RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
BOARD OF TRUSTEES REGULAR MEETING
ONE COLLEGE PARK – DECATUR, ILLINOIS 62521

April 15, 2014

The Vision: To be the premier source for education, workforce training, partnerships, and economic development.

College Mission: To provide innovative educational environments, opportunities, and experiences that enable individuals, communities, and the region to grow, thrive, and prosper.

Core Values: Commitment, Respect, Excellence, Accountability, and Diversity

RECOGNITION DINNER – 5:00 p.m. – Shilling Salon I

I. Convening of the Regular Meeting – 6:15 p.m.
   A. Call to Order
   B. Roll Call

II. ***Minutes of the Regular Meeting on March 18, 2014***

III. Appearance of Citizens and Introduction of Guests

IV. Report from Board Secretary regarding Election of Student Trustee

V. ***Swearing In and Seating of Student Trustee for 2014-2015***

VI. Written Communications

- College Activities Report
- Personnel Report
- Construction Report
- Foundation Report
- Strategic Planning – 2015-2018 Development Update

VII. Special Reports

A. Report of the President
   - College Spotlight – Pathways to Results – Ellen Colbeck, Dean, Health Professions

B. Report of ICCTA

C. Report of Student Trustee

D. Report of Agreements/Contracts authorized by President Saunders for the month of March 2014

VIII. Executive Session (IVORY COLOR)

IX. Consent Agenda (PINK COLOR)

A. Change of Employment

1. Joe Feinstein – Director, Technical and Facilities Operations – effective April 1, 2014

B. Statement of Final Construction Costs Compliance

X. OLD BUSINESS (BLUE COLOR)

A. Governance Moment – Process to Build Budget

B. Adoption of 2014 Strategic Plan Priorities

XI. New Business (IVORY COLOR)

A. Designation of the National Incident Management System (NIMS)

XII. Board Policies, Proposals, and Changes (YELLOW COLOR)

A. Section 5 General Policies – Second Reading

XIII. Financial Report (GREEN COLOR)

A. Treasurer's Report and Financial Statement (WHITE COLOR)

B. Bills for Ratification

XIV. Items from the Board

XV. Adjournment

Bold and Italics Denotes Action Items

BOARD BOOK ANNUAL CALENDAR

JANUARY 2014

Reports

Consent Agenda

Legal Representation Agreements

New Business

Recommendation for Approval of Tuition

FEBRUARY 2014

Reports

Consent Agenda

New Business
Recommendations for Tenure

Recommendation for Approval of Fees

Executive Session -
President's Evaluation

President's Contract

MARCH 2014

Reports

Consent Agenda

New Business
Recommendations for Faculty Promotions in Rank

Recommendation to Grant Professor Emeritus Status

Recommendation to Grant Staff Emeritus Status

Recommendation for Professional Leave

Strategic Plan

APRIL 2014

Tenure and Promotion Recognition Dinner

Student Senate Election Results

Report from Board Secretary regarding Election of Student Trustee

Seating of New Student Trustee

Reports

MAY 2014

Reorganization of Board of Trustees

Reports

Consent Agenda

New Business

Tentative Budget

Other

RCC Commencement

ICCTA Lobby Day

JUNE 2014

Reports

Consent Agenda

New Business

Compliance with Prevailing Wage Act

State Capital Funding Request RAMP

Review of Minutes of Previous Executive Sessions

ICCTA Annual Convention

Public Hearing for Budget

Resolution Adopting Budget

Resolution Transferring Earnings

BOARD BOOK ANNUAL CALENDAR

JULY 2014

Reports

Consent Agenda

AUGUST 2014

Reports
Institutional Year Book
Program Review
Presentation

Consent Agenda

SEPTEMBER 2014

Reports

Consent Agenda

OCTOBER 2014

Reports

Consent Agenda

Distribution of Audit Reports – RCC & Brush College, LLC

Strategic Plan Quarterly Update

NOVEMBER 2014

Reports

Consent Agenda

Audit Presentation

Financial Report
Discussion of Tax Levy

Calendar of Regular Meetings of Board of Trustees

DECEMBER 2014

Reports

Consent Agenda

Old Business
Resolution for Fiscal Year Tax Levy

Review of Minutes of Previous Executive Sessions

2013 Strategic Plan Priorities

Goal 1: Advance Student Access, Engagement, and Success

Strategy A: To advance student access by providing a comprehensive system for enrollment, student services, and scheduling.

1. Develop enrollment and recruitment strategies for target audiences in new programs.
2. Expand Richland Transfer Academy. (Target—30 students from 6 high schools)
3. Increase enrollment for online and international students. (Target—increase 10% over AY2012)

Strategy B: To enhance educational engagement in and out of the classroom.

1. Complete international education strategic plan.
2. Implement international plan priorities for 2013, which include Culinary Arts Institute Study Abroad to China, signed MoU with Madison Area Technical College for service learning student abroad, and professional development activities for two faculty.
3. Design Student Services Center that provides effective, safe, engaging environment for prospective, new, and returning students to meet their educational goals.
4. Establish 3-way articulation agreement with Yew Chung Community College (Xian, China), UIUC College of ACES, and Richland.

Strategy C: Support student success through enhanced readiness, persistence, retention, and completion.

1. Realize increased graduation yield for near completers by establishing a 2012 baseline and increasing the total by 10% in 2013.
2. Create a comprehensive, longitudinal academic assessment plan using internal instruments and external instruments for comparison.
3. Complete L2 Scorecard for all SAS divisions, populated with vetted and validated data.
4. Implement institutional effectiveness reporting for each program area in accordance with 2012 strategic plans.
5. Transition Teaching/Learning Support Services Division to Learning Support and College Readiness Division and complete awareness campaign to convey new purpose.
6. Improve Adult Education Program State ranking by 10% over FY2012.

Strategy D: Ensure that College curricula meet current and emerging workforce and student needs.

1. Complete Health Information Technology program accreditation through CAHIIM.
2. Implement online delivery of courses for carbon capture, utilization, and storage (CCUS) for AAS specialty and AS concentration.
3. Integrate remaining Heartland Technical Academy programs into dual credit curricula (i.e., construction technology, welding, automotive).
4. Complete program reviews and development of two short-term certificates to support performance funding objectives linked to retention and completion.
5. Complete accreditation for Culinary Arts Institute through American Culinary Federation.
6. Develop new degrees and certificates for autobody technology, diesel technology, and construction technology.
7. Complete HVAC program accreditation.
8. Increase renewable energy laboratory activities with Engineering Technology credit programming and CPED Sustainability noncredit programming. (Target—enrollment increases of 10% over AY2012)
9. Develop and begin implementation of a business plan for the new Business Education Center.

Goal 2: Cultivate a sustainable institutional environment.

Strategy A: Create and implement an institutional sustainability master plan.

1. Manage ongoing Workforce Development Institute project to maintain costs within budget.
2. Coordinate work for the Student Success Center with CDB and College to lead to groundbreaking by end of 2013.
3. Coordinate work with CDB and College to renovate South Wing.

4. Monitor construction for the Clinton Extension Center for planned opening in the fall of 2013.
5. Complete parking lot lighting project.
6. Complete Sustainability Walkway.
7. Develop a Program Statement for the Business Education Center.

Strategy B: Enhance mental, physical, and professional wellness for employees, students, and their families.

1. Increase participation rate of full-time employees in College-sponsored wellness programs to 50%.

Strategy C: Enhance processes and increase activities that promote diversity and social justice.

1. Conduct adjunct faculty outreach activities to identify mutual interests that benefit students.
2. Continue to provide District and state opportunities to promote diversity and social justice through the Conference on Diversity and Globalization.

Strategy D: Ensure sustainability of the College's human resources.

1. Conduct collective bargaining activities with Adjunct Faculty Bargaining Committee.
2. Review Health Insurance Plan implemented 1/2013 to assure program effectiveness and fiscal savings.
3. Develop Service Academy to provide staff professional development opportunities related to customer and other services.
4. Develop Leadership Academy to address professional development needs of employees with emerging leadership skills.

Strategy E: Enhance processes that promote financial vitality.

1. Adopt annual budget that sustains affordability and innovation.

Goal 3: Enhance community engagement and partnerships.

Strategy A: Advance and broaden business relationships that align with college programmatic & fiscal needs in a sustainable fashion.

1. Implement Capital Campaign through Richland Foundation.
2. Expand STEM activities with K-12 partners to encourage transition to Richland STEM programs.
3. Expand National Sequestration Education Center outreach regionally, nationally, and globally via new industry partnership affiliations and the Association of University Research Parks.
4. Increase number/amount of endowed scholarships and funds that support the College's mission of learning. (Target—5% increase in scholarship allocations over AY2012)
5. Promote Richland scholarships through an awareness campaign.
6. Provide fundraising training for all Foundation board members, as preparation for focused gift fundraising.
7. Continue outreach to College alumni through the Alumni Association. (Target—5% increase in Alumni Association membership over 2012)

Strategy B: Strengthen relationships that create new opportunities for P-20 education.

1. Develop faculty partnerships with area high school teachers related to career and college readiness. Target—3 high school districts)
2. Advance US Department of Energy partnership regarding CCUS addressing research, technology transfer, and business incubation via new grant engagement.

Strategy C: Strengthen relationships that create new opportunities for continuing education.

1. Advance AATP development by establishing partnership with Vermilion Development Company.

Strategy D: Create a proactive presence in the community and within local service organizations.

1. Host the 2013 Farm Progress Show and develop an exhibit for the Show.
2. Deliver Science Sundays at the Children's Museum of Illinois as part of an ADM grant.
3. Complete NSEC Visitor Center attractions.
4. Increase community outreach activities by 500 people over 2012 participation.

Strategy E: Work collaboratively with local, state, and federal government.

1. Complete Higher Learning Commission Systems Portfolio and submit on time.

Strategy F: Continue to promote partnerships in workforce training and economic development while exploring new opportunities to enhance regional employment potential.

1. Revitalize Career Services by establishing a centralized internship tracking and placement system and including business portal services.

Innovation and Quality Performance System

Richland COMMUNITY COLLEGE

College Vision

To be the Premier Source for Education, Workforce Training, Partnerships and Economic Development.

College Mission

The mission of Richland Community College is to provide innovative educational environments, opportunities, and experiences that enable individuals, communities, and the region to grow, thrive, and prosper.

Core Values

Commitment
Respect
Excellence
Accountability
Diversity

IBHE Public Agenda/ ICCB Reporting

Strategic Plan

Richland Community College Strategic Plan 2011-2014

Goal 1: Advance student access, engagement, and success.

Strategy A: To advance student access by providing a comprehensive system for enrollment, student services, and scheduling.
Strategy B: To enhance educational engagement in and out of the classroom.
Strategy C: Support student success through enhanced readiness, persistence, retention, and completion.

Goal 2: Cultivate a sustainable institutional environment.

Strategy A: Create and implement an institutional sustainability master plan.
Strategy B: Increase activities that enhance mental, physical, and professional wellness for employees, students, and their families.
Strategy C: Enhance processes that promote ecological health.
Strategy D: Enhance processes and increase activities that promote diversity and social justice.
Strategy E: Ensure sustainability of the College's human resources.
Strategy F: Enhance processes that promote financial vitality.

Goal 3: Enhance community engagement and partnerships.

Strategy A: Advance and broaden business relationships that align with college programmatic & fiscal needs in a sustainable fashion.
Strategy B: Strengthen relationships that create new opportunities for P-20 education.
Strategy C: Strengthen relationships that create new opportunities for continuing education.
Strategy D: Create a proactive presence in the community and within local service organizations.
Strategy E: Work collaboratively with local, state, and federal government.
Strategy F: Continue to promote partnerships in workforce training and economic development while exploring new opportunities to enhance regional employment potential.

Implementation and Performance

Public Accountability

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

DashBoard

Annual Performance Report

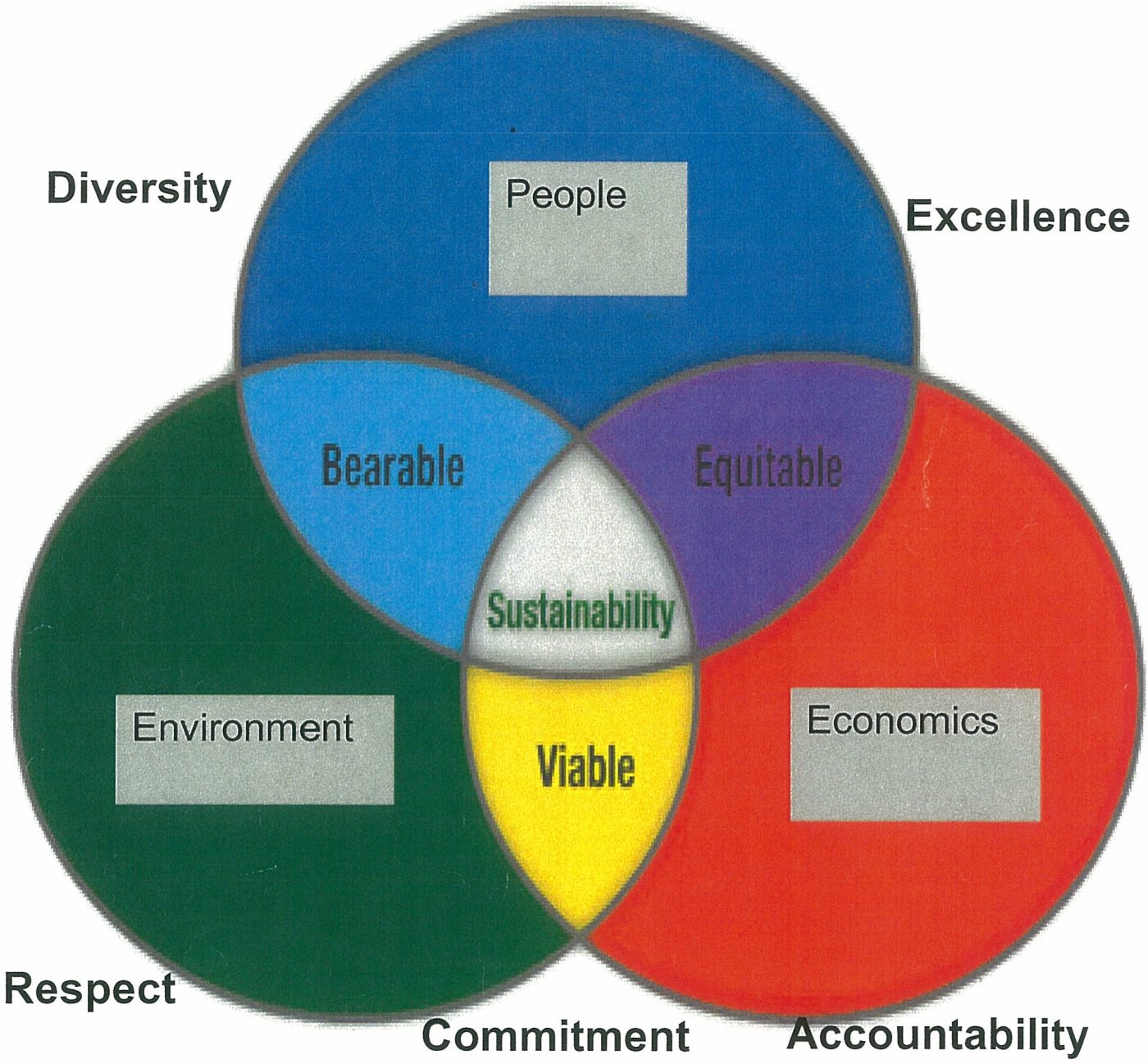
Implementation and Performance

Public Accountability

Higher Learning Commission Academic Quality Improvement Program (AQIP)

www.richland.edu/about/improvement

Principles of Sustainability



CONVENING OF THE REGULAR MEETING

MINUTES OF THE REGULAR MEETING ON MARCH 18, 2014

MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE
ONE COLLEGE PARK – DECATUR, ILLINOIS 62521

March 18, 2014

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order on Tuesday, March 18, 2014, at 5:36 p.m. in Conference Room A/B of the College by Chairman Colee. Chairman Colee also recited the College Vision, Mission, and Core Values.

Roll Call

Members present: Bruce Campbell, Dale Colee, David Cooprider, Rev. Wayne Dunning, Corey Green, Dr. Larry Osborne, Randy Prince, and Tom Ritter

Also present: Dr. Gayle Saunders and other staff members

MINUTES OF PREVIOUS MEETINGS

The minutes of the regular meeting of February 6, 2014, had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of February 6, 2014. Campbell seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

Communication from David Holtfreter, Director of Operations and Technical Services, announcing his retirement after 25 years of service to the College.

College Activities Report:

- Scholarship Dinner for the Culinary Arts will be held on March 22.
- The Clinton Area Chamber of Commerce Business Expo will be held on March 26. Richland Community College will promote its credit and non-credit class schedule as well as educate the public about facility rental opportunities at the Clinton Higher Education Center.
- i-Con (formerly College 101) will be held on March 27. This is an opportunity for citizen of the District to learn about Richland.
- Richland Theatre presents "[sic]" on April 4-6.
- Summer/Fall registration begins for current students on April 7.

- The next Culinary Arts Institute luncheon will be held on April 8.
- Richland Community College Job Fair will be held on April 10.

Personnel Update:

Full-Time Employee Retirement, Resignations, and Terminations

- DaJuan Johnson, Strategic Prevention Framework Coordinator, Decatur Community Partnership, effective February 28, 2014

New Employee

- Neal Leihser, Technical Support Specialist II, effective March 3, 2014

Construction Report
The list of current construction projects are listed in the Board Book, along with an update on the parking lot light replacement project. The fixtures are being installed in the new Culinary Arts dining room and a ribbon cutting is being planned for June.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

New Board Agenda Items – A written or verbal report will be presented each month to update the board on the strategic planning process. Another addition to the monthly agenda will be a Governance Moment. The intent will be to develop a presentation that will be interactive with the Board to learn more about how Richland Community College moves from thoughts or ideas to the recommendation stage.

Full-Time Faculty Member of the Year – Congratulations to Professor Crystal Kitchens on her selection as Richland Community College's 2014 Full-Time Faculty of the Year.

Part-Time Faculty Member of the Year – Congratulations to Mathematics Instructor Laura Philips on her selection as Richland Community College's 2014 Part-Time Faculty of the Year.

Alumnus of the Year – Pat McDaniel has been selected as Richland Community College's 2014 Alumnus of the Year. Pat received an Associate in Arts degree in 1977 and an Associate in Applied Science degree in 1979 from Richland Community College. He is a Vietnam War veteran of the United States Army. Pat was previously a Divisional Vice President for Sales and Service at Sangamon, Inc./Service Advantage and Executive Director of the Macon County Historical Society and Museum Complex, retiring in 2013. In April 2011, he was elected to the Decatur City Council and continues to serve at this time.

Faculty Tenure and Promotion Recognition Dinner – The Faculty Tenure and Promotion Recognition Dinner will be held prior to the Board meeting on April 15. The

dinner will start at 5:00 p.m. Crystal Kitchens, Laura Philips, and Pat McDaniel will be honored along with the faculty receiving tenure and promotions.

Academic Quality Improvement Program (AQIP) Site Visit – The AQIP site visit is scheduled for March 19 through 21. The main points of the visit are: focus on progress since the Systems Appraisal; explore what the College is doing to improve processes and results, and to help the College discover where to focus its energies. The visit should leave the institution proud of its achievements, optimistic about its ability to face problems and future challenges, and energized about the work it must tackle next. It leads to reaccreditation which should be announced in the summer.

Strategy Forum Highlights – Dr. Denise Crews, Vice President, Academic Services, presented to the Board. A cross divisional team attended the Higher Learning Commission Strategy Forum on February 19-21, 2014. The purpose of the forum was for committee members to have the opportunity to work as a team with other AQIP institution teams to generate new ideas and strategies for continuous improvement. Richland Community College's target for improvement was identified as measuring effectiveness through the use of evidence based decision making. The Continuous Improvement Process Team also was identified.

Coffee House Addition –Professor Bean's Brewed Awakening is a custom coffee blend developed by the students in the Culinary Arts Institute at Richland Community College. This is one of many opportunities for student engagement through the College's Project Based Learning Initiative. Board members were given samples of the coffee.

Model Illinois Government – A delegation from Richland Community College participated in the Model Illinois Government simulation at the Illinois State Capitol Complex in Springfield, Illinois. Each spring, College students from Illinois participate in the Model Illinois Government simulation. Nearly 300 students from over 20 colleges and universities converged on the Illinois State Capital to gain more experiences in a weekend than in a semester of classes. The simulation is structured as a legislative session. Students simulate roles including: Legislators, lobbyists, journalists, attorneys, justices, budget analysts, and leadership positions within the parties and committees. Students are assigned political parties and districts and placed in committees. The legislators then simulate the legislative session experience in the actual committee rooms and chambers of the Capitol building. Richland's first year delegate Drew Powell won Outstanding Senate Committee Member. A luncheon to recognize them is scheduled in the upcoming weeks.

Community Leaders Breakfast – The next Community Leaders Breakfast will be held on April 3. Dr. Saunders is the featured speaker.

Strategic Plan Priorities – Gianina Baker, Director, Institutional Effectiveness and Planning, presented the 2014 Strategic Plan Priorities to the Board.

Strategic Planning 2015-2018 Development Update – Gianina Baker, Director, Institutional Effectiveness and Planning, presented to the Board. Letters have been sent to potential team members. An initial meeting is planned for April. The first steps of the team will include review of the Environmental Scan, Economic Impact Study from ICCB, and feedback from the Board. There also will be internal strategic conversations conducted. Initial ideas for goals will be ready for the Summer Board Retreat.

College Spotlight – Tricia Cordulack, Director of Scholarships and Alumni Relations, addressed the Board. Tricia presented a video featuring the stories of scholarship recipients and donors. A total of 534 scholarship were awarded in 2012 vs. 623 in 2013. Additional funds were added in 2013, including seven new endowment funds, bringing the total for endowed scholarship funds to 47 in 2013.

REPORT OF ICCTA

Trustee Campbell reported on the recent ACCT 2014 National Legislative Summit held on February 10-13, 2014, in Washington, D.C. He also reported on the ICCTA meeting held on March 15, in Lisle, Illinois. Bruce encouraged other trustees to attend ICCTA meetings. The wealth of information and feedback is invaluable to the Board.

The Richland Community College delegation was able to meet with Congressman Rodney Davis and staff. Lisa Gregory was complimented for her work facilitating the meetings.

Richland Community College students were encouraged to apply for the Gandhi/King Peach Scholarship.

The next meeting will be April 29, in Springfield, Illinois.

REPORT OF STUDENT TRUSTEE

Student Trustee Corey Green presented updates from Campus Life. Student Senate thanked Dr. Saunders for attending their meeting. An open meeting will be held in April to allow students to attend and ask questions. Online voting will be held March 18-20. A new constitution has been officially adopted. A number of Senators volunteered at election sites on March 18. Phi Theta Kappa participated in a sugar campaign for the Good Samaritan Inn. The Student Administration luncheon will be held on March 31.

MONTHLY REPORT OF AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF FEBRUARY 2014

Dr. Saunders signed the Richland Community College Associate Degree Nursing Clinical Observation Agreement with Advantage Nursing Services for the purpose of providing practical learning and clinical observational experiences in connection with Associate Degree Nursing (ADN) students of the College.

EXECUTIVE SESSION

Osborne moved that the Board enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

Meeting convened into closed session at 6:50 p.m.

Meeting reconvened into open session at 7:51 p.m.

CONSENT AGENDA

Statement of Final Construction Costs Compliance

A recommendation to authorize the College administration to submit the Statement of Final Construction Costs Compliance to the Illinois Community College Board was presented to the Board.

Osborne moved to approve the consent agenda item as presented. Cooprider seconded.

