



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, January 9, 2014  
Board Room  
6 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  
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)

#### **September**

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

#### **October**

Authorize Preparation of Levy  
Audit Report  
Update Key Performance Indicators  
ICCTA Award Nominations

#### **November**

Adopt Tentative Tax Levy

#### **December**

Adopt Tax Levy  
Schedule of Regular Meeting Dates and Times

## **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 – December 17, 2013 Board Meeting (Pages 1-4)
  - 6.2 Approval of Bills - \$1,796,179.80
    - 6.2.1 Education Fund - \$1,048,040.32
    - 6.2.2 Operations & Maintenance Fund - \$83,017.72
    - 6.2.3 Operations & Maintenance Fund (Restricted) - \$250,969.70
    - 6.2.4 Auxiliary Fund - \$364,009.99
    - 6.2.5 Restricted Fund - \$10,424.59
    - 6.2.6 Liability, Protection & Settlement Fund - \$39,717.48
  - 6.3 Treasurer's Report (Pages 5-22)
    - 6.3.1 Financial Highlights (Pages 6-7)
    - 6.3.2 Balance Sheet (Pages 8-9)
    - 6.3.3 Summary of FY13 Budget by Fund (Page 10)
    - 6.3.4 Budget to Actual Comparison (Pages 11-17)
    - 6.3.5 Budget to Actual by Budget Officers (Page 18)
    - 6.3.6 Statement of Cash Flows (Page 19)
    - 6.3.7 Investment Status Report (Pages 20-21)
    - 6.3.8 Check Register - \$5,000 or more (Page 22)
  - 6.4 Personnel - Stipends for Pay Periods Ending December 14, 2013 and December 28, 2013 (Pages 23-25)

7. President's Report
8. Committee Reports
9. Staff Appointment – Susan L. Isermann, Interim Vice President for Learning and Student Development (Page 26)
10. Staff Appointment – Ms. Kathryn M. Ross, Controller (Pages 27-28)
11. LaSalle Power Station Real Property Tax Assessment Settlement Agreement (Page 29)
12. Purchase Request – Equipment for CTC (Page 30)
13. Student Support Services – Project Success – Local Match (Page 31)
14. Items for Information (Pages 32-35)
  - 14.1 Student Code of Conduct Modifications (Pages 32-35)
15. Trustee Comment
16. Closed Session – 1) probable litigation; 2) pending litigation; and 3) closed session minutes.
17. Closed Session Minutes – December 17, 2013 Board Meeting
18. Other
19. Adjournment

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

**Minutes of Regular Meeting**  
**December 17, 2013**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on December 17, 2013 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Melissa M. Olivero, Chair  
Michael C. Driscoll, Vice Chair  
Larry D. Huffman, Secretary  
Laurie A. Bonucci  
Jane E. Goetz  
Everett J. Solon (entered the meeting at 6:55 p.m.)  
Taylor A. Gunia, Student Trustee

**Members Absent:** David O. Mallery

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Lori Scroggs, 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.

**CONSENT AGENDA**

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

The following items were approved in the consent agenda:

Approval of Bills - \$2,794,882.58

Education Fund - \$1,099,944.21; Operations & Maintenance Fund - \$53,402.94; Operations & Maintenance Fund (Restricted) - \$290,878.69; Bond & Interest - \$1,231,375.00; Auxiliary Fund - \$62,083.29; Restricted Fund - \$9,308.39; Audit Fund - \$5,600.00; and Liability, Protection and Settlement Fund - \$42,290.06

Treasurer's Report

### Personnel

Approved the stipends for the pay periods ending November 16, 2013 and November 30, 2013.

### **PRESIDENT'S REPORT**

Dr. Corcoran reported on the construction update: January 13 – asbestos abatement will start in Buildings 6, 11 & 12; February 3 – demolition of Buildings 6, 11 & 12 will begin. Mennie Machine Company has volunteered to use its resources to assist in the moving of lab equipment to the Peter Miller Community Technology Center. Doing so will save the college a substantial amount of money (tens of thousands of dollars); thus, the College is very appreciative of the generous support of Cheryl and Dave Mennie on this project. The LaSalle County Regional Office of Education held two meetings on campus recently whereby superintendents and principals had a chance to discuss matters of common concern, receive tours of the new Peter Miller Community Technology Center by Dr. Tracy Morris and Sue Isermann, and hear presentations by Amy Smith, Director of Institutional Research, and Marianne Dzik, Dean of English, Math and Education. Amy did an excellent job of showing the group the kinds of placement and performance reports her office can prepare for each high school when provided students' names and birthdates. Marianne focused on cut scores, bridging the gap between high school and college, and innovative fast-track Math and English programs she and her faculty are implementing with extraordinary success. The response from the principals and superintendents and the ROE personnel was excellent thanks to the fine work of Tracy, Sue, Amy and Marianne. The results are in on points earned by Project Success when assessing the program's ability to meet performance standards and, once again, Chris Herman and his staff of Cynthia Cardosi, Diane Scoma and Teresa Bowen did a fine job. Based on criteria associated with persistence, good academic standing, associate degrees or certificates earned, and transfers to 4-year institutions, the program earned 15 points out of a maximum of 15 for the 162 participants served.

### **COMMITTEE REPORTS**

None.

### **TAX LEVY 2013**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Levy an Additional Tax, and Certificate of Compliance with the Truth and Taxation Act, as presented. Motion passed by voice vote.

### **STAFF APPOINTMENT – DR. BRIAN R. HOLLOWAY, DEAN OF HUMANITIES, FINE ARTS, AND SOCIAL SCIENCES**

It was moved by Ms. Goetz and seconded by Ms. Bonucci to approve the appointment of Dr. Brian R. Holloway to the position of Dean of Humanities, Fine Arts, and Social Sciences with an annualized salary of \$74,000, effective December 18, 2013. Motion passed by voice vote.

Dr. Scroggs introduced Dr. Holloway and noted she was very excited to welcome him to IVCC. He has extensive experience in higher education as interim Vice President of Academic Affairs for Graduate Students and Dean of the College of Graduate and Continuing Studies. He was an Associate Vice President for Arts and Sciences. He has worked with underserved students and is



committed to the missions of working with students who are first generation, underserved and underprepared.

**ADDITIONAL SECURITY OFFICER – INFORMATION DESK**

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to authorize the administration to add an amendment to the contract with G4S Secure Solutions to provide security officer for duty at the information desk at an hourly rate of \$18.10 for 40 hours per week. Motion passed by voice vote.

**PURCHASE REQUEST – NETWORK FIREWALLS, SECURITY SUBSCRIPTIONS AND INSTALLATION**

It was moved by Ms. Bonucci and seconded by Dr. Huffman to proceed with the purchase of the Palo Alto Networks PA-3020 Firewalls, annual licenses, and professional IT consulting services by Burwood Group Inc., in the amount of \$53,540. Motion passed by voice vote.

**SCHEDULE OF REGULAR MEETING DATES AND TIMES**

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve the following dates for 2014 as the regularly scheduled board meetings and will provide public notice of this schedule. All meetings will take place at 6 p.m. in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois. Motion passed by voice vote.

**Thursday, January 9, 2014**  
**Thursday, February 13, 2014**  
**Thursday, March 13, 2014**  
**Thursday, April 10, 2014**  
**Thursday, May 8, 2014**  
**Thursday, June 12, 2014**

**Thursday, July 10, 2014**  
**Thursday, August 14, 2014**  
**Thursday, September 11, 2014**  
**Thursday, October 9, 2014**  
**Thursday, November 13, 2014**  
**Thursday, December 11, 2014**

**SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

It was moved by Dr. Huffman and seconded by Ms. Goetz to continue to retain the minutes of closed session meetings. Dr. Huffman noted the Closed Session Minutes Committee reviewed the closed session minutes that were approved and retained and recommended that all should remain closed for the time being. Motion passed by voice vote.

**AUTHORIZATION FOR DESTRUCTION OF VERBATIM RECORDINGS OF CLOSED SESSION MEETINGS**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to adopt the following resolution:

“Be it resolved that the Board of Trustees of Community College District 513, accepts for destruction the verbatim audiotapes of Closed Session Meetings from June 24, 2010; July 22, 2010; August 26, 2010; September 21, 2010; October 1, 2010; October 19, 2010; November 16, 2010; December 20, 2010; January 18, 2011; February 15, 2011; March 15, 2011; April 19, 2011; May 17, 2011; June 21, 2011; July 19, 2011; August 23, 2011; September 8, 2011; September 20, 2011; October 18, 2011; November 15, 2011; December 20, 2011; January 17, 2012; February 21, 2012; March 20, 2012; April 17, 2012; and May 15, 2012.

“Be it further resolved that the Board of Trustees of Community College District 513 authorizes the destruction of Closed Session audiotapes from June 24, 2010; July 22, 2010; August 26, 2010; September 21, 2010; October 1, 2010; October 19, 2010; November 16, 2010; December 20, 2010; January 18, 2011; February 15, 2011; March 15, 2011; April 19, 2011; May 17, 2011; June 21, 2011; July 19, 2011; August 23, 2011; September 8, 2011; September 20, 2011; October 18, 2011; November 15, 2011; December 20, 2011; January 17, 2012; February 21, 2012; March 20, 2012; April 17, 2012; and May 15, 2012 as all the criteria for destruction of these tapes under the Open Meetings Act have been met.”

