



BOARD OF TRUSTEES

April 21, 2015

REGULAR MEETING 6:15 P.M. | RICHLAND COMMUNITY COLLEGE ROOM E181



Richland Community College

One College Park | Decatur, Illinois 62521 | 217.875.7200 | richland.edu

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

April 21, 2015

AGENDA

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. Convening of the Regular Meeting – 6:00 p.m.
 - A. Call to Order
 - B. Roll Call
- II. ***Minutes of the Regular Meeting on March 17, 2015***
- III. Appearance of Citizens and Introduction of Guests
- IV. Report of Board Secretary regarding Election of Student Trustee
- V. ***Swearing In and Seating of Student Trustee for 2015-2016***
- VI. Written Communications
 - Correspondence was received from the Higher Learning Commission notifying Richland Community College that the Institutional Actions Council concurred with the evaluation findings and affirmed the institution's accreditation status to 2022-2023.
 - Correspondence was received from the Illinois Community College Board approving the protection, health, and safety project at Richland Community College.
 - Correspondence was received from Illinois Community College Board notifying Richland Community College that the following programs were granted approval effective March 18 and 20, 2015: ASL – Education – Basic Certificate (16 credit hours), ASL – Service Professional – Basic Certificate (16 credit hours),

ASL/Interpreting – Basic (17 credit hours), ASL/Interpreting – Intermediate Certificate (31 credit hours), and ASL/Interpreting – Advanced Certificate (43 credit hours).

- College Activities Report
- Personnel Update
- Construction Report

VII. Special Reports

- A. Report of the President
- B. Report of ICCTA
- C. Report of Student Trustee
- D. Report of Agreements/Contracts authorized by President Saunders for the month of March 2015

VIII. Executive Session (IVORY COLOR)

IX. Consent Agenda (PINK COLOR)

- A. ***Approval to Award a Contract for Fire and Security System Project***

X. Old Business (BLUE COLOR)

- A. ***Approval of 2015-2018 Strategic Plan***
- B. ***Approval to Award a Contract for Fire and Security System Project***

XI. New Business (IVORY COLOR)

- A. ***Acceptance of 2015 Strategic Plan Priorities***

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

- A. Section 4 - Student and Academic Services – 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 2015

Reports

Consent Agenda

New Business

FEBRUARY 2015

Reports

Consent Agenda

Recommendation for
Approval of Tuition

New Business

Recommendations for
Tenure

Recommendation for
Approval of Fees

MARCH 2015

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 2015-2018

APRIL 2015

Tenure and Promotion
Recognition Dinner

Student Government
Election Results

Report from Board
Secretary regarding
Election of Student
Trustee

Seating of New Student
Trustee

Reports

MAY 2015

Reorganization of
Board of Trustees

Reports

Consent Agenda

New Business

Tentative Budget

Other

RCC Commencement

ICCTA Lobby Day

JUNE 2015

Public Hearing for Budget

Reports

Strategic Plan Quarterly Report

Consent Agenda

New Business

Resolution Adopting Budget

Compliance with Prevailing
Wage Act

State Capital Funding Request
RAMP

Resolution Transferring
Earnings

Review of Minutes of Previous
Executive Sessions

Other

ICCTA Annual Convention

BOARD BOOK ANNUAL CALENDAR

JULY 2015

Reports

Consent Agenda

Other

Annual Foundation Board Meeting

AUGUST 2015

Reports
Institutional Year Book
Program Review
Presentation

Consent Agenda

SEPTEMBER 2015

Reports

Consent Agenda

OCTOBER 2015

Reports

Consent Agenda

Distribution of Audit Reports – RCC & Brush College, LLC

Strategic Plan Quarterly Update

NOVEMBER 2015

Reports

Audit Presentation

Consent Agenda

Calendar of Regular Meetings of Board of Trustees

Audit Presentation

Old Business

Acceptance of Audit

Financial Report
Discussion of Tax Levy

DECEMBER 2015

Reports

Consent Agenda

Old Business
Resolution for Fiscal Year Tax Levy

Review of Minutes of Previous Executive Sessions

Other

Winter Board Retreat

Strategic Plan Priorities
Results Report



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

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.

Strategic Plan

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Dashboard

Annual Performance Report

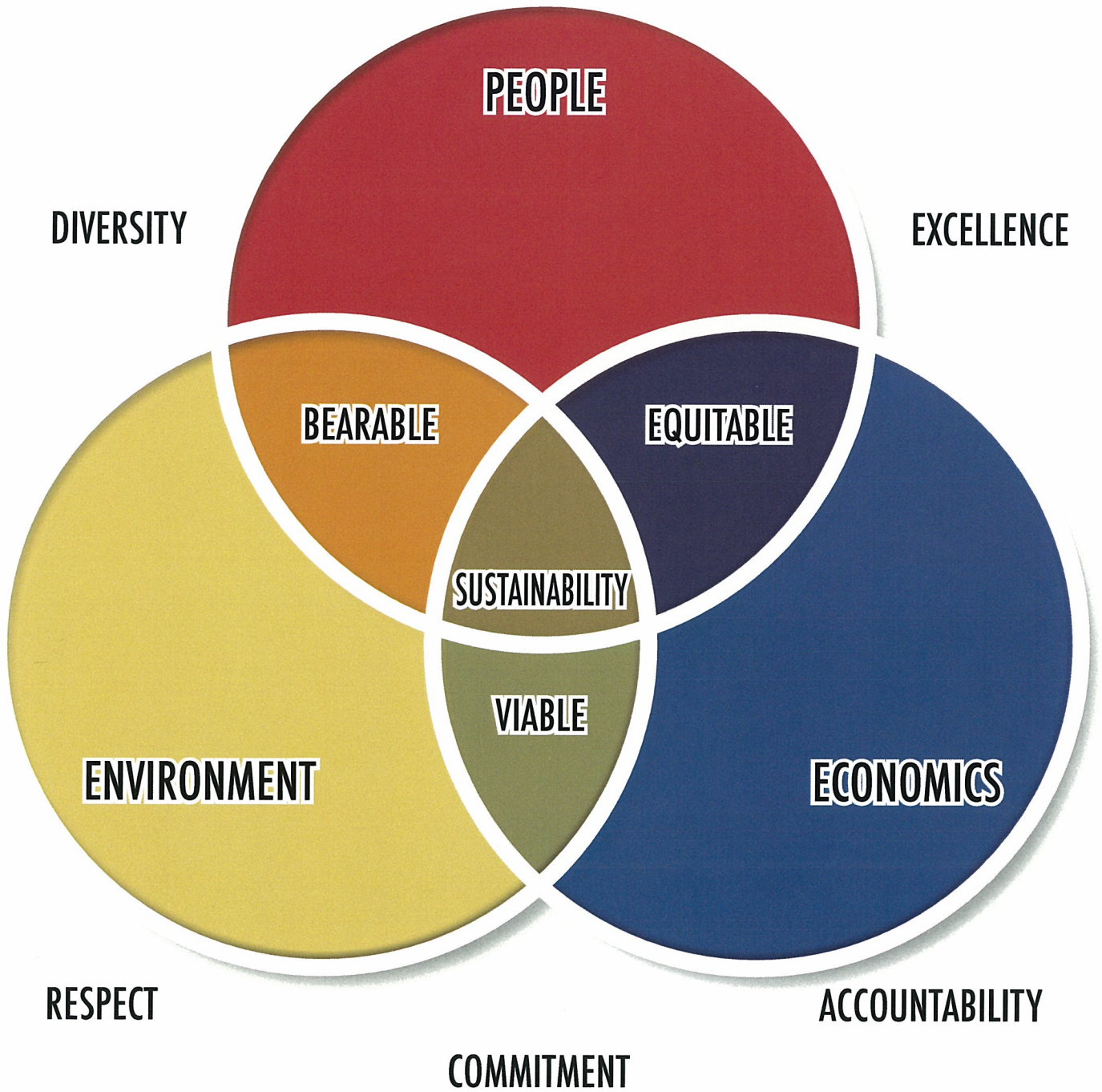
Implementation and Performance

Implementation and Performance

Public Accountability

Public Accountability

PRINCIPLES OF SUSTAINABILITY



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

March 17, 2015

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:38 p.m., Tuesday, March 17, 2015, in Conference Room E181 of the College by Chairman Campbell. Chairman Campbell also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dale Colee, Dr. David Coopriider, Reverend Wayne Dunning, Dr. Larry Osborne, Randy Prince, Paris Woods

Trustees Absent: None

Also present: Dr. Gayle Saunders and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of February 17, 2015, had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of February 17, 2015. Colee seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

- Correspondence was received from the Clinton Area Chamber of Commerce & Tourism Bureau thanking Richland Community College for the credit hour donation for the annual dinner.
- Correspondence was received from the Illinois Board of Higher Education and ICCB authorizing Richland Community College to offer an Associate in Applied Science in Diesel Medium/Heavy Truck Technician program effective February 3, 2015.
- Correspondence was received from the Illinois Community College System granting the approval of seven Certificate programs effective February 3, 2015.