Prince moved to remove the item from the consent agenda to be voted on separately. Osborne seconded.

Roll call vote on the Statement of Final Construction Costs Compliance being all ayes, Chairman Colee declared the motion carried.

OLD BUSINESS

Consideration of Section 3.2(b) President's Employment Agreement

Campbell, as a representative of the Compensation Committee, moved to set the amount due the President as discussed during the executive session on March 18, 2014, pursuant to Section 3.2(b) of the President's employment agreement. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.

Governance Update

Dr. Doug Brauer, Vice President, Economic Development and Innovative Workforce Solutions, presented to the Board. Dr. Brauer distributed and explained the curriculum development process and submission to the Illinois Community College Board.

NEW BUSINESS

Recommendation for Faculty Promotions in Rank

A recommendation to adopt the following resolutions: 14-5: Jill Feinstein, Associate Professor to Professor; 14-6: Steve Austin, Associate Professor to Professor; 14-7: Susan Grimm, Assistant Professor to Associate Professor; 14-8: Matthew Cardinal, Instructor to Assistant Professor; 14-9: Evyonne Hawkins, Assistant Professor to Associate Professor, was presented to the Board.

Osborne moved to adopt the following resolutions: 14-5: Jill Feinstein, Associate Professor to Professor; 14-6: Steve Austin, Associate Professor to Professor; 14-7: Susan Grimm, Assistant Professor to Associate Professor; 14-8: Matthew Cardinal, Instructor to Assistant Professor; 14-9: Evyonne Hawkins, Assistant Professor to Associate Professor, as presented. Prince seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

Recommendation to Approve Staff Emeritus Status

A recommendation to grant Staff Emeritus status to Sandy Harmison, a retired staff member, as specified in Staff Emeritus Policy 3.8.2 was presented to the Board.

Prince moved to grant Staff Emeritus status to Sandy Harmison, a retired staff member, as specified in Staff Emeritus Policy 3.8.2, as presented. Campbell seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

Submission of Associate in Applied Science (A.A.S.) Degree – Diesel Medium/Heavy Truck Technology to the Illinois Community College Board

A recommendation to authorize the College staff to submit the Associate in Applied Science (A.A.S.) Degree-Diesel Medium/Heavy Truck Technology to the Illinois Community College Board was presented to the Board.

The A.A.S. Degree – Diesel Medium Heavy Truck Technology is specifically designed to meet the growing needs for skilled laborers that have a deeper understanding of the technology that goes into the more sophisticated, modern diesel truck.

Campbell moved to authorize the College staff to submit the Associate in Applied Science (A.A.S.) Degree – Diesel Medium/Heavy Truck Technology to the Illinois

Community College Board, was presented. Cooprider seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

Submission of Associate in Applied Science (A.A.S.) Degree – Collision Repair Technology to the Illinois Community College Board

A recommendation to authorize the College Staff to submit the Associate in Applied Science (A.A.S.) Degree – Collision Repair Technology to the Illinois Community College Board was presented to the Board.

The A.A.S. Degree – Collision Repair Technology is specifically designed to meet the growing needs for skilled laborers that have formal training in automotive body repair and/or finishing. The new degree will become effective Fall 2014.

Osborne moved to authorize the College staff to submit the Associate in Applied Science (A.A.S.) Degree – Collision Repair Technology to the Illinois Community College Board, was presented. Ritter seconded. Voice vote being all ayes, Chairman Colee declared the motion carried.

Authorization to Enter into a Local Debt Recovery Intergovernmental Agreement

A recommendation to authorize College Administration to enter into an Intergovernmental Agreement with the Illinois Office of the Comptroller for collecting unpaid debts owed to the College was presented to the Board.

The authorization will allow the College to use the resources of the Illinois Office of the Comptroller to match unpaid debt records submitted by the College to State payouts such as tax refunds, lottery winnings, and state payroll checks.

Prince moved to authorize the College Administration to enter into an Intergovernmental Agreement with the Illinois Office of the Comptroller for collecting unpaid debts owed to the College as presented. Voice vote being all ayes, Chairman Colee declared the motion carried.

Recommendation to Purchase Computer Numerical Control (CNC) Equipment

A recommendation to approve the purchase of Computer Numerical Control (CNC) Equipment from EMCO Maier Corporation at a cost of $170,000 was presented to the Board.

The EMCO Maier Corporation specializes in CNC (computer numerical controlled) equipment and is the baseline CNC equipment brand used in the College's Engineering Technology Program to align with equipment used by area manufacturing company partners.

The College's iNAM (Illinois Network for Advanced Manufacturing) grant will support this purchase. This request is made in accordance with 110 ILCS 805/3-27.1 (i).

Prince moved to approve the purchase of Computer Numerical Control (CNC) Equipment from the EMCO Maier Corporation at a cost of $170,000 in accordance with the payment terms extended by EMCO Maier Corporation, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.

Lease of Dump Truck

A recommendation to authorize the lease of an International 4300LP with a hydraulic snow plow from Idealease of Springfield, Illinois, for $2,157 per month for 60 months was presented to the Board.

A bid was issued with one company responding. Idealease of Springfield, Illinois, offered a new 2011 International 4300LP with a hydraulic snow plow for $2,157 per month for 60 months. Funding for this purchase is available in the Operation and Maintenance Fund Budget.

Prince moved to approve the lease of an International 4300LP with a hydraulic snow plow from Idealease of Springfield, Illinois, for $2,157 per month for 60 months as presented. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

General Policies – Section 5 – First Reading

Section 5 was presented for first reading. Updates were made to sections 5.1, 5.2, 5.4, 5.6, 5.7, 5.8.1, 5.9, and 5.12.

Section 5 has been reviewed by the Board of Trustees and President's Cabinet. The Policy and Communications Committee and the Institutional Effectiveness Group have also considered the updates. No action is recommended at this time.

FINANCIAL REPORT

Bills Payable

The January and February 2014 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills for payment and ratification in the amount of $1,103,129.28 for January 2014 and $1,835,426.68 for February 2014 was distributed to the Board prior to the meeting.

Prince moved to ratify the January 2014 and February 2014 bills paid and approve the Financial Statement to be filed for audit. Osborne seconded. Roll call vote being all ayes, Chairman Colee declared the motion carried.

ITEMS FROM THE BOARD

Trustee Prince commended Dr. Saunders on another wonderful year as President. He also commended David Holtfreter for his many years of service to the College. He recommended David for the designation of Staff Emeritus.

Chairman Colee commented on the article in the *Decatur Tribune* featuring Vice President Marcus Brown and Dr. Saunders.

Chairman Colee also commented on a job well done for Lisa Gregory. Lisa knows how to get things done. Lisa is an "unsung hero".

ADJOURNMENT

Prince moved to adjourn the meeting at 8:35 p.m. Campbell seconded. Voice vote being all ayes, Chairman Colee declared the meeting adjourned.

_____
Dr. Larry Osborne, Secretary

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

REPORT FROM BOARD SECRETARY REGARDING ELECTION OF STUDENT TRUSTEE

RICHLAND COMMUNITY COLLEGE
REPORT ON RESULTS OF ELECTION FOR STUDENT TRUSTEE

The election for a new Student Trustee for the 2014-2015 term of office was conducted March 18 through 20, 2014. Tabulation of election results was conducted following the closing of the polls March 20.

Student Trustee candidate Paris Woods received 28 votes.

Accordingly, Paris Woods has been elected student trustee, is qualified to, and will be, seated as a member of the Board at the regular April meeting.

BY:_____
Dr. Larry Osborne
Board of Trustees

DATE: April 15, 2014

SWEARING-IN AND SEATING OF STUDENT TRUSTEE

OATH OF OFFICE

STUDENT MEMBER OF BOARD OF TRUSTEES

RICHLAND COMMUNITY COLLEGE

Dale Colee

Do you, PARIS WOODS, swear that as a duly elected student member for 2014-2015 of the Board of Trustees of Richland Community College, District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon, and Shelby, and the State of Illinois, you will faithfully fulfill your obligations by upholding the law as set forth in the Public Community College Act of Illinois and by supporting the community college as a force for educational good in the community to the best of your capabilities, so help you God?

PARIS WOODS

Response: "I do"

WRITTEN COMMUNICATIONS

Richland Community College

TO: Dr. Gayle Saunders

FROM: Lisa Gregory, Executive Director, Public Information and Chief of Staff

DATE: April 2, 2014

SUBJECT: College Activities Report

Please find attached the *Richland Community College Activities Report* for the current month and a preview of next month. The *Activities Report* is meant to provide information on items of College-wide and community interest and to spotlight the variety of activities and events in which the College is engaged.

April 2014

April 18-20	Spring Holiday (College Closed)
April 22- 24	"Be a Hero" Campaign Mueller Student Center Health Fair, Super Hero Costume Contest, Organ donor panel, Organ donor registration/awareness, EMT/Fire Science Blood Drive
April 23-27	AKC Dog Show – Progress City, USA Sponsored by the Progress City Cluster
April 30	Culinary Arts Institute Dinner Seating between 6:00 p.m. – 6:30 p.m. Cost: $15.00 Call 875-7211, ext. 740, for reservations

May 2014

May 2	Student Awards & Recognition Reception Shilling Salons 5:30 p.m. – Reception; 6:00 p.m. – Program Clubs and academic awards are presented to students from Student Engagement and all departments.
May 7	Culinary Arts Institute Lunch Seating between 11:30 a.m. – 12:30 p.m. Cost: $10 Call 875-7211, ext. 740 for reservations
May 9	Richland Community College Foundation Annual Golf Outing Hickory Point Golf Course
May 9, 10	Annual Mother's Day Plant Sale 7:00 a.m. – 6 p.m. – Friday; 7:00 a.m. – 1 p.m. – Saturday
May 9, 10	Richland Spring Dance Concert 7:00 p.m. – Shilling Auditorium
May 10, 12-15	Final Exams
May 16	Health Professions Pinning Ceremony 5:00 p.m. – Decatur Civic Center Theatre
May 16	Richland Community College Spring 2014 Commencement 7:00 p.m. – Decatur Civic Center Arena
May 20	Board of Trustees Meeting 5:30 p.m. – Board Room

Richland Community College

To: Dr. Gayle Saunders, President

From: Richard Gschwend, Director, Human Resources

Date: April 8, 2014

Subject: Personnel Update

Retirements, Resignations, and Terminations

Name	Position	Last Day
Jennifer Theis	Scene Shop Facilitator, Communications, Education, Humanities, and Fine Arts	04/04/14
David Dubose	Instructor, Developmental English Communications, Education, Humanities, and Fine Arts	05/16/14

Changes

Name	Position	Start Date
Clay Gerhard	Assistant to the Director, Facilities and Operations, Finance and Administration	04/01/14
John Kleiss	Assistant Director, Plant Operations, Facilities and Operations	04/01/14
Paul Krekel	Network Support Administrator I, Facilities and Operations	04/01/14
Sam Perryman	Network Support Administrator II, Facilities and Operations	04/01/14
Andrew Robinson	Secretary, Academic Success Center	04/21/14

New Employee

Name	Position	Start Date
Sharon Sims	Clerical Assistant, Part-time Partners in Education	03/17/14
Paula Wood	Secretary, Part-time Continuing and Professional Education	03/17/14

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM

BUSINESS SERVICES

To: Dr. Gayle Saunders

From: Greg Florian

Date: April 7, 2014

Re: Construction Project Status

Current Construction Projects

Student Success Center – After the CDB's review of the 100 percent document review, many comments were noted for change and correction. A meeting with CDB and the College's design team will be held on April 8th in order to gain a final understanding of the changes that are noted and clean-up for other details. The outcome of this meeting is to have a complete understanding of the CDB's comments and necessary actions to move the documents to the bid phase. It appears that the changes in the design team's members have caused problems with consistency between submission of the 50 and 100 percent design documents. Once CDB approves the final changes, the project will be put out for bid by the CDB. The College's administration is continuing to develop a transitional plan for maintaining operations during the project. The project is anticipated to bid during late spring of 2014.

Culinary Arts Institute – The metal roofing system is 99 percent complete and will be finished as weather permits. The curved exterior metal wall panels have been scheduled to be fabricated and will be on site very soon. All glass has been installed in the windows and other aluminum storefront work is 80 percent completed. Interior painting is 80 percent complete and will be finished after the installation of flooring. The ceiling grid is installed and 30 percent of the ceiling tile is in place. The remaining ceiling work will be completed after all of the electrical work if finished. HVAC and electrical systems are 90 percent finished. Floor tile in the main dining room is installed. The kitchen equipment has been delivered and is currently being set in place. It is anticipated that the interior work for this area will be completed during June.

Workforce Development Institute – The interior work is continuing at a quick pace. Painting of the high bay areas including exposed ceiling areas is 40% complete. Permanent glass has been installed in over 90 percent of the windows. Interior windows and frames are in place and 90 percent of the aluminum storefront systems installed. HVAC equipment connections to the various systems are continuing on schedule. Flat roofing materials are installed on 50 percent of the building. Metal standing-seam roof material is on site. Installation of the metal roof system will begin as weather permits. Drywall in the high-bay areas is complete. Interior paining has been on-going with 4 room finished. Exterior masonry work is nearly complete. Installation of the metal wall panels will begin in two weeks.

Early Childhood Development Center – The schedule for closing and relocating the existing Center has been developed. Current plans call to relocate the existing Center to the Shilling Education Center during summer while the existing space is renovated.

Protection, Health, and Safety Projects

Parking Lot Light Replacement – The project was completed on March 31st. A substantial review was conducted and punch list items are being completed.

Richland
COMMUNITY COLLEGE
FOUNDATION

EXECUTIVE DIRECTOR
Richard McGowan

DIRECTOR OF SCHOLARSHIPS
& ALUMNI RELATIONS
Tricia Cordulack

FOUNDATION BOARD
CHAIRMAN
Gary Jackson

VICE CHAIRMAN
Myung Kim

SECRETARY
Ruth Stauffer

TREASURER
Robert Yuhas

MEMBERS AT LARGE
Gayle Albert
Thomas A. Evans
Dr. Alan Frigy
Phil Hazenfield
Erick Hubbard
Rick Moore
Dr. Joseph Schrodt
Brett Swallow
Kim Tsuda
Kathie Whitley

RICHLAND PRESIDENT
Dr. Gayle Saunders

BOARD OF TRUSTEES LIAISON
Randy Prince

TO: Dr. Gayle Saunders

FROM: Richard McGowan, Foundation Executive Director

DATE: April 3, 2014

SUBJECT: Foundation Report

Spring has finally arrived and the Foundation is busy planning a number of fundraising and outreach activities in the upcoming months.

Already, one of the biggest events on the calendar – The Annual Scholarship Dinner for the Culinary Arts – was held March 22 in the Shilling Community Center.

Now in its sixth year, the culinary students, under the direction of Chef Brian Tucker, exceeded every expectation with a full-service, 10-course plated dinner echoing the theme, "Edible Evolution," and featuring savory selections from culinary history. As usual, the students were the real stars of the evening. A live and silent auction brought in additional proceeds for the cause. Proceeds from the annual dinner are directed to the William T. Echenauer Endowed Scholarship fund in the Foundation, providing scholarship assistance to students enrolled in the Culinary Arts Institute at Richland.

Coming soon is the annual Golf Outing, scheduled for Friday, May 9, at Hickory Point Golf Course. Foundation Board members Phil Hazenfield and Kathie Whitley have been busy contacting sponsors, putting teams together and gathering a collection of prizes for the raffle and other golf contests. It promises to be a fun event. Needless to say, we are keeping our fingers crossed for a perfect day for this year's event.

Funds raised from the Golf Outing will be used to purchase a new collaborative high-tech learning station in the College's Kitty Lindsay Learning Resources Center. For more information about the Golf Outing, and to register, please contact the Foundation Office at 875-7211, Ext. 350.

In other Foundation news, the Nominating Committee is completing its work of identifying candidates to fill four positions on the Foundation Board of Directors this spring. The new directors – and a new slate of officers – will be formally elected at the next quarterly Foundation board meeting on April 22. They will then assume their respective roles at the Annual Foundation Board Meeting on July 24.

Other activities of interest include the selection of student scholarships for the 2014 Fall Semester. Selection will begin this month with Trustees Scholars followed by a meeting in June when the Scholarship Committee identifies additional scholarship recipients for the fall semester. Typically, more than 300 recipients are selected for the fall semester, and another 200 are selected for the spring, bringing the total awarded to more than 500. With a new scholarship campaign, entitled "It Pays to Apply," the Foundation plans to significantly increase online scholarship applications from new and continuing students.

As mentioned previously, the Foundation is in the midst of the silent campaign for the Integrated Business Education Center. We recently recruited a general chairman and progress has been made in identifying the campaign cabinet and other campaign leaders. We also have met some prospective donors already and are preparing campaign materials to help recruit, educate, and motivate volunteers. Along with promotion and public relations materials, we intend to employ awareness gatherings to help build awareness and inform prospects about the campaign while raising their sights.

In other news, the Foundation is researching ways to update address and other contact information for approximately 9,000 alumni in our Alumni Association database. We also have held two alumni events recently: the Alumni Gallery Walk at the Decatur Arts Council on March 7 and the graduation fair on April 3. Coming soon is the SUAA luncheon at Richland on April 23. A new event last year, the Scholars Dinner will be held May 8 to recognize graduating Trustees, Honors Students and Scherer Scholars. In addition, the Alumni Association will offer gifts and information about the Alumni Association following graduation practice at the Civic Center on May 16.

Looking forward to next fall, the Foundation will host another retreat for Foundation Directors and interested Trustees in September. The selected date is Thursday, September 25, so please mark your calendars. The retreat will be held in the Richland Board Room from 8:00 until noon. It will be a great opportunity to learn how one of the most successful two-year college foundations in the nation continues to achieve higher levels of excellence, year after year.

Richland Community College

To: Dr. Gayle Saunders

From: Gianina Baker, Director, Institutional Effectiveness & Planning

Date: April 4, 2014

Subject: Update on 2015-2018 Strategic Plan Process

The first meeting of the 2014-15 Strategic Planning Team is scheduled for Monday, April 14, 2014. The team consists of the following employees:

Sally Anselmo	Director	Database Systems
Darbe Brinkoetter	Dean	Continuing & Professional Education
Ellen Colbeck	Dean	Health Professions
Joe Feinstein	Director	Operations & Technical Services
Lisa Gregory	Executive Director	Public Information, Chief of Staff
Pat Jelks (*Scribe*)	Executive Secretary	President's Office
Rob Kerr	Registrar	Student Success
Marci Rockey	Director	Student Engagement
Carmin Ross	Director	Financial Aid
Teena Zindel-McWilliams	Coordinator	Curriculum & Grants
Gianina Baker (*Facilitator*)	Director	Institutional Effectiveness & Planning

Ex-Officio members of the Team include:
Dr. Gayle Saunders (*Sponsor*)
Dr. Doug Brauer
Marcus Brown
Dr. Denise Crews
Greg Florian

At this first meeting, the Strategic Planning Team will review the following topics:

- Purpose of Strategic Planning Team
- 2011-2014 Strategic Plan
- Trends and challenges from 2014 Environmental Scan
- Board of Trustees feedback from mini-retreat
- Moving forward with the 2015-2018 Strategic Plan

SPECIAL REPORTS

Richland *Community College*
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

April 2014

Student Trustee: Paris Woods

President: Kaylie Griffin ***Vice-President:*** TBD ***Secretary***: TBD

Campus Life Updates:

- 4/22: "Be A Hero" Health Fair and Panel with Jesse White
- 4/23: "Be A Hero" Costume Contest and Informational Table
- 4/24: "Be A Hero" Blood Drive
- 4/29: Annual Black History Bowl

Upcoming Events:

- 5/2: Student Awards & Recognition Reception

Other Events:

- 5/16: Commencement

MONTHLY REPORT OF RICHLAND COMMUNITY COLLEGE AGREEMENTS/CONTRACTS

AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF

MARCH 2014

3/4/14	Dr. Saunders signed the Academic and Student Services Partnership between the Board of Trustees for Richland Community College and The Board of Trustees for Western Illinois University that creates a program designed to intentionally structure resources and share information in order to provide a seamless and affordable option for students to complete their four-year degree in Supply Chain Management.
3/4/14	Dr. Saunders signed the Program Memorandum between Robert Morris University and Richland Community College to provide supervised clinical and educational experiences for Bachelors of Professional Studies with an emphasis on Architectural Technology Program students enrolled in Robert Morris University Springfield and Chicago, Illinois campuses.
3/28/14	Dr. Saunders signed the Illinois Community College Board Adult Education and Family Literacy FY2014 Request for Additional Funds.

EXECUTIVE SESSION

Executive Session – April 15, 2014

MOTION FOR CLOSED SESSION

I move that the Board enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act.

Richland Community College is in compliance with Public Act 93-0523, requiring the tape or video recording of all executive sessions.

CONSENT AGENDA

Richland Community College

Office of the President

TO: Board of Trustees

FROM: Dr. Gayle Saunders GS

DATE: April 2, 2014

SUBJECT: Consent Agenda

Mr. Chairman, Members of the Board, the following items are presented as a consent agenda to be acted upon within the same motion. Any Board member may remove an item from the consent agenda to be acted upon separately. Supporting documentation for each consent agenda item is attached.

Therefore, it is recommended that the Board of Trustees approve the following:

A. Change of Employment
   1. Joe Feinstein – Director, Technical and Facilities Operations – Effective April 1, 2014

B. Statement of Final Construction Costs Compliance

Thank you.

One College Park | Decatur, Illinois 62521 | 217.875.7200 | 217.875.2762 (fax) | richland.edu

CHANGE OF EMPLOYMENT

Richland Community College

To: Dr. Gayle Saunders, President

From: Richard Gschwend, Director, Human Resources

Date: April 8, 2014

Subject: Change of Employment – Director, Technical and Facilities Operations

As requested by Greg Florian, Vice President, Finance and Administration, it is recommended that Joseph Feinstein be appointed to the position of Director, Technical and Facilities Operations.

Joe joined Richland Community College in 2004 as Assistant Director for Technical Services. In his current role, Joe is responsible for the design, procurement, and maintenance of computer network hardware and software. Current network support includes various classroom platforms and administrative support systems. In his expanded role, Joe will be responsible for facilities planning, maintenance, inventory control, and additional facility support functions. Joe assumed these duties on an interim basis on April 1.

Joe earned a Bachelor of Arts degree in Computer Science from Knox College in Galesburg, Illinois. Prior to joining Richland, Joe was employed with North Boone Community School District as Technology Director.

Joe is active in the College participative committee activities, including the Policy and Communications committee and several Continuous Improvement teams.

Based on his educational background and experience, it is recommended that Joe Feinstein be appointed Director, Technical and Facilities Operations, with an effective date of April 1, 2014.

c. G. Florian

STATEMENT OF FINAL CONSTRUCTION COSTS COMPLIANCE

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM **BUSINESS SERVICES**

To: Dr. Gayle Saunders

From: Greg Florian

Date: March 31, 2014

Re: Statement of Final Construction Costs Compliance

The Illinois Community College Board's Administrative Rules require a Statement of Final Construction Compliance for all completed construction projects, stating the project's actual cost. The College has completed the following construction projects. The project scope and budget has been certified by the College's Engineer.

Project	Approved Budget	Actual Cost
Renovations to the South Wing	$302,600	$254,955
National Sequestration Education Center	$3,451,365	$3,316,251

It is recommended that the Board of Trustees authorize the College administration to submit the Statement of Final Construction Compliance for the projects noted above.