#### **TRUSTEE COMMENT**

Dr. Huffman encouraged publicity for Mennie Machine Company volunteering to use its resources to assist in the moving of lab equipment to the Peter Miller Community Technology Center. Dr. Corcoran plans to pursue an appropriate way of recognizing them.

Ms. Bonucci commended the administration on the fine work done in the new relationship with Southern Illinois University on a 2 + 2 agreement for the avionics program.

#### **CLOSED SESSION**

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to convene a closed session at 6:43 p.m. to discuss 1) closed session minutes; 2) appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 3) student disciplinary cases; and 4) pending litigation.

Student Advisory Vote: “Aye” – Ms. Gunia. Roll Call Vote: “Ayes” – Ms. Bonucci, Dr. Driscoll, Ms. Goetz, Dr. Huffman, and Ms. Olivero. “Nays” – None. Motion carried.

After a short break, the Board entered closed session at 6:48 p.m. On a motion by Dr. Driscoll and seconded by Dr. Huffman, the regular meeting resumed at 7:36 p.m. Motion passed by voice vote.

#### **CLOSED SESSION MINUTES**

It was moved by Mr. Solon and seconded by Ms. Bonucci to approve and retain the closed session minutes of the November 19, 2013 board meeting. Motion passed by voice vote.

It was moved by Dr. Huffman and seconded by Ms. Goetz to approve and retain the closed session minutes of the Closed Session Minutes Committee meeting held on November 19, 2013. Motion passed by voice vote.

#### **OTHER**

None.

#### **ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 7:37 p.m.



ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

DECEMBER 2013

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

## FINANCIAL HIGHLIGHTS – November 2013

### Revenues

- As of December 16, the student headcount for fall semester was 4,167, which is 275 students, or 6.19 percent, less than at this same point in time last year. Credit hours were at 32,400, which is 2,056, or 5.97 percent, less than one year ago. A 5.3 percent decrease in credit hours was included in the fiscal year 2014 budget. Enrollment at the Oglesby campus decreased by 1,820 credit hours, or 6.42 percent; enrollment at the Ottawa Center decreased by 236 credit hours, or 9.24 percent; Early Entry College enrollment increased by 68 credit hours; and the IBEW (International Brotherhood of Electrical Workers) credit hours decreased by 57 from this same point in time one year ago.

As of December 16, the student headcount for spring semester which starts January 13 was 2,881, which is 303 students, or 9.52 percent, less than at this same point in time last year. Credit hours were at 28,060, which is 2,608, or 8.50 percent, less than one year ago. Spring enrollment at the Oglesby campus decreased by 1,997, 7.45 percent from this point in time last year; enrollment at the Ottawa Center decreased by 360 hours, or 15.13 percent from last year. Early Entry College enrollment was at 1,222 credit hours, a decrease of 251 credit hours, or 17.04 percent. Students were able to register online when the College was closed for the holiday break. Those registrations are not included in these numbers.

- So far we have received 18 notices of property tax objection Board of Review hearings in LaSalle County asking for reduced assessments in the amount of \$5,567,581 for tax year 2013. We have also received two notices of property tax objection from Lee County for two wind farms asking for a reduction in assessed valuation of \$2,276,678.
- The State of Illinois Base Operating Grant has been paid through September 2013 and the annual Equalization Grant has been paid. The federal share of Adult Education grants has been paid through December 2013.

### Expenditures

Some of the more significant variances in expenditures for the six months ending December 31, 2013 include the following:

- Fund 01 – Education Fund – Academic Support – Contractual Services – Annual software license fees including \$71,273 for Blackboard and \$34,400 for the purchase of the Starfish software for counseling/retention;

- Fund 01 – Education Fund – Academic Support – Materials & Supplies – includes \$166,116 for computers for classrooms in the CTC Building and Building J; \$23,311 for electronic resources for the library; and \$13,000 for Accuplacer testing;
- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$212,160 for Ellucian (formerly Datatel) annual support and \$56,525 in legal fees; \$21,800 in consulting fees to expand and upgrade wireless access points; and \$31,715 in other software renewal fees;
- Fund 01 – Education Fund – Institutional Support – Materials & Supplies – includes \$82,050 for advertising; \$11,108 for ICCTA dues; \$26,830 for postage; \$247,975 for computers, software, and audio visual equipment; and \$32,160 for software and software renewals;
- Fund 01 – Education Fund – Institutional Support – Capital Outlay – includes \$202,950 for instructor stations and \$78,211 for technology in the CTC Building.

**Protection, Health & Safety Projects in progress:**

- Facility Door Hardware/Rekeying Upgrades – project is nearly complete;
- Exterior Egress Concrete Replacement –work is complete;
- Cultural Centre Stage Upgrade – work is complete;
- Culture Centre Sound System – audio study was completed in December and a preliminary report has been issued;
- Building G Heat Exchanger Replacement – John’s Service and Sales was awarded the contract and work will take place in March over spring break;
- Building A Air Handler/Chiller Replacement – approved by ICCB.

**Other Projects:**

- Community Instructional Center Project –

**Phase 1** – Lab equipment was moved the week of December 30 and labs and classrooms will be ready when classes start on January 13;

**Phase 2** – Office furniture and lab equipment is being moved into Building J; asbestos abatement on Buildings 6, 11 and 12 will start January 13;

**Phase 3** – submitted a scope and budget to the CDB to finish design work.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 December 31, 2013

	Governmental Fund Types			#	Proprietary	Fiduciary	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service		Fund Types	Fund Types	General Fixed Assets	General Long-Term Debt	
				Enterprise	Trust and Agency Funds				
<b>Assets and Other Debits</b>									
Cash and cash equivalents	\$ (762,096)	\$ 5,399,708	\$ (373,539)	\$ 1,390,132	\$ 602,643			\$ 6,256,848	
Investments	10,281,959	8,287,377	978,758	-	-			19,548,094	
Receivables									
Property taxes	7,942,405	1,658,516	1,270,329	-	-			10,871,250	
Governmental claims	782,772	278,760	-	-	-			1,061,532	
Tuition and fees	2,157,313	-	-	1,172	-			2,158,485	
Due from other funds	847,878	269,726	225,659	629,911				1,973,174	
Bookstore inventories	-	-	-	643,513	-			643,513	
Other assets	536	2,010	-	7,123	-		1,457,835	1,467,504	
Fixed assets - net where applicable	-	-	-	20,465	-	58,497,163		58,517,628	
Other debits									
Amount available in Debt Service Fund	-						2,452,165	2,452,165	
Amount to be provided to retire debt								-	
<b>Total Assets and Other Debits</b>	<u>\$21,250,767</u>	<u>\$15,896,097</u>	<u>\$ 2,101,207</u>	<u>\$ 2,692,316</u>	<u>\$ 602,643</u>	<u>\$58,497,163</u>	<u>\$ 3,910,000</u>	<u>\$ 104,950,193</u>	

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**Illinois Valley Community College District No. 513  
Combined Balance Sheet  
All Fund Types and Account Groups  
December 31, 2013**

	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	
<b>Liabilities</b>								
Accounts payable	\$ 182,198	\$ (52)	\$ 7,644	\$ 14,526				\$ 204,316
Accrued salaries & benefits	1,038,608	22,331		17,255				1,078,194
Post-retirement benefits & other	127,667	-						127,667
Unclaimed property	2,440	401			19			2,860
Due to other funds	1,402,988	106,181	360		463,645			1,973,174
Due to student groups/deposits					138,979			138,979
Deferred revenue								-
Property taxes	3,972,344	829,521	635,368					5,437,233
Tuition and fees	-							-
Grants	-	132,000						132,000
Bonds payable	-						3,910,000	3,910,000
Total liabilities	<u>6,726,245</u>	<u>1,090,382</u>	<u>643,372</u>	<u>31,781</u>	<u>602,643</u>	<u>-</u>	<u>3,910,000</u>	<u>13,004,423</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets						58,497,163		58,497,163
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for grant purposes		(58,147)						(58,147)
Reserved for building purposes		6,412,466						6,412,466
Reserved for debt service		4,703,423	1,457,835					6,161,258
Reserved for Liab., Prot., Sett.		3,717,687						3,717,687
Unreserved	14,524,522	30,286		2,660,535				17,215,343
Total equity and other credits	<u>14,524,522</u>	<u>14,805,715</u>	<u>1,457,835</u>	<u>2,660,535</u>	<u>-</u>	<u>58,497,163</u>	<u>-</u>	<u>91,945,770</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$21,250,767</u>	<u>\$15,896,097</u>	<u>\$ 2,101,207</u>	<u>\$ 2,692,316</u>	<u>\$ 602,643</u>	<u>\$58,497,163</u>	<u>\$ 3,910,000</u>	<u>\$ 104,950,193</u>

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

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Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2014 Revenues & Expenditures by Fund  
 Six Months Ended December 31, 2013

	Education	Operations & Maintenance	Operations & Maintenance Fund	Bond & Interest	Working Cash	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 15,536,826	\$ 2,310,067	\$ 3,635,014	\$ 1,246,231	\$ 12,020	\$ 1,277,767	\$ 3,167,229	\$ 255,329	\$ 34,615	\$ 27,475,098
Actual Expenditures	(9,924,912)	(1,103,352)	(5,197,283)	(1,231,375)	-	(1,734,358)	(3,368,227)	(591,883)	(32,900)	(23,184,290)
Other Financing Sources (Uses)	15,000					61,414	-	-	-	76,414
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,626,914	1,206,715	(1,562,269)	14,856	12,020	(395,177)	(200,998)	(336,554)	1,715	4,367,222
Fund balances July 1, 2013	4,628,258	3,012,421	7,974,011	1,442,977	4,691,403	3,055,718	142,855	4,054,245	28,571	29,030,459
Fund balances December 31, 2013	\$ 10,255,172	\$ 4,219,136	\$ 6,411,742	\$ 1,457,833	\$ 4,703,423	\$ 2,660,541	\$ (58,143)	\$ 3,717,691	\$ 30,286	\$ 33,397,681

