUNITY
COLLEGE DISTRICT NO. 513**

CITY OF LASALLE,
an Illinois Home-Rule Municipal Corporation

By: _____
Chair

By: _____
Mayor

Attest: _____
Secretary

Attest: _____
City Clerk

*C:\Documents and Settings\Sec-Rec\My Documents\General Clients\0321-Jacob & Assoc\LaSalle, City of 46-118\Community Partners
TIF\IVCC\IVCC_IGA_rvsd draft_091212.wpd*

Community Technology Center Recognition Plaques

Attached are examples of the two plaques that will be located inside the main entrance of the Peter Miller Technology Center.

The first plaque is specified in the Capital Development Board project. This plaque identifies the two individuals for whom the building is named for and also lists the names of current board members, the college president, and attorney.

The second plaque identifies two state legislators who were instrumental in the appropriation of funds for the building project, staff members that have contributed to the project, and former board members involved with the planning and design of the project. This plaque will be paid for from College funds with an estimated cost of \$2,500.

The Board's Audit/Finance Committee met on August 9, 2012 and reviewed the design and content for three plaques, the two described above and a third plaque explaining how the new building came about and the support received from Senator Dahl and Representative Mautino. The Audit/Finance discussed the cost involved and made the recommendation to proceed with the two plaques described above.

The Board's Facilities Committee met on October 3, 2012 and reviewed the design and content of the two plaques. The Committee's recommendation was to proceed with the two plaques, as designed.

Recommendation:

The administration recommends Board approval of the design and layout of the two plaques for the Peter Miller Community Technology Center, as described.

ILLINOIS VALLEY COMMUNITY COLLEGE

PETER MILLER
COMMUNITY TECHNOLOGY CENTER

STATE OF ILLINOIS
PAT QUINN, GOVERNOR

ILLINOIS CAPITAL DEVELOPMENT BOARD
JIM UNDERWOOD, Executive Director

ILLINOIS BOARD OF HIGHER EDUCATION
CARRIE J. HIGHTMAN, Chair

BOARD OF TRUSTEES 2011 - 2012

MICHAEL C. DRISCOLL
LESLIE-ANNE ENGLEHAUPT
LARRY D. HUFFMAN
JAMES A. NARCZEWSKI
WALTER J. ZUKOWSKI, ATTORNEY

MELISSA M. OLIVERO
DAVID O. MALLERY
DENNIS N. THOMPSON
BRITNEY J. BURKART, STUDENT TRUSTEE

DR. JEROME M. CORCORAN, PRESIDENT



PETER MILLER Jr.

The Peter Miller Community Technology Center memorializes two Illinois Valley leaders: Peter Miller Jr. and his son, Peter Miller III.

Peter Jr. (1918-2004) and Peter III (1960-2011) owned the Daily News-Tribune, Inc., Illinois and Indiana Agri-News and LaSalle County Broadcasting Corp. (also known as Miller Group Media). These two men shared a love of technology and passion for the communities their media served.

The Miller family hopes the Peter Miller Technology Center encourages others to embrace technology and use it to improve lives.



PETER MILLER III

ARCHITECT

Basalay, Cary & Alstadt Architects, LTD, Ottawa, Illinois

GENERAL CONTRACTOR

The George Sollitt Construction Company, Wood Dale, Illinois

2013

The Illinois Valley Community College Board of Trustees would like to acknowledge the following individuals for their significant contributions to the Peter Miller Community Technology Center

Frank J. Mautino, State Representative
Gary G. Dahl, State Senator

Vice Presidents

Richard R. Pearce, PhD
Cheryl E. Roelfsema, CPA
Lori E. Scroggs, EdD

Associate Vice Presidents

Sue Isermann
Tracy L. Morris, EdD

Director of Facilities

Gary K. Johnson

Former Trustees 2008-2011

Paula J. Endress
Thomas C. Setchell
Deborah L. Sweeden
David L. Wilcoxson

Former Student Trustees 2008-2011

Brad J. Cockrel
Cassie L. Fuller
Cheyanne L. Smith
David S. Zallis

IVCC Faculty, Staff & Administration

Athletic Salary Schedule

The current athletic salary schedule expired at the end of the 2011-2012 academic year. The recommended salary schedule for the 2012-2013 academic year reflects an increase of 1.5 percent for all categories. A copy of the recommended salary schedule is attached.