- Correspondence was received from the American Association of Community Colleges regarding a grant to support the Plus 50 Encore Completion Program.
- A thank you note was received from Neuhoff Media on behalf of a donation for St. Jude's Research Hospital.
- The Government Finance Officers Association announced that Richland Community College received the Government Finance Officers Association Distinguished Budget Presentation Award for its budget.

College Activities Report:

- "A Date In Time" Scholarship dinner for the Culinary Arts Institute will be held March 21 in the Shilling Salons.
- The Festival of India: Will be held March 25th in the Mueller Student Center.
- i-Con - "A Guide to Richland Community College" will be held on March 25.
- The Electronics Recycling Event at Progress City USA on March 28, 2015.
- A poetry reading by author David Wright on March 31st.

Personnel Update

New Employees

- Jeanine Bakken, Career Technology Instructor, Lincoln Correctional Center, effective February 17, 2015.
- Louis Schroeder, Career Technology Instructor, Logan Correctional Center, effective February 17, 2015.

Construction Report

Dr. Saunders highlighted the written report of the construction progress of the Student Success Center, the extension of the Fire and Security System, and Lock Replacement project.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

1. President Saunders gave everyone the Irish Blessing in honor of St. Patrick's Day: *May your pockets be heavy and your heart be light, may good luck pursue you each morning and night.*
2. President Saunders thanked Paris Woods for her dedication and commitment as Student Trustee for the 2014-2015 year.
3. The Illinois budget proposed by Governor Rauner is positive for community colleges. At this time his budget recommends no cuts be made to the community colleges in FY16. We will monitor the process leading to the eventual state allocation.
4. Dr. Saunders thanked Reverend Wayne Dunning for his participation on the Faculty of the Year nominating committee.
5. The Decatur Public Schools will host a summer camp at Richland from June 8-25. The camp will involve 6th, 7th and 8th graders from District 61. Richland will also be host to a Young Manufacturers Academy which is an 8 day camp for 7-9th grade girls participating in STEM education.
6. Monday, February 23, Dr. Saunders hosted with the Student Government Association, the spring Student/Administration Luncheon. In addition to introductions and Student Organization Updates, students presented information on the textbook swap and discount card project; and Administration presented on campus plans including the Student Success Center and Business Education Center Capital Campaign.
7. The Partners' in Education Salute Luncheon was held on March 2, 2015. Dale Colee was the Salute Honoree. Dr. Saunders thanked Dale for his contribution to Richland Community College and our community!
8. The Scholarship Dinner for the Culinary Arts Institute is on Saturday. The theme is "A Date In Time." Guests will be transported back to The Ritz Hotel in Paris on March 21, 1906. The menu for the evening is the students' interpretation of a meal inspired by world famous French Chef Auguste Escoffier.

9. The Capital Development Board issued the authorization to proceed with the Student Success Center. The contractors have 372 days of construction in the timeline.
10. Dr. Saunders shared that there was good discussion at the President's Council meeting regarding applied Baccalaureate degrees at the ICCTA seminar; a panel provided education and perspective on the topic; and representatives entertained and passed a motion to continue to study the opportunity with stakeholders over the summer and provide a report in the fall for community colleges to consider. There is a recording of the session that is available for the Board to view to be educated further.
11. Dr. Saunders introduced Dr. Denise Crews and Cathy Sebok as they presented the Richland Transfer Academy for the College Spotlight.

REPORT OF ICCTA

Mr. Colee reported that an article regarding the College of DuPage was reported in the Chicago Tribune. The College of DuPage is bringing some unnecessary attention to themselves and other community colleges. Richland Community College is a local unit of government and as a Board of Trustees, Dale cautioned that they should stay informed about what is going on at the College of DuPage. Richland Community College is a guiding light and we need to make sure we understand the issues.

REPORT OF STUDENT TRUSTEE

Student Trustee Paris Woods reported on the upcoming events at Richland Community College. The activities are listed in the board book.

NEW BUSINESS

Faculty Promotions

A recommendation to adopt the following resolutions: 14-20: Dr. Chris Merli, Assistant Professor to Associate Professor; 14-21: Karen Hartman, Instructor to Assistant Professor; 14-22: Evyonne Hawkins, Associate Professor to Professor; 14-23: Curtis Happe, Associate Professor to Professor, was presented to the Board.

Dr. Coopriider moved to adopt the following resolutions: 14-20: Dr. Chris Merli, Associate Professor; 14-21: Karen Hartman, Assistant Professor; 14-22: Evyonne Hawkins, Professor; 14-23: Curtis Happe, Professor, as presented. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Professor Emeritus

A recommendation to approve Jon Odell, Retired, Professor of Mathematics, as Professor Emeritus was presented to the Board.

Dr. Osborne moved to grant Professor Emeritus status to Jon Odell, retired faculty member, as presented. Prince seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Staff Emeritus

A recommendation to approve Kathryn Mast and Deborah McGee as Staff Emeritus was presented to the Board.

Dr. Osborne moved to grant Staff Emeritus status to Kathryn Mast and Deborah McGee, as presented. Reverend Dunning seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Tuition Rates for Fiscal Year 2016

A recommendation to approve in-district tuition rate of \$114.00 per credit hour; in-state out-of-district tuition rate of \$181.50 per credit hour; out-of-state and international tuition rate of \$445.00 per credit hour; charge back rate of \$281.46 per credit hour; variable tuition rate for AAS Nursing classes of \$137.00 per credit hour; online tuition rate of \$148.00 per credit hour; and in-district tuition rate to out-of-district students that are attending an educational institution located in the College district, was presented to the Board.

Reverend Dunning moved to approve the in-district tuition rate of \$114.00 per credit hour; in-state out-of-district tuition rate of \$181.50 per credit hour; out-of state and international tuition rate of \$445.00 per credit hour; charge back rate of \$281.46 per credit hour; variable tuition rate for AAS Nursing classes of \$137.00 per credit hour; online tuition rate of \$148.00 per credit hour and in-district tuition rate to out –of-district students that are attending an educational institution located in the college district, as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation for Approval of General and Course Fees for Fiscal Year 2016

A recommendation to approve the fees for the 2015-2016 academic year was presented to the Board.

After reviewing the current fees, changes were proposed to reflect current costs.

Reverend Dunning moved to approve the fees for the 2015-2016 academic year, as presented. Dr. Coopriider seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation for Transfer of Working Cash Funds Resolution No. 14-24

A recommendation to adopt Resolution No. 14-24: Transfer of Working Cash Funds, was presented to the Board.

Reverend Dunning moved to approve Resolution No. 14-24: Transfer of Working Cash Funds, as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation to Approve a Contract for Security Services

A recommendation to approve the authorization of administration to execute a three-year contract with Per Mar Security Services, was presented to the Board.

Dr. Coopriider moved to approve the authorization of administration to execute a three-year contract with Per Mar Security Services of Davenport, Iowa. Reverend Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation to Approve Municipal Lease for Equipment

A recommendation to approve the authorization of Richland Community College to enter into a 48 month lease for \$370,000.00 with Commerce Bank of Champaign, Illinois, was presented to the Board.

Dr. Osborne moved to approve the authorization of Richland Community College to enter into a 48 month lease for \$370,000.00 with Commerce Bank of Champaign, Illinois. Colee seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation to Approve a Contract for Natural Gas

A recommendation to approve the College administration to enter into multiple contracts with Constellation NewEnergy of Baltimore, Maryland to purchase natural gas for a period beginning May 1, 2015, through April 30, 2017, was presented to the Board.

Dr. Osborne moved to approve the College administration to enter into multiple contracts with Constellation NewEnergy of Baltimore, Maryland to purchase natural gas for a period beginning May 1, 2015 through April 30, 2017. Reverend Dunning

seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Recommendation to Approve Lock Replacement Project

A recommendation to authorize College administration to enter into a contract with NegwerDoor Systems of Springfield, Illinois for the purchase and installation of locksets for \$21,807.05, was presented to the Board.

Dr. Coopriider moved to approve the authorization of College administration to enter into a contract with Negwer Door Systems of Springfield, Illinois for the purchase and installation of locksets at a cost of \$21,807.05. Colee seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

2015-2018 Strategic Plan

The 2015-2018 Strategic Plan reflects the climate of collaboration, respect and conversation with Richland Community College and our communities. It emphasizes the importance of student success, community and regional partnerships, and sustainability in College operations.

The 2015-2018 Strategic Plan contains four goals: Elevate Teaching and Learning Standards; Foster Student Success and Completion; Advance and Create Workforce Development Partnerships; and Ensure a Sustainable Organization.

The Strategic Plan offers direction for the future while maintaining flexibility to meet the dynamics of the College and the District as the College strives to meet its vision, mission and uphold its core values.

The Board of Trustees will be asked to reaffirm the College Mission, Vision and Core Values and approve the 2015-2018 Strategic Plan at the April Board of Trustees meeting.