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**Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
Six Months Ended December 31, 2013  
12/31/2013**

	<u>Annual Budget FY2014</u>	<u>Actual 12/31/13</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/12</u>	<u>Act/Budget FY13</u>	<u>Annual Budget FY2013</u>
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 6,646,368	\$ 6,561,421	98.7%	\$ 6,602,051	99.9%	\$ 6,611,055
Corporate Personal Property Replacement Tax	798,556	213,917	26.8%	210,580	24.0%	878,840
TIF Revenues	381,000	266,549	70.0%	278,329	73.1%	381,000
Total Local Government	<u>7,825,924</u>	<u>7,041,887</u>	90.0%	<u>7,090,960</u>	90.1%	<u>7,870,895</u>
State Government:						
ICCB Credit Hour Grant	1,923,233	1,135,034	59.0%	329,696	17.1%	1,923,233
Equalization	50,000	71,343	142.7%	-	0.0%	133,618
Career/Technical Education Formula Grant	165,000	92,819	56.3%	-	0.0%	165,000
Other	-	-	-	-	-	-
Total State Government	<u>2,138,233</u>	<u>1,299,196</u>	60.8%	<u>329,696</u>	14.8%	<u>2,221,851</u>
Federal Government						
PELL Administrative Fees	10,000	-	0.0%	405	4.1%	10,000
ARRA Grant	-	-	-	-	-	-
Total Federal Government	<u>10,000</u>	<u>-</u>	0.0%	<u>405</u>	4.1%	<u>10,000</u>
Student Tuition and Fees:						
Tuition	6,766,042	6,151,635	90.9%	6,013,686	95.0%	6,329,675
Fees	971,730	869,893	89.5%	925,783	97.4%	950,335
Total Tuition and Fees	<u>7,737,772</u>	<u>7,021,528</u>	90.7%	<u>6,939,469</u>	95.3%	<u>7,280,010</u>
Other Sources:						
Investment Revenue	21,000	2,403	11.4%	10,477	52.4%	20,000
Public Service Revenue	421,850	138,237	32.8%	293,299	64.1%	457,450
Nongovernmental Gifts	1,048,000	-	0.0%	171,500	357.3%	48,000
Other	17,100	33,575	196.3%	30,681	179.4%	17,100
Total Other Sources	<u>1,507,950</u>	<u>174,215</u>	11.6%	<u>505,957</u>	93.3%	<u>542,550</u>
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 19,219,879</u>	<u>15,536,826</u>	80.8%	<u>14,866,487</u>	82.9%	<u>17,925,306</u>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,492,966	4,179,024	49.2%	4,130,869	48.8%	8,461,066
Employee Benefits	1,535,040	760,883	49.6%	810,985	55.1%	1,471,033
Contractual Services	126,219	42,146	33.4%	33,008	24.7%	133,779
General Materials & Supplies	402,788	150,300	37.3%	127,036	33.2%	382,084
Conference & Meeting Expenses	53,514	15,216	28.4%	11,767	25.6%	45,992
Fixed Charges	219,700	103,850	47.3%	101,862	48.8%	208,600
Utilities	500	312	62.4%	367	36.7%	1,000
Capital Outlay	1,000,000	121,496	12.1%	147,500	655.6%	22,500
Other	-	-	-	-	-	-
Total Instruction	<u>\$ 11,830,727</u>	<u>\$ 5,373,227</u>	45.4%	<u>\$ 5,363,394</u>	50.0%	<u>\$ 10,726,054</u>

**Illinois Valley Community College District No. 513**  
**Fiscal Year 2014 Budget to Actual Comparison**  
**Six Months Ended December 31, 2013**  
**11/30/2013**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
Academic Support:						
Salaries	\$ 681,604	\$ 314,913	46.2%	\$ 290,407	47.1%	\$ 617,016
Employee Benefits	131,760	68,067	51.7%	60,195	55.2%	109,095
Contractual Services	165,102	143,309	86.8%	126,032	80.6%	156,464
General Materials & Supplies	304,326	268,662	88.3%	113,431	55.4%	204,882
Conference & Meeting Expenses	7,115	728	10.2%	169	1.6%	10,437
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	50,700	13,166	26.0%	17,159	32.4%	52,955
Capital Outlay	200,763	93,527	46.6%	-	0.0%	23,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,541,370</u>	<u>902,372</u>	58.5%	<u>607,393</u>	51.7%	<u>1,174,599</u>
Student Services:						
Salaries	1,177,829	579,566	49.2%	539,946	47.3%	1,141,956
Employee Benefits	290,105	146,455	50.5%	146,846	52.6%	278,952
Contractual Services	5,100	3,078	60.4%	1,444	70.4%	2,050
General Materials & Supplies	52,895	19,274	36.4%	23,168	48.2%	48,045
Conference & Meeting Expenses	15,125	4,952	32.7%	3,127	24.6%	12,700
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,541,054</u>	<u>753,325</u>	48.9%	<u>714,531</u>	48.2%	<u>1,483,703</u>
Public Services/Continuing Education:						
Salaries	424,443	201,716	47.5%	219,354	52.4%	418,792
Employee Benefits	55,924	28,043	50.1%	26,918	54.5%	49,405
Contractual Services	276,800	89,454	32.3%	168,233	56.8%	296,000
General Materials & Supplies	79,175	27,816	35.1%	43,830	49.8%	87,950
Conference & Meeting Expenses	9,970	7,524	75.5%	5,867	70.1%	8,375
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	498	0.0%	-	0.0%	250
Total Public Services/Continuing Education	<u>846,312</u>	<u>355,051</u>	42.0%	<u>464,202</u>	53.9%	<u>860,772</u>
Institutional Support:						
Salaries	1,672,936	852,405	51.0%	834,858	49.4%	1,688,680
Employee Benefits	471,283	255,964	54.3%	257,818	55.8%	462,246
Contractual Services	505,516	347,263	68.7%	398,553	97.3%	409,635
General Materials & Supplies	558,267	478,819	85.8%	178,802	45.0%	397,499
Conference & Meeting Expenses	59,305	11,711	19.7%	20,717	28.6%	72,410
Fixed Charges	-	-	0.0%	-	0.0%	17,000
Utilities	19,500	4,668	23.9%	6,184	30.0%	20,613
Capital Outlay	310,829	288,552	92.8%	166,765	45.9%	362,951
Other	38,000	(7,141)	-18.8%	(2,789)	-7.3%	38,000
Total Institutional Support	<u>3,635,636</u>	<u>2,232,241</u>	61.4%	<u>1,860,908</u>	53.6%	<u>3,469,034</u>
Scholarships, Grants and Waivers	574,200	308,696	53.8%	317,910	50.4%	631,095
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 19,969,299</u>	<u>\$ 9,924,912</u>	49.7%	<u>\$ 9,328,338</u>	50.8%	<u>\$ 18,345,257</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ -</u>	<u>\$ 15,000</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ 419,951</u>

**Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
Six Months Ended December 31, 2013  
11/30/2013**

	<b>Annual Budget FY2014</b>	<b>Actual 12/31/13</b>	<b>Act/Budget 50.0%</b>	<b>Actual 12/31/12</b>	<b>Act/Budget FY13</b>	<b>Annual Budget FY2013</b>
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,221,821	\$ 1,202,121	98.4%	\$ 1,245,910	100.0%	\$ 1,245,606
Corporate Personal Property Replacement Tax	140,921	37,750	26.8%	37,161	24.0%	155,089
TIF	127,000	88,850	70.0%	92,105	72.5%	127,000
Total Local Government	1,489,742	1,328,721	89.2%	1,375,176	90.0%	1,527,695
State Government:						
ICCB Credit Hour Grant	339,394	200,300	59.0%	58,182	17.1%	339,394
Total State Government	339,394	200,300	59.0%	58,182	17.1%	339,394
Student Tuition and Fees:						
Tuition	551,081	718,679	130.4%	691,115	102.7%	672,792
Total Tuition and Fees	551,081	718,679	130.4%	691,115	102.7%	672,792
Other Sources:						
Facilities Revenue	124,000	57,865	46.7%	50,348	53.6%	94,000
Investment Revenue	2,000	1,185	59.3%	856	42.8%	2,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	-	-
Other	-	3,317	0.0%	3,615	-	-
Total Other Sources	126,000	62,367	49.5%	54,819	57.1%	96,000
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<b>\$ 2,506,217</b>	<b>\$ 2,310,067</b>	<b>92.2%</b>	<b>\$ 2,179,292</b>	<b>82.7%</b>	<b>\$ 2,635,881</b>