Recommendation:

Approve a 1.5 percent increase to the athletic salary schedule for the academic year of 2012-2013, as presented.



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

Memorandum

To: Dr. Lori Scroggs, Vice President for Learning and Student Development

From: Dr. Tracy Morris, Associate Vice President for Student Services *TM*

Date: September 18, 2012

Subject: Athletic Salaries 2012-2013

Based on the recommendation of the President’s Council, below are the salary recommendations for the coaches with a 1.5% increase applied from the 2011-2012 salaries.

GROUP I – Includes Head Coaches for Men’s and Women’s Basketball, Baseball, Softball, and Volleyball (team sports)

	2011-2012	2012-13
	<u>Current</u>	<u>Recommend</u>
Base Year	\$5,969	\$6,059
One Year	\$6,397	\$6,493
Two Year	\$6,943	\$7,047
Three Year	\$7,498	\$7,610
Four Year	\$8,331	\$8,456

GROUP II – Includes Head Coach for Golf (individual sport)

	2011-2012	2012-2013
	<u>Current</u>	<u>Recommend</u>
Base Year	\$3,889	\$3,947
One Year	\$4,302	\$4,367
Two Year	\$4,858	\$4,931
Three Year	\$5,277	\$5,356
Four Year	\$5,830	\$5,917

GROUP III – Includes Assistant Coaches for All Paid Sports

	2011-2012	2012-2013
	<u>Current</u>	<u>Recommend</u>
Base Year	\$3,116	\$3,163
One Year	\$3,187	\$3,235
Two Year	\$3,454	\$3,506
Three Year	\$3,654	\$3,709
Four Year	\$3,919	\$3,978

TO WHOM IT MAY CONCERN-

I AM RETIRING
THIS MONTH. MY LAST
DAY OF WORK WILL
BE 10/19/12.

THANKS FOR HAVING ME!

Michael J. Kwasnicki
10/11/12

RECEIVED

OCT 1 2012

HUMAN RESOURCES

Becky L. Piano

402 North Chestnut St.
Princeton, IL 61356
(C) 815-878-6060 (H) 815-879-6055

October 1, 2012

Ms. Glenna Jones
Director of Human Resources
Illinois Valley Community College
815 North Orlando Smith Ave.
Oglesby, IL 61348-9986

Dear Ms. Jones:

Please accept this letter of resignation as Program Manager for the Continuing Education Center at IVCC. My last day of employment will be October 11, 2012.

After careful consideration I have accepted the position of Public Educator at the Bureau County Health Department. This position will allow me to provide education to local schools and community partners in the areas of health, smoking cessation, and maintaining healthy lifestyles.

This decision came with the excitement of continuing to work with the students and the community but also with a heavy heart because I have truly loved every moment of my job with the Continuing Education Center. Please know that I will remain on campus and will be happy to help make this transition as smooth as possible.

Thank you for the opportunity to have worked with such an amazing group of co-workers within a well-respected institution in addition to the opportunities to grow and develop within my career field.

Sincerely,



Becky L. Piano

Cc: Jamie Gahm

RECEIVED

OCT 1 - 2012

HUMAN RESOURCES

Fiscal Year 2012 Comprehensive Annual Financial Report

The administration met with the Board's Audit/Finance Committee and Randy Reagan, of McGladrey, LLP on October 9, 2012, to discuss the College's Fiscal Year 2012 Comprehensive Annual Financial Report. The auditors issued an unqualified opinion in the audit. There were no significant or relevant issues identified by the auditors.