BOARD POLICIES, PROPOSALS, AND CHANGES

Board Policy Section 4 – Student and Academic Services – First Reading

Section 4 was presented for first reading. Updates were made to policies 4.1, 4.3, 4.4, 4.6, 4.9, 4.10, 4.11, 4.14, 4.15, 4.17, 4.18, 4.20, and 4.21

Section 4 has been reviewed by departments responsible for implementation and other College committees, including Academic Standards and the Institutional Effectiveness Group. In addition, the Cabinet has reviewed the revisions.

FINANCIAL REPORT

Bills Payable

The February 2015 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,693,170.29 for February 2015 was distributed to the Board prior to the meeting.

Prince moved to ratify the February bills paid and approve the Financial Statement subject to audit. Reverend Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

EXECUTIVE SESSION

Dr. Coopridier 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 Meeting Act. Reverend Dunning seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Meeting convened into closed session at 7:25 p.m.

Meeting reconvened into open session at 8:20 p.m.

ADJOURNMENT

Osborne moved and Colee seconded to adjourn the meeting at 8:25 p.m.

Dr. David Coopridier, 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 2015-2016 term of office was conducted on March 23 – 27, 2015. Tabulation of the election results occurred following the closing of the polls on March 27.

Student Trustee candidate Donnie Lewis was elected.

Accordingly, Donnie Lewis has been elected Student Trustee, is qualified to, and will be seated as the student member of the Richland Community College Board of Trustees at the regular April meeting on April 21, 2015.

By _____
Tom Ritter
Board of Trustees

Date: April 21, 2015

SWEARING-IN AND SEATING OF STUDENT TRUSTEE

OATH OF OFFICE
STUDENT MEMBER OF BOARD OF TRUSTEES
RICHLAND COMMUNITY COLLEGE

Tom Ritter

Do you, **DONNIE LEWIS**, swear that as a duly elected student member for 2015-2016 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?

DONNIE LEWIS

Response: "I do"

WRITTEN COMMUNICATIONS



Higher Learning Commission
A commission of the North Central Association

230 South LaSalle Street, Suite 7-500 | Chicago, IL 60604-1411
312-263-0456 | 800-621-7440 | Fax: 312-263-7462 | ncahlc.org

March 18, 2015

Dr. Gayle M. Saunders
President
Richland Community College
One College Park
Decatur, IL 62521-8512

Dear President Saunders:

This letter serves as formal notification and official record of action taken concerning Richland Community College by the Institutional Actions Council of the Higher Learning Commission at its meeting on March 10, 2015. The date of this action constitutes the effective date of the institution's new status with HLC.

Action with Interim Monitoring. IAC continued the accreditation of Richland Community College with the next Reaffirmation of Accreditation in 2022-23. In conjunction with this action, IAC required the following interim monitoring.

Interim Report. An Interim Report due 12/1/15 on general education student learning outcomes; data from general education assessment processes; and identification of targets for improvement or actions taken based upon these data.

In two weeks, this action will be added to the *Institutional Status and Requirements (ISR) Report*, a resource for Accreditation Liaison Officers to review and manage information regarding the institution's accreditation relationship. Accreditation Liaison Officers may request the ISR Report on HLC's website at <http://www.hlcommission.org/isr-request>.

Information on notifying the public of this action is available at <http://www.hlcommission.org/HLC-Institutions/institutional-reporting-of-actions.html>.

If you have any questions about these documents after viewing them, please contact the institution's staff liaison Jeffrey Rosen. Your cooperation in this matter is appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Gellman-Danley".

Barbara Gellman-Danley
President

CC: ALO



Higher Learning Commission
A commission of the North Central Association

230 South LaSalle Street, Suite 7-500 Chicago, IL 60604-1411
312-263-0456 | 800-621-7440 | Fax: 312-263-7462 | ncahlc.org

March 18, 2015

Dr. Gayle M. Saunders
President
Richland Community College
One College Park
Decatur, IL 62521-8512

Dear President Saunders:

This letter serves as formal notification and official record of action taken concerning Richland Community College by the Institutional Actions Council of the Higher Learning Commission at its meeting on March 10, 2015. The date of this action constitutes the effective date of the institution's new status with HLC.

Action. The Institutional Actions Council concurred with the evaluation findings and voted to affirm the institution's eligibility to select the Standard, AQIP or Open Pathway for reaffirmation of accreditation.

Attached to this letter is information on selecting and declaring a pathway within the timeline provided. The materials include links to information on the Standard, AQIP and Open Pathways.

HLC does not make public an institution's Pathway determination or selection. Institutions' Pathway designations will not appear on the *Statement of Affiliation Status*.

If you have any questions about the institution's transition to a pathway, please contact Jeffrey Rosen, the institution's staff liaison. Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Gellman-Danley".

Barbara Gellman-Danley
President

Enclosures:

Pathway Transition Information – Open Eligible
Declaration Form

Alexi Giannoulis
Chairman



Karen Hunter Anderson, Ph.D.
Executive Director



March 9, 2015

Dr. Gayle Saunders
Richland Community College
One College Park
Decatur, IL 62521

Dear Dr. Saunders,

Your request for approval of the following protection, health, and safety project at Richland Community College is hereby approved by the Illinois Community College Board:

<u>ICCB Project #</u>	<u>Description</u>	<u>Approved Budget</u>
537-TE-2378-0315	Fire and Security Extension	\$ 54,645

It is my understanding 1) this project has the approval of your Board of Trustees and 2) the project's cost will be financed with excess funds from a protection, health, and safety tax levy.

Any subsequent change in scope and/or change in budget for this project during either the bid phase of the project or during the actual construction phase of the project which exceeds five percent of the original budget, per ICCB administrative rule 1501.605, shall be submitted for ICCB approval.

Please direct questions concerning this project to Kris Pickford at (217) 558-4680.

Sincerely,

A handwritten signature in cursive script that reads "Karen Hunter Anderson".

Karen Hunter Anderson, Ph.D.
Executive Director

CC Greg Florian

ILLINOIS COMMUNITY COLLEGE BOARD

401 East Capitol Avenue • Springfield, Illinois 62701 • (217) 785-0123 • www.iccb.org

*Lazaro Lopez, Ed.D.
Acting Chair*



*Karen Hunter Anderson, Ph.D.
Executive Director*

March 20, 2015

Dr. Gayle Saunders, President
Richland Community College
One College Park
Decatur, IL 62521-8513

Dear Dr. Saunders:

This letter is notification that the following Certificate programs were granted approval effective March 18, 2015:

- ASL/Interpreting Basic Certificate (17 credit hours)
- ASL/Education Basic Certificate (16 credit hours)
- ASL Service Professional Basic Certificate (16 credit hours)

Because certificates do not require approval of the Illinois Board of Higher Education, these basic certificate programs may be implemented immediately. If you have not already done so, please submit the appropriate curriculum and related course addition requests for updating your college's master files at this time. Doing so will ensure the college receives the appropriate credit hour reimbursement funding.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Durham".

Brian Durham
Deputy Director for Academic Affairs

cc Denise Crews, Vice President-Academic Services- Richland Community College
Lily Siu, Dean-Communications, Education Humanities & Fine Arts- RCC
Tricia Broughton, ICCB

ILLINOIS COMMUNITY COLLEGE BOARD

401 East Capitol Avenue - Springfield, Illinois 62701 • (217)735-0123 • www.iccb.org

Lazaro Lopez, Ed.D.
Acting Chair



Karen Hunter Anderson, Ph.D.
Executive Director

March 25, 2015

Gayle Saunders, President
Richland Community College
One College Park
Decatur, IL 62521

Dear President Saunders:

At its March 20, 2015 meeting, the Illinois Community College Board permanently approved the following programs for Richland Community College:

ASL/Interpreting Intermediate Certificate (31 credit hours) ✓
ASL/Interpreting Advanced Certificate (43 credit hours) ✓

If the college has not already done so, please submit the curricula and related course forms now. This will ensure the college receives the appropriate credit hour reimbursement funding.

Sincerely,

A handwritten signature in cursive script that reads "Karen Hunter Anderson".

Karen Hunter Anderson, Ph.D.
Executive Director

cc Denise Crews, Vice President Academic Affairs

ILLINOIS COMMUNITY COLLEGE BOARD

401 East Capitol Avenue • Springfield, Illinois 62701 • (217) 785-0123 • www.iccb.org

TO: Dr. Gayle Saunders
FROM: Lisa Gregory, ^{AMC} Executive Director, Public Information and Chief of Staff
DATE: March 31, 2015
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.

- May 15 Health Professions Pinning Ceremony
5:00 p.m. – Decatur Civic Center Theater
- May 15 Richland Community College Spring 2015 Commencement
7:00 p.m. – Decatur Civic Center Arena
- May 19 Board of Trustees Meeting
5:30 p.m. – Board Room

To: Dr. Gayle Saunders, President
From: Richard Gschwend, Director, Human Resources
Date: March 31, 2015
Subject: Personnel Update




Retirements, Resignations, and Terminations

Name	Position	Last Day
Rashi Chandra	Secretary, Part-time, Communications, Education, Humanities, and Fine Arts	03/06/15
Mark Brown	Mathematics and Academic Specialist, Academic Success Center	03/27/15

MEMORANDUM

BUSINESS SERVICES

To: Dr. Gayle Saunders
From: Greg Florian 
Date: April 1, 2015
Re: Construction Project Status

Current Construction Projects

Student Success Center – The contractors started the demolition on March 23rd. The specifications required the contractor to return to the College certain functioning items such as doors, locks, clocks, fire and smoke detectors as well as a variety of other components. Maintenance will store the items which will be used as repair parts throughout the campus. Exterior demolition of the concrete planter is proceeding and many of the trees scheduled for removal are being cut and ground into wood chips that will be used as mulch. Once the site is cleared, drilling of the wells for the ground-source heating/cooling system will begin.