	<b>Annual Budget FY2014</b>	<b>Actual 12/31/13</b>	<b>Act/Budget 50.0%</b>	<b>Actual 12/31/12</b>	<b>Act/Budget FY13</b>	<b>Annual Budget FY2013</b>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
Operations & Maintenance of Plant:						
Salaries	\$ 840,042	\$ 434,877	51.8%	\$ 390,358	46.0%	\$ 848,004
Employee Benefits	221,972	115,470	52.0%	113,332	50.0%	226,694
Contractual Services	222,820	119,251	53.5%	100,792	54.8%	183,900
General Materials & Supplies	250,000	108,279	43.3%	79,241	28.0%	282,500
Conference & Meeting Expenses	4,000	518	13.0%	1,027	25.7%	4,000
Fixed Charges	52,500	573	1.1%	49,859	124.6%	40,000
Utilities	794,980	272,705	34.3%	219,237	27.1%	809,410
Capital Outlay	104,000	18,375	17.7%	67,865	52.6%	129,000
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	(63,000)
Provision for Contingency	-	-	0.0%	-	0.0%	100,000
Total Operations & Maintenance of Plant	2,427,314	1,070,048	44.1%	1,021,711	39.9%	2,560,508
Institutional Support:						
Salaries	49,065	22,480	45.8%	28,358	49.9%	56,881
Employee Benefits	21,738	4,693	21.6%	4,984	56.7%	8,792
Contractual Services	2,400	-	0.0%	2,395	99.8%	2,400
General Materials & Supplies	1,700	1,280	75.3%	1,015	30.8%	3,300
Conference & Meeting Expenses	-	-	0.0%	25	0.0%	-
Fixed Charges	4,000	4,851	121.3%	2,365	59.1%	4,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	78,903	33,304	42.2%	39,142	51.9%	75,373
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<b>\$ 2,506,217</b>	<b>\$ 1,103,352</b>	<b>44.0%</b>	<b>\$ 1,060,853</b>	<b>40.2%</b>	<b>\$ 2,635,881</b>

Illinois Valley Community College District No. 513  
 Fiscal Year 2014 Budget to Actual Comparison  
 Six Months Ended December 31, 2013  
 11/30/2013

	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,362,330	\$ 1,342,657	98.6%	\$ 1,557,158	100.0%	\$ 1,557,008
State Government Sources	7,350,000	2,287,332	31.1%	3,301,302	26.4%	12,500,000
Investment Revenue	15,000	5,025	33.5%	23,750	13.2%	180,000
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 8,727,330</b>	<b>3,635,014</b>	<b>41.7%</b>	<b>4,882,210</b>	<b>34.3%</b>	<b>14,237,008</b>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	45,500	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	8,727,330	5,197,283	59.6%	3,728,494	26.2%	14,237,008
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 8,727,330</b>	<b>5,197,283</b>	<b>59.6%</b>	<b>3,773,994</b>	<b>26.5%</b>	<b>14,237,008</b>

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 1,258,919	\$ 1,243,573	98.8%	\$ 1,253,266	99.3%	\$ 1,261,840
Investment Revenue	5,000	2,658	53.2%	2,042	102.1%	2,000
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>1,263,919</b>	<b>1,246,231</b>	<b>98.6%</b>	<b>1,255,308</b>	<b>99.3%</b>	<b>1,263,840</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support:						
Debt Principal Retirement	\$ 1,185,000	1,185,000	100.0%	1,090,000	86.4%	1,261,840
Interest on Bonds	78,419	45,875	58.5%	125,965	0.0%	-
Fees	500	500	100.0%	500	100.0%	500
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ 1,263,919</b>	<b>\$ 1,231,375</b>	<b>97.4%</b>	<b>\$ 1,216,465</b>	<b>96.4%</b>	<b>\$ 1,262,340</b>

Fiscal Year 2014 Budget to Actual Comparison

	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 35,000	\$ 12,020	34.3%	\$ 7,124	35.6%	\$ 20,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>35,000</b>	<b>12,020</b>	<b>34.3%</b>	<b>7,124</b>	<b>35.6%</b>	<b>20,000</b>
Transfers In (Out)		\$ -	0.0%	\$ -	0.0%	\$ (120,000)

**Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
Six Months Ended December 31, 2013**

<b>AUXILIARY ENTERPRISES FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 12/31/13</b>	<b>Act/Budget 50.0%</b>	<b>Actual 12/31/12</b>	<b>Act/Budget FY13</b>	<b>Annual Budget FY2013</b>
Service Fees	\$ 2,472,700	\$ 1,275,452	51.6%	\$ 1,377,635	51.7%	\$ 2,666,700
Other Revenue	1,000	50	5.0%	2,974	297.4%	1,000
Investment Revenue	8,000	2,265	28.3%	80	1.6%	5,000
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>2,481,700</b>	<b>1,277,767</b>	<b>51.5%</b>	<b>1,380,689</b>	<b>51.7%</b>	<b>2,672,700</b>
					0.0%	
					0.0%	
					0.0%	
Salaries	\$ 339,281	163,699	48.2%	167,909	48.1%	349,348
Employee Benefits	94,629	45,918	48.5%	46,723	50.2%	93,053
Contractual Services	45,300	10,483	23.1%	30,152	59.1%	51,035
Materials & Supplies	1,998,478	1,478,715	74.0%	1,708,051	76.2%	2,240,300
Conference & Meeting	23,363	11,751	50.3%	11,556	53.3%	21,683
Fixed Charges	42,400	23,792	56.1%	30,092	56.4%	53,400
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	-	0.0%	3,840
Other	111,500	-	0.0%	229	0.2%	103,000
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>2,658,791</b>	<b>1,734,358</b>	<b>65.2%</b>	<b>1,994,712</b>	<b>68.4%</b>	<b>2,915,659</b>
Transfer In (Out)	\$ -	\$ 61,414	0.0%	\$ (200)	0.1%	\$ (265,537)

**Fiscal Year 2014 Budget to Actual Comparison**

<b>RESTRICTED PURPOSES FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 12/31/13</b>	<b>Act/Budget 50.0%</b>	<b>Actual 12/31/12</b>	<b>Act/Budget FY13</b>	<b>Annual Budget FY2013</b>
State Government Sources	\$ 360,972	\$ 33,761	9.4%	\$ (10,966)	-2.3%	\$ 468,498
Federal Government Sources	6,743,340	3,131,381	46.4%	3,499,186	45.4%	7,701,634
Service Fees	3,000	2,060	68.7%	5,738	191.3%	3,000
Other Revenue	15,700	27	0.2%	6,065	55.1%	11,000
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<b>7,123,012</b>	<b>3,167,229</b>	<b>44.5%</b>	<b>3,500,023</b>	<b>42.8%</b>	<b>8,184,132</b>
<b>RESTRICTED PURPOSES FUND</b>						
Instruction:						
Salaries	\$ 486,019	214,517	44.1%	187,268	45.1%	415,474
Employee Benefits	115,559	51,571	44.6%	46,799	57.5%	81,388
Contractual Services	85,284	21,802	25.6%	29,602	48.0%	61,654
Materials & Supplies	144,092	23,678	16.4%	62,739	57.1%	109,812
Conference & Meeting	67,273	20,258	30.1%	20,814	28.3%	73,520
Fixed Charges	500	-	0.0%	-	0.0%	3,000
Utilities	3,500	-	0.0%	1,150	48.9%	2,350
Capital Outlay	212,723	18,849	8.9%	5,569	16.7%	33,286
Other (P-16 Grant Waivers)	-	-	0.0%	-	0.0%	9,030
<b>Total Instruction</b>	<b>\$ 1,114,950</b>	<b>\$ 350,675</b>	<b>31.5%</b>	<b>\$ 353,941</b>	<b>44.8%</b>	<b>\$ 789,514</b>

**Illinois Valley Community College District No. 513  
Fiscal Year 2014 Budget to Actual Comparison  
Six Months Ended December 31, 2013**

<b>RESTRICTED PURPOSES FUND</b>	<b>Annual Budget FY2014</b>	<b>Actual 12/31/13</b>	<b>Act/Budget 50.0%</b>	<b>Actual 12/31/12</b>	<b>Act/Budget FY13</b>	<b>Annual Budget FY2013</b>
<b>Academic Support</b>						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	2,150	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	(27,996)	0.0%	160,000
Total Academic Support	<u>-</u>	<u>2,150</u>	<u>0.0%</u>	<u>(27,996)</u>	<u>0.0%</u>	<u>160,000</u>
<b>Student Services</b>						
Salaries	187,260	90,582	48.4%	90,477	45.3%	199,755
Employee Benefits	65,102	32,136	49.4%	32,187	52.6%	61,214
Contractual Services	3,320	2,190	66.0%	5,719	137.8%	4,150
Materials & Supplies	5,200	967	18.6%	2,323	32.7%	7,100
Conference & Meeting	4,500	795	17.7%	1,060	8.7%	12,209
Fixed Charges	-	121	0.0%	98	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	24,175	11,300	46.7%	10,720	33.5%	32,000
Total Student Services	<u>289,557</u>	<u>138,091</u>	<u>47.7%</u>	<u>142,584</u>	<u>45.1%</u>	<u>316,428</u>
<b>Public Service</b>						
Salaries	151,098	74,321	49.2%	264,605	65.3%	405,046
Employee Benefits	29,701	17,385	58.5%	57,340	69.6%	82,379
Contractual Services	500	1,281	256.2%	187,789	128.0%	146,701
Materials & Supplies	6,330	3,419	54.0%	71,157	87.3%	81,470
Conference & Meeting	7,931	8,397	105.9%	41,635	84.9%	49,017
Fixed Charges	-	-	0.0%	6,173	32.3%	19,119
Utilities	1,000	31	3.1%	2,786	54.6%	5,105
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	360	0.0%	15	7.5%	200
Total Public Service	<u>196,560</u>	<u>105,194</u>	<u>53.5%</u>	<u>631,500</u>	<u>80.0%</u>	<u>789,037</u>
<b>Auxiliary Services</b>						
Materials & Supplies	-	-		5,561	0.0%	-
Total Auxiliary Services	<u>-</u>	<u>-</u>		<u>5,561</u>	<u>0.0%</u>	<u>-</u>
<b>Institutional Support</b>						
Salaries (Federal Work Study)	\$ 91,245	\$ 52,891	58.0%	\$ 36,120	39.6%	\$ 91,245
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>52,891</u>	<u>58.0%</u>	<u>36,120</u>	<u>39.6%</u>	<u>91,245</u>
Student grants and waivers (PELL & SEOG)	<u>5,485,000</u>	<u>2,719,226</u>	<u>49.6%</u>	<u>2,893,856</u>	<u>47.5%</u>	<u>6,088,493</u>
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<u><u>7,177,312</u></u>	<u><u>\$ 3,368,227</u></u>	<u><u>46.9%</u></u>	<u><u>\$ 4,035,566</u></u>	<u><u>49.0%</u></u>	<u><u>\$ 8,234,717</u></u>
<b>Transfer In (Out)</b>		<u><u>\$ -</u></u>	<u><u>0.0%</u></u>	<u><u>\$ -</u></u>	<u><u>0.0%</u></u>	<u><u>\$ 27,000</u></u>