Protection, Health, and Safety Project
Statement of Final Construction Compliance

ICCB Project Title Renovations To The South Wing

ICCB Project # 537-R-0019-0112

RCC Project # 1213

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

BLDD Architects, Inc.
100 Merchant Street
Decatur, IL 62523

Final cost of the project:

Approved Budget $302,600 Actual Cost $254,955

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

Architect/Engineer's Signature

2/21/14
Date

001.020622
Illinois Registration or License Number

STATE OF ILLINOIS
NATHAN ESCOTT
Seal
001-020622
LICENSED ARCHITECT

Approved by the Richland Community College Board of Trustees

Date

Signed, Chairperson

, Secretary

State and Locally Funded Projects
Statement of Final Completion

ICCB Project Title National Sequestration Education Center

ICCB Project # 537-L-0017-0711

RCC Project # 11117

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

BLDD Architects, Inc.
100 Merchant Street
Decatur, IL 62523

Final cost of the project:

Approved Budget $3,451,365 Actual Cost $3,316,251

Approved Scope:		Actual Scope:
Classroom	2717	1847
Laboratories	1890	2797
Offices	466	766
Study	-	-
Special Use	3897	-
Support	672	4101
Other	1105	1105
TOTAL NASF	10747	10616
TOTAL GSF	14816	14631

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

Architect/Engineer's Signature

2/21/14
Date

001.020622
Illinois Registration or License Number

STATE OF ILLINOIS
NATHAN ELLIOTT
001-020622
LICENSED ARCHITECT
Seal

Approved by the Richland Community College Board of Trustees

Date

Signed, Chairperson

, Secretary

OLD BUSINESS

GOVERNANCE MOMENT

TOPIC:

PROCESS TO BUILD BUDGET

Richland Community College

Office of the President

TO: Board of Trustees

FROM: Dr. Gayle Saunders

DATE: April 2, 2014

SUBJECT: Adoption of 2014 Strategic Plan Priorities

Mr. Chairman, Members of the Board, the 2014 Strategic Plan Priorities were distributed and discussed at the March Board meeting.

The primary vision of Richland Community College is to be the premier source for education, partnerships, workforce training, and economic development. In order to achieve this vision, the administration, with the Board of Trustees, has developed a Strategic Plan that addresses the three primary goals of the College. These goals and strategies provide the framework for increased academic success and training opportunities for all students.

The Strategic Plan Priorities outline the goals, and strategies deemed to be of great importance for this calendar year as well as desired outcomes and will shape Richland's higher education future. It is a challenging, tactical plan to guide staff, students, and community partners when making decisions. Enhanced educational achievement and progress are the intended outcomes.

The 2014 priorities support the three primary strategic planning goals: Advance student access, engagement, and success; cultivate a sustainable institutional environment, and enhance community engagement and partnerships.

Therefore, it is recommended that the Richland Community College Board of Trustees adopt the 2014 Strategic Plan Priorities, as presented.

One College Park | Decatur, Illinois 62521 | 217.875.7200 | 217.875.2762 (fax) | richland.edu

NEW BUSINESS

Richland Community College

Office of the President

TO: Board of Trustees

FROM: Dr. Gayle Saunders GS

DATE: April 2, 2014

SUBJECT: Adoption of National Incident Management System (NIMS) Designation

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian, Vice President of Finance and Administration, recommending the College adopt the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents.

Homeland Security placed a directive establishing the National Incident Management System (NIMS). NIMS provides a consistent approach for all levels of government and first responder agencies to work together to respond to and recover from emergency/disaster situations regardless of the size or complexity.

By having the College's Emergency Response Plan certified through the Illinois Emergency Management Agency (IEMA) the College will have the designation of NIMS as the basis for its incident management. By establishing NIMS as the College's emergency structure, the College will be prepared to work and communicate with all responding agencies in the event of a crisis at Richland.

Therefore, it is recommended that the Board of Trustees authorize the College Administration to adopt the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents as presented.

Thank you.

Attachment
c: Greg Florian
David Holtfreter

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM **BUSINESS SERVICES**

To: Dr. Gayle Saunders

From: Greg Florian

Date: April 1, 2014

Re: Designation of the National Incident Management System (NIMS)

After the 9/11 incident, Homeland Security placed a directive establishing the National Incident Management System (NIMS). In October 2004, Homeland Security issued a directive that all Federal, State and local governments would utilize the NIMS as their approach to any emergency situation. As all first responder agencies were utilizing the NIMS structure, colleges and universities across the country slowly begin to utilize the NIMS too. NIMS provides a consistent approach for all levels of government and first responder agencies to work together to respond to and recover from emergency/disaster situations regardless of the size or complexity.

By having the College's Emergency Response Plan certified through the Illinois Emergency Management Agency (IEMA) the College will have the designation of NIMS as the basis for its incident management. By establishing NIMS as the College's emergency structure, the College will be prepared to work and communicate with all responding agencies in the event of a crisis at Richland.

As NIMS will prepare the College to have a smooth transition if first responders are needed on campus to takeover during an emergency and/or recovery effort, I recommend that the Board of Trustees authorize the College administration to adopt the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents.

Richland Community College

Designation of the National Incident Management System (NIMS)

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIS FOR INCIDENT MANAGEMENT FOR RICHLAND COMMUNITY COLLEGE DECATUR, ILLINOIS

WHEREAS, Homeland Security Directive HSPD-5 28 Feb 2003 established the National Incident Management System (NIMS); and

WHEREAS, the NIMS establishes a single, comprehensive approach to domestic incident management to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together using a national approach to domestic incident management; and

WHEREAS, the NIMS provides a consistent nationwide approach for Federal, State and local governments to work together to prepare for and respond to, and recover from domestic incidents regardless of the cause, size or complexity; and

WHEREAS, the NIMS provides for interoperability and compatibility among Federal, State and local capabilities and includes a core set of concepts, principles, terminology and technologies cover the incident command system, unified command, training, management of resources and reporting; and

WHEREAS, beginning October 1, 2004 all Federal departments and agencies shall make adoption of the NIMS a requirement to the extent provided by law, for providing Federal preparedness assistance through grants, contracts or other activities to local governments;

NOW THEREFORE, Be it resolved that Richland Community College Decatur, Illinois hereby adopts the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents.

ADOPTED this_____ day of_____, 2014.

_____

BOARD POLICIES, PROPOSALS, AND CHANGES

Richland Community College
Office of the President

TO: Board of Trustees

FROM: Dr. Gayle Saunders

DATE: April 2, 2014

SUBJECT: General Policies – Section 5 – Second Reading

Mr. Chairman, Members of the Board, Section 5 of the Board Policy Manual is presented for second reading. No changes have been made since the first reading.

Updates to Section 5 include:

5.1	Statement of Economic Interest	Removed Procedure
5.2	Freedom of Information (FOI)	Removed Procedure-Updated based on changes in law
5.4	Tobacco Policy	Added Language
5.6	Solicitation on Campus	Title Changes
5.7	Possession of Weapons	Updated based on changes in law
5.8.1	Responsible Use of Information Technology	Added Language
5.9	Copyright Policy	Added Language
5.12	Statement of Nondiscrimination and Equal Opportunity	Added Language

Section 5 has been reviewed by the Board of Trustees and President's Cabinet. The Policy and Communications Committee and the Institutional Effectiveness Group have also considered the updates. No action is recommended at this time.

Thank you.

pj

5.1 STATEMENT OF ECONOMIC INTEREST – 5/21/96 – revised 5/5/09

Richland Community College will comply with the Illinois Governmental Ethics Act 5 ILCS 420/requiring persons to file written statements of economic interest annually. ~~The College will work cooperatively with the appropriate county clerk to determine the appropriate College-related persons required to file.~~

~~If a Board member or an employee who is required to do so fails to file such statement by May 1, is notified by the county clerk of the failure to file, and fails to do so by May 16 of such year, late filing fees of $15 and any penalties incurred, at the rate of $l00 per day from May 16 to May 31, shall be paid by the Board member or employee and not by the College.~~

~~Any Board member or employee who fails to file such statement by May 31 of any year for which such statement is required shall forfeit the office or position of employment, except that if the county clerk failed to issue timely notice of failure to file in which case no forfeiture shall result if a statement is filed within 30 days of actual notice of failure to file.~~

5.2 FREEDOM OF INFORMATION (FOI) – 2/20/07 – revised 5/5/09

~~The Board of Trustees of Richland Community College acknowledges that the inspection and dissemination of public records must reflect an appropriate balance between the needs of the Board for administrative effectiveness and confidentiality, the protection of the privacy of individuals, and the legitimate interests of the public in receiving public information. Therefore the~~ Richland Community College will ~~complyies~~ with the ~~provisions of the~~ Illinois Freedom of Information ACT 5 ILCS 140.

~~Public records of the entity shall be available for inspection and copying. As permitted by the Act, the College has established a fee structure to reimburse the College for its actual cost for reproducing and certifying any and all public records requested under this section of the policy.~~

~~Any individual requesting public records available under the Act is required to use a form provided by the College. Requests must be submitted to the FOI Office through first class mail, or the request may be made in person between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, with the exception of College closings and holidays. Requests by email or any other means will not be acknowledged.~~

~~Procedures for implementation of this policy shall be issued by the College President.~~

5.3 SEXUAL AND OTHER HARASSMENT – Adopted 6/19/90. Revised 6/18/02 – 5/5/09 – 2/28/10

A. Prohibition of Sexual and Other Harassment

It is the policy of the College to provide an educational and employment environment free from all forms of sexual harassment of employees, students and other individuals at any College facilities or in connection with any College activities. Retaliation for making a good faith complaint of harassment or for participating in a harassment investigation is also prohibited. Through this policy, it is the intent of the Board of Trustees to comply with the Civil Rights Act of 1964 (Title VII), the Elementary and Secondary Schools Act of 1972 (Title IX), and the Illinois Human Rights Act. The College Student Code of Conduct also prohibits harassment by students.

B. Definitions

1. Sexual harassment means:

a. Unwelcome sexual advances, or

b. Requests for sexual favors, or

c. Any conduct of a sexual nature when

(1) submission to such conduct is made, either explicitly or implicitly, a term or condition of employment or education, or

(2) submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual, or

(3) such conduct has the purpose or effect of substantially interfering with a reasonable individual's work or learning performance or creating an intimidating, hostile, or offensive working or learning environment.

2. Other harassment means:

   Conduct that has a purpose or effect of substantially interfering with a reasonable individual's work or learning performance or creating an intimidating, hostile or offensive working or learning environment when such conduct is directed at an individual because of race, national origin, disability, age, religion, sexual orientation or any legally protected classification.

3. Harassment prohibited by this policy includes both verbal and physical conduct. The College will not tolerate conduct in any form that is intended to cause or contribute or has the effect of causing or contributing to the humiliation, embarrassment or discomfort of reasonable employees or students because of their protected status.

4. Harassment does not include oral or written expressions that are academic in nature and purpose or that are relevant and appropriately related to course subject matter or curriculum. This policy shall not be used to abridge academic freedom or to interfere with the College's educational mission.

C. Examples of harassment include:

1. A supervisor offers to give a favorable evaluation or promotion to an employee in exchange for sexual favors.

2. A faculty member threatens to give an unfavorable grade to a student if the student refuses to grant sexual favors or promises a favorable grade in exchange for sexual favors.

3. A supervisor persistently criticizes, jokes about, and disparages a subordinate because of that person's gender, race, sexual orientation or ethnic background or knowingly permits other employees to exhibit such behavior.

4. An employee or student persistently directs unwelcome flirting, pressure for dates, sexual propositions or comments, or sexual touching toward a co-worker or another student.

5. One or more students criticize, laugh at, and disparage another student because of that student's disability.

6. A supervisor makes negative comments about an employee's religious beliefs that create a hostile environment.

7. A student makes derogatory references to an employee's mental or physical impairment that create an intimidating environment.

These are examples, *only*, and the list not intended to be all inclusive.

D. Prevention

The College will take appropriate, periodic measures to educate and train employees regarding this policy and conduct that could violate the policy. All faculty, administrative, and supervisory personnel are required to participate in such education and training.

E. Internal Complaint Procedures

1. Reporting Harassment

Individuals who believe they have been subjected to harassment are encouraged to take advantage of the College's complaint procedure. If a student or an employee has a complaint about sexual or other harassment, he or she should submit that complaint to the Director of Human Resources. If the employee is not comfortable making the complaint to this individual, the complaint may be made to the Assistant Director of Human Resources or to any College Vice President.

Any employee who believes this policy has been violated has an obligation to report it immediately to one of the College representatives listed above.

2. Investigation

In the case of an employee complaint or a student complaint, the Director of Human Resources or a designee will promptly investigate. In all cases, the investigation will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

3. Confidentiality

To the extent possible, given the need to conduct a thorough investigation, the confidentiality of all participants in an investigation

will be protected. A timely resolution of each complaint will be reached and communicated to the principal parties involved in the complaint. Information obtained during an investigation will be communicated only on a need-to-know basis. Requests not to investigate complaints cannot be honored. To further the College's commitment to maintaining an atmosphere free from harassment, all College employees and students are required to cooperate with investigations.

4. Corrective Action

A finding of harassment will be followed by appropriate corrective action, which may include discipline up to and including discharge for employees and dismissal for students. The disciplinary action taken will be proportional to the severity of the conduct. The alleged harasser's employment history and any similar documented findings of prior unlawful discrimination and/or harassment will be taken into consideration. Disciplinary action for employees will be imposed in accordance with applicable collective bargaining agreements and legal requirements.

Disciplinary sanctions for students will be imposed by the appropriate academic Vice President in accordance with the College handbook on student rights and responsibilities. Students may appeal suspension or dismissal to the Special Committee as appointed by the College President.

5. External Complaints

External complaints may be filed with the Equal Employment Opportunity Commission, the Illinois Department of Human Rights and the Office of Civil Rights of the United States Department of Education.

F. Retaliation Prohibited

The College prohibits retaliation against a person because the person has opposed that which he or she reasonably and in good faith believes to be sexual or other harassment or because he or she has in good faith made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing regarding sexual or other harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

If any employee or student believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee or

student should immediately report such conduct using the complaint procedure set forth. Employees and students are not required to approach the person who is exhibiting the alleged retaliatory behavior.

A person engaging in retaliatory conduct shall be subject to disciplinary action up to and including discharge or dismissal.

5.4 TOBACCO POLICY – 9/20/05 – revised 5/5/09

It is the policy of Richland Community College to disallow the use of tobacco products on College owned property, in College vehicles or at events sponsored by the College.

Use of electronic cigarettes are prohibited.

Smoking of cannabis is prohibited on property controlled by the College, at events sponsored by the College, or at events attended while on College business.

5.5 TOXIC SUBSTANCES AND HAZARD COMMUNICATION STANDARDS – 5/5/09

It is the policy of Richland Community College Board of Trustees that all employees have the right to know of health hazards associated with their work. So that RCC employees can make knowledgeable decisions about any personal risks associated with their employment, the Board of Trustees authorizes the College administration to develop and affect procedures that conform to 820 ILCS 255\1, Toxic Substances Disclosure to Employees Act, and the U.S. Hard Communication Standard (29 CFR 1910.1200).

5.6 SOLICITATION ON CAMPUS – 12/10/94 – revised 5/5/09

As an educational institution, Richland Community College provides an environment that focuses on teaching and learning. As such, students, faculty, and staff shall be free from external solicitation and other non-college or non-employee sponsored activities.

Therefore, any solicitation on campus by non-college or non-employee sponsored organizations is not authorized. All events sponsored through the Campus Life Office must be approved in advance by the ~~Dean of Enrollment Services~~ Vice President of Student Success. All other College-sponsored events must be approved in advance by the Vice President of Finance and Administration or designee. Such activities must be conducted according to College procedures.

The distribution of signs, handbills, and advertising related to events sponsored by the ~~Campus Life Office~~ Office of Student Engagement must be approved in advance by the ~~Dean of Enrollment Services~~ Vice President of Student Success.

Any other distribution of such materials must be approved in advance by the Vice President of Finance and Administration or designee. Such distribution must be consistent with the mission of the College.

All approved College or employee-sponsored solicitation must be conducted in a manner that is not disruptive to College operations. The College retains the right to determine when such activities become disruptive.

5.7 POSSESSION OF WEAPONS – 3/19/96 – revised 5/5/09

Possession of weapons on the College campus, on property controlled by the College, at events sponsored by the College, or at events attended while on College business is prohibited unless the individual is a duly authorized law enforcement official/officer in the performance of his/her duty. The College may request current/valid identification of said law enforcement capacity authorizing someone to possess a weapon and reserves the right to confirm the authorization with proper authorities. While the College recognizes that persons other than law enforcement personnel may be permitted to conceal and carry specified weapons under the Illinois Firearm Concealed Carry Act (430 ILCS 66) they are still strictly prohibited on campus. All weapons must be properly stored prior to entering any campus facility vehicle or event.

If a person is determined to pose a clear and present danger to himself, herself, or to others, a law Enforcement official or school administrator shall notify the Illinois Department of State Police within 24 hours of making the determination that the person poses a clear and present danger.

A weapon is defined as any instrument or device designed or likely to produce bodily harm or property damage including but not limited to a firearm, dangerous chemical, an explosive device of any description, compressed air guns, pellet guns, BB guns, knives, stun guns, or electric shock devices, metal or brass knuckles, bow and arrows, swords, slingshots or any other item modified from its original purpose to be used as a weapon. ~~used in a threatening manner toward another individual or College property~~. The College reserves the right to further determine the definition of a "weapon" and may prohibit other devices on an individual basis.

Legal defensive devices, such as pepper sprays, etc. will be permitted, unless used in an offensive manner.

Any exceptions to this policy must be preapproved through the President's Office.

Individuals who are found to be in violation of this policy are subject to disciplinary actions up to and including termination of employment, expulsion from the College, and/or being barred from College property.

5.8 CONFIDENTIAL AND SENSITIVE INFORMATION – 12/15/09; revised 11/15/11

Richland Community College is committed to the protection of confidential and sensitive information assets and the resources that support these assets. The Board of Trustees authorizes and delegates to the President of the College the authority to develop Confidential and Sensitive Information Programs and Procedures that are consistent with statutory requirements and consistent with the goals of this policy. Statutory requirements include but are not limited to the Family Education Rights and Privacy Act, the Federal Trade Commission, Fair and Accurate Credit Transactions Act Red Flag Regulations, the Americans with Disabilities Act, the Fair Credit Reporting Act, the Illinois Personal Protection Information Act, the Payment Card Industry Data Security Standard, and other regulations as applicable. Richland Community College programs shall include the appointment of an Information Security Officer, risk assessments, and general employee awareness communications.

5.8.1 RESPONSIBLE USE OF INFORMATION TECHNOLOGY – 3/19/96 – revised 6/17/03; 5/5/09; 11/15/11

In support of its mission and vision, Richland Community College provides access to information technology resources for students, faculty, and staff within institutional priorities and financial capabilities.

The Policy for Responsible Use of Information Technology at Richland Community College shall be adhered to by all College units as well as all individuals who operate or use the information technology resources of the College. In addition, this policy applies to use of information technology resources that are entrusted to the institution by other organizations. In case of conflict, local, state, or federal laws supersede this policy.

Access to the College's information technology facilities is a privilege, not a right, granted to College students, faculty, and staff. The College reserves the rights to extend, limit, restrict, or deny privileges and access to its information resources. Individuals other than College faculty, staff, and students may be permitted access to information technology in a manner consistent with the College's mission and vision, policy, and guidelines.

All users of the technology systems are bound by applicable local, state, and federal laws and regulations including but not limited to Red Flag Regulations, and the Payment Card Industry Data Security Standard. All people must act ethically, appropriately, and responsibly while using the College's information technology resources. All users of College information systems must respect the rights of other users, maintain the integrity of the resources, and comply with all pertinent licenses and contractual agreements.

Information technology provides important means of communication, both public and private. Users will respect the privacy of person-to-person communication in all forms including, but not limited to, voice (telephone), text (electronic mail, documents, and file transfer), ~~and~~ image (graphics ~~and television~~), and video (recorded and streaming). Authorized personnel are permitted to view and/or modify any electronic files, including electronic mail messages, as required by law, for any legitimate business reasons, or in the course of diagnosing and resolving system problems and maintaining information integrity.

College facilities and accounts are to be used for the activities or purposes for which they are assigned. College computing resources are not to be used for commercial purposes without written authorization from the College.

This policy provides general guidance and may be supplemented by additional regulations governing particular sub-systems of the College information technology resources. The Board charges the administration with the responsibility, and the Board delegates the administration the authority to develop appropriate guidelines, regulations, and procedures to implement the policy. The College makes no warranties of any kind, expressed or implied, for the technology services it is providing. The College will not be responsible for any actual or perceived damages suffered from the use of its information technology.

Violations of this policy shall be cause for discipline. Alleged violations of this policy shall be subject to the College's disciplinary procedures. Illegal activities by users of the College technology including but not limited to illegal downloading and file sharing are prohibited.

In accordance with Illinois law, any depiction of child pornography discovered by members of the College's information technology staff will be immediately reported to law enforcement authorities.

5.9 COPYRIGHT POLICY – 5/21/96 – revised 5/5/09

It is the policy of the Board of Trustees of Richland Community College to adhere to the provisions of the Copyright Act of 1976 (17 U.S.C. Sec.101 et seq) ~~and all U.S. copyright laws. Faculty, staff, and students of Richland Community College are directed to avoid violation of any and all federal laws protecting copyright.~~ The College recognizes and respects intellectual property rights and academic freedom. Faculty, staff, and students of Richland Community College are directed to avoid violation of any and all federal laws protecting copyright and to follow the guidelines recommending the best practices of the use of intellectual property in higher education.

Faculty, staff, and students will be made aware of the laws and guidelines through professional development opportunities and distributed materials. Faculty, staff, and students should consult the following publications for direction on permissible

copying and other copyright issues ~~should consult the following publications for direction on permissible copying~~: *Guidelines for Classroom Copying in Nonprofit Educational Institutions;* ~~and~~ the *Technology, Education, and Copyright Harmonization (TEACH) Act;* ~~and~~ the *Fair Use Guidelines for Educational Multimedia.* *The Code of Best Practices in Fair Use for Academic and Research Libraries; and the Digital Millennium Copyright Act of 1998.*

Individuals found to be intentionally in noncompliance with this policy may receive discipline up to and including termination or expulsion.

5.10 RETENTION AND DISPOSAL OF COLLEGE RECORDS – 9/17/96 – revised 5/5/09

College records shall be retained and disposed of as stipulated in the Illinois Local Records Act 50 ILCS 205. Such records may be disposed of (1) after their retention period is complete, (2) if all local, state, and federal audit requirements have been met, (3) if they are not needed for any pending or anticipated litigation, and (4) if they have been approved for disposition by the Local Records Commission.

5.11 ART ACQUISITION AND PLACEMENT – 8/19/97 – revised 5/5/09

The College recognizes that the display of works of art provides both aesthetic and educational benefits to the District, whether the works are part of the College's permanent collection or are intended for temporary display.

Though the College's collections and display primarily provide educational support material and promote the development of artistic talent and aesthetic awareness, the permanent collection should strive to represent Illinois art contemporary with the College buildings. Acceptance and display of art must fall within the stated mission of the College.

5.12 STATEMENT OF NONDISCRIMINATION AND EQUAL OPPORTUNITY – 1/19/99 – revised 2/20/07; 5/5/09

Richland Community College subscribes to the principles and laws of the State of Illinois and the Federal Government pertaining to civil rights and equal opportunity, including applicable Executive Orders.

Richland Community College policy prohibits discrimination on the basis of race, color, religion, sex, marital or parental status, national origin or ancestry, age, mental and/or physical disabilities (except where they are bona fide occupational qualifications), sexual orientation, gender identity, military or veteran status, or other legally protected characteristics or conduct.

The College's nondiscrimination policy applies to the admission and retention of students, recruitment, employment, and retention of faculty and staff, and access to and treatment in the College's programs and activities.