Extension of the Fire and Security System – The ICCB has approved the project and bids for the work are due April 2nd. A recommendation to award a contract will be presented to the Board for approval at its April meeting.

Lock Replacement – At the March Board of Trustees Meeting approval was granted to issue a contract for the lock replacement project. That contract was signed and the Contractor subsequently has been on site to verify the necessary hardware prior to placing an order. The project will be scheduled such that the least disruption to classes will occur. The project is scheduled to be completed by the end of the fiscal year.

SPECIAL REPORTS

Richland Community College
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

April 2015

Student Trustee: Donnie Lewis

President: Shari Mariner *Vice-President:* TBD *Secretary:* TBD

Student Engagement Activities:

- 4/23: E. Leon Fonville Black History Bowl
- 4/28: SAFE Zone Training
- 5/1: SAFE Zone Training
- 5/1: Student Awards and Recognition Reception
- 5/4: Springfest
- 5/11: Finals Massages
- 5/12&13: Finals Snacks



Commitment Respect Excellence Accountability Diversity

**MONTHLY REPORT OF RICHLAND COMMUNITY COLLEGE
AGREEMENTS/CONTRACTS**

AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF

March 2015

- 03/12/2015 Dr. Saunders signed a Memorandum of Understanding between Richland Community College and National Foodworks Services, LLC. This agreement will allow Richland Community College to add educational expertise and service in a commercial kitchen incubator and co-packing business for food development, processing, packaging, and distribution.
- 4/1/2015 Dr. Saunders signed an agreement between Richland Community College and Millikin University to accommodate students enrolled at Richland Community College who enroll in CH301: Organic Chemistry I and CH251: Intermediate Chemistry Lab I at Millikin University.

EXECUTIVE SESSION

Executive Session- April 21, 2015

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



TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: April 21, 2015

SUBJECT: Approval to Award a contract to Extend the Fire Alarm and Security Systems

Attached is a memorandum from Greg Florian, Vice President of Finance and Administration, recommending the approval of a contract with SimplexGrinnell Corporation of Peoria, Illinois and Bodine Electric of Decatur, Illinois.

This project will include the installation of a fiber optic line to the Soil and Water Conservation District Building from the College's main network and installation of new fire/smoke detectors. New security cameras will be installed and connected to the main security system with the appropriate hardware and software.

Two bids were received for the installation of the fiber optic line. SimplexGrinnell Corporation, as the sole source provider, is responsible for the furnishing and installation of a new fire/smoke alarm system.

The funding for this project is available from surplus PH&S money.

Therefore, it is recommended that the Board of Trustees approve the College Administration to contract with SimplexGrinnell Corporation of Peoria, Illinois for \$25,313.00 and Bodine Electric of Decatur, Illinois for \$13,900.00, as presented.

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

Business Office

To: Dr. Gayle Saunders

From: Greg Florian *Greg*

Date: April 6, 2015

Re: Approval to award a contract for a project to extend the fire alarm and security systems

The College received approval from the ICCB for a protection, health, and safety project to connect the College's fire alarm and security systems via the fiber optic network to the Macon County Soil and Water Conservation Building. Bid specifications were developed and the project was advertised for bids to be received on April 2, 2015.

This project will include installation of a fiber optic line to the building from the College's main network and installation of new fire/smoke detectors. New security cameras will be installed and connected to the main security system with the appropriate hardware and software.

Installing the fiber optic cable including the directional boring, connections, and necessary switch gear received the following bids:


Company	Bid
Bodine Electric - Decatur, IL	\$13,900
Western Utility LLC - University Park, IL	\$28,975

The College's existing fire alarm system is supplied and monitored by SimplexGrinnell Corporation. In order to insure compatibility with the existing fire alarm system, this part of the project is a sole source item and will be procured through a joint purchasing consortium. The cost of the Simplex system is \$25,313.

Funding for this project is available from surplus PH&S money.

It is recommended that the Board of Trustees direct the College Administration to contract with SimplexGrinnell Corporation of Peoria, IL at a cost of \$25,313 and Bodine Electric of Decatur at a cost of \$13,900.

OLD BUSINESS

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: April 21, 2015
SUBJECT: 2015-2018 Strategic Plan

Mr. Chairman, Members of the Board of Trustees, you have received a final copy of the 2015-2018 Strategic Plan.

As you know, the Strategic Planning Team has been working since June 2014 to prepare a plan that will guide the College's actions and initiatives over the next three years. The 2015-2018 Strategic Plan reflects the culture of collaboration, respect, and collective conversations with Richland Community College and District 537. It emphasizes the importance of student success, community and regional partnerships, and long term sustainability of College operations.

The 2015-2018 Strategic Plan includes four Goals: Elevate Teaching and Learning Standards; Foster Student Success and Completion; Create and Advance Workforce Development Partnerships; and Ensure a Sustainable Organization. These goals collectively reflect Richland's momentum in its affirmation of vision.

The Strategic Plan provides direction while maintaining flexibility to meet the dynamic nature of the College and the District. The College will also continuously strive to advance its Mission and Vision and uphold its Core Values.

Therefore, it is recommended that the Board of Trustees adopt the 2015-2018 Strategic Plan and reaffirm the College Mission, Vision, and Core Values, as presented.

TO: Dr. Gayle Saunders
FROM: Gianina Baker and the Strategic Planning Team ^{GB}
DATE: March 30, 2015
SUBJECT: Adoption of Richland Community College 2015-2018 Strategic Plan

The Strategic Planning Team is pleased to present the 2015-2018 Strategic Plan for Richland Community College. The Plan provides strategic direction for the college over the next four years.

A culmination of events have led to this final draft of the strategic plan. First, the trends, opportunities and challenges section completed by the 2014 Richland Community College Environmental Scanning Team provided the backdrop necessary for the Strategic Planning Team to begin its work. Then, the Strategic Planning Team, comprised of representative stakeholders throughout the College, started gathering in March 2014 to understand how the SOAR (Strengths, Opportunities, Aspirations and Results) process would allow them to capture needed information to produce the strategic plan. Held between June and October 2014, 14 focus groups sessions with over 210 participants were conducted and the Strategic Planning Team served as facilitators and scribes. Internal and external stakeholders spoke to Richland's strengths and offered opportunities for improvement. As focus groups were a main source of data collection, the Team also reviewed other data sources that include the AQIP *Systems Portfolio* and *Systems Appraisal*, ICCB Economic Impact Study, and the RCC Institutional Year Books. Throughout this entire process, the Team met to debrief the focus groups, discuss data sources, and advise the progression of the plan. In addition, retreat topics and regular presentations were planned for the Board of Trustees to allow their input into the process and the plan.


Intended to provide strategic direction for the College, the four goals awaiting adoption in the 2015-2018 Strategic Plan are the following: (1) *Elevate Teaching and Learning Development Partnerships*, (2) *Foster Student Success and Completion*, (3) *Create and Advance Workforce*, and (4) *Ensure a Sustainable Organization*. These goals collectively reflect the mission and vision of the College through emphasis on evidence-based decision-making to support student success, teaching and learning, community relationships and Richland's Principles of Sustainability. The President's Cabinet has identified annual priorities to ensure accountability to the Strategic Plan.

The Strategic Planning Team reviewed the mission of Richland Community College as a part of its work. The Team felt that the four goals awaiting adoption will help Richland achieve its current mission. In addition, the Team reviewed the vision approved by the Board of Trustees in 2003. The Team determined that the vision -- *To Be the Premier Source for Education, Workforce Training, Partnerships, and Economic Development* -- still reflects the forward intentions of Richland Community College.

The Strategic Planning Team has completed its work and recommends that the 2015-2018 Strategic Plan be presented to the Board of Trustees for its approval and that the College Mission, Vision, and Core Values be reaffirmed.

Thank you.

NEW BUSINESS

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: April 21, 2015
SUBJECT: 2015 Strategic Plan Priorities

Mr. Chairman, Members of the Board, the 2015 Strategic Plan Priorities have been identified for the new strategic plan that will continue through 2018.

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, develops a three year Strategic Plan. This provides 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 of our students are the intended outcomes.

The 2015 priorities support the four primary strategic planning goals of the 2015-2018 Plan: *Elevate Teaching and Learning Standards, Foster Student Success and Completion, Create and Advance Workforce Development Partnerships, and Ensure a Sustainable Organization.*

Therefore, it is recommended that the Richland Community College Board of Trustees accept the 2015 Strategic Plan Priorities, as presented.