Illinois Valley Community College District No. 513  
 Fiscal Year 2014 Budget to Actual Comparison  
 Six Months Ended December 31, 2013  
 11/30/2013

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
Local Government Sources	\$ 250,473	\$ 246,069	98.2%	\$ 273,116	99.7%	\$ 274,033
Investment Revenue	30,000	9,260	30.9%	7,563	37.8%	20,000
Other	-	-	0.0%	315	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>280,473</b>	<b>255,329</b>	<b>91.0%</b>	<b>280,994</b>	<b>95.6%</b>	<b>294,033</b>

Fiscal Year 2014 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
Operations & Maintenance of Plant						
Contractual Services	\$ 351,500	\$ 138,693	39.5%	\$ 132,392	33.0%	\$ 401,500
Material & Supplies	100	111	111.0%	98	98.0%	100
Conference & Meeting	500	490	98.0%	503	100.6%	500
Utilities	-	255	0.0%	236	0.0%	-
Total for Operations & Maintenance of Plant	\$ 352,100	\$ 139,549	39.6%	\$ 133,229	33.1%	\$ 402,100
Institutional Support						
Salaries	\$ 70,929	\$ 37,812	53.3%	\$ 37,210	54.7%	\$ 68,073
Employee Benefits	240,849	6,417	9.0%	7,171	3.1%	233,919
Contractual Services	14,500	11,735	80.9%	15,406	28.0%	55,000
Material & Supplies	2,750	682	24.8%	2,275	82.7%	2,750
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	373,250	395,688	106.0%	336,761	89.0%	378,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	702,278	452,334	64.4%	398,823	54.0%	738,242
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 1,054,378</b>	<b>\$ 591,883</b>	<b>56.1%</b>	<b>\$ 532,052</b>	<b>46.7%</b>	<b>\$ 1,140,342</b>

Fiscal Year 2014 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2014	Actual 12/31/13	Act/Budget 50.0%	Actual 12/31/12	Act/Budget FY13	Annual Budget FY2013
Local Government Sources	\$ 34,900	\$ 34,614	99.2%	\$ 34,221	99.2%	\$ 34,500
Investment Revenue	-	1	0.0%	5	0.0%	-
<b>TOTAL AUDIT FUND REVENUES</b>	<b>34,900</b>	<b>34,615</b>	<b>99.2%</b>	<b>34,226</b>	<b>99.2%</b>	<b>34,500</b>
AUDIT FUND						
Contractual Services	34,900	32,900	94.3%	34,050	98.7%	34,500
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>\$ 34,900</b>	<b>\$ 32,900</b>	<b>94.3%</b>	<b>\$ 34,050</b>	<b>98.7%</b>	<b>\$ 34,500</b>

**Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
All Funds  
12/31/2013**

<u>Department</u>	<u>Annual Budget FY2014</u>	<u>Actual 12/31/2013 #</u>	<u>Act/Budget 50.0%</u>	<u>Explanation</u>
President	\$ 308,482	\$ 155,394	50.4%	
Board of Trustees	16,900	11,974	70.9%	Includes ICCTA dues of \$11,108
Community Relations	330,793	205,666	62.2%	Includes Foundation expenses to be reimbursed
Continuing Education	1,118,350	497,060	44.4%	
Facilities	10,504,644	6,841,645	65.1%	Includes completed PHS projects
Information Technologies	1,733,820	1,272,944	73.4%	Includes annual software licenses & SQL Conversion
Academic Affairs	225,423	115,068	51.0%	
Academic Affairs (AVPCE)	1,025,666	326,824	31.9%	
Adult Education	531,518	238,945	45.0%	
Learning Technologies	664,014	334,315	50.3%	
Career & Tech Education Division	1,784,514	770,699	43.2%	
Natural Science & Business Division	2,151,066	1,080,313	50.2%	
Humanities & Fine Arts/Social Science Division	2,074,146	1,031,245	49.7%	
Health Professions Division	2,042,654	961,433	47.1%	
English, Mathematics, Education Division	2,442,190	1,234,584	50.6%	
Admissions & Records	382,557	188,297	49.2%	
Student Development	620,080	318,172	51.3%	
Student Services	146,425	69,375	47.4%	
Financial Aid	5,923,618	2,938,776	49.6%	
Athletics	237,332	132,334	55.8%	
TRIO (Student Success Grant)	289,256	138,091	47.7%	
Safety Service	350,000	139,030	39.7%	
Business Services/General Institution	2,185,911	1,689,952	77.3%	Includes annual bond payment
Risk Management	704,378	452,850	64.3%	Includes annual insurance premiums
Tuition Waivers	634,200	308,696	48.7%	
Purchasing	111,089	54,640	49.2%	
Human Resources	130,655	56,212	43.0%	
Bookstore	2,246,100	1,546,998	68.9%	Includes book purchases for fall & spring semesters
Shipping & Receiving	78,903	33,304	42.2%	
Copy Center	135,709	39,454	29.1%	
<b>Total FY14 Expenditures</b>	<b>\$ 41,130,393</b>	<b>\$ 23,184,290</b>	<b>56.4%</b>	

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended December 31, 2013**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ (70,040.21)	\$ 331,073.59	\$ (176,533.34)	\$ (644,106.95)	\$ 1,822,525.42	\$ (585,523.11)	\$ 530,664.13	\$ (8,613.51)	\$ 856,759.82	\$ 2,056,205.84
Total Receipts	1,093,568.13	304,297.15	-	-	1,234,041.29	118,154.96	-	-	-	2,750,061.53
Total Cash	1,023,527.92	635,370.74	(176,533.34)	(644,106.95)	3,056,566.71	(467,368.15)	530,664.13	(8,613.51)	856,759.82	4,806,267.37
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs			500,000.00	500,000.00	-		1,000,000.00		1,500,000.00	3,500,000.00
Expenditures	(1,545,546.55)	(150,693.13)	(249,760.00)	-	(298,590.35)	(88,262.47)	-	-	(10,477.62)	(2,343,330.12)
ACCOUNT BALANCE	(522,018.63)	484,677.61	73,706.66	(144,106.95)	2,757,976.36	(555,630.62)	1,530,664.13	(8,613.51)	2,346,282.20	5,962,937.25
Deposits in Transit	(289,446.74)									(289,446.74)
Outstanding Checks	98,229.44									98,229.44
BANK BALANCE	(713,235.93)	484,677.61	73,706.66	(144,106.95)	2,757,976.36	(555,630.62)	1,530,664.13	(8,613.51)	2,346,282.20	5,771,719.95
Certificates of Deposit	-	-	-	-	-	-	1,150,000.00	-	1,100,000.00	2,250,000.00
Illinois Funds	7,837,325.87	2,444,383.70	2,323,073.33	978,732.11	-	465,317.90	-	27,159.18	193,706.22	14,269,698.31
CDB Trust Fund CTC			2,045,074.80							2,045,074.80
Bldg Reserve-ILLFund			1,082,942.20							1,082,942.20
Total Investment	\$ 7,837,325.87	\$ 2,444,383.70	\$ 5,451,090.33	\$ 978,732.11	\$ -	\$ 465,317.90	\$ 1,150,000.00	\$ 27,159.18	\$ 1,293,706.22	\$ 19,647,715.31

LaSalle State Bank      \$ 529,018.73  
Centrue Bank              5,242,701.22  
\$ 5,771,719.95

Respectfully submitted,



Cheryl Roelfsema  
Vice President for Business Services & Finance/Treasurer

**ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
December 31, 2013**

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
3/20/2014						1,000,000		1,000,000	FSB	0.70%	0.70%	1015080074
4/22/2014							100,000	100,000	MB	0.45%	0.45%	914161
10/24/2014							1,000,000	1,000,000	MB	0.60%	0.60%	16139
11/7/2013						150,000		150,000	MB	0.65%	0.65%	915192
<b>Total CD</b>	-	-	-	-	-	1,150,000	1,100,000	2,250,000				