Complaints alleging violations of this policy should be immediately reported to the Equal Employment Opportunity (EEO) Officer, as designated by the President. Complaints reported to the EEO Officer ~~shall be resolved within the College grievance resolution process.~~ will be promptly investigated. In all cases, the investigator will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

No Retaliation

The College will not retaliate against any person for making a good faith complaint under this policy. Similarly, the College will not retaliate against or discipline any person (other than a person who is found to have violated this policy) who provides truthful information in connection with an investigation. Any employee of the College who retaliates against another employee or student for utilizing the procedure in this policy will be subject to discipline, up to and including termination.

If any employee believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee should report such conduct immediately to the EEO Officer. Any employee who makes a complaint that he or she knows to be false will be subject to disciplinary action, up to and including termination.

5.13 ACADEMIC FREEDOM STATEMENT – 5/5/09

Academic freedom is the freedom of faculty to teach the truth in their fields without fear of reprisal. It is the student's right to hear the truth as faculty perceives it in their areas of expertise. Academic freedom implies equal consideration of all sides of a question. Therefore, academic freedom is fundamental for the protection of the rights of the faculty in teaching and of the student to freedom in learning. Along with academic freedom are duties correlative with rights. These duties include adherence to all College policies, procedures, rules, and practices.

Faculty are citizens, mentors of a learned profession, and officers of an educational institution. When they write or speak as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As persons of learning, they should

remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate. They should respect the fact that others have the right to their own opinions, and should make every effort to indicate that they are not speaking for or representing the institution when they write or speak as citizens.

5.14 NAMING OF COLLEGE FACILITIES – 5/5/09

As a method of recognition of a significant contribution from an individual or organization to the College and its mission, certain College-owned or controlled facilities, assets or programs may be named for the individual or organization. The College President shall present recommendations for naming to the Board of Trustees for acceptance by voice vote. The College President will develop guidelines to be used for naming of College assets.

5.15 PUBLICATIONS AND PUBLICITY – 5/5/09

The President or designee shall be responsible for disseminating public information about the College including; coordinating all contacts with and inquiries from the news media regarding College programs, services, activities, and special events; preparing and distributing all news releases and public service announcements distributed to the news media; and arranging for all appearances on talk shows and news programs.

The preparation of all official publications of the College intended for distribution to the general public will be supervised and released under the direction of the President of the College or designee.

5.16 INTELLECTUAL PROPERTY – 9/20/11

It is the intent of Richland Community College (RCC) to foster an environment in which innovative and creative activity is encouraged for the practical benefit to the public, while maintaining and protecting the intellectual property interests of the creator, the College, and the District. For purposes of this policy the creator may be an author, an inventor, or a team responsible for making contributions toward the creation of intellectual property and may include faculty, staff, students, and/or community members.

The College recognizes the use of copyrights, trademarks, and patents as typical methods of intellectual property protection. Trade secrets can also be protected using nondisclosure or confidential disclosure agreements.

The College recognizes traditional scholarly works as exempted copyrightable works. These may include class notes; books and other articles; courseware; musical, dramatic, or artistic works. Ownership of exempted copyrightable works

resides with the creator.

Ownership of intellectual property resides with the creator, except when *any* of the following exception conditions are met.

1. Under or subject to agreement between RCC and a third party
2. Significant directed financial support from RCC for a specific project
3. Commissioned by RCC
4. Significant RCC nonfinancial resources are required to develop the work
5. Use of RCC name, logos, or insignias for commercial use
6. Subject to contractual obligations by a third party

Absent a negotiation and prior agreement, all rights in copyrights, trademarks, patents, industrial design, and trade secrets shall reside with the creator. Should any of the exception conditions exist, absent prior agreement, the intellectual property resides with the College.

Unless agreed upon by both parties, right of use of intellectual property resides with the owner. Ownership cannot be wrested by any third party without prior agreement by the owner. In addition, in instances where applicable exception conditions are not clear, it is the responsibility of the creator to disclose and clarify ownership to the applicable Richland Vice President at the earliest possible point to avoid possible outside intellectual property claims.

In addition, the College reserves the right at any time to transfer or abandon its intellectual property rights under this policy. Any such transfer or abandonment must be in writing and signed by the President. The College also reserves the right at any time to cease its financial support for developing, protecting, or commercializing any of its intellectual property.

5.17 Official College Sponsored Social Media – 9/18/12

It is the policy of the Board of Trustees of Richland Community College to acknowledge that social media plays an important role in the lives of the community, students, faculty, and staff. Richland Community College will maintain official social media sites to support the College in accomplishing its mission and vision, achieving its goals and objectives, and advancing the College's Core Values.

The President or designees shall be responsible for disseminating public information about the College through the use of official College sponsored social media.

Richland Community College encourages feedback and comments from our followers, which include prospective students, current students, alumni, staff and

members of the community. We remain committed to maintaining these sites as a safe and family-friendly forum for sharing information.

In the spirit of maintaining a positive environment to our site visitors, Richland Community College reserves the right to remove any comments or wall postings from official college-sponsored pages that are inappropriate, inflammatory or damaging to Richland Community College or any individual.

FINANCIAL REPORT

TO: Board of Trustees

FROM: Dr. Gayle Saunders

DATE: April 2, 2014

SUBJECT: Financial Report

Mr. Chairman, members of the Board, attached are the Treasurer's Report, Financial Statement, and the Bills for Ratification.

Greg Florian will be available to explain the Treasurer's Report and Financial Statement and to answer any questions regarding the bills.

Therefore, it is recommended that the Board of Trustees ratify the March 2014 bills paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College

Financial Report
March, 2014

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Richland Community College
Treasurer's Report
March 31,2014

Fund	Balance 03/01/14	Receipts for Month	Disbursements for Month	Balance 03/31/14	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	3,094,499.19	2,161,449.70	(2,525,050.24)	2,730,898.65	1,880,898.65	850,000.00
Oper & Maint Restricted	7,161,581.41	869,496.14	(1,542,400.00)	6,488,677.55	6,270,388.04	218,289.51
Bond & Interest Fund	506,087.96	25.51	.00	506,113.47	506,113.47	.00
Auxiliary Enterprises	244,537.93	56,807.52	(83.41)	301,262.04	301,262.04	.00
Restricted Purposes Fd	1,008,991.14	767,585.52	(597,768.08)	1,178,808.58	657,830.64	520,977.94
Working Cash Fund	5,362,266.20	140.25	.00	5,362,406.45	4,362,395.66	1,000,010.79
Trust & Agency Fund	133,723.19	4,527.36	.00	138,250.55	138,250.55	.00
Audit Fund	19,859.70	1.00	.00	19,860.70	19,860.70	.00
Liab,Protect,Settle	617,461.88	126.09	.00	617,587.97	517,587.97	100,000.00
Totals	18,149,008.60	3,860,159.09	(4,665,301.73)	17,343,865.96	14,654,587.72	2,689,278.24

SEPARATE INVESTMENT INSTRUMENTS

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	300,000.00	CD-HPB	0.20	07/22/2014	6.0
EDUCATION FUND	300,000.00	CD-Busey	0.05	07/22/2014	6.0
EDUCATION FUND	250,000.00	CD-SOY	0.20	01/30/2015	12.0
O/M RESTR-GENERAL	218,289.52	CD-HPB	0.25	07/20/2014	12.0
RESTR-EQUIP REPLACEMENT	200,000.00	CD-HPB	0.10	05/02/2014	3.0
RESTR-PARTNER'S IN ED	16,532.69	CD-PNC	0.10	07/30/2014	6.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2014	12.0
WORKING CASH FUND	301,668.48	CD-HPB	0.05	05/13/2014	3.0
WORKING CASH FUND	117,611.82	CD-Regns	0.01	07/02/2014	7.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2014	12.0
WORKING CASH FUND	120,730.49	CD-Regns	0.05	03/21/2015	13.0
WORKING CASH FUND	110,000.00	CD-HPB	0.25	03/23/2015	12.0
LPS FUND	100,000.00	CD-Busey	0.05	03/27/2014	6.0

Richland Community College
Revenue Summary-Education Fund
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Fund: 01 Education Fund						
Local Government Sources						
Current Taxes	6,142,530.56	6,142,530.56	100.0	6,090,407.00	6,048,270.00	99.3
Chargeback	2,721.55	2,721.55	100.0	5,000.00	15,002.24	300.0
Interest on Taxes	1,163.84	1,163.84	100.0	1,200.00	605.64	50.5
Local Government Sources	6,146,415.95	6,146,415.95	100.0	6,096,607.00	6,063,877.88	99.5
State Government Sources						
ICCB Credit Hour Grants	516,251.84	1,861,618.42	27.7	1,891,652.00	988,087.04	52.2
ICCB Equalization Grant	89,095.66	534,574.00	16.7	521,800.00	176,498.56	33.8
ICCB CTE Formula Grant	85,219.89	170,439.78	50.0	175,065.00	81,610.86	46.6
Replacement Taxes	166,177.98	343,303.08	48.4	340,000.00	268,627.46	79.0
State Government Sources	856,745.37	2,909,935.28	29.4	2,928,517.00	1,514,823.92	51.7
Student Tuition & Fees						
Tuition-Credit	5,329,243.44	5,456,959.74	97.7	5,897,724.00	5,402,812.07	91.6
Fees	559,215.00	558,960.50	100.0	633,125.00	639,620.50	101.0
Student Tuition & Fees	5,888,458.44	6,015,920.24	97.9	6,530,849.00	6,042,432.57	92.5
Other Revenue/Sources						
Investment Revenue	2,135.86	2,706.94	78.9	3,100.00	1,111.69	35.9
Other Revenue	250,144.81	326,517.11	75.4	296,046.00	229,735.45	76.3
Transfer In	.00	5,193.84	.0	5,000.00	.00	.0
Other Revenue/Sources	252,280.67	334,417.89	75.4	304,146.00	230,847.14	75.9
Total Revenue	13,143,900.43	15,406,689.36	85.3	15,860,119.00	13,851,981.51	87.3

Richland Community College
Revenue Summary-Operations & Maint
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Fund: 02 Operations & Maint						
Local Government Sources						
Current Taxes	893,833.29	893,833.29	100.0	886,200.00	879,306.73	99.2
Interest on Taxes	166.51	166.51	100.0	150.00	86.01	57.3
Local Government Sources	893,999.80	893,999.80	100.0	886,350.00	879,392.74	99.2
State Government Sources						
ICCB Credit Hour Grants	47,524.29	190,097.16	25.0	168,146.00	83,794.26	49.8
State Government Sources	47,524.29	190,097.16	25.0	168,146.00	83,794.26	49.8
Student Tuition & Fees						
Tuition-Credit	603,681.12	465,041.12	129.8	573,401.00	517,309.93	90.2
Student Tuition & Fees	603,681.12	465,041.12	129.8	573,401.00	517,309.93	90.2
Other Revenue/Sources						
Other Revenue	219,221.43	287,426.54	76.3	329,672.00	197,995.47	60.1
Other Revenue/Sources	219,221.43	287,426.54	76.3	329,672.00	197,995.47	60.1
Total Revenue	1,764,426.64	1,836,564.62	96.1	1,957,569.00	1,678,492.40	85.7

Richland Community College
Revenue Summary-Operating Funds
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Total Operating Funds						
Local Government Sources						
Current Taxes	7,036,363.85	7,036,363.85	100.0	6,976,607.00	6,927,576.73	99.3
Chargeback	2,721.55	2,721.55	100.0	5,000.00	15,002.24	300.0
Interest on Taxes	1,330.35	1,330.35	100.0	1,350.00	691.65	51.2
Local Government Sources	7,040,415.75	7,040,415.75	100.0	6,982,957.00	6,943,270.62	99.4
State Government Sources						
ICCB Credit Hour Grants	563,776.13	2,051,715.58	27.5	2,059,798.00	1,071,881.30	52.0
ICCB Equalization Grant	89,095.66	534,574.00	16.7	521,800.00	176,498.56	33.8
ICCB CTE Formula Grant	85,219.89	170,439.78	50.0	175,065.00	81,610.86	46.6
Replacement Taxes	166,177.98	343,303.08	29.2	340,000.00	268,627.46	79.0
State Government Sources	904,269.66	3,100,032.44	29.2	3,096,663.00	1,598,618.18	51.6
Student Tuition & Fees						
Tuition-Credit	5,932,924.56	5,922,000.86	100.2	6,471,125.00	5,920,122.00	91.5
Fees	559,215.00	558,960.50	100.0	633,125.00	639,620.50	101.0
Student Tuition & Fees	6,492,139.56	6,480,961.36	100.2	7,104,250.00	6,559,742.50	92.3
Other Revenue/Sources						
Investment Revenue	2,135.86	2,706.94	78.9	3,100.00	1,111.69	35.9
Other Revenue	314,586.49	407,355.65	77.2	362,002.00	270,763.72	74.8
Transfer In	.00	5,193.84	.0	5,000.00	.00	.0
Other Revenue/Sources	316,722.35	415,256.43	76.3	370,102.00	271,875.41	73.5
Total Revenue	14,753,547.32	17,036,665.98	86.6	17,553,972.00	15,373,506.71	87.6

Richland Community College
Revenue Summary-Other Funds
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Fund: 03 Oper & Maint Restricted						
Interest on Investments	53.82	672.81	8.0	1,000.00	35.88	3.6
Int on Cash/IL Funds Acc	22,908.42	30,092.08	76.1	14,000.00	15,412.40	110.1
Grants Revenue	14,158.66	34,493.96	41.0	30,000.00	1,200.00	4.0
Gifts/Donations	.00	.00	.0	.00	280,864.00	.0
Transfer In	660,000.00	660,000.00	100.0	.00	148,500.00	.0
FundBalanceAppropriation	.00	.00	.0	13,461,838.00	.00	.0
Total Revenue/Sources	697,120.90	725,258.85	96.1	13,506,838.00	446,012.28	3.3
Fund: 04 Bond & Interest Fund						
Current Taxes	2,429,480.21	2,429,480.21	100.0	2,465,443.00	2,408,480.54	97.7
Interest on Taxes	452.99	452.99	100.0	450.00	235.61	52.4
Int on Cash/IL Funds Acc	481.12	552.94	87.0	500.00	330.52	66.1
Total Revenue/Sources	2,430,414.32	2,430,486.14	100.0	2,466,393.00	2,409,046.67	97.7
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	194,130.81	246,318.26	78.8	358,402.00	304,821.44	85.1
NonCredit Revenue	167,755.17	185,791.57	90.3	264,318.00	129,650.03	49.1
ContractNoncreditRevenue	31,429.85	43,419.15	72.4	38,531.00	29,894.70	77.6
ICCB Credit Hour Grants	53,346.46	64,213.42	83.1	82,356.00	47,979.37	58.3
Fitness Tuition	19,276.00	19,160.00	100.6	52,400.00	18,417.00	35.1
Fitness Membership Fees	7,935.00	8,815.00	90.0	15,000.00	9,135.00	60.9
Clubs and Organizations	97,255.16	164,601.47	59.1	206,900.00	183,518.89	88.7
Int on Cash/IL Funds Acc	75.90	90.02	84.3	150.00	103.32	68.9
Shilling Community Cntr	27,429.50	38,632.00	71.0	52,815.00	28,908.50	54.7
Child Care Revenue	98,707.65	131,452.77	75.1	92,175.00	76,687.73	83.2
CCRS Paid Revenue	.00	.00	.0	50,000.00	16,679.41	33.4
Copy Center Fees	14,806.78	21,727.69	68.1	30,000.00	30,052.20	100.2
Transfer In	10,201.58	48,938.58	20.8	150,000.00	.00	.0
LLC Contract Svcs Rev	22,581.00	30,108.00	75.0	31,260.00	12,195.00	39.0
Revenue-Contractual	1,365.00	2,503.00	54.5	1,500.00	3,095.00	206.3
Revenue-Misc/OtherSource	1,726.06	2,532.51	68.2	4,450.00	1,503.43	33.8
Total Revenue/Sources	748,021.92	1,008,303.44	74.2	1,430,257.00	892,641.02	62.4

Richland Community College
Revenue Summary-Other Funds
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Fund: 06 Restricted Purposes Fd						
Financial Aid	5,647,883.57	8,358,029.71	67.6	8,435,430.00	7,417,241.98	87.9
Interest on Investments	494.85	1,748.77	28.3	.00	242.83	.0
Int on Cash/IL Funds Acc	54.49	63.42	85.9	.00	68.50	.0
College Fair Revenue-PIE	4,070.00	4,070.00	100.0	5,200.00	3,960.00	76.2
PartnersSaluteRevenuePIE	6,770.00	8,640.00	78.4	8,000.00	3,895.00	48.7
YouthLeadershipRev-PIE	6,800.00	6,840.00	99.4	6,000.00	6,750.00	112.5
Grants Revenue	720,849.09	1,119,212.50	64.4	1,731,790.42	752,487.62	43.5
Gifts/Donations	64,248.44	245,598.91	26.2	47,775.00	45,173.92	94.6
Contributions-PIE	14,727.00	16,727.00	88.0	16,000.00	4,045.00	25.3
Transfer In	.00	214,093.66	.0	253,919.00	14.55	.0
FundBalanceAppropriation	.00	.00	.0	433,437.28	.00	.0
Reimbursed Expenditures	3,318.08	3,318.08	100.0	3,000.00	.00	.0
Revenue-Contractual	169,449.08	817,136.45	20.7	1,133,782.72	138,169.40	12.2
Revenue-Misc/OtherSource	27,785.68	27,671.40	100.4	26,300.00	12,650.00	48.1
Total Revenue/Sources	6,666,450.28	10,823,149.90	61.6	12,100,634.42	8,384,698.80	69.3
Fund: 07 Working Cash Fund						
Interest on Corp Cash	3,801.08	5,193.84	73.2	5,000.00	2,258.11	45.2
Total Revenue/Sources	3,801.08	5,193.84	73.2	5,000.00	2,258.11	45.2
Fund: 10 Trust & Agency Fund						
Club Revenue	20,111.90	23,527.09	85.5	25,000.00	21,455.19	85.8
Int on Cash/IL Funds Acc	77.53	.00	.0	100.00	45.05	45.0
Transfer In	800.00	1,325.00	60.4	2,000.00	.00	.0
Contributions	59,100.00	59,100.00	100.0	58,325.00	29,000.00	49.7
Total Revenue/Sources	80,089.43	83,952.09	95.4	85,425.00	50,500.24	59.1

Richland Community College
Revenue Summary-Other Funds
For the month of March
1314

	Actual Rev 03/31/13	Actual Rev 06/30/13	%	Budget 1314	Actual Rev 03/31/14	%
Fund: 11 Audit Fund						
Current Taxes	59,029.74	59,029.74	100.0	60,879.00	60,403.58	99.2
Interest on Taxes	10.99	10.99	100.0	15.00	5.91	39.4
Int on Cash/IL Funds Acc	13.01	13.56	95.9	15.00	7.63	50.9
LLC Contract Svcs Rev	3,475.00	3,475.00	100.0	.00	3,550.00	.0
Total Revenue/Sources	62,528.74	62,529.29	100.0	60,909.00	63,967.12	105.0
Fund: 12 Liab,Protect,Settle						
Current Taxes	1,150,872.71	1,150,872.71	100.0	1,243,413.50	1,221,596.71	98.2
Interest on Taxes	214.36	214.36	100.0	250.00	119.48	47.8
Insurance-StudentFees	17,376.00	17,656.00	98.4	19,000.00	17,136.00	90.2
Interest on Investments	49.30	75.33	65.4	50.00	.00	.0
Int on Cash/IL Funds Acc	1,255.12	1,321.04	95.0	1,400.00	263.47	18.8
Total Revenue/Sources	1,169,767.49	1,170,139.44	100.0	1,264,113.50	1,239,115.66	98.0

Richland Community College
Expenditure Summary by Major Function
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered Amount	*** %
Fund: Education Fund						
Office of Stu and Acad	100,084.00	46,831.71	46.79	.00	53,252.29	53.21
Business and Technology	2,194,745.00	1,677,681.82	76.44	30,232.06	486,831.12	22.18
Comm, Ed, Hum and Fine A	1,868,244.00	1,482,293.30	79.34	3,628.20	382,322.50	20.46
Math and Sciences	2,230,493.00	1,680,319.65	75.33	7,171.65	543,001.70	24.34
Health Professions	1,883,344.00	1,407,590.91	74.74	6,287.72	469,465.37	24.93
Enrollment Services	1,736,904.00	1,277,668.96	73.56	2,528.82	456,706.22	26.29
Academic Support-LRC	507,165.00	378,496.97	74.63	9,753.25	118,914.78	23.45
Retention Services	213,873.00	162,920.54	76.18	.00	50,952.46	23.82
Technical Services Supp	439,567.00	321,367.41	73.11	497.90	117,701.69	26.78
Institutional Support	4,031,700.00	2,772,174.09	68.76	110,966.50	1,148,559.41	28.49
Scholarship and Waivers	323,000.00	398,810.14	123.47	.00	-75,810.14	-23.47
Transfer Out	331,000.00	.00	.00	.00	331,000.00	100.00
Total Education Fund	15,860,119.00	11,606,155.50	73.18	171,066.10	4,082,897.40	25.74
Fund: Operations & Maint						
Maintenance	1,957,569.00	1,277,838.03	65.28	250,136.12	429,594.85	21.95
Total Operations & Maint	1,957,569.00	1,277,838.03	65.28	250,136.12	429,594.85	21.95
Fund: Oper & Maint Restricted						
Protection,Health,Safety	13,455,538.00	7,036,939.92	52.30	761,743.22	5,656,854.86	42.04
Maintenance	51,300.00	.00	.00	.00	51,300.00	100.00
Liability Protection	.00	.00	.00	.00	.00	.00
Total Oper & Maint Restricted	13,506,838.00	7,036,939.92	52.10	761,743.22	5,708,154.86	42.26
Fund: Bond & Interest Fund						
Bond and Interest	2,466,393.00	2,330,450.00	94.49	.00	135,943.00	5.51
Total Bond & Interest Fund	2,466,393.00	2,330,450.00	94.49	.00	135,943.00	5.51
Fund: Auxiliary Enterprises						
Instructional Programs	587,258.00	385,291.95	65.61	28,569.84	173,396.21	29.53
Auxiliary Services	594,749.00	453,716.12	76.29	40,808.17	100,224.71	16.85
Business/Community Educa	163,080.00	105,988.22	64.99	5,060.00	52,031.78	31.91
Institutional Support	85,170.00	61,315.87	71.99	13,858.21	9,995.92	11.74
Total Auxiliary Enterprises	1,430,257.00	1,006,276.16	70.36	88,296.22	335,684.62	23.47

Richland Community College
Expenditure Summary by Major Function
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered Amount	*** %
Fund: Restricted Purposes Fd						
Grants	3,707,894.02	1,823,717.11	49.18	237,613.05	1,646,563.86	44.41
Financial Aid	8,394,250.00	8,079,994.71	96.26	.00	314,255.29	3.74
Transfer Out	.00	14.55	.00	.00	-14.55	.00
Total Restricted Purposes Fd	12,102,144.02	9,903,726.37	81.83	237,613.05	1,960,804.60	16.20
Fund: Working Cash Fund						
Transfer Out	5,000.00	.00	.00	.00	5,000.00	100.00
Total Working Cash Fund	5,000.00	.00	.00	.00	5,000.00	100.00
Fund: Trust & Agency Fund						
Clubs	83,425.00	66,071.08	79.20	1,918.85	15,435.07	18.50
Transfer Out	2,000.00	.00	.00	.00	2,000.00	100.00
Total Trust & Agency Fund	85,425.00	66,071.08	77.34	1,918.85	17,435.07	20.41
Fund: Audit Fund						
Institutional Support	14,736.00	11,129.81	75.53	.00	3,606.19	24.47
Audit	42,265.00	42,265.00	100.00	.00	.00	.00
Contingency	3,908.00	.00	.00	.00	3,908.00	100.00
Total Audit Fund	60,909.00	53,394.81	87.66	.00	7,514.19	12.34
Fund: Liab,Protect,Settle						
Liability Protection	1,191,764.00	864,308.16	72.52	103,297.46	224,158.38	18.81
Contingency	72,349.50	.00	.00	.00	72,349.50	100.00
Total Liab,Protect,Settle	1,264,113.50	864,308.16	68.37	103,297.46	296,507.88	23.46