BOARD POLICIES, PROPOSALS, AND CHANGES

TO: Board of Trustees
FROM: Dr. Gayle Saunders *GS*
DATE: April 21, 2015
SUBJECT: Board Policy Section 4 – Student and Academic Services – Second Reading

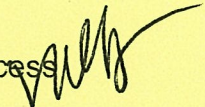
Mr. Chairman, Members of the Board, Section 4 of the Board Policy manual is presented for the second reading. Changes from the first reading include:

4.1.2.1 – Development regarding course placement and developmental education still allows for appropriate placement based on the pilot project that is underway.

4.6.7 – Clarification is being made that will require students to have contact with the Student Success Center staff as part of the withdrawal process.

4.14 – A revision was made to clarify that violators of the policy might also be subject to arrest.

Section 4 has been reviewed by the Board of Trustees, President's Cabinet, departments responsible for implementation and other College committees, including Academic Standards and the Institutional Effectiveness Group. No action is recommended at this time.

TO: Dr. Gayle Saunders
FROM: Marcus Brown, VP Student Success 
DATE: April 6, 2015
SUBJECT: Board Policy Section 4 – Student and Academic Services Second Reading

As the policy review continues for Board Policy Section 4 – Student and Academic Services, feedback has been received on recommended changes. As a result, a revision is being made to 4.14: Substance Abuse – Intoxicant Use. The change is being made to clarify that violators of the policy might also be subject to arrest.

In addition, based on feedback, clarification in procedures for policy 4.6.7 are being made that will require students to have contact with a Student Success Center staff member as part of the withdrawal process. However no policy language change is being recommended.

Finally, while pilot project are currently underway or being developed regarding course placement and developmental education, Policy 4.1.2.1 as stated, still allows for appropriate placement based on these pilots and no additional change is being recommended at this time.

4.1 ADMISSION – 6/16/98; revised 8/17/10

Richland Community College shall admit students in accordance with all qualifications and preferences set forth in Illinois Revised Statutes, 110 /LCsS 205/9.07, and in the guidelines established by the Illinois Community College Board.

Eligibility for admission, requirements, procedures, and options are published in the College Catalog.

4.1.1 Admission to the College – 8/17/10

Richland Community College is open to all people who

1. Have graduated from high school, or
2. Have received a High School Equivalency Certificate based on the GED test, or
3. Intend to enroll in a GED course, or
4. Are high school or gifted students who have principal/administrator approval to enroll, or

4.1.1.1 New Student Orientation – 2/21/06; revised 8/17/10;

New Student Orientation should be attended by all new, degree-and certificate seeking Richland students. A new student is defined as someone who has not previously completed any college courses at Richland Community College or had taken college courses only as part of a dual credit program.

~~Students enrolling at Richland Community College may be exempt from orientation attendance if the Dean of Enrollment Services, or the designee of the Dean, has waived attendance.~~

4.1.2 Admission to a Program or Courses – 8/17/10

Admission to the College is not the same as admission to a program of study and/or courses. Admission to a program or courses is based upon previous education, experience, and levels of achievement.

4.1.2.1 Mandatory Course Placement Testing - 10/01/09 – 5/17/11

Students are required to take placement tests in mathematics, English, and reading before registering for credit courses. These test results, which are valid for ~~two years~~ the length of time determined administratively, are used to determine a student's eligibility for courses with prerequisites and/or placement into developmental courses (courses numbered 099 or below). Classroom instructors may conduct additional testing to verify correct placement, and students may be transferred to an alternate course at that time. Once a student has started a sequence of courses, that student may not retest in that area.

These placement exams, cut-off scores, and other criteria have been established by the respective programs' faculty to ensure proper course placement. Individual programs may offer a proficiency exam to alter the sequence of courses required.

Exemptions to Course Placement Testing Policy

Students enrolling at Richland Community College may be exempt from mandatory placement testing if they meet any of the following exemptions:

- A student has successfully completed English and/or mathematics course(s) at an accredited college or university, as recognized by the Higher Education Directory. The level of the course(s) successfully completed determines the level of course(s) for which a student may be eligible.
- A student has earned sufficient ACT (American College Testing) or SAT (Scholastic Aptitude Test) scores as established by appropriate College personnel. The student must submit proper documentation to the Records Office. The ACT or SAT scores must be no more than three years old.
- A student has certified that he or she is not seeking a degree at Richland Community College.
- A student has accumulated no more than 15 credit hours

at Richland Community College.

- A student has taken a placement exam identical to Richland Community College's exam at another college or university within ~~two~~ the determined time ~~calendar years~~ and presents officially validated scores for evaluation prior to registration.

4.1.2.2 Course Placement Retesting – 12/16/03 – 5/17/11

Students tested in mathematics, English, reading, math, or other areas may take one test of each type at no cost. A student may retest by waiting a minimum of twenty-four hours and paying a retest fee. A student may be allowed to take the test a third time only with appropriate permission and payment of the retest fee.

The student is required to retest, at no charge, if 1) the previously determined time ~~more than two (2) calendar years~~ ~~have~~ has passed since the student tested the first time and 2) the student has not begun a sequence of courses that uses the placement test results.

4.1.2.3 Foreign Language Placement

Placement in a foreign language course will be determined by a student's previous foreign language education in high school or college. Students who have studied a specific foreign language in high school within the past five years are to begin their study at Richland with the course number determined by the earned quality points as outlined in the College Catalog. Foreign language faculty may grant exceptions, based on individual assessment. All persons whose most recent prior study of the language was more than five years ago should start their college study with the course number 101.

4.1.2.4 Technology Orientation – 5/15/12

All students enrolling in a course utilizing a learning management system are required to successfully complete the mandatory technology orientation.

4.1.3 Admission to a Program of Study – 6/16/98; Revised 8/17/10

Each program of study (for example, Nursing, Accounting, Associate in Arts in Teaching, etc.) has specific requirements for admission. These

requirements are based on the student's previous education, work experience, and levels of achievement.

Information that may be used in admission to a program includes:

1. A transcript of the student's high school and college records. The student should request a transcript from the school(s) to be sent to the Student Records Office at Richland.
2. Test scores. Richland generally uses the American College Testing (ACT), Standardized Assessment. Other comparable test results may be submitted if approved by a Richland counselor.
3. Application and personal interview, including related experiences since leaving high school or college.

Students may be provisionally admitted to a program, even though they fail to meet all the requirements. Students provisionally admitted may be required to enroll in developmental courses, take a reduced load, complete further testing, and/or receive career counseling.

Similar procedures may also be applied to students enrolling in individual courses only.

4.1.4 Admission of High School Students and "Gifted" High School Students – 6/16/98; revised 8/17/10

High school students may also attend take Richland courses courses at Richland for either application toward a high school diploma or a college credit. Eligibility for enrollment as a high school student is decided as follows:

1. The student is a high school student.
2. The student's high school principal submits the appropriate form stating the student is taking the course(s) for high school or college credit, and has the principal's approval.
3. A high school transcript is submitted to Richland.
4. Tuition may be determined by course and delivery. Courses taught by Richland instructors are paid by the student. Students do not pay tuition if taught by the high school teacher. High school students must pay course tuition to Richland.
5. Final approval for enrollment is then determined by Richland.

"Gifted students" are students with exceptionally high academic ability as determined by the students' school and the College.

4.1.5 Student Enrollment Status – 1/16/01; revised 8/17/10

Verification of student enrollment status, for any purpose, may be obtained only through the Student Records Office. Documentation from other individuals or College offices does not represent an official College record.

4.2 RESIDENCY STATUS – 10/19/93; revised 8/17/10

Students enrolling at Richland Community College shall be classified as resident, non-resident, or out-of-state for tuition and fee purposes.

The College is authorized to require such written documents, affidavits, verifications or other evidence as are deemed necessary to determine the classification of the student.

A student is considered a resident of Richland Community College District 537 if the student establishes a permanent residence in the District for at least 30 days prior to enrollment.

4.3 TUITION AND FEES - 7/13/93

Tuition and fees for resident and non-resident students may be charged as permitted by law and as established by action of the Board of Trustees. Other fees may be required depending on the status of the student, the program in which the student is enrolled, and the requirements of the College.

Each semester, the Business Services Office shall determine and publish a due date (before the beginning of the semester) by which time all tuition and fees are to be paid.

4.3.1 Senior Citizen Tuition – 7/18/00

District 537 residents who are 65 or older or who will become 65 years old during the calendar year are eligible to enroll without the payment of tuition in regularly scheduled credit courses, other than credit courses designed specifically for senior citizens, provided that such enrollment does not over-enroll the course and tuition paying students enrolled constitute the minimum number required for the course. Such waiver does not apply to all other fees associated with enrollment in such course.

4.3.2 Education Service Agreement – 12/21/93; revised 8/17/10

The College may enter into written agreement with a business, civic, social service organization, or any government entity to provide instruction to employees of such groups. The College may also enter into written agreement to provide instruction to students from certain high schools, community colleges having reciprocal cooperative educational programs, and four-year public and private colleges and universities. Individual students enrolling under such an agreement will be subject to the current in-district tuition rate including the prevailing fees.