Mr. Ragan has assured us that the report will be delivered to the ICCB by the October 15th deadline and the Board of Trustees will receive copies of the Fiscal Year 2012 Illinois Valley Community College Comprehensive Annual Financial Report. Thus, all requirements regarding this matter will be met for the year ending June 30, 2012.

Illinois Community College Board



Alexi Giannoulis
Chairman

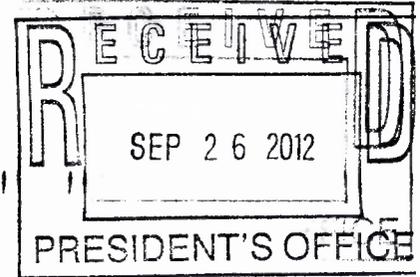
Geoffrey S. Obrzut
President/CEO

proudly serving the

Illinois Community College System

September 24, 2012

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



At its September 21, 2012 meeting, the Illinois Community College Board approved the following motion:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in fiscal year 2012 or fiscal year 2013 and (2) had combined educational and operations and maintenance purposes tax rates less than 25.83 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 25.83 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
Heartland Community College
Illinois Central College
Illinois Eastern Community Colleges
Illinois Valley Community College
Kankakee Community College
Kaskaskia College
Lake Land College
Lewis and Clark Community College
Moraine Valley Community College
Rend Lake College
Carl Sandburg College
Southwestern Illinois College
Spoon River College
John Wood Community College

This certificate pertains to all named colleges to the levy adopted and filed in the fall of 2012. Please note the provisions of Section 3-14.3 which specify that your board of trustees must adopt a resolution expressing its intent to levy such an additional tax, thereby giving district voters an opportunity to request a referendum on the proposed additional levy.

Illinois Community College Board

CERTIFICATION ON ELIGIBILITY FOR SPECIAL TAX LEVY

Section 3-14.3 of the Public Community College Act allows districts eligible for equalization grants in Fiscal Year 2012 or Fiscal Year 2013 to levy up to or at the combined statewide average tax rate for educational and operations and maintenance purposes if they currently are levying less than that amount. The Illinois Community College Board is required to certify the eligibility of districts to levy by November 1 of each year.

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby certifies that the following community college districts were (1) eligible to receive equalization grants either in Fiscal Year 2012 or Fiscal Year 2013 and (2) had combined educational and operations and maintenance purposes tax rates less than 25.83 cents per \$100 of equalized assessed valuation and are, therefore, eligible to levy at a combined educational and operations and maintenance purposes rate up to and including 25.83 cents per \$100 of equalization assessed valuation in accordance with the provisions of Section 3-14.3 of the Public Community College Act:

Black Hawk College
Heartland Community College
Illinois Central College
Illinois Eastern Community Colleges
Illinois Valley Community College
Kankakee Community College
Kaskaskia College
Lake Land College
Lewis and Clark Community College
Moraine Valley Community College
Rend Lake College
Carl Sandburg College
Southwestern Illinois College
Spoon River College
John Wood Community College

BACKGROUND.

Pursuant to Section 3-14.3 of the Public Community College Act, the following table identifies the eligible districts and the additional levy authority they have, should they choose to exercise it, along with an estimate of how much additional tax revenues will be available because of this additional levy authority.