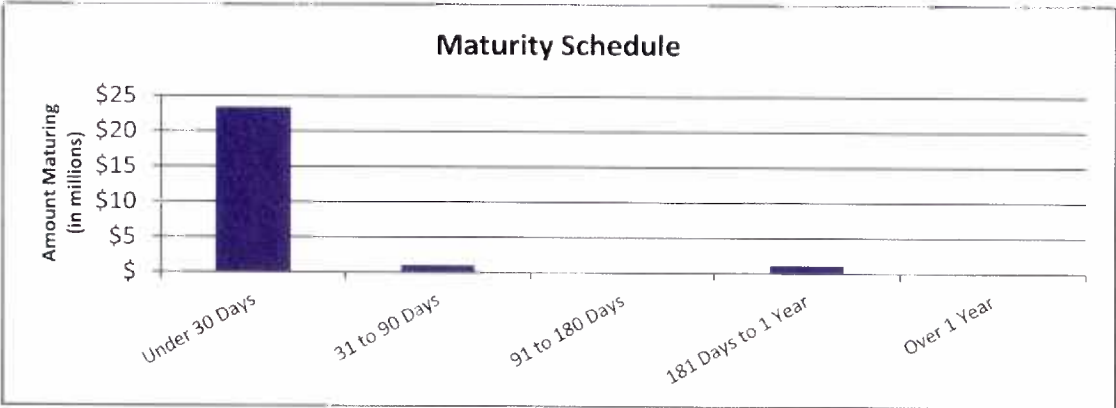
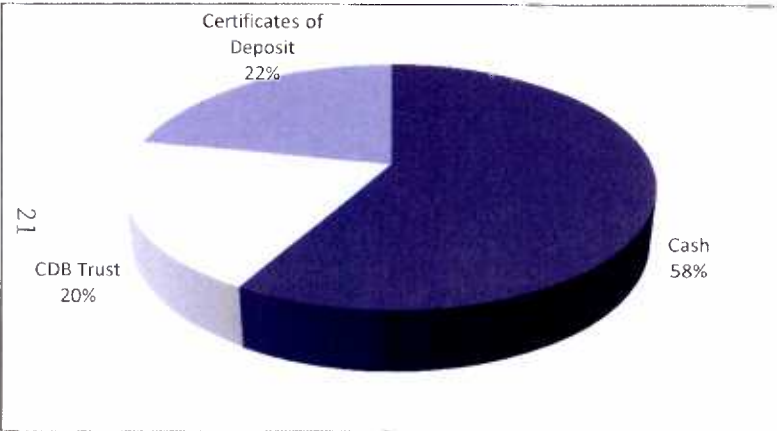
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

\*\* Current II. Funds interest rate: 0.027%

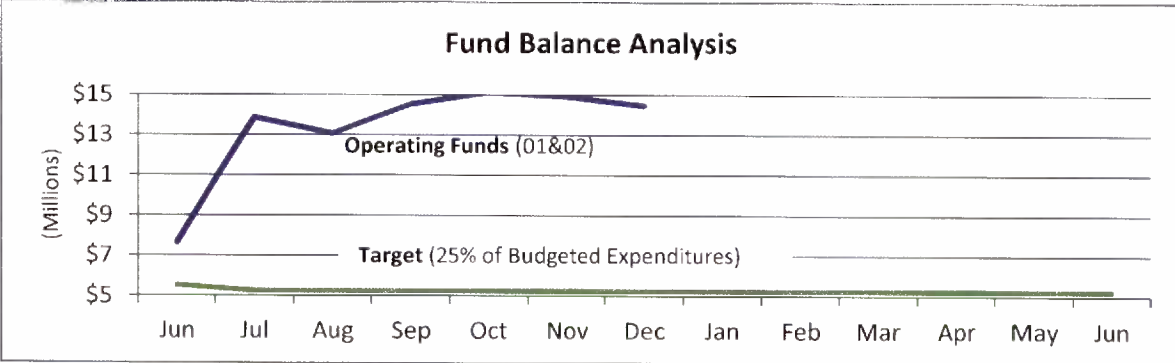
**Illinois Valley Community College District No. 513**  
**Investment Status Report**  
**All Funds**  
**December 31, 2013**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	23.3%	\$ 5,965,699	0.34%
CDB Trust	8.0%	2,045,075	0.25%
Certificates of Deposit	8.8%	2,250,000	0.78%
Illinois Investment Pool		15,352,641	
<b>Total</b>		<b>\$ 25,613,415</b>	

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 15,352,641			\$ 15,352,641	60%
Centrue Bank			5,433,919	5,433,919	21%
First State Bank		1,000,000		1,000,000	4%
Marseilles Bank		1,250,000		1,250,000	5%
Heartland Bank			2,045,075	2,045,075	8%
Cash on Hand			2,762	2,762	0%
LaSalle State Bank			529,019	529,019	2%
	<b>\$ 15,352,641</b>	<b>\$ 2,250,000</b>	<b>\$ 8,010,774</b>	<b>\$ 25,613,415</b>	<b>100%</b>



**Weighted Average Maturity of CD's** 133 Days



**\$5,000 and Over Check Register**

**12/01/13 - 12/31/13**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
710712	12/05/13	0000001	Illinois Valley Community College	85,872.32	Federal & State Payroll Taxes (12/05/13)
710714	12/05/13	0082897	SURS	46,534.67	Payroll (12/05/13)
710720	12/05/13	0001369	Ameren Illinois	31,212.82	Electricity (10/09/13-11/07/13)
710734	12/05/13	0108916	CCIC	264,889.62	Health Insurance (December)
710745	12/05/13	0001515	Ellucian, Inc.	10,875.00	Consulting Fees
710761	12/05/13	0153694	IVCC Bookstore	25,680.00	Book Rental Refunds
710762	12/05/13	0153694	IVCC Bookstore	27,000.00	Book Rental Refunds
710763	12/05/13	0079038	IVCC Student Activity	373,675.65	MAP Funds
710769	12/05/13	0177551	Leapfrog Technologies, Inc.	5,800.00	Renewal Online Catalog Software Support
710782	12/05/13	0180447	Prudential Insurance Company	5,342.70	Life & Disability Insurance (December)
710802	12/05/13	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
710803	12/05/13	0128401	Vanguard Contractors, Inc.	201,059.00	Facility Door Hardware,* Exterior Egress Concrete *
710805	12/05/13	0001927	Walter J Zukowski & Associates	5,180.00	Legal Services
710812	12/06/13	0081443	American Express	202,333.89	CDW Government, Inc .,Cengage Learning Inc., Elsevier, Inc.,McGraw Hill Publishing, Pearson Education Inc.
710815	12/12/13	0101898	Allsteel, Inc.	10,398.55	File Cabinets
710829	12/12/13	0001169	City of Oglesby	6,240.00	Police Protection (09/01/13-12/06/13)
710852	12/12/13	0194756	Low Voltage Solutions, Inc.	5,650.00	Wireless Access Point Installations for CTC
710872	12/12/13	0126119	Vissering Construction Company	48,701.00	Stage Floor Project,*
710892	12/19/13	0000001	Illinois Valley Community College	89,922.29	Federal & State Payroll Taxes (12/19/13)
710894	12/19/13	0082897	SURS	48,143.57	Payroll (12/19/13)
710923	12/19/13	0147977	Bushue Human Resources, Inc.	5,097.00	Insurance Consulting, Background Checks
710934	12/19/13	0190646	CNE Gas Division, LLC	10,777.18	Natural Gas (11/01/13-11/30/13)
710951	12/19/13	0181795	G4S Secure Solutions (USA) Inc.	25,452.60	Security Services (November)
710966	12/19/13	0005259	ICCTA	5,554.00	College FY14 Dues (one-half)
710987	12/19/13	0101216	MBS Textbook Exchange, Inc.	7,575.55	Books for Resale
710996	12/19/13	0000948	Nebraska Book Co., Inc.	31,777.31	Books for Resale
711028	12/19/13	0168528	TestOut Corporation	5,429.00	Books for Resale
711050	12/19/13	0001046	W.W. Norton & Co Inc.	8,460.47	Books for Resale