4.3.3 Tuition and Fee Installment Plan – 12/10/94; revised 8/17/10

To better serve the needs of students, the College may offer an Installment Plan for the payment of tuition and fees. Students will be subject to all policies and procedures relating to the payment of student accounts associated with the plan.

4.3.4 Cooperative Educational Programs with Other Community Colleges – 10/17/00; revised 8/17/10

Richland Community College has Cooperative Educational Program agreements with other Illinois community colleges that allow Richland Community College District residents to enroll in a degree and or certificate program in a vocational-technical program not available at Richland. Students are able to enroll in such a program at the cooperating college's in-district tuition rate and programs offered are listed in the College Catalog.

Students may take all specialized courses at the cooperating college. Related technical and general education courses required in the programs may be taken either at Richland or at the cooperating college. The cooperating college issues all degrees or certificates for successful completion of the programs.

4.3.5 Continuing Education Fees – 9/17/96; revised 8/17/10

Continuing Education tuition rate is a variable rate and set separately for each course, depending upon the amount of the direct costs.

4.3.6 Non-Credit Fitness Center Fees – 1/18/94; revised 8/17/10

A non-credit open entry/exit enrollment option to the College Fitness Center is available for Richland students who are not desiring college credit. ~~The non-credit fitness center fee shall be the established fee for each three~~

calendar month period.

4.4 TUITION REFUNDS – 7/13/93; revised 8/17/10

Richland Community College's refund policy is based on full payment of tuition, fees, and other charges. Any student who registers and then **officially** withdraws from any or all classes at the College will have a portion of his or her tuition returned according to the refund schedule determined by the Business Services Office.

Students participating in the Pell grant program shall receive refunds computed in accordance with Federal regulations.

4.5 Student Financial Obligations – 8/17/10

Students shall discharge all financial and other obligations to the District prior to registering for the next semester. These obligations include, but are not limited to, overdue library book fines, tuition, student fees, and Child Development Center fees. Failure to satisfy such obligations may result in the withholding of transcripts and grade reports.

4.6 ACADEMIC STANDARDS – 5/16/00 – revised 10/21/03; revised 8/17/10

Graduation – 12/20/05; revised 8/17/10

A cumulative grade point average (GPA) of at least 2.00, is required to receive an associate's degree or certificate. Specific programs may require a higher program GPA for graduation. Courses numbered below 100 are excluded in the cumulative grade point average but will be included in the semester grade report beginning Spring semester 2000.

Probation

A student may be placed on academic probation for failure to achieve the minimum cumulative GPA required for good standing as shown below:

Cumulative Hours Attempted	GPA Required
1-15 hours	1.70
16-30 hours	1.85
31 plus hours	2.00

The student must achieve a 2.00 GPA or higher during the following semesters after being placed on academic probation until being placed on good standing as illustrated in the above chart. Failure to achieve a 2.00 GPA in the subsequent semester will result in dismissal from the College

for one or more semesters, excluding the Summer Term.

A student may appeal following the Student Grievance Policy (4.15.3).

4.6.1 Grading Policy – 6/18/96; revised 10/21/03; 8/17/10; 1/17/12

The following letter grades are used at Richland to represent the student's level of performance in courses:

- A Superior or excellent
- B Very good or above average
- C Good or average
- D Barely passing or below average
- F Failure or unsatisfactory
- AU Audit (For more information, see "Auditing a Course" in this section.)
- CR/X Completed course requirements or did not complete course requirements. CR/X grades are applicable for vocational skill courses and adult education courses.
- I Incomplete. All course work must be finished by the end of each term unless the instructor agrees in writing to a specified grace period no longer than 60 days after the end of the term. Failure to complete course work within the 60-day grace period will result in the grade the student would earn without having all course work completed. Grade of "W" or "AU" is not allowed.
- P/F Pass/Fail for selected courses to be determined by faculty and the dean of a division with the approval of the Academic Standards Committee. Pass/Fail grading will not be used for courses in a degree sequence or for transfer courses.
- W Withdraw
- AC Credit awarded through advanced course.
- AP Credit awarded through Advanced Placement.
- CE Credit awarded through proficiency exam.
- CL Credit awarded through CLEP exam.
- DA Credit awarded through DANTES exam.
- JO Credit awarded through Journeyman Card.
- LI Credit awarded through licensure.
- PT Credit awarded through professional training.
- PO Credit awarded through portfolio.

4.6.2 Semester Academic Honors – 10/19/93 – revised 10/21/03

The Semester Academic Honors List includes the names of students who have

1. Completed 12 or more cumulative semester hours; and
2. Completed 6 or more semester hours for the current term; and
3. Attained at least a 3.50 GPA for the current term.

4.6.3 Appealing a Grade – 3/19/96 – revised 10/21/03

A student who feels he/she has received an unfair or inaccurate grade may appeal through the Student Grievance Policy found in the Student, Rights, Responsibilities, Grievance and Disciplinary Proceedings.

Grade appeals must be filed no later than one year from the last day of the term for which the grade was received.

4.6.4 Auditing a Course – 12/20/94; 10/21/03; revised 8/17/10

Any credit class offered by Richland may be taken as an audit unless otherwise specified.

Students wishing to audit a class will be assessed the credit hour rate and other applicable fees and must complete an audit form in Student Records by the add/ drop period. Changes to the grading status cannot be made after this period and a grade of AU will be assigned at the completion of the course. No credit will be awarded for auditing a course.

4.6.5 Dropping a Course – 10/19/93; revised 10/21/03; 1/17/12

A student may drop a course during the allotted timeframe as determined by the President of the College or the President's designee.

4.6.6 Administrative Drop – 10/19/93; revised 4/18/06; 1/17/12

An instructor may drop a student who has failed to attend the first two class sessions.

At mid-term the College will drop any student who has failed to meet the attendance standard or attain sufficient progress as certified by the instructor.

During the allotted timeframe as determined by the President of the College or the President's designee, an instructor may drop a student who has failed to meet attendance standards or attain sufficient progress in the course but is not required to do so.

4.6.7 **Withdrawing from the College – 10/19/93; 10/21/03; revised 8/17/10; 1/17/12**

A student withdrawing from the College is required to settle all obligations, including money owed to the College, and ~~must~~ should contact a Student Services Success Center staff member as part of the withdrawal process.

A student may withdraw during the allotted timeframe as determined by the President of the College or the President's designee. A grade of "W" will be given for current courses, if the courses are officially dropped.

4.6.8 **Repeating a Course – 10/19/93 – revised 10/21/03**

Students may repeat any course taken at Richland Community College with the understanding that the earlier grade and credit hours will be replaced by the most recent, even if the most recent grade and credit hours are lower. Students should be cautioned that some colleges include all grades earned in computing grade point averages even if the course has been repeated.

4.6.9 **Graduation Requirements – 10/19/93**

1. **Graduating with Multiple Certificates or Degrees – revised 6/20/06**

Richland students may work toward completion of more than one program of study if they so desire.

Students may receive all certificates and AAS degrees for which they have completed the requirements.

In order to receive a second transfer oriented ~~baccalaureate~~ ~~associate's~~ associate's degree, a student must:

- a. complete all graduation requirements for the second degree; and
- b. complete at least an additional 10 hours of applicable credit beyond the first degree.

A separate "Application for Graduation" must be submitted for each certificate or associate's degree.

A student may earn only one Associate in Arts (AA) degree, one Associate in Science (AS) degree, one Associate in Fine Arts (AFA) degree, and one Associate in Engineering Science (AES) degree.

2. Graduating Transfer Students – 4/18/06; revised 8/17/10

Many students enter Richland after completing courses at other institutions. In order to give these students credit for previous college work and, at the same time, maintain Richland's standards for graduation, students must complete a total of 15 semester hours of an associate's degree or half of the credit for a certificate program (up to 15 hours) at Richland.

Richland students completing occupational certificate programs only offered within the Division of Correctional Education are exempt from this 15-semester-hour requirement.

If a transfer student completes a course at Richland that is substantially the same as a course for which the student received transfer credit, the hours of transfer credit will be replaced by the hours earned at Richland. ~~Transfer credit will be posted to the student's transcript upon evaluation but will not apply toward a certificate or degree until at least eight hours have been earned at Richland.~~

3. Earning Graduation Honors – 4/18/06

When a student applies for graduation, all 100-level course work and above will be evaluated for graduation academic honors. Students must have earned at least half of the credits needed for their degree or certificate at Richland Community College. In addition, students must have met Richland Community College's residency requirement, which means completing no fewer than 15 hours for a degree or half of the certificate requirements at Richland Community College.

Graduation academic honors are based on the student's cumulative grade point average as follows:

Cumulative GPA

3.50--3.74 Honors

3.75--3.99 High Honors

4.00 Highest Honors

Graduation academic honors are noted on a student's transcript and at graduation.

4. Effect of Changes in Program on Graduation – 8/22/06

The student has the responsibility to know and fulfill all degree/certificate academic requirements and follow graduation procedures. The advisor's role is to assist the student in making decisions.