Richland Community College
Expenditure Summary-Operating Funds
For the month of March
75% of Fiscal Year 1314

	Actual Exp 03/31/13	** Actual Expense ** 06/30/13	%	Budget 1314	*** Actual Expense ** 03/31/14	%	Encumbered	*** Unencumbered ***	%
Fund: Education Fund									
Salaries	7,823,818.35	10,760,015.03	72.7	11,253,332.00	8,523,686.19	75.7	.00	2,729,645.81	24.3
Employee Benefits	1,563,130.56	2,047,513.81	76.3	2,121,352.00	1,518,097.39	71.6	.00	603,254.61	28.4
Contractual Services	315,107.18	360,985.25	87.3	421,663.61	247,655.98	58.7	5,709.06	168,298.57	39.9
Commodities	578,117.04	816,276.32	70.8	942,487.39	656,401.44	69.6	106,223.71	179,862.24	19.1
Travel	106,976.84	170,162.03	62.9	249,298.00	117,494.87	47.1	50,471.48	81,331.65	32.6
Fixed Charges	111,572.09	147,796.73	75.5	147,686.00	102,044.91	69.1	8,615.85	37,025.24	.3
Capital Outlay	515.96	5,427.41	9.5	3,975.00	1,768.85	44.5	.00	2,206.15	55.5
Other	401,540.39	806,285.44	49.8	389,325.00	439,005.87	112.8	46.00	-49,726.87	-12.8
Transfer Out	.00	238,851.88	.0	331,000.00	.00	.0	.00	331,000.00	100.0
Contingency	.00	.00	.0	.00	.00	.0	.00	.00	.0
Total Expenditures	10,900,778.41	15,353,313.90	71.0	15,860,119.00	11,606,155.50	73.2	171,066.10	4,082,897.40	25.7
Fund: Operations & Maint									
Salaries	287,301.70	388,182.76	74.0	399,402.00	301,403.51	75.5	.00	97,998.49	24.5
Employee Benefits	69,031.01	91,460.79	75.5	92,101.00	72,899.38	79.2	.00	19,201.62	20.8
Contractual Services	295,822.82	460,130.95	64.3	519,005.00	352,228.03	67.9	131,851.45	34,925.52	6.7
Commodities	88,672.29	130,857.18	67.8	183,511.00	94,541.82	51.5	48,003.89	40,965.29	22.3
Travel	845.10	1,317.61	64.1	4,150.00	1,126.07	27.1	60.00	2,963.93	71.4
Fixed Charges	408,280.12	613,725.67	66.5	647,920.00	450,244.63	69.5	55,220.78	142,454.59	.2
Capital Outlay	-2,950.00	19,800.00	-14.9	111,480.00	5,394.59	4.8	15,000.00	91,085.41	81.7
Contingency	.00	.00	.0	.00	.00	.0	.00	.00	.0
Total Expenditures	1,147,003.04	1,705,474.96	67.3	1,957,569.00	1,277,838.03	65.3	250,136.12	429,594.85	21.9
Total Operating Funds									
Salaries	8,111,120.05	11,148,197.79	72.8	11,652,734.00	8,825,089.70	75.7	.00	2,827,644.30	24.3
Employee Benefits	1,632,161.57	2,138,974.60	76.3	2,213,453.00	1,590,996.77	71.9	.00	622,456.23	28.1
Contractual Services	610,930.00	821,116.20	74.4	940,668.61	599,884.01	63.8	137,560.51	203,224.09	21.6
Commodities	666,789.33	947,133.50	70.4	1,125,998.39	750,943.26	66.7	154,227.60	220,827.53	19.6
Travel	107,821.94	171,479.64	62.9	253,448.00	118,620.94	46.8	50,531.48	84,295.58	33.3
Fixed Charges	519,852.21	761,522.40	68.3	795,606.00	552,289.54	69.4	63,836.63	179,479.83	22.6
Capital Outlay	2,434.04	25,227.41 -	9.6	115,455.00	7,163.44	6.2	15,000.00	93,291.56	80.8
Other	401,540.39	806,285.44	49.8	389,325.00	439,005.87	112.8	46.00	-49,726.87	-12.8
Transfer Out	.00	238,851.88	.0	331,000.00	.00	.0	.00	331,000.00	100.0
Total Expenditures	12,047,781.45	17,058,788.86	70.6	17,817,688.00	12,883,993.53	72.3	421,202.22	4,512,492.25	25.3

Auxiliary Enterprises Fund
Instructional Programs
Statement of Revenue and Expense
Cash Basis
MAR 1314

		Actual	Budget
Continuing and Professional Education			
Revenues:			
	Fitness Center	27,552.00	67,400.00
6001	CDL	152,945.60	196,962.00
6002	Computer & Technology	13,245.92	18,647.00
6003	Dance	49,812.73	49,000.00
6004	Hobby & Leisure	52,806.74	93,300.00
6007	Safety-Industrial	187,973.66	294,817.00
6008	Shilling Rentals	28,908.50	52,815.00
6010	DOC-CPR/First Aid	4,060.39	15,000.00
6013	Culinary Arts	5,455.00	9,500.00
6025	Camp Connections	10,700.00	25,000.00
Total Revenues		533,460.54	822,441.00
Expenses:			
	Fitness Center	34,037.72	59,400.00
6000	CPED Admin Expenses	105,988.22	163,080.00
6001	CDL	103,450.00	151,916.00
6002	Computer & Technology	14,634.28	14,945.00
6003	Dance	36,211.32	47,723.00
6004	Hobby & Leisure	56,510.22	88,228.00
6007	Safety-Industrial	119,493.37	194,288.00
6008	Shilling Rentals	11,900.57	17,029.00
6010	DOC-CPR/First Aid	6,481.14	2,839.00
6013	Culinary Arts	6,096.25	8,663.00
6025	Camp Connections	2,154.38	11,250.00
Total Expenses		496,957.47	759,361.00
	Net Income (Loss)	36,503.07	63,080.00

Note: Credit Hour Reimbursement Revenue included above 47,979.37

Auxiliary Enterprises Fund
Outdoor Events
Statement of Revenue and Expense
Cash Basis
MAR 1314

		Actual	Budget
Revenues:			
6014	Dance Productions	26,187.23	30,000.00
6019	Outdoor Events	13,466.00	58,033.00
6020	Farm Progress Show	0.00	15,000.00
6021	Concert	70,230.15	60,000.00
6023	Hunnert Car Pile Up	4,500.00	7,000.00
6024	Dog Show	0.00	6,000.00
6030	Misc Events	6,050.00	5,500.00
Total Revenues		120,433.38	181,533.00
Expenses:			
6014	Dance Productions	23,453.07	22,213.00
6019	Outdoor Events	85,715.88	118,585.00
6020	Farm Progress Show	1,945.00	15,000.00
6021	Concert	64,077.07	16,100.00
6023	Hunnert Car Pile Up	45.75	4,025.00
6024	Dog Show	0.00	1,260.00
6030	Misc Events	0.00	4,350.00
Total Expenses		175,236.77	181,533.00
Net Income (Loss)		(54,803.39)	.00

Auxiliary Enterprises Fund
Workforce Development
Statement of Revenue and Expense
Cash Basis
MAR 1314

		Actual	Budget
Revenues:			
6009	Traffic Safety	35,345.50	43,331.00
8907	Culinary Arts Dining Rm	16,950.00	8,500.00
8908	Coffee Shop	43,305.10	45,900.00
Total Revenues		95,600.60	97,731.00
Expenses:			
6009	Traffic Safety	25,220.35	43,331.00
8907	Culinary Arts Dining Rm	6,583.64	8,500.00
8908	Coffee Shop	36,804.02	45,900.00
Total Expenses		68,608.01	97,731.00
Net Income (Loss)		26,992.59	.00

Richland Community College
Restricted Purposes Fund-Grants
MAR 1314

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
Federally Funded Grants							
11117 ADM Sequestration Grant	07/01/2010 - 06/30/2015	86,237.00	54,676.13	63.40	6,334.39	25,226.48	29.25
11396 DCP-DFC STOP ACT	09/30/2012 - 09/29/2013	34,398.34	23,191.56	67.42	4,440.60	6,766.18	19.67
11394 DCP-Drug Free Communites	10/01/2012 - 09/30/2013	68,764.19	49,486.77	71.97	0.00	19,277.42	28.03
11496 DCP-STOP Act	09/30/2013 - 09/29/2014	48,258.00	11,416.32	23.66	300.00	36,541.68	75.72
11495 DCP-Strategic Prevention	07/01/2013 - 06/30/2014	134,925.00	65,702.63	48.70	4,207.24	65,015.13	48.19
11380 TRIO Grant	09/01/2012 - 08/31/2013	56,623.13	56,339.54	99.50	0.00	283.59	.50
11480 TRIO Grant	09/01/2013 - 08/31/2014	266,633.00	134,882.64	50.59	358.00	131,392.36	49.28
11316 TrainingAssist/CareerTrg	10/01/2012 - 09/30/2016	523,438.00	98,770.08	18.87	85,000.00	339,667.92	64.89
Total		1,219,276.66	494,465.67	40.55	100,640.23	624,170.76	51.19
State Funded Grants							
11324 Back to Books Grant	04/01/2013 - 10/31/2013	1,454.00	47.45	3.26	452.10	954.45	65.64
11420 Co-OpWorkStudy-IBHE	07/01/2013 - 06/30/2014	18,670.00	7,586.25	40.63	0.00	11,083.75	59.37
11217 Coal Educ & Mktg -DCEO	04/01/2012 - 06/30/2014	32,186.57	6,519.43	20.26	0.00	25,667.14	79.74
11218 DCEO-SustainableEdProgrm	08/01/2011 - 12/31/2013	8,120.28	8,120.28	100.00	0.00	0.00	.00
11340 Decatur DOC	07/01/2012 - 09/30/2013	62,228.14	62,228.14	100.00	0.00	0.00	.00
11440 Decatur DOC	10/01/2013 - 09/30/2014	366,324.69	122,161.46	33.35	13,289.99	230,873.24	63.02
11341 Lincoln DOC	07/01/2012 - 09/30/2013	49,642.10	49,642.10	100.00	0.00	0.00	.00
11441 Lincoln DOC	10/01/2013 - 09/30/2014	285,888.00	133,189.72	46.59	2,893.48	149,804.80	52.40
11342 Logan DOC	07/01/2012 - 09/30/2013	74,941.17	74,941.17	100.00	0.00	0.00	.00
11442 Logan DOC	10/01/2013 - 09/30/2014	399,248.63	192,261.89	48.16	3,985.59	203,001.15	50.85
11454 Performance Grant	07/01/2013 - 06/30/2014	46,226.00	29,199.20	63.17	0.00	17,026.80	36.83
11344 Pontiac DOC	07/01/2012 - 09/30/2013	11,055.95	11,055.95	100.00	0.00	0.00	.00
11444 Pontiac DOC	10/01/2013 - 09/30/2014	58,384.13	20,696.03	35.45	0.00	37,688.10	64.55
11460 Public Assistance	07/01/2013 - 06/30/2014	41,625.00	38,940.38	93.55	0.00	2,684.62	6.45
11364 SOS Literacy - State	07/01/2012 - 06/30/2013	509.60	509.60	100.00	0.00	0.00	.00
11464 SOS Literacy - State	07/01/2013 - 06/30/2014	67,000.00	50,210.56	74.94	0.00	16,789.44	25.06
11472 State Basic Adult Ed	07/01/2013 - 06/30/2014	52,662.00	31,359.22	59.55	0.00	21,302.78	40.45
11466 Workplace Skills Enhance	07/01/2013 - 06/30/2014	12,500.00	5,461.73	43.69	0.00	7,038.27	56.31
Total		1,588,666.26	844,130.56	53.13	20,621.16	723,914.54	45.57
Locally Funded Grants							
11322 AACC Plus 50 Grant	04/01/2013 -	5,863.00	411.68	7.02	0.00	5,451.32	92.98
8999 Decatur Comm Partnership	10/01/2007 -	16,300.00	14,902.76	91.43	0.00	1,397.24	8.57
11373 Literacy Grant-EdCo	03/01/2013 - 12/31/2014	37,952.43	18,548.44	48.87	0.00	19,403.99	51.13
Total		60,115.43	33,862.88	56.33	0.00	26,252.55	43.67
Cash/RCC Restricted Programs							
9098 Partners in Education	-	68,189.00	50,734.61	74.40	0.00	17,454.39	25.60
11458 Project READ	07/01/2013 - 06/30/2014	81,745.00	54,573.26	66.76	0.00	27,171.74	33.24
EQUI Reserved for Equipment	07/01/2005 -	418,000.00	165,740.46	39.65	108,639.32	143,620.22	34.36
Total		567,934.00	271,048.33	47.73	108,639.32	188,246.35	33.15

Richland Community College
Restricted Purposes Fund-Grants
MAR 1314

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
RCC-Foundation Funded Grants							
11433 Foundation Gifts to RCC	07/01/2013 - 06/30/2014	5,000.00	3,434.80	68.70	136.29	1,428.91	28.58
11134 Math Enrichment Center	07/01/2010 -	21,030.00	2,002.65	9.52	0.00	19,027.35	90.48
Total		26,030.00	5,437.45	20.89	136.29	20,456.26	78.59
Fed Funded through State							
11412 CarlPerkins-ICCB	07/01/2013 - 06/30/2014	149,830.00	101,273.32	67.59	7,576.05	40,980.63	27.35
11325 Common Core Bridging Gap	04/01/2013 - 09/30/2013	6,667.67	6,667.67	100.00	0.00	0.00	.00
11432 Federal Adult Ed Basic	07/01/2013 - 06/30/2014	47,194.00	26,797.81	56.78	0.00	20,396.19	43.22
Total		203,691.67	134,738.80	66.15	7,576.05	61,376.82	30.13
Total Grants		3,665,714.02	1,783,683.69	48.66	237,613.05	1,644,417.28	44.86

Richland Community College
ACCOUNT SUMMARY
MAR 1314

Fund: Acct	Education Fund Description	Month Actual	Full Year Budget	Year to Date Actual	Encumbered	Pct	Variance
51100	Administrative Staff Sal	184,550.35	2,028,569.00	1,459,749.34	0.00	72.0	568,819.66
51200	Professional/Tech Salary	55,433.28	661,595.00	480,405.20	0.00	72.6	181,189.80
51201	Professional/Tech-PT	2,540.10	30,000.00	20,951.55	0.00	69.8	9,048.45
51202	Professional/Tech-PT	2,464.39	35,500.00	25,534.60	0.00	71.9	9,965.40
51310	F/T Faculty Salary	357,080.50	3,973,319.00	3,034,846.71	0.00	76.4	938,472.29
51315	F/T Faculty-Summer Sal	0.00	342,131.00	331,144.14	0.00	96.8	10,986.86
51320	P/T Faculty Salary	111,999.44	970,803.00	786,751.31	0.00	81.0	184,051.69
51325	P/T Faculty-Summer Sal	0.00	83,921.00	84,580.94	0.00	100.8	-659.94
51340	Overload Salary	40,985.22	475,055.00	327,818.31	0.00	69.0	147,236.69
51345	Clinical Risk Stipends	3,853.32	38,200.00	28,033.38	0.00	73.4	10,166.62
51350	Independent Study Salary	0.00	25,300.00	12,525.00	0.00	49.5	12,775.00
51353	Proficiency Exam Salary	0.00	88.00	157.50	0.00	179.0	-69.50
51356	Subs Instructors Salary	2,158.74	15,150.00	21,201.96	0.00	139.9	-6,051.96
51360	LabFacilitators	3,438.71	34,700.00	25,277.65	0.00	72.8	9,422.35
51362	Faculty Tutors Salary	17,455.11	170,000.00	120,871.82	0.00	71.1	49,128.18
51391	Faculty Curriculm Dev OL	0.00	3,600.00	9,990.00	0.00	277.5	-6,390.00
51392	Faculty Curriculm Dev	0.00	0.00	1,923.00	0.00	.0	-1,923.00
51400	Supervisory Staff Salary	53,208.75	604,643.00	455,315.48	0.00	75.3	149,327.52
51500	Academic Support Salary	13,862.16	171,129.00	129,540.99	0.00	75.7	41,588.01
51502	Academic Support-PT	11,752.52	154,193.00	131,214.27	0.00	85.1	22,978.73
51610	F/T Classified Salary	88,115.66	1,157,336.00	808,072.49	0.00	69.8	349,263.51
51620	P/T Classified Salary	7,536.90	151,000.00	86,466.14	0.00	57.3	64,533.86
51630	Classified-Temporary	2,854.30	1,000.00	12,005.33	0.00	1200.5	-11,005.33
51800	Student Workers Salary	8,155.22	70,700.00	56,692.48	0.00	80.2	14,007.52
51906	Interpreter Salary	5,273.06	10,000.00	37,406.92	0.00	374.1	-27,406.92
51918	Overtime Wages	373.68	5,900.00	7,356.97	0.00	124.7	-1,456.97
51930	Car Allowance	1,500.00	18,000.00	13,500.00	0.00	75.0	4,500.00
51935	SURS Fringe Benefit	1,561.38	21,500.00	14,352.71	0.00	66.8	7,147.29
52080	SURS-RetireeHealthContri	3,875.85	44,951.00	34,786.63	0.00	77.4	10,164.37
52100	EmployeeBenefitsTotal	-18.33	0.00	2,951.49	0.00	.0	-2,951.49
52101	Group Medical Ins	154,537.49	1,927,377.00	1,328,086.39	0.00	68.9	599,290.61
52102	Group Dental Ins	5,813.04	69,519.00	49,492.98	0.00	71.2	20,026.02
52104	Group Life Ins	2,857.76	34,140.00	26,410.72	0.00	77.4	7,729.28
52105	Group LTD Ins	1,779.93	21,348.00	15,808.50	0.00	74.1	5,539.50
52106	Long-Term Care Ins	0.00	4,000.00	3,853.39	0.00	96.3	146.61
52700	Medicare	0.00	0.00	-4.97	0.00	.0	4.97
52705	Grants Share of SURS	0.00	17.00	16.26	0.00	95.6	0.74
52750	Staff/Family Waivers	707.00	20,000.00	56,696.00	0.00	283.5	-36,696.00
53200	Consultants/Workshops	400.00	9,945.00	4,844.91	0.00	48.7	5,100.09
53205	Admin Computer-Maint	0.00	173,265.00	167,057.20	0.00	96.4	6,207.80
53400	Equip Repair/Maint Agree	287.00	35,430.00	17,444.87	458.99	50.5	17,526.14
53500	Legal Services-Admin	0.00	101,000.00	8,829.79	2,479.00	11.2	89,691.21
53600	Temporary Office Help	0.00	18,872.00	0.00	0.00	.0	18,872.00
53900	Contractual-Other	820.22	53,783.61	27,643.74	2,771.07	56.6	23,368.80
53920	Wellness Program	264.75	5,000.00	6,490.75	0.00	129.8	-1,490.75
53938	Tuition	0.00	3,000.00	0.00	0.00	.0	3,000.00
53955	Faculty Development	0.00	1,500.00	775.05	0.00	51.7	724.95
53956	Staff Development	0.00	4,250.00	1,633.00	0.00	38.4	2,617.00
53974	Resource Persons	0.00	350.00	0.00	0.00	.0	350.00
53975	Professional Fees	0.00	7,500.00	6,500.00	0.00	86.7	1,000.00
53993	Employee Recognition EAT	0.00	3,600.00	3,244.15	0.00	90.1	355.85

Richland Community College
ACCOUNT SUMMARY
MAR 1314

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date Actual	Year to Date Encumbered	Pct	Variance
53995 Meals	2,160.00	3,168.00	3,123.52	0.00	98.6	44.48
53998 Student Awards	0.00	1,000.00	69.00	0.00	6.9	931.00
54101 Office Supplies	2,712.57	40,833.65	23,991.61	786.43	60.7	16,055.61
54102 Instructional Supplies	8,475.80	155,395.50	89,838.45	27,237.74	75.3	38,319.31
54200 Printing	3,827.83	42,837.00	28,429.57	6,105.16	80.6	8,302.27
54205 Credit Schedules	0.00	8,282.00	5,821.73	0.00	70.3	2,460.27
54210 Catalog Printing	0.00	6,060.00	0.00	0.00	.0	6,060.00
54400 Materials	7,795.88	105,413.74	73,982.80	11,420.60	81.0	20,010.34
54401 Audio Visual Materials	0.00	9,731.00	5,109.45	162.77	54.2	4,458.78
54402 Postage	757.23	39,062.00	22,521.54	0.00	57.7	16,540.46
54408 Computer Software	1,145.00	142,172.00	109,548.24	460.15	77.4	32,163.61
54413 Transcripts	0.00	30,000.00	18,000.00	0.00	60.0	12,000.00
54515 Reference Materials	953.82	7,225.00	4,603.62	-108.62	62.2	2,730.00
54520 Books-Library Collection	1,947.06	21,000.00	15,226.54	997.26	77.3	4,776.20
54600 Publications & Dues	7,256.28	133,664.00	126,549.84	8,313.00	100.9	-1,198.84
54700 Advertising	8,325.05	187,045.00	124,814.47	49,616.86	93.3	12,613.67
54705 Specialities	541.52	4,750.00	4,214.03	821.39	106.0	-285.42
54710 WYSE Activities	-95.00	1,176.00	1,071.42	0.00	91.1	104.58
54905 Graphic Supplies	27.96	6,398.00	2,496.60	0.00	39.0	3,901.40
54908 Laundry/Linen Supplies	0.00	1,042.50	181.53	410.97	56.8	450.00
54910 Uniforms	0.00	400.00	0.00	0.00	.0	400.00
55100 Meeting Expense	1,212.54	26,682.00	19,198.59	985.25	75.6	6,498.16
55102 Alumni Actvities	0.00	200.00	0.00	0.00	.0	200.00
55150 Registration Fees	1,883.28	54,135.00	38,510.07	12,698.73	94.6	2,926.20
55200 Travel-In State	1,008.52	44,311.00	15,179.29	3,008.34	41.0	26,123.37
55204 Travel-In State Mileage	891.34	10,130.00	5,013.92	3,107.10	80.2	2,008.98
55300 Travel-Out of State	980.12	75,640.00	38,009.50	30,672.06	90.8	6,958.44
55400 Recruitment	0.00	35,200.00	1,583.50	0.00	4.5	33,616.50
55500 Relocation Expense	0.00	3,000.00	0.00	0.00	.0	3,000.00
56200 Equipment Rental	5,495.71	49,950.00	32,454.53	6,921.79	78.8	10,573.68
56600 Install Pymt Lease/Purch	0.00	32,236.00	30,493.82	0.00	94.6	1,742.18
56800 Bank Card Fees	612.19	18,200.00	12,895.42	0.00	70.9	5,304.58
56810 Collection Co Charges	4,052.63	17,000.00	16,894.23	0.00	99.4	105.77
56815 Graduation Expense	192.95	18,000.00	1,242.63	0.00	6.9	16,757.37
57500 Telephone	50.02	800.00	400.16	0.00	50.0	399.84
57700 Telecommunications	1,696.49	11,500.00	7,664.12	1,694.06	81.4	2,141.82
58500 Equipment-Office	0.00	1,600.00	1,768.85	0.00	110.6	-168.85
58600 Equipment-Instructional	0.00	2,375.00	0.00	0.00	.0	2,375.00
59040 Write-Offs	394.00	40,000.00	20,154.41	0.00	50.4	19,845.59
59300 Chargeback Expense	14,695.65	48,000.00	41,544.71	0.00	86.6	6,455.29
59405 Tuition Waiver	2,976.00	210,000.00	299,062.02	0.00	142.4	-89,062.02
59416 Unfunded ING/MIA/POW	0.00	25,000.00	38,049.00	0.00	152.2	-13,049.00
59901 Contributions	0.00	58,325.00	29,500.00	0.00	50.6	28,825.00
59965 Bank Service Charges	722.06	6,000.00	5,937.49	46.00	99.7	16.51
59999 Expense-Other	2,878.37	2,000.00	4,758.24	0.00	237.9	-2,758.24
	1,233,050.37	15,529,119.00	11,606,155.50	171,066.10	75.8	3,751,897.40
71000 Transfer Out	0.00	331,000.00	0.00	0.00	0.0	331,000.00
01 Education Fund	1,233,050.37	15,860,119.00	11,606,155.50	171,066.10	74.3	4,082,897.40