Agenda Item #14.3
September 21, 2012

District	Current Combined Maximum Authorized Operating Tax Rates	Additional Tax Rate Authority	Estimated Additional Tax Revenue
Black Hawk	19.00¢	6.83¢	\$ 2,400,480
Heartland	22.50¢	3.33¢	\$ 1,372,621
Illinois Central	25.00¢	.83¢	\$ 558,480
Illinois Eastern	25.00¢	.83¢	\$ 105,501
Illinois Valley	17.00¢	8.83¢	\$ 2,811,676
Kankakee	18.00¢	7.83¢	\$ 1,857,915
Kaskaskia	25.00¢	.83¢	\$ 113,432
Lake Land	18.00¢	7.83¢	\$ 1,865,671
Lewis and Clark	25.00¢	.83¢	\$ 299,039
Moraine Valley	22.50¢	3.33¢	\$ 4,281,219
Rend Lake	25.00¢	.83¢	\$ 64,415
Sandburg	22.00¢	3.83¢	\$ 559,562
Southwestern	16.00¢	9.83¢	\$ 6,681,652
Spoon River	25.00¢	.83¢	\$ 65,269
John Wood	22.50¢	3.33¢	\$ 432,777
			\$ 23,469,710

The additional levy authority is subject to “backdoor” referendum. Within ten days after the adoption of a resolution expressing the district’s intent to levy all or a portion of the additional taxes, the district is required to publish notice of its intent. A petition signed by 10 percent or more of the registered voters in the district will cause the proposed increase to be placed on the ballot at the next regularly scheduled election. A 30-day period is allowed for such a petition to be received.

This special tax levy authority does not circumvent tax cap legislation. All tax cap legislation is still applicable to those districts that fall under it.



ILLINOIS VALLEY
COMMUNITY COLLEGE

Memorandum

To: President's Council

From: Dr. Tracy Morris, Associate Vice President for Student Services 

Date: September 12, 2012

Subject: Athletic Van Recommendation

Upon review of the bus/van usage in Athletics, we are recommending that we do not renew the lease for the van when it expires on December 31, 2012. Currently, the lease for the athletic van is over \$6,000 per year now and with maintenance factored in, the total cost is close to \$7,000. As a result, we are making the proposal to reduce the fleet to two buses.

1. In order to address the situations where we need to have a third vehicle, we are recommending the use of Enterprise or Streator Ford. For the games and matches that we know of in advance, this will be very feasible. In cases where we have last minute schedule changes due to rainouts, we could utilize either vendor that is available since Streator Ford is willing to deliver and pick up the vehicle for \$20.
2. In the past year, we had a total of 45 days (26% of the time vans were used) when we used all three vehicles (and sometimes a car as well). The cost for 45 days of rental at \$100 per day is \$4,500. This equates to an approximate savings of \$2,500.
3. In situations regarding the use of the college car, preference is given to those individuals travelling the farthest. When the athletic department needs a car to transport students and one is not available for use, the department will rent a car through Enterprise or Streator Ford. All restrictions by the rental agency apply. A coach or assistant coach should not transport students to and from an athletic contest in their own vehicle.
4. After one year, we will re-examine this recommendation to determine if it has realized the savings we anticipate.

MEMORANDUM

TO: Dr. Tracy Morris
Associate Vice President for Student Development

FROM: Cory Tomasson
Coordinator of Student Activities

RE: FY '13 Student Organization Budgets

DATE: September 13, 2012

Attached is the proposed 2012-2013 Budget for Student Activities.

* =This organization was inactive, newly established or reinstated during the 2011-2012 school year, and had no allocation.

**=This organization is going to be inactive or merge with another group during the 2012-2013 school year and will receive no allocation.

This budget has been created by the Student Government Association and approved by the Coordinator of Student Activities. We would ask for your approval of these allocations for the 2012-2013 school year.


Bradley Burt
Hannah Brunson
Allison Gregory
Melanie Proctor
Stephany Olson
Tara
Noel