Students whose enrollment has not been interrupted by three or more years (six successive semesters, excluding summers) should graduate under the program structure listed in the Catalog for the year in which they enter their certificate or degree program. In cases where a current program is changed, the student should work with the appropriate Dean and the Registrar to determine the appropriate coursework required.

Students whose enrollment has been interrupted by three or more years (six successive semesters, excluding summers) are required to follow graduation requirements of the catalog in effect at the time of reentry or any catalog published after reentry.

Because of licensing criteria, legal requirements, or other conditions, graduation from certain programs (including selective admission programs), such as those in the Health Professions Division, may fall under different guidelines as determined by the Registrar in consultation with the appropriate Dean. In such cases, the student must follow the program in existence at the time of admission to or re-entry into the program.

If a student wishes to graduate under program provisions other than those above, the Registrar will review the student's Application for Graduation and will consult with the appropriate Dean regarding clearance for graduation.

4.6.10 Computer Technology Fluency - 10/01/09

All degree-granting programs will be designed to provide instruction leading to computer fluency, defined as the ability to use computers and other related technologies to access, gather, organize, manage, evaluate, create, and communicate information; to generalize and apply learned skills to new situations and problems; and to conduct these activities confidently, effectively, ethically, and legally. This instruction may be provided by specific computer courses or incorporated into courses within the degree program.

4.7 COLLEGE CREDIT – 6/10/08

College credit may be earned through course completion, proficiency credit, transfer credit, professional licensure or certification, or training and work experience equivalency. Credit may be reviewed by faculty and may not be

accepted in all programs.

4.7.1 Course Completion

Students are granted credit by meeting course competencies and objectives for courses offered and conducted by Richland Community College.

4.7.2 Proficiency Credit

Students with wide varieties of educational experiences may convert this experience into college credit on the basis of evaluations by designated Richland Community College personnel.

4.7.2.1 Proficiency Examination Policy

To take an examination, students must be currently enrolled at Richland Community College and not enrolled in the course in which they are requesting to be tested. Proficiency credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

The proficiency examination fee must be paid before the exam is developed or administered. The fee is not refundable.

The student must receive a score of 80% or better on the exam to earn credit by proficiency.

Credit hours earned through proficiency examination are posted on the student's permanent record. The credit is not included in the calculation of the grade point average and may not be used in the determination of enrollment status (i.e. part-time, full-time, class load).

4.7.2.2 College Level Examination Program (CLEP) and DANTES Examination Program – revised 8/17/10

Richland Community College participates in the College Level Examination Program (CLEP) and the DANTES Examination Program, which allow students to obtain college credit based on their learning outside the classroom.

Credit through a CLEP or DANTES examination may be applied to a degree or certificate as general education or elective(s).

No credit will be awarded for English 102 or Speech 101 at

Richland Community College through either the CLEP or the DANTES Exam.

Credit granted through a CLEP or DANTES examination will be recorded as credit and will not be used in computing a grade point average. Credit will be recorded after completion of eight (8) semester hours toward an associate's degree or certificate program.

Students who have enrolled in college study before attempting a CLEP or DANTES examination will be not granted credit if they attempt an examination after they have received a grade for that specific course or for prior college study that is directly related to the exam taken.

4.7.2.3 Proficiency by Advanced Course

Some courses are organized in sequence so that completion of an advanced course depends on knowledge gained from a previous course. Students who satisfactorily complete the advanced course at Richland Community College without taking the previous course may be eligible for college credit for the previous course.

4.7.2.4 Advanced Placement Program

The Advanced Placement Program is an organized instructional and/or testing program offered by some high schools in cooperation with the College Entrance Examination Board. High school courses may be offered through the program for college credit, or credit may be given for course areas not offered by the Advanced Placement Program if the student passes an Advanced Placement examination given by the College Board.

Credit granted through an Advanced Placement Program examination will be recorded as "AP" and will not be used in computing a grade point average. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

4.7.3 Transfer Credit

A student who has been officially accepted as a Richland Community College student may apply for and receive college credit for courses taken at an accredited postsecondary institution, as recognized by the Higher Education Directory, and which meet the course objectives of his/her academic program required for graduation at Richland Community College.

4.7.4 Credit Equivalency by Licensure or Certification

If a student has already obtained a recognized license or certification for which the College offers a technical curriculum, that student may be granted credit for specific courses in the program of study for which he/she is pursuing. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College and after any additional program requirements have been fulfilled.

4.7.5 Credit Equivalency for Professional Training

Academic course credit for professional training events in some disciplines and technical fields may be granted if the event is offered by Richland Community College and/or one or more of the College's training partners. A training partner is a professional organization or other authorized training provider recognized by the College. This partner ensures that the training meets predetermined standards. In some instances, training must be delivered by certified instructors as dictated by program/curricular requirements. The training must meet all objectives of the relevant course(s) in order to receive credit, as determined by faculty responsible for the content area. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

4.7.6 Credit Equivalency for Professional Experience

Students with wide varieties of experience may develop a portfolio of these experiences and apply for course credit. A portfolio is a collection of documentation of learning, which may include samples of actual work, and is submitted for evaluation in consideration of course credit. The portfolio must meet all objectives of the course in order to receive credit, as determined by faculty responsible for the course. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

4.7.7 Credit for Military Service & Training

A student who has been officially accepted as a Richland Community College student may apply for and receive college credit for courses taken while serving in the military, if the courses meet the objectives of his/her academic program as required for graduation from Richland Community College. Consideration for the awarding of credit for military experience and training will be guided by the college credit recommendations developed by the American Council on Education. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

4.7.7.1 Armed Forces Health and Physical Education

Any veteran who has completed a minimum of six months' active duty in the armed forces and presented evidence of an honorable or general "under honorable conditions" discharge from the service is eligible for a maximum of four semester hours of physical education activity course credit. Approved credit will not be used to compute a grade point average. Approved credit will be posted to the student's record after a minimum of eight (8) semester hours of 100-level or above credit has been earned at the College.

4.8 STUDENT EVALUATION SYSTEM

The grading system shall be published in the College Catalog. Evaluation standards shall be included in course syllabi.

4.9 STUDENT RECORDS POLICY - 1/16/01

The Family Educational Rights and Privacy Act of 1974 and its accompanying regulations establish the rights of students, including rights pertaining to their educational records. Information regarding accessibility to student records is available in the Student Handbook and the College Catalog.

4.9.1 Directory and Confidential Information - 1/16/01; revised 3/10/08; 8/17/10

All information received by the College becomes a part of the student's education record except for information specifically exempted under FERPA. Student education records are classified as follows:

1. **Directory Information**, which includes student's name, address, telephone listing, electronic mail address, photograph, date and place

of birth, major field of study, dates of attendance, grade level, participation in officially recognized activities, degrees, honors, and awards received, the most recent educational agency or institution attended, student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student's SSN, in whole or in part, cannot be used for this purpose.)

Directory information may be released by the College to any person or organization without the student's consent. If a student does not want directory information released, a form must be filed with Student Records.

2. **Confidential Information** -- All information other than directory information is considered confidential. Examples of confidential items include:
- (a) Class schedule, daily attendance, academic record, grade reports, progress reports, high school and college transcripts, and test results;
 - (b) Correspondence, including letters of recommendation and comments from counselors and faculty; and
 - (c) Application information for financial aid and veterans' educational benefits, Illinois Veteran's Scholarship, and G.I. Bill benefits.

4.9.2 Access to Confidential Information by Students - 1/16/01; revised 8/17/10

Students may have access to the confidential information in their own records by submitting a written request to Student Records, subject to exceptions under the law. The College will comply with the request within 45 days.

Students have the right to a hearing to challenge any portion of their education records. Requests for a hearing should be directed to the Vice President of Student and Academic Services Success.

4.9.3 Access to Confidential Information by Others - 1/16/01; revised 8/17/10

Confidential information contained in a student's records will not be released to other parties without the student's consent. Exceptions are listed below, and information is given only with the understanding that such information may not be passed on to a third party without the student's written consent.

The College will maintain a record of all persons other than College personnel who have obtained access to a student's records. The College

record will include the legitimate reason that the outside party has for reviewing the student's educational record.

Persons and agencies who may review student's records without student consent are:

1. College personnel having a legitimate need for information as a result of their College duties;
2. Colleges, universities, and other academic institutions at which the student wishes to enroll;
3. Agencies and their representatives requesting financial aid information in connection with a student's application for or receipt of financial aid;
4. State and local officials to whom the College must release information as required by a state statute or administrative regulation adopted before November 19, 1974;
5. State and federal officials for auditing and evaluating federally-supported education programs or enforcing legal requirements related to these programs;
6. Organizations conducting studies for the College, including the development, validation, or administration of student aid programs, and improvement of instruction;
7. Persons acting pursuant to a judicial order or subpoena, providing the College notifies the student before complying;
8. Appropriate persons if necessary to protect the health or safety of the student or others; and
9. Parents of an eligible student who is claimed as a dependent for income tax purposes.

4.9.4 Withholding Student Information - 11/21/95

The College has the right to withhold grade reports, transcripts, certificates and degrees, and other student information if the student has unmet obligations, including financial obligations, to the college.