Richland Community College
ACCOUNT SUMMARY
MAR 1314

Fund: Acct	Operations & Maint Description	Month Actual	Full Year Budget	Year to Date Actual	Encumbered	Pct	Variance
51100	Administrative Staff Sal	6,631.60	79,579.00	59,684.41	0.00	75.0	19,894.59
51400	Supervisory Staff Salary	9,144.54	109,735.00	82,300.86	0.00	75.0	27,434.14
51610	F/T Classified Salary	3,531.00	40,872.00	30,779.00	0.00	75.3	10,093.00
51700	Custodial,Maint Stf Sal	13,068.88	161,216.00	115,761.35	0.00	71.8	45,454.65
51918	Overtime Wages	914.59	8,000.00	12,877.89	0.00	161.0	-4,877.89
52080	SURS-RetireeHealthContri	166.47	1,956.00	1,519.07	0.00	77.7	436.93
52101	Group Medical Ins	7,274.67	84,255.00	62,759.23	0.00	74.5	21,495.77
52102	Group Dental Ins	283.24	3,315.00	2,471.76	0.00	74.6	843.24
52104	Group Life Ins	134.06	1,596.00	1,198.78	0.00	75.1	397.22
52105	Group LTD Ins	82.14	979.00	734.54	0.00	75.0	244.46
52750	Staff/Family Waivers	0.00	0.00	4,216.00	0.00	.0	-4,216.00
53300	Architectural Services	0.00	9,000.00	6,026.34	0.00	67.0	2,973.66
53400	Equip Repair/Maint Agree	3,613.74	70,900.00	42,766.36	18,863.44	86.9	9,270.20
53405	Telephone Maint Agree	0.00	10,000.00	1,019.88	0.00	10.2	8,980.12
53410	Custodial Services	4,410.90	323,000.00	220,661.25	105,844.00	101.1	-3,505.25
53415	Security	1,059.23	12,750.00	9,678.40	3,071.60	100.0	0.00
53420	Building Repair/Maint	0.00	36,845.00	35,413.71	1,184.37	99.3	246.92
53900	Contractual-Other	6,070.57	37,310.00	20,987.40	0.00	56.3	16,322.60
53910	Pest Control	710.00	11,500.00	7,843.92	2,130.00	86.7	1,526.08
53915	Snow/Grounds	0.00	7,700.00	7,830.77	758.04	111.5	-888.81
54101	Office Supplies	247.49	1,000.00	719.77	0.00	72.0	280.23
54104	Maintenance Supplies	5,964.07	116,750.00	55,966.55	41,744.69	83.7	19,038.76
54105	Vehicle Expense	2,581.18	23,000.00	15,838.10	5,188.65	91.4	1,973.25
54107	Wind Turbine Maintenace	0.00	20,000.00	5,500.00	0.00	27.5	14,500.00
54200	Printing	105.20	1,100.00	597.59	0.00	54.3	502.41
54400	Materials	8,141.50	8,150.00	8,141.50	0.00	99.9	8.50
54402	Postage	10.00	350.00	173.50	0.00	49.6	176.50
54408	Computer Software	0.00	5,200.00	5,150.00	0.00	99.0	50.00
54600	Publications & Dues	70.00	1,600.00	555.00	0.00	34.7	1,045.00
54700	Advertising	0.00	361.00	187.36	0.00	51.9	173.64
54910	Uniforms	248.80	6,000.00	1,712.45	1,070.55	46.4	3,217.00
55100	Meeting Expense	0.00	150.00	101.75	0.00	67.8	48.25
55150	Registration Fees	0.00	1,000.00	249.00	0.00	24.9	751.00
55200	Travel-In State	0.00	1,000.00	211.91	60.00	27.2	728.09
55300	Travel-Out of State	0.00	2,000.00	563.41	0.00	28.2	1,436.59
56100	Facility Rental	12,291.23	124,900.00	89,362.40	35,531.74	100.0	5.86
56200	Equipment Rental	0.00	2,100.00	421.40	0.00	20.1	1,678.60
56600	Install Pymt Lease/Purch	4,490.00	53,880.00	40,410.00	13,470.00	100.0	0.00
56750	Property Taxes	0.00	7,800.00	854.03	0.00	10.9	6,945.97
57150	Propane	400.75	7,500.00	4,522.50	477.50	66.7	2,500.00
57300	Electricity	60,924.40	355,950.00	251,906.21	0.00	70.8	104,043.79
57400	Water,Sewage	1,302.00	28,500.00	14,238.19	0.00	50.0	14,261.81
57500	Telephone	3,713.84	44,700.00	36,562.88	2,101.19	86.5	6,035.93
57600	Refuse Disposal	1,255.66	20,000.00	10,446.89	3,640.35	70.4	5,912.76
57700	Telecommunications	168.92	2,590.00	1,520.13	0.00	58.7	1,069.87
58200	Site Improvements	5,394.59	5,400.00	5,394.59	0.00	99.9	5.41
58400	Building Improvements	0.00	96,080.00	0.00	5,000.00	5.2	91,080.00
58700	Equipment-Service	0.00	10,000.00	0.00	10,000.00	100.0	0.00
		164,405.26	1,957,569.00	1,277,838.03	250,136.12	78.1	429,594.85
71000	Transfer Out	0.00	0.00	0.00	0.00	0.0	0.00

Richland Community College
ACCOUNT SUMMARY
MAR 1314

Fund: Operations & Maint Acct Description	Month Actual	Full Year Budget	Year to Date Actual	 Encumbered	 Pct	 Variance
02 Operations & Maint	164,405.26	1,957,569.00	1,277,838.03	250,136.12	78.1	429,594.85

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Education Fund						
Costs for Office of Stu and Acad						
GED-AB & ASE	10,039.00	2,903.53	28.92	.00	7,135.47	71.08
DOC General Studies	48,550.00	38,799.89	79.92	.00	9,750.11	20.08
Honors Program	5,750.00	2,742.64	47.70	.00	3,007.36	52.30
Online Learning	144,578.00	106,105.33	73.39	3,943.70	34,528.97	23.88
Dual Credit	19,250.00	2,382.00	12.37	.00	16,868.00	87.63
Diversity	7,495.00	3.65	.05	.00	7,491.35	99.95
InternationalDevelopment	9,000.00	.00	.00	.00	9,000.00	100.00
Total Office of Stu and Acad	244,662.00	152,937.04	62.51	3,943.70	87,781.26	35.88
Costs for Business and Technology						
Business/TechnologyDean	156,076.00	111,148.40	71.21	.00	44,927.60	28.79
Automotive-Tech Occ	106,371.00	86,567.92	81.38	1,954.67	17,848.41	16.78
Accounting/Business	341,736.00	240,717.12	70.44	.00	101,018.88	29.56
Culinary Arts	227,139.00	168,885.61	74.35	19,133.41	39,119.98	17.22
Information Tech-OccTech	230,724.00	192,351.43	83.37	60.00	38,312.57	16.61
Office Tech-Bus Occ	209,744.00	125,143.34	59.66	879.95	83,720.71	39.92
Agribusiness-OccTech	1,000.00	236.64	23.66	.00	763.36	76.34
Drafting/DesignEngineer	97,293.00	59,541.33	61.20	.00	37,751.67	38.80
Engineering-Baccal	2,500.00	10,857.60	434.30	.00	-8,357.60	-334.30
Heating,Vent,AC-Tech Occ	114,664.00	83,151.92	72.52	961.10	30,550.98	26.64
Horticulture-Bus Occup	150,802.00	118,044.90	78.28	1,019.08	31,738.02	21.05
Engineering Technology	238,227.00	165,763.11	69.58	.00	72,463.89	30.42
Welding-Technical Occ	177,493.00	152,723.31	86.04	6,175.85	18,593.84	10.48
Health Information Tech	63,035.00	105,116.21	166.76	.00	-42,081.21	-66.76
Hospitality Management	77,941.00	57,432.98	73.69	.00	20,508.02	26.31
Total Business and Technology	2,194,745.00	1,677,681.82	76.44	30,184.06	486,879.12	22.18
Costs for Comm, Ed, Hum and Fine A						
Humanities - Dean	182,869.00	131,071.83	71.68	3,628.20	48,168.97	26.34
Art-Baccalaureate	147,986.00	124,449.63	84.10	.00	23,536.37	15.90
Erlanson Art Gallery	10,820.00	9,668.24	89.36	.00	1,151.76	10.64
African Amer Stu-Baccal	42,330.00	41,512.82	98.07	.00	817.18	1.93
Engl/Human/Journal-Bacca	916,626.00	729,954.07	79.63	.00	186,671.93	20.37
Foreign Lang-Baccal	92,043.00	77,517.98	84.22	.00	14,525.02	15.78
Music-Baccalaureate	18,220.00	19,792.29	108.63	.00	-1,572.29	-8.63
Dance-Baccalaureate	2,100.00	1,495.00	71.19	.00	605.00	28.81
Philosophy-Baccalaureate	116,830.00	81,210.05	69.51	.00	35,619.95	30.49
Speech/Forensic/Drama	202,341.00	163,041.80	80.58	.00	39,299.20	19.42
EarlyChildhoodEduc-AAS	91,833.00	77,464.81	84.35	.00	14,368.19	15.65
Education-Baccalaureate	44,246.00	25,114.78	56.76	.00	19,131.22	43.24
Total Comm, Ed, Hum and Fine	1,868,244.00	1,482,293.30	79.34	3,628.20	382,322.50	20.46

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Costs for Math and Sciences						
Math-Baccalaureate	557,866.00	465,658.40	83.47	358.44	91,849.16	16.46
Phys Sci/Physic-Baccal	113,706.00	70,056.95	61.61	.00	43,649.05	38.39
Biology-Baccalaureate	416,686.00	332,869.57	79.88	2,901.43	80,915.00	19.42
General Science	6,800.00	4,217.31	62.02	.00	2,582.69	37.98
Chemistry-Baccalaureate	139,233.00	99,275.67	71.30	.00	39,957.33	28.70
Earth Science-Baccal	12,119.00	11,886.78	98.08	.00	232.22	1.92
Economics-Baccalaureate	70,536.00	55,159.40	78.20	.00	15,376.60	21.80
Fire Science-Tech Occ	89,801.00	63,384.55	70.58	709.00	25,707.45	28.63
Health Ed/Rec-Baccal	9,527.00	4,536.00	47.61	.00	4,991.00	52.39
History-Baccalaureate	187,701.00	142,840.68	76.10	.00	44,860.32	23.90
CriminalJustice-Tech Occ	34,809.00	30,559.68	87.79	.00	4,249.32	12.21
Political Sci-Baccal	22,093.00	18,489.30	83.69	.00	3,603.70	16.31
Psychology-Baccalaureate	225,084.00	163,605.58	72.69	.00	61,478.42	27.31
Sociology-Baccalaureate	131,029.00	108,830.01	83.06	.00	22,198.99	16.94
Math/Science Dean	213,503.00	108,949.77	51.03	3,202.78	101,350.45	47.47
Total Math and Sciences	2,230,493.00	1,680,319.65	75.33	7,171.65	543,001.70	24.34
Costs for Health Professions						
HealthProfessions Dean	227,568.00	174,369.37	76.62	143.85	53,054.78	23.31
Allied Health	187,185.00	153,264.68	81.88	304.58	33,615.74	17.96
Human Simulator	85,201.00	61,349.92	72.01	395.47	23,455.61	27.53
Radiology Tech-Hlth Occ	204,443.00	156,595.43	76.60	1,813.42	46,034.15	22.52
Surgical Tech-Health Occ	204,741.00	149,514.92	73.03	2,605.12	52,620.96	25.70
Nursing LPN -Health Occ	152,053.00	98,418.74	64.73	202.89	53,431.37	35.14
AAS Nursing -Health Occ	822,153.00	614,077.85	74.69	822.39	207,252.76	25.21
Total Health Professions	1,883,344.00	1,407,590.91	74.74	6,287.72	469,465.37	24.93
Costs for Enrollment Services						
Admission and Recruitmen	238,332.00	171,356.67	71.90	.00	66,975.33	28.10
Academic Success	384,761.00	293,593.45	76.31	.00	91,167.55	23.69
Math Enrichment Center	30,000.00	32,605.21	108.68	.00	-2,605.21	-8.68
Advising and Records	292,507.00	199,264.54	68.12	1,514.25	91,728.21	31.36
Counseling Services	281,960.00	217,129.85	77.01	.00	64,830.15	22.99
Career Services	13,250.19	16,359.79	123.47	100.00	-3,209.60	-24.22
Student Support	77,632.00	57,477.05	74.04	782.36	19,372.59	24.95
Fin Aid & Vet Affairs	303,521.81	217,508.21	71.66	132.21	85,881.39	28.29
Student Life	114,940.00	72,374.19	62.97	.00	42,565.81	37.03
Total Enrollment Services	1,736,904.00	1,277,668.96	73.56	2,528.82	456,706.22	26.29
Costs for Academic Support-LRC						
LRC Audio Visual	16,950.00	12,093.57	71.35	406.27	4,450.16	26.25
LRC	345,637.00	260,298.07	75.31	5,403.28	79,935.65	23.13
Total Academic Support-LRC	362,587.00	272,391.64	75.12	5,809.55	84,385.81	23.27

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Enrollment/RetentionSvcs	213,873.00	162,920.54	76.18	.00	50,952.46	23.82
Costs for Technical Services Supp						
NetworkingSupport	97,565.00	88,259.61	90.46	.00	9,305.39	9.54
Academic Lab Support	44,900.00	41,534.94	92.51	172.90	3,192.16	7.11
TechnicalServicesSupport	297,102.00	191,572.86	64.48	.00	105,529.14	35.52
Total Technical Services Supp	439,567.00	321,367.41	73.11	172.90	118,026.69	26.85
Costs for Institutional Support						
Dean Academic Support	24,902.00	2,194.20	8.81	.00	22,707.80	91.19
Fairview Park Plaza	27,330.00	17,845.19	65.30	.00	9,484.81	34.70
Clinton Center	50,987.00	43,715.87	85.74	806.64	6,464.49	12.68
Administrative Info Syst	415,738.00	352,279.23	84.74	8,699.00	54,759.77	13.17
VP Economic Development	186,192.00	132,873.91	71.36	.00	53,318.09	28.64
Board of Trustees	122,845.00	30,850.69	25.11	2,899.25	89,095.06	72.53
Dean Workforce Develpmnt	50,987.00	36,057.97	70.72	.00	14,929.03	29.28
Business Office	404,215.00	278,237.18	68.83	2,147.01	123,830.81	30.63
Copiers	44,200.00	26,906.05	60.87	10,545.95	6,748.00	15.27
Copy Center	144,358.00	70,533.73	48.86	.00	73,824.27	51.14
Vice Pres Fin & Admin	191,411.00	141,057.12	73.69	438.62	49,915.26	26.08
VP Academic Services	275,199.00	194,218.76	70.57	1,835.21	79,145.03	28.76
General Expenses	400,439.00	229,491.02	57.31	10,227.00	160,720.98	40.14
Graphics	114,622.00	81,097.58	70.75	209.50	33,314.92	29.07
Marketing	360,550.00	241,345.86	66.94	50,368.34	68,835.80	19.09
Employee Relations	7,500.00	7,432.62	99.10	.00	67.38	.90
Human Resources	244,645.00	170,608.21	69.74	539.90	73,496.89	30.04
Administration General	2,000.00	.00	.00	.00	2,000.00	100.00
Presidents Office	556,131.00	415,217.10	74.66	17,267.80	123,646.10	22.23
Institutl Effectiveness	167,759.00	118,480.65	70.63	1,214.43	48,063.92	28.65
Faculty/Staff Developmt	17,600.00	19,395.65	110.20	.00	-1,795.65	-10.20
Foundation&Development	222,090.00	162,335.50	73.09	.00	59,754.50	26.91
Total Institutional Support	4,031,700.00	2,772,174.09	68.76	107,198.65	1,152,327.26	28.58
Costs for Scholarship and Waivers						
Waivers	275,000.00	357,265.43	129.91	.00	-82,265.43	-29.91
Chargeback	48,000.00	41,544.71	86.55	.00	6,455.29	13.45
Total Scholarship and Waivers	323,000.00	398,810.14	123.47	.00	-75,810.14	-23.47
Transfer Out	331,000.00	.00	.00	.00	331,000.00	100.00
Total Education Fund	15,860,119.00	11,606,155.50	73.18	166,925.25	4,087,038.25	25.77

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Operations & Maint						
Costs for Maintenance						
Renovations / Remodeling	114,651.00	6,568.11	5.73	15,000.00	93,082.89	81.19
Maintenance	422,063.00	299,336.66	70.92	39,219.96	83,506.38	19.79
Custodial	354,300.00	231,634.96	65.38	122,705.69	-40.65	- .01
Grounds	6,800.00	8,684.80	127.72	758.04	-2,642.84	-38.87
Security	35,740.00	26,282.80	73.54	3,131.60	6,325.60	17.70
College Vehicle	23,000.00	15,838.10	68.86	5,188.65	1,973.25	8.58
Utilities	444,900.00	299,288.59	67.27	5,069.73	140,541.68	31.59
Administration O & M	210,900.00	158,357.45	75.09	.00	52,542.55	24.91
General O & M	23,950.00	18,538.70	77.41	2,683.99	2,727.31	11.39
Shilling Center - O/M	16,650.00	15,502.54	93.11	539.53	607.93	3.65
Clinton Center O&M	81,550.00	55,094.71	67.56	21,631.52	4,823.77	5.92
Fairview Plaza O&M	73,650.00	48,707.35	66.13	13,952.76	10,989.89	14.92
CSI Building O&M	19,900.00	2,075.28	10.43	324.80	17,499.92	87.94
Macon Co Soil & Water Bd	102,215.00	72,713.16	71.14	16,223.69	13,278.15	12.99
Sequestration Bldg O&M	27,300.00	19,214.82	70.38	3,706.16	4,379.02	16.04
Total Maintenance	1,957,569.00	1,277,838.03	65.28	250,136.12	429,594.85	21.95
Total Operations & Maint	1,957,569.00	1,277,838.03	65.28	250,136.12	429,594.85	21.95

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Oper & Maint Restricted						
Building Additions	12,837,000.00	6,331,797.85	49.32	758,568.97	5,746,633.18	44.77
Renovations / Remodeling	618,538.00	556,642.07	89.99	3,174.25	58,721.68	9.49
Transfer Out	51,300.00	148,500.00	289.47	.00	-97,200.00	-189.47
Total Oper & Maint Restricted	13,506,838.00	7,036,939.92	52.10	761,743.22	5,708,154.86	42.26
Fund: Bond & Interest Fund						
Costs for Bond and Interest						
Bond & Interest	2,466,393.00	2,330,450.00	94.49	.00	135,943.00	5.51
Total Bond & Interest Fund	2,466,393.00	2,330,450.00	94.49	.00	135,943.00	5.51

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Auxiliary Enterprises						
Costs for Auxiliary Services						
Child Care Services	255,362.00	175,714.32	68.81	2,381.85	77,265.83	30.26
Culinary Arts	54,400.00	44,954.20	82.64	30,170.98	-20,725.18	-38.10
Garden Center Ag/Hort	35,500.00	19,066.63	53.71	7,777.46	8,655.91	24.38
Fitness Center	59,400.00	34,037.72	57.30	.00	25,362.28	42.70
Theatre Productions	15,600.00	7,846.55	50.30	.00	7,753.45	49.70
Outdoor Exposition SpcEv	174,487.00	172,096.70	98.63	278.48	2,111.82	1.21
Total Auxiliary Services	594,749.00	453,716.12	76.29	40,608.77	100,424.11	16.89
Costs for Business/Community Educa						
Credit	311,410.00	220,053.26	70.66	19,665.79	71,690.95	23.02
NonCredit	275,848.00	165,238.69	59.90	8,904.05	101,705.26	36.87
Business&IndustryAdmin	163,080.00	105,988.22	64.99	.00	57,091.78	35.01
Total Business/Community Educ	750,338.00	491,280.17	65.47	28,569.84	230,487.99	30.72
Costs for Comm, Ed, Hum and Fine A						
Costs for Institutional Support						
Copy Center	85,020.00	61,183.87	71.96	13,858.21	9,977.92	11.74
General Expenses	150.00	132.00	88.00	.00	18.00	12.00
Total Institutional Support	85,170.00	61,315.87	71.99	13,858.21	9,995.92	11.74
Total Auxiliary Enterprises	1,430,257.00	1,006,312.16	70.36	83,036.82	340,908.02	23.84

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Restricted Purposes Fd						
Costs for Grants						
Child Care Services	8,700.00	6,862.01	78.87	.00	1,837.99	21.13
Outdoor Exposition SpcEv	32,186.57	.00	.00	.00	32,186.57	100.00
Instruction-Other	1,600.00	.00	.00	.00	1,600.00	100.00
8th Grade Career Fair	300.00	263.30	87.77	.00	36.70	12.23
Student Activities	217,079.64	151,288.15	69.69	.00	65,791.49	30.31
Partner's Salute	4,400.00	1,302.71	29.61	.00	3,097.29	70.39
YouthLeadershipInstitute	2,750.00	2,100.10	76.37	.00	649.90	23.63
College Fair	4,425.00	3,184.35	71.96	.00	1,240.65	28.04
PIE-Career On Wheels	150.00	.00	.00	.00	150.00	100.00
PIE Admin	56,164.00	43,884.15	78.14	.00	12,279.85	21.86
Business/TechnologyDean	8,400.00	.00	.00	.00	8,400.00	100.00
Culinary Arts	20,742.00	8,405.63	40.52	3,403.61	8,932.76	43.07
Information Tech-OccTech	48,689.00	31,420.24	64.53	.00	17,268.76	35.47
Drafting/DesignEngineer	23,750.00	.00	.00	2,819.83	20,930.17	88.13
Horticulture-Bus Occup	82,278.78	48,777.08	59.28	1,200.00	32,301.70	39.26
Engineering Technology	311,760.00	95,810.74	30.73	170,000.00	45,949.26	14.74
Welding-Technical Occ	248,800.00	4,573.75	1.84	.00	244,226.25	98.16
Health Information Tech	1,500.00	.00	.00	.00	1,500.00	100.00
Hospitality Management	136,655.44	68,590.78	50.19	4,229.40	63,835.26	46.71
Erlanson Art Gallery	736.00	732.19	99.48	.00	3.81	.52
Engl/Human/Journal-Bacca	20,400.00	.00	.00	.00	20,400.00	100.00
Math-Baccalaureate	1,250.00	2,198.86	175.91	.00	-948.86	-75.91
Phys Sci/Physic-Baccal	1,595.00	1,016.00	63.70	.00	579.00	36.30
Biology-Baccalaureate	9,321.00	8,235.69	88.36	.00	1,085.31	11.64
Chemistry-Baccalaureate	2,570.00	1,933.53	75.23	.00	636.47	24.77
Fire Science-Tech Occ	6,000.00	6,000.00	100.00	.00	.00	.00
History-Baccalaureate	700.00	.00	.00	.00	700.00	100.00
Math/Science Dean	21,030.00	2,002.65	9.52	.00	19,027.35	90.48
Allied Health	8,200.00	7,492.23	91.37	.00	707.77	8.63
Human Simulator	10,078.00	3,838.00	38.08	5,972.36	267.64	2.66
Radiology Tech-Hlth Occ	23,000.00	15,000.00	65.22	6,686.43	1,313.57	5.71
Surgical Tech-Health Occ	7,700.00	.00	.00	7,657.64	42.36	.55
Academic Success	5,176.00	.00	.00	.00	5,176.00	100.00
Advising and Records	4,375.00	3,805.35	86.98	.00	569.65	13.02
Student Services Records	16,327.00	10,181.98	62.36	.00	6,145.02	37.64
Fin Aid & Vet Affairs	4,000.00	2,244.60	56.12	.00	1,755.40	43.88
LRC	10,070.00	8,769.78	87.09	452.10	848.12	8.42
Enrollment/RetentionSvcs	3,272.00	3,601.13	110.06	.00	-329.13	-10.06
TechnicalServicesSupport	25,000.00	2,251.46	9.01	.00	22,748.54	90.99
Student Servs-Counseling	155,366.09	90,139.88	58.02	.00	65,226.21	41.98
Commercial Custodial	128,046.32	41,007.71	32.03	.00	87,038.61	67.97
Career Technologies	251,203.31	134,099.62	53.38	.00	117,103.69	46.62
CTEI Grant - DOC	72,000.00	41,182.92	57.20	12,186.05	18,631.03	25.88
CareerTech-Perkins	4,060.00	1,127.13	27.76	.00	2,932.87	72.24
ConstructionOccup-DOC	150,022.62	86,368.96	57.57	696.61	62,957.05	41.97
Allied Health-Baccal	1,595.00	.00	.00	.00	1,595.00	100.00
Dean Academic Support	7,520.00	7,517.54	99.97	.00	2.46	.03