**\$ 1,600,634.19**

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



### Stipends For Pay Period 12/14/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvin, Stephen R	Interim Dean	11/18/13	11/27/13	12/14/13	ST	1,055.25	011120650051110			
Andree, Christopher D	Subbing for Series 24	11/21/13	11/21/13	12/14/13	ST	127.97	011320410051320			
Balzarini, Doreen J	Intermediate Excel 2010	10/24/13	11/14/13	12/14/13	ST	420.00	014110394151320	CEU-4116-310	Intermediate Excel 2010	
Boyle- Bruch, Ida Lee	Food Service Recertification	12/03/13	12/05/13	12/14/13	ST	250.00	014110394151320	CEU-1501-312	Food Service Recertification	
Bubb, Jennifer Lee	CNA Workshop	10/22/13	10/22/13	12/14/13	ST	67.53	011420730051340			
Engstrom, Norman Bruce	Voice Lessons / 16	11/12/13	12/06/13	12/14/13	ST	512.00	011120650051340	MUP-2001-01	Applied Music- Vocal	
Francisco, Marjorie Lynn	Subbing for Julie Hogue	10/01/13	12/14/13	12/14/13	ST	1,670.40	011420730051340			
Freed, Timothy Daniel	Soup A Great Winter Meal	12/04/13	12/11/13	12/14/13	ST	280.00	014110394151320	HLR-3705-312	Soup A Great Winter Meal	
Hanley, Linda Cheryl	Subbing for Julie Hogue	10/01/13	12/14/13	12/14/13	ST	268.80	011420730051340			
Hardy, Tina L.	Presenter for CON 1301 150	10/28/13	10/28/13	12/14/13	ST	75.00	011120910051900			
Haynes, Tricia Lynn	Reading Meeting	10/09/13	10/09/13	12/14/13	ST	30.00	011520910051900			
Jenrich, Chuck	Champion	12/04/13	12/04/13	12/14/13	ST	500.00	014210331051320	CEU-8272-12	Making Meetings Work	
King, Keith Robert	Presenter for CON 1301 150	11/04/13	11/04/13	12/14/13	ST	75.00	011120910051900			
Koehler, Richard A	LC #901 Driver Improvement	10/16/13	10/16/13	12/14/13	ST	150.00	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Koehler, Richard A	Mileage Reimbursement	11/09/13	11/09/13	12/14/13	ML	28.25	014110394355212			
Koudelka, Arthur Edward	Vehicle Maintenance Ottawa	12/04/13	12/04/13	12/14/13	ST	100.00	014210331051320			
Leadingham, Paul	Welding Assessment at Sabic	11/15/13	11/15/13	12/14/13	ST	1,920.00	014210331051320			
Mahoney, James Joseph	Substitute for WLD Series 312	11/21/13	11/21/13	12/14/13	ST	146.25	011320410051320			
Mangold, Richard F	Mileage Reimbursement	08/19/13	09/30/13	12/14/13	ML	180.80	011120650055210			
Oldaker, Adam Gregory	Presented for CON 1301 150	10/14/13	11/25/13	12/14/13	ST	105.00	011120910051900			
Oseland, Gregory A	Subbed for Castaneda	11/19/13	11/19/13	12/14/13	ST	483.36	011120570051320			
Panizzi, Gerald W	LC #902 LC Driver Improvement	12/07/13	12/07/13	12/14/13	ST	187.50	014110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Pence, Patricia Lynn	Subbing for Julie Hogue	10/01/13	12/14/13	12/14/13	ST	1,305.60	011420730051340			
Quincer, Mark Stephen	Clothing Allowance	12/09/13	12/09/13	12/14/13	TF	43.88	027110471052900			

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**Stipends For Pay Period 12/14/13**

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Sarver, Gregory Stephen	BC#185 Driver Improvement	12/07/13	12/07/13	12/14/13	ST	150.00	014110394351320	CDV-7000-01	Bureau Co. Driver Improvement	
Sarver, Gregory Stephen	Mileage Reimbursement	12/07/13	12/07/13	12/14/13	ST	28.25	014110394355212			
Savoia, Jennifer L.	Subbing for Julie Hogue	10/01/13	12/14/13	12/14/13	ST	320.00	011420730051340			
Schulte, Glen Walter	Subbing for WLD Series 23	08/19/13	10/09/13	12/14/13	ST	127.97	011320410051320			
Stacy, Stephanie	Creating Outdoor Arrangements	12/07/13	12/07/13	12/14/13	ST	50.00	014110394151320	HLR-5218-612	Creating Outdoor Arrangements	
Stevenson, Keith Howard	WHS 1210 300	11/26/13	11/26/13	12/14/13	ST	300.00	011320410051320	WHS-1210-300	Work Warehousing Environment	
Villarreal, Nora Lynn	Presented for CON 1301 150	11/25/13	11/25/13	12/14/13	ST	30.00	011120910051900			
Vogt, Jane Ann	Learn to Knit	11/07/13	11/21/13	12/14/13	ST	105.00	014110394151320			

**11,093.81**

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 1/2/14*  
Dr. Jerry Corcoran  
President

\*Earntypes

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

### Stipends For Pay Period 12/28/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvin, Stephen R	Interim Dean	12/01/13	12/13/13	12/28/13	ST	1,561.77	11120650051110			
Fogle, Benjamin David	Score Board	10/01/13	12/28/13	12/28/13	ST	45.00	56430360251900			
Klieber, Tracie Marie	Strength Cardio Core	11/04/13	12/16/13	12/28/13	ST	360.00	14110394151320	HLR-6217-11	Strength Cardio Core	
Koehler, Richard A	LC #905 Driver Improvement	12/18/13	12/18/13	12/28/13	ST	150.00	14110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
McBride, Melissa Kay	Score Board	10/01/13	12/28/13	12/28/13	ST	510.00	56430360251900			
Panizzi, Gerald W	LC #904 Driver Improvement	12/14/13	12/14/13	12/28/13	ST	187.50	14110394251320	CDV-6000-01	LaSalle Co Driver Improvement	
Pence, Patricia Lynn	Subbing for Hogue	12/18/13	12/28/13	12/28/13	ST	128.00	11420730051340			
Reeder, Brennan Trahern	Lab Hours	10/22/13	12/13/13	12/28/13	ST	252.00	11120570051320			
Ruda, Anthony J	Scoreboard	10/01/13	12/28/13	12/28/13	ST	210.00	56430360251900			
Schomas, Jane Elizabeth	Advanced Swing Dance	10/24/13	12/12/13	12/28/13	ST	780.00	14110394151320	HLR-5103-410	Advanced Swing Dance	
TOTAL						4,184.27				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 1/3/14*

Dr. Jerry Corcoran  
President

**\*Earntypes**

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

**Staff Appointment – Susan L. Isermann, Interim Vice President for Learning and Student Development**

Susan L. Isermann has been identified as the most appropriate individual to fill the Interim Vice President for Learning and Student Development position because of her education, experience and obvious commitment to Illinois Valley Community College. She has been employed by the College for 33 years. After having taught for 17 years, she began assuming a series of administrative responsibilities, culminating with her July 1, 2013 appointment to the new position of Associate Vice President for Academic Affairs and Dean of Workforce Development.

**Recommendation:**

**The administration recommends the appointment of Susan L. Isermann as Interim Vice President for Learning and Student Development with an annualized salary of \$113,750, effective March 1, 2014.**

**Staff Appointment – Ms. Kathryn M. Ross, Controller**

The search advisory committee has selected Ms. Kathryn M. Ross as Controller to fill the vacancy created by the resignation of Patrick Berry. Information on this applicant is attached.

**Recommendation:**

**The administration recommends the appointment of Ms. Kathryn M. Ross as Controller at an annualized salary of \$74,000.**

**RECOMMENDED FOR STAFF APPOINTMENT**  
**2013-2014**

GENERAL INFORMATION:

POSITION TO BE FILLED: Controller

NUMBER OF APPLICANTS: 12

NUMBER OF APPLICANTS INTERVIEWED: 6

APPLICANTS INTERVIEWED BY:

Ms. Cheryl Roelfsema, Mr. Kevin Champlin, Ms. Carolyn Chapman,  
Ms. Sue Isermann, Mr. Mike Sankovich

APPLICANT RECOMMENDED:

Kathryn M. Ross

EDUCATIONAL PREPARATION:

Eastern Illinois University, Charleston, IL- B.S. in Finance  
Kankakee Community College, Kankakee, IL – A.A. in Business

EXPERIENCE:

Mendota Community Hospital, Mendota, IL – Controller/Accounting Manager  
Mendota Community Hospital, Mendota, IL – Accounting Clerk II, I  
Business Employment Skills Team, Peru, IL – Vocational Training Representative  
Kankakee Community College, Kankakee, IL – Monitoring Specialist/EEO Officer  
Unisys Corporation, Lombard, IL – Financial Analyst, Order/Billing Specialist

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

1. Experience in progressively higher level positions
2. Interim Chief Financial Officer
3. Non-profit accounting experience

RECOMMENDED SALARY: **\$74,000** annualized

Ms. Glenna Jones, SPHR  
Director of Human Resources



**LaSalle Power Station Real Property Tax Assessment Settlement Agreement**

The Seneca Township High School District No. 160 and Seneca Community Consolidated Grade School District No. 170 have formally adopted an agreement with Exelon Generation Company for real property assessment for tax years 2013 – 2019. The appropriate management at Exelon has also approved the agreement. The remaining nine taxing bodies will need to approve the agreement in order for it to become effective.

The proposed agreement is a tax-rate freeze with a specific annual equalized assessed valuation (EAV). The term of the agreement is seven years. Exelon is agreeing to a guaranteed payment to each entity each year. The table below illustrates IVCC's rate and annual payment:

<b>Tax Year</b>	<b>Equalized Assessed Valuation</b>	<b>Tax Rate</b>	<b>Annual Payment</b>
2013	\$485,000,000	.35379	\$1,715,882
2014	455,000,000	.35379	1,609,744
2015	435,000,000	.35379	1,538,986
2016	430,000,000	.35379	1,521,298
2017	430,000,000	.35379	1,521,298
2018	435,000,000	.35379	1,538,986
2019	460,000,000	.35379	1,627,434

Exelon guarantees the annual payment without regard to IVCC's tax rate. Should the tax rate decrease, IVCC will still receive the annual payment but should IVCC's tax rate increase, the annual payment also remains the same.

When the 2006 agreement expired on December 31, 2008, the LaSalle County Board of Review set the equalized assessed valuation at \$525,000,000 for 2009; in 2010 and 2011 the value was set at \$504,000,000; and in 2012 the value was set at \$488,250,000. Exelon disputed these values and cases are pending at PTAB for these years. The agreement calls for these disputes to be dropped.

The agreement also provides for an increase in the annual tax payments should Seneca Township High School District No. 160, Seneca Community Consolidated School District No. 170, or Illinois Valley Community College District No. 513 be required by legislative action to increase its share of the contributions or pay that portion of the contributions previously paid by the General Assembly, made by or on behalf of its covered employees to the Teachers Retirement System or the State Universities Retirement System.