Jay Morris
Laurie Savage 9/18/12
Jany Courran 9/19/12
Christ Kelpsema 9-19-12

ORGANIZATION	2011-2012 Allocations	2012-2013 Requests	Suggested 2012-2013 Allocations
1 IVNUA (Information Tech)	1000.00	1000.00	1000.00
2 Alpha Delta Nu (Nursing Honors)	250.00	250.00	250.00
3 American Chemical Society	3000.00	4000.00	4000.00
4 Black Student Association	500.00	500.00	500.00
5 College Democrats	650.00	650.00	650.00
6 Dead Poet's Society	250.00	250.00	250.00
7 Disc Golf Club	250.00	350.00	350.00
8 IVSustainability	500.00	3500.00	3000.00
9 Economics Student Association	250.00	250.00	250.00
10 Focus On Fitness	2000.00	2500.00	2500.00
11 Fusion	500.00	0.00	0.00
12 Gaming Society	0.00	1000.00	1000.00
13 Gay/Straight Alliance	1000.00	1000.00	1000.00
14 Horticulture Club	2000.00	2500.00	2500.00
15 Human Service Organization	1000.00	1000.00	1000.00
16 Human Service Honors Society	250.00	250.00	250.00
17 Illinois Valley Leaders for Service	250.00	250.00	250.00
18 Indefinite Limits (Math Club)	600.00	1000.00	1000.00
19 International Society	2250.00	3375.00	2500.00
20 IVLeader	11750.00	11300.00	11300.00
21 Lambda Alpha Epsilon (CRJ)	5000.00	5000.00	5000.00
22 OSAKA Anmine Club*	0.00	500.00	500.00
23 Paintball Club	250.00	250.00	250.00
24 Phi Theta Kappa	5500.00	5500.00	5500.00
25 Physics Club	0.00	150.00	150.00
26 POWER **	1050.00	0.00	0.00
27 Psychology Club	750.00	750.00	750.00
28 Red Cross*	0.00	250.00	250.00
29 River Currents	3000.00	2000.00	2000.00
30 Robotics Club **	250.00	0.00	0.00
31 Running Club	0.00	0.00	0.00
32 SAGE	500.00	200.00	200.00
33 Sigma Delta Mu (Spanish)	175.00	175.00	175.00
34 Sigma Kappa Delta (English)	1500.00	2000.00	2000.00
35 SPAMO	2500.00	2500.00	2500.00
36 Student Ambassadors	1000.00	1000.00	1000.00
37 Student Government Association	7500.00	7500.00	7500.00
38 Student Nurses Association	7500.00	7500.00	7500.00
39 Student Veteran's Association	250.00	250.00	250.00
40 Swinging Eagles **	0.00	0.00	0.00
41 TEACH	800.00	1000.00	1000.00
42 Transformed	0.00	0.00	0.00
43 World Languages	2300.00	2300.00	2300.00
44 Young Republicans	650.00	650.00	650.00
Subtotal	68725.00	74400.00	73025.00
Coordinator's Stipend	15000.00	15000.00	15000.00
Athletics	61414.00	61414.00	61414.00
TOTAL	145139.00	150814.00	149439.00

Memo

To: Dr. Jerry Corcoran
From: Glenna Jones, Director of Human Resources
CC: Cheryl Roelfsema
Date: 9/27/2012
Re: Illinois Abused & Neglected Child Reporting Act (ANCRA)



Here's a recap of my presentation at the in-service regarding the State of Illinois Public Act 97-0711 that amended the Abuse and Neglected Child Reporting Act (ANCRA) effective June 27, 2012. The amended ANCRA mandates that all personnel of higher education institutions report cases of suspected child abuse or neglect to the Department of Children and Family Services (DCFS) toll-free, 24-hour Child Abuse Hotline at 1-800-25-ABUSE (22873).

DCFS is collaborating with the Illinois State Board of Education, Illinois Community College Board, and Illinois Board of Higher Education to offer on-line training for our employees. The on-line training enables our employees to learn what their role is as a mandated reporter, provide information on what to report, and guide them on how to make a report of suspected child abuse and neglect to DCFS.

Many employees have already started and completed the training and submitted the form "Acknowledgement of Mandated Reporter Status" as well as the Certificate of Completion to Human Resources. We expect all employees, including student workers and volunteer coaches, to have this training completed by September 30, 2012.

The administration has been very supportive of this new training and employees have reacted positively as well.