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fairview Park Plaza	700.00	.00	.00	.00	700.00	100.00
CommunityService	310,645.53	171,781.08	55.30	8,947.84	129,916.61	41.82
Sequestration Proj	86,237.00	61,195.56	70.96	6,334.39	18,707.05	21.69
Clinton Center	35,800.00	29,567.68	82.59	1,977.90	4,254.42	11.88
VP Economic Development	7,491.00	7,330.32	97.86	.00	160.68	2.14
Community Relations	3,000.00	499.43	16.65	.00	2,500.57	83.35
Sustainability	8,120.28	8,120.28	100.00	.00	.00	.00
General Expenses	291,165.14	192,757.75	66.20	597.00	97,810.39	33.59
Administration General	283,641.20	145,152.60	51.17	1,260.00	137,228.60	48.38
Presidents Office	1,345.00	.00	.00	1,344.99	.01	.00
Faculty/Staff Developmt	4,000.00	1,283.30	32.08	.00	2,716.70	67.92
Foundation&Development	520.00	517.70	99.56	.00	2.30	.44
Maintenance	4,000.00	.00	.00	.00	4,000.00	100.00
Custodial	6,000.00	.00	.00	.00	6,000.00	100.00
Grounds	21,000.00	.00	.00	.00	21,000.00	100.00
Grant-Administration	303,916.89	157,514.03	51.83	846.90	145,555.96	47.89
Grant-Non-Administration	14,667.67	11,799.79	80.45	1,000.00	1,867.88	12.73
Grants-Training	5,840.00	2,179.39	37.32	.00	3,660.61	62.68
Grant-SupportServices	22,670.00	8,287.27	36.56	.00	14,382.73	63.44
Family Literacy	5,124.39	365.27	7.13	.00	4,759.12	92.87
Adult Literacy	37,328.04	16,793.39	44.99	.00	20,534.65	55.01
Instruction	97,738.11	63,606.67	65.08	.00	34,131.44	34.92
Total Grants	3,711,894.02	1,825,961.71	49.19	237,613.05	1,648,319.26	44.41
Costs for Financial Aid						
Illinois Veterans Grant	147,500.00	146,172.00	99.10	.00	1,328.00	.90
Post 9/11 Veterans Grant	100,000.00	99,542.42	99.54	.00	457.58	.46
FoundationScholarships	440,000.00	437,384.72	99.41	.00	2,615.28	.59
Trade Recovery Act Aid	5,000.00	3,500.00	70.00	.00	1,500.00	30.00
Direct Loans	2,200,000.00	1,950,553.85	88.66	.00	249,446.15	11.34
PELL	4,755,000.00	4,719,894.52	99.26	.00	35,105.48	.74
Federal Work Study	3,500.00	2,324.47	66.41	.00	1,175.53	33.59
SEOG	36,000.00	30,019.47	83.39	.00	5,980.53	16.61
MAP	411,250.00	410,888.00	99.91	.00	362.00	.09
Workforce Investment Sol	260,000.00	258,573.66	99.45	.00	1,426.34	.55
IL National Guard Grant	32,000.00	18,897.00	59.05	.00	13,103.00	40.95
Total Financial Aid	8,390,250.00	8,077,750.11	96.28	.00	312,499.89	3.72
Transfer Out	.00	14.55	.00	.00	-14.55	.00
Total Restricted Purposes Fd	12,102,144.02	9,903,726.37	81.83	237,613.05	1,960,804.60	16.20

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1314

	Budget 1314	** Actual Expended ** 03/31/2014	%	Encumbered	*** Unencumbered ****	%
Fund: Working Cash Fund						
Transfer Out	5,000.00	.00	.00	.00	5,000.00	100.00
Total Working Cash Fund	5,000.00	.00	.00	.00	5,000.00	100.00
Fund: Trust & Agency Fund						
Costs for Trust and Agency						
Club Expenses	83,425.00	66,071.08	79.20	1,918.85	15,435.07	18.50
Transfer Out	2,000.00	.00	.00	.00	2,000.00	100.00
Total Trust & Agency Fund	85,425.00	66,071.08	77.34	1,918.85	17,435.07	20.41
Fund: Audit Fund						
Costs for Institutional Support						
Business Office	14,736.00	11,129.81	75.53	.00	3,606.19	24.47
Costs for Audit						
Audit	42,265.00	42,265.00	100.00	.00	.00	.00
Contingency	3,908.00	.00	.00	.00	3,908.00	100.00
Total Audit Fund	60,909.00	53,394.81	87.66	.00	7,514.19	12.34
Fund: Liab,Protect,Settle						
Liab Protection & Settle	1,191,764.00	864,308.16	72.52	103,297.46	224,158.38	18.81
Total Liab,Protect,Settle	1,191,764.00	864,308.16	72.52	103,297.46	224,158.38	18.81

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
4 Imprint Inc	Fin Aid & Vet Affairs	Materials	155.04	155.04		
4 Imprint Inc	Admission and Recruit	Materials	1,463.44	1,463.44		
AAF International Corp	Maintenance	Maintenance Supplies	771.57		771.57	
AAF International Corp	Maintenance	Maintenance Supplies	47.61		47.61	
AAF International Corp	Maintenance	Maintenance Supplies	-47.61		-47.61	
AFLAC		AFLAC	946.85	946.85		
AHDI	Office Tech-Bus Occ	Publications & Dues	125.00	125.00		
AMELCA Food Pantry	Club Expenses	Expense-Other	100.00			100.00
AT&T	Utilities	Telephone	797.82		797.82	
AT&T	NetworkingSupport	Telecommunications	1,548.46	1,548.46		
AT&T	Fairview Plaza O&M	Telecommunications	168.92		168.92	
AT&T	Utilities	Telephone	441.51		441.51	
AT&T	CommunityService	Telephone	91.45			91.45
AT&T	Fairview Plaza O&M	Telephone	170.21		170.21	
AT&T	Utilities	Telephone	146.13		146.13	
AT&T	Utilities	Telephone	767.02		767.02	
AT&T	Fairview Plaza O&M	Telephone	25.19		25.19	
AT&T	Fairview Plaza O&M	Telecommunications	168.92		168.92	
AT&T	Utilities	Telephone	414.15		414.15	
AT&T Long Distance	Utilities	Telephone	479.89		479.89	
AT&T Long Distance	Utilities	Telephone	-479.89		-479.89	
AXA Equitable		Misc Deductions	250.00	250.00		
Advanced Disposal Services	Utilities	Refuse Disposal	915.83		915.83	
Advanced Disposal Services	CSI Building O&M	Refuse Disposal	63.23		63.23	
Advanced Disposal Services	Macon Co Soil & Water	Refuse Disposal	67.34		67.34	
Advanced Disposal Services	Sequestration Bldg O&	Refuse Disposal	56.99		56.99	
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	668.08	668.08		
AmerenIP	Utilities	Electricity	18.82		18.82	
AmerenIP	Utilities	Electricity	39.06		39.06	
AmerenIP	Utilities	Electricity	91.97		91.97	
AmerenIP	Fairview Plaza O&M	Electricity	76.32		76.32	
AmerenIP	Sequestration Bldg O&	Electricity	578.40		578.40	
AmerenIP	Utilities	Electricity	3,199.33		3,199.33	
AmerenIP	Fairview Plaza O&M	Electricity	104.37		104.37	
AmerenIP	Macon Co Soil & Water	Electricity	132.75		132.75	
AmerenIP	Macon Co Soil & Water	Electricity	112.59		112.59	
AmerenIP	Utilities	Electricity	298.67		298.67	
AmerenIP	Utilities	Electricity	6,998.16		6,998.16	
AmerenIP	Clinton Center O&M	Electricity	257.83		257.83	
AmerenIP	Clinton Center O&M	Electricity	167.69		167.69	
AmerenIP	Fairview Plaza O&M	Electricity	75.21		75.21	
American Culinary Federation	Grant-Non-Administrat	Contractual-Other	1,000.00			1,000.00
American Express		Credit Card Pmt Clear	993.79	993.79		
Apperson	Academic Lab Support	Computer Software	229.00	229.00		
Apple Computer	TechnicalServicesSupp	Equipment-Instruction	237.00			237.00
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	43.45		43.45	
		PAGE TOTALS	25,107.91	6,379.66	17,299.80	1,428.45

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Aramark Corporation	Child Care Services	Meals	965.59			965.59
Aramark Corporation	Child Care Services	Meals	1,163.43			1,163.43
Aramark Corporation	Child Care Services	Meals	684.79			684.79
Aramark Uniform Services	Culinary Arts	Contractual-Other	150.23	150.23		
Aramark Uniform Services	Culinary Arts	Contractual-Other	148.96	148.96		
Aramark Uniform Services	Culinary Arts	Contractual-Other	148.96	148.96		
Aramark Uniform Services	Culinary Arts	Contractual-Other	148.00	148.00		
Archambault, Margaret	Academic Success	Interpreter Salary	282.50	282.50		
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	62.27		62.27	
Associated Office Furnishings	Drafting/DesignEngine	Materials	790.00	790.00		
Automobile	Automotive-Tech Occ	Publications & Dues	18.00	18.00		
BLDD Architects Inc	Building Additions	New Bldgs & Additions	11,336.53			11,336.53
BLDD Architects Inc	Building Additions	New Bldgs & Additions	3,324.79			3,324.79
Baker & Taylor Books	LRC	Reference Materials	204.21	204.21		
Baker & Taylor Books	LRC	Reference Materials	749.61	749.61		
Baker & Taylor Books	LRC	Books-Library Collect	1,782.70	1,782.70		
Baker & Taylor Books	LRC	Books-Library Collect	45.06	45.06		
Baker & Taylor Books	LRC	Books-Library Collect	84.06	84.06		
Baker & Taylor Books	LRC	Books-Library Collect	35.24	35.24		
Barbara's Sales Inc	Outdoor Exposition Sp	Materials	873.96			873.96
BearMail Co		Inventory-CentralStor	353.37	353.37		
Beck's Studio		Inventory-CentralStor	11.20	11.20		
Beck's Studio		Inventory-CentralStor	39.92	39.92		
Behm and Hagemann Inc	Garden Center Ag/Hort	Materials	3,242.91			3,242.91
Behm and Hagemann Inc	Garden Center Ag/Hort	Materials	162.20			162.20
Bendsen Signs & Graphics Inc	Maintenance	Contractual-Other	869.57		869.57	
Berg, Kevin	Club Expenses	Contractual-Other	690.00			690.00
Bodine Electric Inc	Building Additions	New Bldgs & Additions	5,858.06			5,858.06
Bodine Electric Inc	Maintenance	Equip Repair/Maint Ag	336.71		336.71	
Bollhorst, Robin L	Business Office	Travel-In State	196.06	196.06		
Bos, Sheena L		Child Care Receivable	266.00			266.00
Bradfield's Computer Supply		Inventory-CentralStor	189.00	189.00		
Bradfield's Computer Supply		Inventory-CentralStor	294.00	294.00		
Brodhead-Garrett Co	CTEI Grant - DOC	Equipment-Grants Only	492.56			492.56
Brown, Marcus L	Enrollment/RetentionS	Travel-In State	144.30	144.30		
Brush College-LLC		Revenue-Misc/OtherSou	1,320.00	1,320.00		
Busey Bank	Macon Co Soil & Water	Install Pymt Lease/Pu	4,490.00		4,490.00	
Business Journal	Marketing	Advertising	293.00	293.00		
CDS Leasing	Copiers	Equipment Rental	550.33	550.33		
CDS Leasing	Copiers	Equipment Rental	94.50	94.50		
CDS Leasing	Copiers	Equipment Rental	248.85	248.85		
CDS Leasing	Copiers	Equipment Rental	64.00	64.00		
CDS Leasing	Copiers	Equipment Rental	310.42	310.42		
CDS Leasing	Copiers	Equipment Rental	294.00	294.00		
CDS Leasing	Copiers	Equipment Rental	96.60	96.60		
CDS Leasing	Copiers	Equipment Rental	155.69	155.69		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Leasing	Copiers	Equipment Rental	150.00	150.00		
		PAGE TOTALS	44,468.91	9,649.54	5,758.55	29,060.82

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	194.00	194.00		
CDS Office Technologies	Copiers	Printing	1,275.45	1,275.45		
CDS Office Technologies		Inventory-CentralStor	31.43	31.43		
CDS Office Technologies	CTEI Grant - DOC	Equipment-Grants Only	2,919.00			2,919.00
CDS Office Technologies	Copiers	Printing	81.62	81.62		
CDS Office Technologies	Copiers	Printing	12.93	12.93		
CDS Office Technologies	Copiers	Printing	30.42	30.42		
CDS Office Technologies	Copiers	Printing	1,226.21	1,226.21		
CDWG Government Inc	Institutl Effectivene	Materials	84.33	84.33		
CDWG Government Inc	Presidents Office	Materials	50.99	50.99		
CDWG Government Inc	Board of Trustees	Materials	50.99	50.99		
CPI Qualified Plan Consultants	General Expenses	Bank Service Charges	10.00	10.00		
CQIN Treasury	Presidents Office	Registration Fees	475.00	475.00		
Cardinal, Matthew S	Radiology Tech-Hlth O	Travel-In State Milea	359.11	359.11		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	146.00	146.00		
Carolina Greenhouses	Horticulture-Bus Occu	Equip Repair/Maint Ag	118.00	118.00		
Chambers, Jerry	NonCredit	Contractual-Other	460.00			460.00
Chicago Medical Supply	Allied Health	Instructional Supplie	37.76	37.76		
City of Decatur IL	CSI Building O&M	Water,Sewage	42.46		42.46	
City of Decatur IL	Macon Co Soil & Water	Water,Sewage	95.21		95.21	
City of Decatur IL	CSI Building O&M	Water,Sewage	90.58		90.58	
City of Decatur IL	Utilities	Water,Sewage	118.10		118.10	
City of Decatur IL	Utilities	Water,Sewage	107.39		107.39	
City of Decatur IL	Utilities	Water,Sewage	622.08		622.08	
City of Decatur IL	Utilities	Water,Sewage	174.91		174.91	
City of Decatur IL	Fairview Plaza O&M	Water,Sewage	51.27		51.27	
Clinton Area Chamber of Commerce	General Expenses	Registration Fees	90.00	90.00		
Cole, Jerry	CommunityService	Travel-In State	19.04			19.04
Colee, Dale G	Board of Trustees	Travel-Out of State	855.34	855.34		
College Illinois		Misc Scholarship Clea	654.00	654.00		
Colonial Life & Accident		Colonial Insurance	15.00	15.00		
Comcast	LRC Audio Visual	Materials	17.91	17.91		
Comcast	Presidents Office	Telecommunications	114.97	114.97		
Confidential On-Site Paper	Business Office	Contractual-Other	25.36	25.36		
Consolidated Communications	Utilities	Telephone	610.67		610.67	
County Market	Hospitality Managemen	Instructional Supplie	141.98			141.98
County Market	Hospitality Managemen	Instructional Supplie	257.53			257.53
Cremer, Marcella	Math/Science Dean	Registration Fees	10.00	10.00		
Cremer, Marcella	Math/Science Dean	Travel-In State	53.11	53.11		
Crews, Denise,, Dr	VP Academic Services	Telecommunications	60.00	60.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	82.00	82.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
DMH Corporate Health Services	Credit	Contractual-Other	110.00			110.00
		PAGE TOTALS	13,299.15	7,478.93	1,912.67	3,907.55

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
DMH Corporate Health Services	Credit	Contractual-Other	365.00			365.00
DeBose Consulting	Credit	Contractual-Other	1,920.00			1,920.00
DeWitt County Collector	Liab Protection & Set	Legal Services-Admin	6,574.00			6,574.00
Decatur Awards & Screen Printing	VP Academic Services	Materials	40.00	40.00		
Decatur Awards & Screen Printing	VP Academic Services	Materials	290.00	290.00		
Decatur Awards & Screen Printing	VP Economic Developme	Office Supplies	40.00	40.00		
Decatur Black Chamber of	General Expenses	Publications & Dues	250.00	250.00		
Decatur Chapter/SHRM	Career Services	Publications & Dues	45.00	45.00		
Decatur Civic Center	Garden Center Ag/Hort	Advertising	1,500.00			1,500.00
Decatur School District #61	YouthLeadershipInstit	Travel-In State	236.71			236.71
Del's Popcorn Shop	Culinary Arts	Instructional Supplie	39.00			39.00
Department of Veterans Affairs		Post 9/11 Aid Revenue	348.00			348.00
DiaMedical USA	Allied Health	Equipment-Instruction	5,360.00			5,360.00
Don's Paint Company	Maintenance	Maintenance Supplies	91.88		91.88	
Dramatists Play Service Inc		Prepaid Expenses	588.24			588.24
DuBose, David	Humanities - Dean	Travel-Out of State	354.80	354.80		
Dunker Electric	Maintenance	Maintenance Supplies	23.52		23.52	
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	27.62	27.62		
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	405.85	405.85		
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	132.60	132.60		
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	32.36	32.36		
Dynagraphics Inc	Online Learning	Printing	35.05	35.05		
Dynagraphics Inc	Foundation&Developmen	Printing	35.05	35.05		
Dynagraphics Inc	Outdoor Exposition Sp	Materials	156.44			156.44
Dynagraphics Inc	Marketing	Advertising	436.10	436.10		
Dynagraphics Inc	Institutl Effectivene	Materials	750.00	750.00		
Eastern Illinois University	Math/Science Dean	Registration Fees	60.00	60.00		
Eastern Illinois University	Math/Science Dean	Registration Fees	60.00	60.00		
Elan Corporate Payment Systems		Credit Card Pmt Clear	45,638.61	45,638.61		
Elsevier Inc		Fees Pass Thru Nursin	47.00	47.00		
Elsevier Inc		Fees Pass Thru Nursin	162.00	162.00		
Elsevier Inc		Fees Pass Thru Nursin	1,222.00	1,222.00		
Elsevier Inc		Fees Pass Thru Nursin	47.00	47.00		
Elsevier Inc		Fees Pass Thru Rad Te	2,760.00	2,760.00		
Elsevier Inc		Fees Pass Thru Nursin	47.00	47.00		
Eskew, Lisa D	Business&IndustryAdmi	Travel-In State	110.74			110.74
Evergreen FS-Stephens #24	Credit	Vehicle Expense	720.54			720.54
Evergreen FS-Stephens #24	College Vehicle	Vehicle Expense	2,463.39		2,463.39	
Fairview Park Plaza LLC	Fairview Plaza O&M	Facility Rental	4,615.92		4,615.92	
Family Support Payment Center		Wage Garnishment Orde	110.79	110.79		
Family Support Payment Center		Wage Garnishment Orde	76.01	76.01		
Fidelity Investments		Misc Deductions	300.00	300.00		
Firm Systems		Fees Pass Thru Backgr	105.00	105.00		
Firm Systems		Fees Pass Thru Backgr	521.00	521.00		
Firm Systems		Fees Pass Thru Backgr	1,540.00	1,540.00		
FirstEnergy Solutions	Utilities	Electricity	25.89		25.89	
FirstEnergy Solutions	Utilities	Electricity	128.46		128.46	
FirstEnergy Solutions	Macon Co Soil & Water	Electricity	208.36		208.36	
FirstEnergy Solutions	Sequestration Bldg O&	Electricity	474.35		474.35	
		PAGE TOTALS	81,521.28	55,570.84	8,031.77	17,918.67

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
FirstEnergy Solutions	Utilities	Electricity	25,806.39		25,806.39	
FirstEnergy Solutions	Utilities	Electricity	23.51		23.51	
FirstEnergy Solutions	Fairview Plaza O&M	Electricity	92.00		92.00	
Fought, Patrick W	Clinton Center O&M	Custodial Services	305.00		305.00	
Fought, Patrick W	Clinton Center O&M	Custodial Services	305.00		305.00	
Frontier	Clinton Center O&M	Telephone	145.76		145.76	
Fros, Janet M	Academic Success	Interpreter Salary	3,118.40	3,118.40		
Fros, Janet M	Academic Success	Interpreter Salary	936.96	936.96		
Full Compass Systems	LRC Audio Visual	Materials	354.12	354.12		
Full Compass Systems	NonCredit	Materials	49.16			49.16
G F I Digital	Sequestration Proj	Printing	1,053.82			1,053.82
Garratt-Callahan Co	Maintenance	Maintenance Supplies	3,575.90		3,575.90	
Garrett, Janean A	Admission and Recruit	Travel-In State	75.71	75.71		
Garver Feeds	Garden Center Ag/Hort	Materials	133.92			133.92
GeoSeed	Garden Center Ag/Hort	Materials	1,026.50			1,026.50
GeoSeed	Garden Center Ag/Hort	Materials	73.70			73.70
GeoSeed	Garden Center Ag/Hort	Materials	46.35			46.35
Gilson Enterprises Inc	CTEI Grant - DOC	Equipment-Grants Only	6,484.00			6,484.00
Gilson Enterprises Inc	CTEI Grant - DOC	Equipment-Grants Only	2,717.82			2,717.82
Goodheart-Wilcox Publisher	CTEI Grant - DOC	Equipment-Grants Only	2,009.18			2,009.18
Goodman, Vivian T	CommunityService	Telephone	60.00			60.00
Goodman, Vivian T	CommunityService	Travel-In State	292.62			292.62
Grainger Inc	Chemistry-Baccalaurea	Equipment-Instruction	1,933.53			1,933.53
Grainger Inc	Automotive-Tech Occ	Instructional Supplie	36.80	36.80		
Green Media Service Inc	Marketing	Advertising	4,722.00	4,722.00		
Green Media Service Inc	Marketing	Advertising	5,022.00	5,022.00		
Gregory, Lisa M	Presidents Office	Travel-Out of State	38.00	38.00		
Grimm, Susan	HealthProfessions Dea	Publications & Dues	125.00	125.00		
Grimm, Susan	Radiology Tech-Hlth O	Travel-In State Milea	189.84	189.84		
Hackett, Joshua N	Administration Genera	Registration Fees	35.00			35.00
Hahn-Kercheval Inc	Maintenance	Equip Repair/Maint Ag	320.00		320.00	
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	889.80			889.80
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	11,494.81			11,494.81
Head, Susan	General Expenses	Materials	303.63	303.63		
Heartland Technical Academy	General O & M	Facility Rental	1,341.98		1,341.98	
Higher Learning Commission	General Expenses	Publications & Dues	2,900.00	2,900.00		
Hoelting & Co	Hospitality Managemen	Instructional Supplie	17.75			17.75
Hoelting & Co	Culinary Arts	Instructional Supplie	31.95	31.95		
Hoelting & Co	Culinary Arts	Instructional Supplie	33.50	33.50		
Hoelting & Co	Hospitality Managemen	Instructional Supplie	7.50			7.50
Hubbard, Heather Lynn		Child Care Receivable	216.00			216.00
Hubert	CTEI Grant - DOC	Equipment-Grants Only	1,577.00			1,577.00
Hubert	CTEI Grant - DOC	Equipment-Grants Only	542.00			542.00
Hughes, Laurie Beth	VP Academic Services	Travel-In State	299.00	299.00		
Hummert International	Garden Center Ag/Hort	Materials	2,985.27			2,985.27
Hummert International	Garden Center Ag/Hort	Materials	664.65			664.65
Hummert International	Garden Center Ag/Hort	Materials	353.64			353.64
Hummert International	Garden Center Ag/Hort	Materials	445.82			445.82
IACCAI	Horticulture-Bus Occu	Publications & Dues	40.00	40.00		
		PAGE TOTALS	85,252.29	18,226.91	31,915.54	35,109.84