**Recommendation:**

**The administration recommends approval of the LaSalle Power Station Real Property Tax Assessment Settlement Agreement providing for a guaranteed payment in lieu of property taxes through tax year 2019.**

**Purchase Request – Equipment for CTC**

On February 19, 2013, the Board authorized the administration to move forward with the Requests for Purchase (RFP) for equipment and technology for the Peter Miller Community Technology Center.

Based on input from local employers, the administration is recommending the purchase of a Fryer MB-10R, a CNC 3-Axis Bed Type Mill, in the amount of \$55,105, from Iverson & Company, Des Plaines, IL. This machine, recommended by Siemens, will be added to IVCC's CNC equipment, uses Siemens controllers, and can be used either as a manual mill or in the CNC mode.

The equipment will be purchased from Iverson & Company as they are the sole source vendor for Fryer Machine Systems in the State of Illinois.

The purchase will be paid for with capital campaign funds.

**Recommendation:**

**The administration recommends Board approval to purchase of a Fryer MB-10R, a CNC 3-Axis Bed Type Mill, from Iverson & Company in the amount of \$55,105.**

**Student Support Services – Project Success – Local Match**

On September 24, 2009 the Board of Trustees took action to provide a local match of \$10,000 annually for the five-year period of the grant FY2012 – FY2016 for the federal Student Support Services grant. One of the grant conditions requires a local match of one-third of the dollars provided for student aid (tuition waivers).

**Recommendation:**

**The administration recommends Board approval of the annual \$10,000 transfer from the Education Fund (Fund 01) to Restricted Funds (Fund 06) for the Student Support Services grant for FY2014.**




ILLINOIS VALLEY  
COMMUNITY COLLEGE

# Memorandum

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**To:** Dr. Jerry Corcoran, President

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

**Date:** January 3, 2014

**Subject:** Student Code of Conduct Modifications

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Effective January 13, 2014, there will be an updated Student Code of Conduct that will go into effect. As a part of the process, the changes have been shared with the student government and with all students as part of the Student Right to Know email and website. Students were provided with an opportunity to comment on the changes, with no concerns being reported.

The majority of the changes to the document included title changes. All Code of Conduct issues have been delegated to the Associate Vice President for Student Services, including the conducting of student due process hearings, when needed. Other substantive changes include the following changes indicated in italicized print:

1. Under Academic Dishonesty, the definition for cheating was expanded upon.
  - CHEATING—using or attempting to use unauthorized materials, study aids, or information in any academic exercise, including copying from another person's work or preparing work for another person that is to be presented as the other person's own work. *This includes utilizing phones or cameras to copy test or assignment materials.*
2. Under Non-Academic Complaints, the appeal process was clarified.
  - If the issue is not resolved in an informal manner, the student may appeal the matter to the Associate Vice President for Student Services. *If the results of the Associate Vice President's review are unsatisfactory to the student, the student may appeal to the Vice President for Learning and Student Development **within five (5) business days** of receiving the written response of the Associate Vice President. The student may request a meeting with the Vice President.*
3. Under Student Responsibilities, the expectations for students were expanded upon.
  - Students are expected to conduct themselves as responsible members of the College community. Disruption of the educational process and violation of the rights of others

constitutes irresponsible behavior. *Students are responsible for knowing and abiding by all College regulations along with federal, state and local statutes. Specific responsibilities of IVCC students include, but are not limited to:*

1. *attending class regularly as specified per class requirements and/or syllabus, and explaining reasons for absences to instructors*
  2. *respecting and utilizing College equipment and facilities appropriately*
  3. *actions characterized by honesty*
  4. *treating all College personnel and fellow students fairly and with respect.*
4. Under the Code of Conduct, several items were added to the list of examples.
- *Unauthorized and/or illegal possession, use or distribution of any alcoholic beverage on campus property*
  - *Verbal abuse to any individual, including blatant profanity or gross disrespect to a student, faculty member, or staff member*
  - *Failure of a registered sex offender to register with Campus Security as required by Illinois State Law*
  - *Violation of the Campus Smoking Policy, including the use of tobacco (including chewing tobacco or electronic cigarettes) outside of designated smoking areas of campus*
  - *Multiple parking violations.*
5. In the area clarifying disciplinary sanctions, the explanation for Disciplinary Probation was clarified and the process for Disciplinary Suspension was modified. The entire process is attached for your reference. The decision to move a suspension away from the full hearing is because of the limited nature of the suspension. In situations where a student poses a safety concern, the Behavioral Intervention Team may put in place a suspension in order to determine the severity of the situation. If a student poses a security risk, then the expulsion process would be initiated.

#### D. Disciplinary Process

Any person may initiate a complaint against a student for violation of the Code of Conduct by filing a written complaint with the Associate Vice President for Student Services. The complaint shall describe the conduct which allegedly violates the Student Code of Conduct. It should be noted that the complaining person may also pursue civil action in the courts.

1. The Associate Vice President for Student Services will investigate the complaint.
2. If in the opinion of the Associate Vice President a violation has occurred, he/she may administer sanctions. Sanctions applied will depend upon the severity of the offense and the student's previous conduct record. Disciplinary procedures and sanctions may be implemented with the assistance of other professional staff members as deemed necessary or appropriate by the Associate Vice President for Student Services.
3. Sanctions include one or a combination of the following:
  1. ADMONITION – An oral reprimand.
  2. WARNING – A written reprimand.
  3. CENSURE – A notice, written or spoken, stating that further misconduct will bring more serious action.
  4. DISCIPLINARY PROBATION – A defined period of time when the student is considered on probationary status. If additional events occur during this probation period, the student may be considered for suspension or expulsion.
  5. DISCIPLINARY SUSPENSION – A written statement disqualifying the student for a specific time period from extracurricular or co-curricular activities.
  6. RESTITUTION – A written requirement that the student provide reimbursement for misappropriation or damage to College property, or that of an individual.
  7. SUSPENSION – A suspension of tuition waiver or scholarship.
  8. COLLEGE SUSPENSION – A written notice of exclusion from the College and any classes, privileges and College activities for a specified period of time (not to exceed one (1) year).
4. *In applying the above sanctions, the decision of the Associate Vice President for Student Services may be appealed in writing to the Vice President for Learning and Student Development within five (5) business days of the receipt of the sanction.*
5. College ~~Suspension or~~ Expulsion, when recommended by the Vice President for Learning and Student Development, shall require a due process hearing prior to being ~~applied and conduct a hearing when necessary~~. *The Associate Vice President may request the assistance of another College official and student representatives while conducting or witnessing the hearing. The Associate Vice President will call such witnesses, including the accused student, as deemed necessary to adjudicate the matter. The accused student may present witnesses.*

EXPULSION--A written termination of a student's status, as indicated for College suspension, for an indefinite period of time.

#### **Due Process Procedure for Students Recommended for College ~~Suspension or~~ Expulsion**

A student who is recommended for college ~~suspension or~~ expulsion as a disciplinary sanction shall be entitled to a due process hearing according to the following process:

1. The Associate Vice President shall send a notice to the student specifying the misconduct for which ~~suspension or~~ expulsion is being recommended.



2. The notice will contain the notification as to the time, date and place of the hearing before the Faculty-Student Review Committee.
3. The Faculty-Student Review Committee shall be composed of three (3) student representatives chosen by the Student Government Association and three (3) faculty chosen by the faculty. The committee shall be chaired by the Vice President for Learning and Student Development.
4. If the Associate Vice President has reasonable cause to believe that danger will be present if the student is permitted on campus, the student may be immediately suspended pending the full hearing.
5. If the student ignores or refuses to acknowledge the hearing, the hearing may proceed with the student in absentia.
6. At the hearing, the student will be permitted to speak in his/her own behalf, to present any witnesses in his/her behalf, and to question any witnesses against him/her.
7. The hearing before the Faculty-Student Review Committee is not subject to formal rules of evidence.
8. Minutes of the proceeding will be taken and prepared, as well as audio tapes. These minutes and audio tapes shall be made available to the student as well as to succeeding levels of review, should an appeal be filed.
9. Within five (5) business days of the hearing, the Committee will issue findings sustaining, overturning or modifying the sanction recommended by the Associate Vice President to the President of the College.
10. The student may appeal the findings of the Faculty-Student Review Committee by filing written notice with the Associate Vice President within five (5) business days of receipt of the Committee's findings.
11. In the absence of an appeal filed within the time frame specified, the decision of the Faculty-Student Review Committee shall be automatically sustained and considered final.
12. If appealed, the student will be informed within five (5) business days of receipt of the appeal, of the date, time and location of the hearing with the President of the College.
13. The hearing with the President shall be scheduled within five (5) business days of the date of notification of appeal hearing to the student.
14. On appeals to the President only the official record of the Review Committee and summary of evidence will be reviewed. No new evidence or testimony will be considered.
15. The President shall issue her/his decision within five (5) business days of the hearing. The President may sustain, overturn or modify sanctions imposed by the Faculty-Student Review Committee.
16. If the President sustains a recommendation of College Suspension, the decision of the President shall be considered final.
17. A recommendation of Expulsion, if sustained by the President, may be appealed to the Board of Trustees.
18. The final avenue of appeal, with regard to Expulsion, is the Board of Trustees of the College. The student must file with the President of the College within five (5) business days of the date of the notice of the President's findings, a written notice of intent to appeal to the Board of Trustees.



# 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.