Gary L. Peterlin

PERONA, PETERLIN, ANDREONI & BROLLEY, LLC

P.O. Box 35

170 East Walnut Street
Oglesby, Illinois 61348

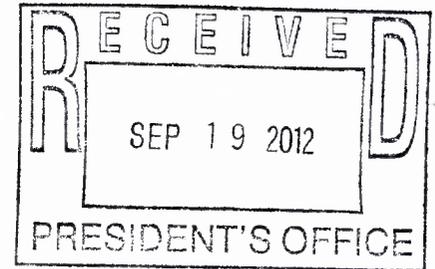
ppabllc@sbcglobal.net

Phone: (815) 883-4102

Fax: (815) 883-1998

September 18, 2012

Dr. Jerry Corcoran
IVCC
815 N. Orlando Smith Rd.
Oglesby, IL 61348



Re: IVCC golf tournament

Dear Jerry,

I recently went to golf at Deer Park Country Club and a tournament sponsored by IVCC with golfers from many schools throughout the state of Illinois, including four year colleges, was finishing. Further, they were to play at Oak Ridge the next day. Therefore, I presume some of the teams may have been staying overnight for the next day's match play. Some said there were over 120 participants. This was a high energy and enthusiastic group of young people, along with their coaches. It was great to see.

I commend the college for hosting this great event, in cooperation with our local golf courses. I learned that this event was also held this past year and it sounds like a great annual event.

This presented a tremendous opportunity for our local businesses, which they may or may not have taken advantage. I suggested to a few of the coaches and players as they were preparing to leave that Oglesby had some great restaurants, if they were looking for somewhere to eat.

The college does so many good things for the area, many of which Oglesby naturally benefits by being the Home of the Eagles.

Oglesby may be able to take a closer look at this event, if it is scheduled next year, to see what ways Oglesby can market the community to the participants to attract further overnight stays and meals.



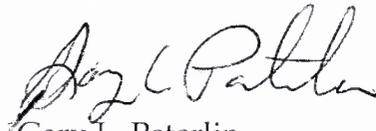
Corcoran, Jerry
Page two
September 18, 2012

Once again, I was excited to see this enthusiastic group in Oglesby and am appreciative of the college's hosting such type of events. As sports programs become more and more scrutinized, I certainly see the opportunities that are presented which hopefully go a long way in outweighing any economic burden being creatively dealt with by the college, participants and supporters, to everyone's credit.

I look forward to seeing you soon.

Best regards.

Yours very truly,



Gary L. Peterlin

GLP/mac
Cc: Mayor Don Finley
Becky Clinard
PAB2/Gary/Letters/Corcoran,Jerry091812

Semi-Annual Review of Closed Session Minutes

Since the Closed Session Minutes Committee was unable to schedule a meeting date with a quorum of the members, Dr. Larry Huffman, a member of the committee, and Dr. Jerry Corcoran met on Monday, October 1, 2012, to discuss the minutes of meetings lawfully closed under the Open Meetings Act. Their recommendation follows:

Recommendation:

Board approval is needed to release closed session minutes for the meetings of November 15, 2000 (Personnel Matters), January 28, 2010 (Employee Performance), November 16, 2010 (Closed Session Minutes Committee), September 20, 2011 (Retroactive Pay for Security), and June 19, 2012 (Truck Driver Training Trainer/Specialist/Site Facilitator to part-time Trainer Specialist and FY13 Compensation for Employees not Affected by a Labor Agreement).

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Leading our community in learning, working and growing.

Mission Statement

IVCC teaches those who seek and is enriched by those who learn.

The Purposes of IVCC are:

- * 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. Assist all students in identifying and achieving their educational and career goals.
2. Promote the value of higher education.
3. Grow and nurture college resources needed to provide quality programs and services.
4. Promote understanding of diverse cultures and beliefs.
5. Demonstrate IVCC's core values through an inclusive and collaborative environment.