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
IACEA	Grants-Training	P/T Faculty Salary	1,365.00			1,365.00
ICCTA	Presidents Office	Publications & Dues	500.00	500.00		
ICCTA	Board of Trustees	Meeting Expense	150.00	150.00		
ILASFAA	Fin Aid & Vet Affairs	Registration Fees	285.00	285.00		
ILASFAA	Fin Aid & Vet Affairs	Registration Fees	285.00	285.00		
ILCEIA	Career Services	Registration Fees	80.00	80.00		
IMACC	Math/Science Dean	Registration Fees	130.00	130.00		
IMALIVE LL	Club Expenses	Contractual-Other	3,500.00			3,500.00
ISSRT	HealthProfessions Dea	Registration Fees	150.00	150.00		
ISSRT		Fees Pass Thru Rad Te	1,881.00	1,881.00		
ISSRT	HealthProfessions Dea	Registration Fees	150.00	150.00		
Illini Supply Inc	Shilling Center - O/M	Materials	8,141.50		8,141.50	
Illinois Department of Public	Maintenance	Publications & Dues	70.00		70.00	
Illinois Federation of Teachers		Union Dues-RFT	2,237.13	2,237.13		
Illinois Federation of Teachers		Union Dues - Adjunct	97.85	97.85		
Illinois Federation of Teachers		Union Dues-RFT	2,237.13	2,237.13		
Illinois Federation of Teachers		Union Dues - Adjunct	97.85	97.85		
Illinois Network of Childcare		Misc Scholarship Clea	192.00	192.00		
Illinois State Bowling		Misc Scholarship Clea	467.68	467.68		
Illinois State Disbursement Unit		Wage Garnishment Orde	85.15	85.15		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	40.30	40.30		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	58.41	58.41		
J D Transit	Student Activities	Travel-In State	1,219.50			1,219.50
James Machinery Co Inc	CTEI Grant - DOC	Instructional Supplie	452.40			452.40
Jan Master Cleaning Services Inc	Custodial	Custodial Services	1,921.50		1,921.50	
Jan Master Cleaning Services Inc	Custodial	Custodial Services	22,950.00		22,950.00	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	213.50			213.50
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	2,550.00			2,550.00
Jan Master Cleaning Services Inc	Custodial	Custodial Services	2,250.90		2,250.90	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	250.10			250.10
Jennings Implement Co	Maintenance	Equip Repair/Maint Ag	242.40		242.40	
Jenzabar Inc	Administrative Info S	Consultants/Workshops	400.00	400.00		
John's Mower Services	CTEI Grant - DOC	Equipment-Grants Only	694.00			694.00
Johnson, Debra Lynn	Marketing	Specialities	300.00	300.00		
KONE Inc	Maintenance	Equip Repair/Maint Ag	439.64		439.64	
KONE Inc	Maintenance	Equip Repair/Maint Ag	318.65		318.65	
Kaskaskia Broadcasting Inc	Marketing	Advertising	358.80	358.80		
Key Equipment Finance	General Expenses	Equipment Rental	199.00			199.00
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
Keystone Homes	Clinton Center O&M	Facility Rental	6,333.33		6,333.33	
Kiplingers Financial Personal Fi	Vice Pres Fin & Admin	Publications & Dues	67.00	67.00		
LOEX	LRC	Publications & Dues	77.00	77.00		
		PAGE TOTALS	66,968.72	10,337.30	45,767.92	10,863.50

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Lake Land College	Career Services	Registration Fees	35.00	35.00		
Laser Innovation Inc	Drafting/DesignEngine	Equip Repair/Maint Ag	169.00	169.00		
Lee Enterprises Inc	Human Resources	Advertising	828.45	828.45		
Lee Enterprises Inc	Marketing	Advertising	350.00	350.00		
Lee, Katherine B	HealthProfessions Dea	Travel-Out of State	51.98	51.98		
Lee, Katherine B	Surgical Tech-Health	Travel-In State Milea	16.95	16.95		
Lowe's Home Centers Inc	Horticulture-Bus Occu	Materials	398.14	398.14		
MRE Benefit Admin Systems		Group Insurance	32,714.87	32,714.87		
MRE Benefit Admin Systems		Health Insurance	202,962.90	202,962.90		
Main Street Church of the	CommunityService	Facility Rental	225.00			225.00
Maitland/Warner Scholarship Corp		Misc Scholarship Clea	441.00	441.00		
Mangle Management Systems		RCC Foundation A/R	70.00	70.00		
Mangle Management Systems		RCC Foundation A/R	240.00	240.00		
Mangle Management Systems	Club Expenses	Contractual-Other	375.00			375.00
Mangle Management Systems	Club Expenses	Contractual-Other	68.23			68.23
Mangle Management Systems	VP Economic Developme	Meeting Expense	40.00	40.00		
Mangle Management Systems	Board of Trustees	Meeting Expense	36.00	36.00		
Mangle Management Systems	VP Academic Services	Meeting Expense	405.00	405.00		
Mangle Management Systems	Presidents Office	Meeting Expense	160.00	160.00		
Mangle Management Systems	Faculty/Staff Develop	Meals	2,160.00	2,160.00		
Mangle Management Systems	NonCredit	Meals	306.25			306.25
Mangle Management Systems	Board of Trustees	Meeting Expense	288.75	288.75		
Manufacturing Skill Standards Co	Credit	Instructional Supplie	1,400.00			1,400.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	400.00			400.00
Marquis Beverage Service	Culinary Arts	Instructional Supplie	381.75			381.75
Marquis Beverage Service	Culinary Arts	Instructional Supplie	688.65			688.65
Marquis Beverage Service	Culinary Arts	Instructional Supplie	19.00			19.00
Mertell, William R	Drafting/DesignEngine	Instructional Supplie	4.97	4.97		
MidAmerica Tire & Performance	College Vehicle	Vehicle Expense	88.45		88.45	
Midland Paper Company	Copy Center	Materials	574.38			574.38
Midland Paper Company	Copy Center	Materials	230.61			230.61
Midland Paper Company	Copy Center	Materials	437.42			437.42
Midland Paper Company	Copy Center	Materials	1,012.40			1,012.40
Midland Paper Company	Copy Center	Materials	185.50			185.50
Midland Paper Company	Copy Center	Materials	-121.53			-121.53
Midwest Credit & Collections Inc		Wage Garnishment Orde	299.16	299.16		
Midwest Credit & Collections Inc		Wage Garnishment Orde	309.51	309.51		
Midwest Fiber Inc of Decatur	Utilities	Refuse Disposal	90.00		90.00	
Modern School Supplies	CTEI Grant - DOC	Instructional Supplie	895.51			895.51
Modern School Supplies	CTEI Grant - DOC	Instructional Supplie	78.68			78.68
Modern School Supplies	CTEI Grant - DOC	Instructional Supplie	195.38			195.38
Monk, Matthew David	Club Expenses	Contractual-Other	2,000.00			2,000.00
Morgan Distributing Inc	Utilities	Propane	1,220.00		1,220.00	
Morgan Distributing Inc	Utilities	Propane	400.75		400.75	
Motor Trend	Automotive-Tech Occ	Publications & Dues	18.00	18.00		
NACE	Career Services	Publications & Dues	425.00	425.00		
Napa Auto Parts	College Vehicle	Vehicle Expense	29.34		29.34	
Nasco	Biology-Baccalaureate	Instructional Supplie	548.92	548.92		
Neuhoff Media Decatur	Marketing	Advertising	400.00	400.00		
		PAGE TOTALS	254,554.37	243,373.60	1,828.54	9,352.23

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Neuhoff Media Decatur	Marketing	Advertising	500.00	500.00		
Neuhoff Media Decatur	Marketing	Advertising	500.00	500.00		
Neuhoff Media Decatur	Marketing	Advertising	1,500.00	1,500.00		
Niemann Foods	Culinary Arts	Instructional Supplie	5.00	5.00		
Niemann Foods	Culinary Arts	Instructional Supplie	22.27	22.27		
Niemann Foods	Hospitality Managemen	Instructional Supplie	4.20			4.20
Niemann Foods	Culinary Arts	Instructional Supplie	13.15	13.15		
Niemann Foods	Hospitality Managemen	Instructional Supplie	4.82			4.82
NurseTim Inc		RCC Foundation A/R	1,500.00	1,500.00		
NurseTim Inc	Faculty/Staff Develop	Contractual-Other	225.00			225.00
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	72.98	72.98		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	23.98	23.98		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	148.51	148.51		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	22.99	22.99		
OCLC Inc	LRC	Publications & Dues	2,148.28	2,148.28		
Odell, Jon	Math/Science Dean	Registration Fees	73.28	73.28		
Office Depot Inc		Inventory-CentralStor	1,826.05	1,826.05		
Office Max		Inventory-CentralStor	1,434.68	1,434.68		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	325.44	325.44		
Open DNS	NetworkingSupport	Computer Software	2,310.00	2,310.00		
Park Seed Wholesale	Garden Center Ag/Hort	Materials	856.75			856.75
Park Seed Wholesale	Garden Center Ag/Hort	Materials	12.47			12.47
Parkland College	Chargeback	Chargeback Expense	14,695.65	14,695.65		
Pitney Bowes Inc	General Expenses	Equipment Rental	396.00	396.00		
Pitney Bowes Inc	General Expenses	Equipment Rental	2,085.00	2,085.00		
Pixologic Inc	NetworkingSupport	Computer Software	916.00	916.00		
Pocket Nurse	Allied Health	Instructional Supplie	10.35	10.35		
Pocket Nurse	AAS Nursing -Health O	Instructional Supplie	57.25	57.25		
Poindexter, Lynne M	Academic Success	Interpreter Salary	194.80	194.80		
Poindexter, Lynne M	Academic Success	Interpreter Salary	390.40	390.40		
Powr-Flite	CTEI Grant - DOC	Equipment-Grants Only	1,315.60			1,315.60
Pride Cleaners	Culinary Arts	Contractual-Other	89.38	89.38		
Pride Cleaners	Culinary Arts	Contractual-Other	149.33	149.33		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	3.16	3.16		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	2.99	2.99		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	8.70	8.70		
Quill Corp	CTEI Grant - DOC	Equipment-Grants Only	649.99			649.99
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Credit Card Clearing	100.00	100.00		
RCC-Foundation		Revenue-Misc/OtherSou	450.00	450.00		
RCC-Foundation		Revenue-Misc/OtherSou	200.00	200.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Credit Card Clearing	800.00	800.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Richland Foundation	188.05	188.05		
RCC-Foundation		Credit Card Clearing	100.00	100.00		
RCC-Foundation		Credit Card Clearing	2,500.00	2,500.00		
RCC-Foundation		Credit Card Clearing	500.00	500.00		
		PAGE TOTALS	40,132.50	37,063.67	0.00	3,068.83

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RCC-Foundation		Credit Card Clearing	400.00	400.00		
RCC-Foundation		Credit Card Clearing	150.00	150.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Credit Card Clearing	250.00	250.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		Credit Card Clearing	400.00	400.00		
RCC-Foundation		Credit Card Clearing	600.00	600.00		
RCC-Foundation		Credit Card Clearing	100.00	100.00		
RCC-Foundation		Credit Card Clearing	200.00	200.00		
RCC-Foundation		FND Scholarship Reven	368.00			368.00
RCC-Foundation		FND Scholarship Reven	350.67			350.67
RCC-Foundation		FND Scholarship Reven	569.00			569.00
RCC-Foundation		FND Scholarship Reven	32.23			32.23
RCC-Foundation		FND Scholarship Reven	333.00			333.00
RCC-Foundation		Richland Foundation	188.05	188.05		
Reliance Standard		Life Insurance	3,579.78	3,579.78		
Reliance Standard		LTD Insurance	2,231.50	2,231.50		
Reliance Standard		Supplemental Life Ins	1,626.12	1,626.12		
Reliance Standard		Life Insurance	3,571.69	3,571.69		
Reliance Standard		LTD Insurance	2,226.54	2,226.54		
Reliance Standard		Supplemental Life Ins	1,626.12	1,626.12		
Reserve Account		Inventory-CentralStor	3,000.00	3,000.00		
Rexx Battery of Decatur Inc	College Vehicle	Vehicle Expense	191.90		191.90	
Ritter Snow Removal	Clinton Center O&M	Contractual-Other	260.00		260.00	
Ritter Snow Removal	Clinton Center O&M	Contractual-Other	130.00		130.00	
Robert's Sysco Inc	Culinary Arts	Materials	89.61	89.61		
Robert's Sysco Inc	Culinary Arts	Materials	928.21	928.21		
Robert's Sysco Inc	Culinary Arts	Materials	153.91	153.91		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	64.76			64.76
Robert's Sysco Inc	Culinary Arts	Materials	386.72	386.72		
Robert's Sysco Inc	Culinary Arts	Materials	92.92	92.92		
Robert's Sysco Inc	Culinary Arts	Materials	137.32	137.32		
Robert's Sysco Inc	Hospitality Managemen	Instructional Supplie	517.68			517.68
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	2,831.75	2,831.75		
Robert's Sysco Inc	Culinary Arts	Materials	548.10	548.10		
Robert's Sysco Inc	Culinary Arts	Materials	45.21	45.21		
Robert's Sysco Inc	Culinary Arts	Materials	45.24	45.24		
Robert's Sysco Inc	Hospitality Managemen	Instructional Supplie	505.70			505.70
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	35.84	35.84		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	554.14	554.14		
Robert's Sysco Inc	Culinary Arts	Materials	110.81			110.81
Robert's Sysco Inc	Child Care Services	Snacks and Milk	51.11			51.11
Rockhurst University	Human Resources	Publications & Dues	299.00	299.00		
Ruebling, Kristine M	Administration Genera	Travel-In State	245.17			245.17
Ruyle Mechanical Services Inc	Maintenance	Equip Repair/Maint Ag	820.54		820.54	
S J Smith Company Inc	Human Simulator	Instructional Supplie	35.63	35.63		
S J Smith Company Inc	Automotive-Tech Occ	Instructional Supplie	17.36	17.36		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	454.14	454.14		
S J Smith Company Inc	Human Simulator	Instructional Supplie	71.61	71.61		
		PAGE TOTALS	31,827.08	27,276.51	1,402.44	3,148.13

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
S J Smith Company Inc	Human Simulator	Instructional Supplie	32.31	32.31		
S J Smith Company Inc	Club Expenses	Contractual-Other	8.68			8.68
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	725.60	725.60		
Sam's Club Discover		Inventory-CentralStor	67.40	67.40		
Sam's Club Discover	Math/Science Dean	Office Supplies	23.96	23.96		
Sam's Club Discover	Clinton Center	Materials	39.60	39.60		
Sam's Club Discover	Student Activities	Materials	324.13			324.13
Sam's Club Discover	Outdoor Exposition Sp	Office Supplies	35.92			35.92
Sam's Club Discover	Partner's Salute	Meeting Expense	40.60			40.60
Sam's Club Discover	Maintenance	Maintenance Supplies	118.87		118.87	
Sam's Club Discover	Community Relations	Meeting Expense	34.52			34.52
Sam's Club Discover	Faculty/Staff Develop	Specialities	241.52	241.52		
Saunders, Gayle M	Presidents Office	Travel-Out of State	80.00	80.00		
Saunders, Gayle M	Presidents Office	Travel-In State	14.57	14.57		
Scott Fisher Enterprises Inc	Maintenance	Pest Control	525.00		525.00	
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	35.00		35.00	
Scott Fisher Enterprises Inc	CSI Building O&M	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Macon Co Soil & Water	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Sequestration Bldg O&	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	525.00		525.00	
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	35.00		35.00	
Scott Fisher Enterprises Inc	CSI Building O&M	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Macon Co Soil & Water	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Sequestration Bldg O&	Pest Control	50.00		50.00	
Secretary of State	Credit	Contractual-Other	50.00			50.00
Securitas	Security	Security	261.97		261.97	
Securitas	Liab Protection & Set	Security	4,104.07			4,104.07
Securitas	Security	Security	266.07		266.07	
Securitas	Liab Protection & Set	Security	4,168.41			4,168.41
Securitas	Security	Security	266.07		266.07	
Securitas	Liab Protection & Set	Security	4,168.41			4,168.41
Securitas	Security	Security	265.12		265.12	
Securitas	Liab Protection & Set	Security	4,153.50			4,153.50
Shell Fleet Plus	Foundation&Developmen	Travel-In State	39.86	39.86		
Shippers Rental Inc	Credit	Equipment Rental	2,000.00			2,000.00
Showcard Studio	Marketing	Advertising	500.00	500.00		
Snap-On Tools	Automotive-Tech Occ	Materials	141.38	141.38		
Soma Technology	Human Simulator	Equipment-Instruction	1,760.00			1,760.00
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	34.82		34.82	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	59.00		59.00	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	999.92		999.92	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	187.20		187.20	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	1,069.24		1,069.24	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	388.22		388.22	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	1,249.00		1,249.00	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	220.60		220.60	
Stand Up for Grace	Club Expenses	Contractual-Other	250.00			250.00
Star Silkscreen Design Inc	Automotive-Tech Occ	Instructional Supplie	412.50	412.50		
Star Silkscreen Design Inc	Faculty/Staff Develop	Wellness Program	264.75	264.75		
		PAGE TOTALS	30,487.79	2,583.45	6,806.10	21,098.24

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
State Universities Retirement		SURS 8%	1,238.99	1,238.99		
State Universities Retirement		SURS 8%	44,693.62	44,693.62		
State Universities Retirement		SURSRetiremtInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,823.96	4,823.96		
State Universities Retirement Sy	General Expenses	Expense-Other	2,475.17	2,475.17		
Stericycle	AAS Nursing -Health O	Materials	1,645.56	1,645.56		
Striglos Office Equipment		Inventory-CentralStor	452.86	452.86		
TAC Collections	General Expenses	Collection Co Charges	3,125.00	3,125.00		
THe PIPCO Companies LTD	Building Additions	New Bldgs & Additions	1,125.76			1,125.76
TekSupply	Garden Center Ag/Hort	Materials	365.14			365.14
The Center/ALRC	Grant-Administration	Travel-In State	50.00			50.00
The Decatur Club	Presidents Office	Publications & Dues	50.00	50.00		
The Kiplinger Letter	Vice Pres Fin & Admin	Publications & Dues	49.00	49.00		
The Torch Newspaper	Marketing	Advertising	300.00	300.00		
ThyssenKrupp Elevator Corp	Maintenance	Equip Repair/Maint Ag	452.24		452.24	
Tiger Direct	Academic Lab Support	Materials	244.26	244.26		
Tiger Direct	Admission and Recruit	Materials	168.93	168.93		
Tiger Direct	Information Tech-OccT	Instructional Supplie	4,626.75			4,626.75
Town & Country Advertising	Marketing	Publications & Dues	120.00	120.00		
Town & Country Advertising	Marketing	Advertising	68.00	68.00		
Trout, Stephen	NonCredit	Contractual-Other	645.00			645.00
U S Postmaster		Inventory-CentralStor	50.91	50.91		
USA Clean Inc	Custodial	Maintenance Supplies	12.00		12.00	
USA Clean Inc	Custodial	Maintenance Supplies	43.26		43.26	
USA Clean Inc	Custodial	Maintenance Supplies	24.30		24.30	
United Label & Sales Corp	Garden Center Ag/Hort	Materials	445.80			445.80
United Parcel Service		Other Rec-Employees	16.71	16.71		
United Parcel Service	Fin Aid & Vet Affairs	Postage	5.58	5.58		
United Parcel Service	Erlanson Art Gallery	Postage	9.55	9.55		
United Parcel Service	Maintenance	Postage	10.00		10.00	
United Parcel Service	General Expenses	Postage	27.12	27.12		
United Parcel Service	Foundation&Developmen	Postage	7.91	7.91		
United Way of Decatur/Macon Cnty		United Way	133.00	133.00		
United Way of Decatur/Macon Cnty		United Way	108.00	108.00		
Van Hoorn Nurseries Inc	Garden Center Ag/Hort	Materials	729.43			729.43
Vercellino, Karen A	Club Expenses	Materials	132.25			132.25
Verizon Wireless	Utilities	Telephone	274.61		274.61	
Verizon Wireless	Admission and Recruit	Telephone	50.02	50.02		
Verizon Wireless	Utilities	Telephone	238.70		238.70	
WDKR Radio Station	Marketing	Advertising	686.00	686.00		
WEJT	Marketing	Advertising	303.24	303.24		
WXFM	Marketing	Advertising	616.00	616.00		
Wal-Mart	Child Care Services	Snacks and Milk	173.31			173.31
Wal-Mart	Child Care Services	Snacks and Milk	285.76			285.76
Walmart Foundation		Misc Scholarship Clea	748.48	748.48		
Wells Fargo Financial Leasing	Copiers	Equipment Rental	178.00	178.00		
Wells Fargo Financial Leasing	Copiers	Equipment Rental	178.00	178.00		
Workforce Investment Solutions		Workforce Revenue	462.52			462.52
Workforce Investment Solutions		Workforce Revenue	37.00			37.00
		PAGE TOTALS	72,838.70	62,704.87	1,055.11	9,078.72

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
World Point ECC Inc	Credit	Instructional Supplie	376.95			376.95
Xerox Corp	Copy Center	Printing	307.11			307.11
Xerox Corp	Copy Center	Printing	307.11			307.11
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,733.51			2,733.51
Xerox Corp	Copy Center	Install Pymt Lease/Pu	194.99			194.99
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,307.74			2,307.74
Xerox Corp	Copy Center	Install Pymt Lease/Pu	194.99			194.99
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,307.74			2,307.74
Xerox Corp	Copy Center	Install Pymt Lease/Pu	1,769.99			1,769.99
Xerox Corporation	Copiers	Equipment Rental	171.36	171.36		
Student Refunds			4,639.00	4,639.00		
		PAGE TOTALS	15,310.49	4,810.36	0.00	10,500.13
		AP GRAND TOTAL	761,769.19	485,455.64	121,778.44	154,535.11

ITEMS FROM THE BOARD

ADJOURNMENT