4.9.5 Deceased Student – 7/10/07

Records of deceased students may be released upon request to legally authorized representatives.

4.10 OUT-OF-DISTRICT CHARGES – 10/21/03; revised 8/17/10; 12/11/14**A. Cooperative Agreements**

Richland has cooperative agreements with many other community colleges. Cooperative agreements provide a student with the opportunity to attend another Illinois community college for program not offered at Richland. Cooperative Agreement applications must be completed prior to the start of each academic year the student is attending the other community college, regardless of any prior year's approval.

B. Charge-Backs – revised 8/17/10

Residents of Richland Community College's District who choose to pursue a program of study that is not offered by Richland at another Illinois public community college may be eligible for a charge-back. If a charge-back is approved by the Richland Board of Trustees, the College will pay an out-of-district fee prescribed by the other College. Charge-backs may not be approved for an individual course.

If Richland has a cooperative agreement with another college for the program of study for which the student is requesting a charge-back, the College may not approve a charge-back request.

Applications for charge-back must be completed and submitted to the Vice President of Student and Academic Services no later than 30 days prior to the beginning of each academic year the student is attending the other community college, regardless of any prior year's approval. Charge-backs may not be approved retroactive to the time of application.

4.11 SCHOLARSHIPS AND INSTITUTIONAL WAIVERS – 8/17/04

Richland Community College and the Richland Community College Foundation offer scholarships and tuition waivers to students. The Board of Trustees authorizes the Administration to establish the applicable criteria and procedures for administering such awards. Scholarship or waiver recipients may be required to submit a Free Application for Federal Student Aid (FAFSA) to determine their eligibility for other aid awards. Other awards (except the PELL Grant and Direct Guaranteed Student Loans) will be applied to the student's account before the RCC scholarship or college tuition waiver is applied.

4.12 STUDENT INSURANCE

4.12.1 General Insurance Coverage

The staff is authorized to make arrangements with insurance agencies to provide insurance coverage for students at the expense of the student. It should be noted that any settlement relating to individual insurance policies will be a direct matter between the student and the insurance company, and the College will not be involved.

4.12.2 Insurance for Participation in Extra-Curricular Activities – 8/17/93

Any student who engages in extra-curricular activities, including intramural sports, must provide his or her own insurance coverage either through a separate policy or a policy held by the student's parents if he or she wishes to be insured.

4.12.3 Assistance in Obtaining Insurance Coverage

The College will make all reasonable efforts to facilitate a student making arrangements for insurance coverage with a private carrier. Any student not covered through his or her parent's policy, who elects not to purchase his or her own coverage, will assume responsibility for all expenses connected with any injuries incurred during the activity-type programs.

4.13 CHRONIC COMMUNICABLE DISEASE – 8/17/10

Students with chronic communicable diseases may attend school in the regular classroom setting whenever, through reasonable accommodation, the risk of transmission of the disease or the risk of further injury to the student is sufficiently remote in such a setting.

Each student with a chronic communicable disease shall be evaluated by a placement committee that will consist of the President, as Chairperson, and other appropriate College personnel, a physician or other consultants selected by the President or his/her designee, the student's physician, public health personnel, the student, and the student's parents or guardians.

The student's placement shall be determined in accordance with the above standards and upon the following factors: the risk of transmission of disease to others; the health risk to the particular student; and reasonable accommodations which can be made without undue hardship to reduce the health risk to the student and others. The vote of a majority of the committee shall determine the student's placement.

The student shall be reevaluated periodically, at least once a year, by the placement committee to determine whether the student's placement continues to be appropriate. The student's medical condition shall be disclosed only to the extent necessary to minimize the health risks to the students and others. The College President may establish additional rules and regulations designed to implement this policy.

4.14 SUBSTANCE ABUSE - INTOXICANT USE

A student shall not possess or use any illegal or controlled drug or substance in either refined or crude form on college property except under the direction of a licensed physician. Any student who violates any provision of federal or state law pertaining to the manufacture, possession, purchase, sale or use of drugs on college property will be referred to the appropriate civil authority. Irresponsible behavior attributable to any such drug or substance will not be tolerated and will be subject to college disciplinary action, which may include expulsion from the college.

A student shall not possess drug paraphernalia commonly used for the consumption, distribution or ingestion of cannabis or controlled drug or substance. Drug paraphernalia includes but is not limited to, pipes, syringes, packaging material, scales, etc. Any student possessing these items will be subject to college disciplinary action, which may include expulsion from the college.

Possession and use of intoxicants **or drug paraphernalia** on College property is prohibited. Irresponsible behavior attributable to any such intoxicants **or drug paraphernalia** will not be tolerated and will be subject to College disciplinary action, which may include expulsion from the College. **Violators may also be subject to arrest.**

4.15 Students Rights and Responsibilities – 4/21/98 – revised 10/21/03

Richland Community College, an open-door institution, recognizes the rights of its students guaranteed by the Constitution of the United States and the Constitution of the State of Illinois. The College further recognizes and identifies students' rights to equal access to all programs, information, freedom of speech, inquiry, assembly, to the peaceful pursuit of an education, and to the reasonable use of services and facilities of the

College.

Richland Community College is committed to learning and teaching. As a teaching and learning community, relationships among students, faculty, and staff are marked by mutual respect and appreciation for each other's roles and responsibilities.

Further, Richland Community College strives to maintain an educational environment that supports the academic, professional and/or personal development of all members of the community and identifies responsibilities assigned to students as members of the learning community.

Richland Community College has established a "Statement of Student Rights" and a "Statement of Student Responsibilities" to educate students about the manner in which they are to pursue their own educational objectives as well as support the objectives of others. These statements identify the rights to which students are entitled through membership in the Richland learning community along with the responsible behaviors in which students should be engaged as members of the learning community.

4.15.1 Statement of Student Rights – 4/21/98 – revised 10/21/03

As members of Richland's learning community, students are entitled to certain rights and provisions, to include a quality education and quality services. In addition, students have the right to know:

- The College's admissions requirements
- The degrees and certificates offered
- The types of career and personal development resources available
- When classes are offered
- Course requirements
- Policy on class attendance and participation
- Grading policies and procedures
- The cost of attendance
- Financial aid and veterans' educational benefits available
- How financial aid eligibility is determined
- How financial aid awards are calculated
- When financial aid is awarded
- The College and financial aid satisfactory academic progress requirements and their implications
- The College's refund policy
- The College policies and procedures
- The academic and other support services available
- Student activities available

- The Campus' crime statistics
- Graduation rates
- Job Placement Rates
- Emergency procedures
- Building hours
- College operational hours
- How to file a grievance

4.15.2 Statement of Student Responsibilities – 4/21/98 – revised 10/15/03

Listed below are the responsibilities that Richland students accept through membership in the College's learning community. Each student should approach academic endeavors, relationships, and personal responsibilities with a strong commitment to personal integrity and mutual respect. As members of the Richland teaching and learning community, students have a responsibility to:

- Read the College Catalog and Student Handbook
- Become knowledgeable about College policies and procedures
- Abide by College policies and procedures
- Be aware of academic and graduation requirements
- Provide accurate information on College forms
- Meet financial obligations to the College
- Attend classes and be on time
- Complete assignments and exams based upon course syllabus information
- Participate in class
- Fulfill their academic responsibilities in an honest and forthright manner
- Utilize appropriate support services when needed
- Seek help from faculty when needed
- Seek out answers to questions
- Abide by the equipment usage policy
- Meet published deadlines
- Notify College officials if a condition exists which is in violation of a student's rights, College policies, rules, standards, and procedures
- Join/seek out groups and individuals that will help students achieve their goals
- Abide by state and federal laws

- Conduct themselves in a responsible manner in and out of the classroom
- Protect, support, and contribute to a safe environment within the learning community
- Show regard for the property of the College, its community members and visitors
- Assist the College in fulfilling its administrative responsibilities

4.15.3 Student Grievance Policy – 4/21/98 – revised 10/21/03

When a student believes that a condition exists which is in violation of his or her rights, College policies, rules, standards, and procedures, he or she has the right to file a grievance.

A grievance may be categorized as follows:

1. Academic Concerns
 - a. Academic Dishonesty
 - b. Academic Suspension
 - c. Educational Guarantee
 - d. Grade Appeals
 - e. Graduation Requirements
 - f. Other Academic Concerns
2. Americans With Disabilities Act (accommodations)
3. Discrimination (e.g. age, disability, gender, race, color, sexual orientation, religion)
4. Financial Aid Suspension
5. Family Educational Rights and Privacy Act(confidentiality)
6. Sexual Harassment (by students, staff, or faculty)
7. Student Conduct
8. Student Employment
9. Tuition Refunds
10. Others not represented above

A grievance may be resolved through either an informal or formal process. Informal or formal hearings and resolution of complaints will be conducted in a prompt and fair manner without fear of retribution.

Formal hearings are conducted by the College's Judicial Board or by a Special Committee appointed by the President.

The College student grievance process, although encouraged in resolving grievance issues, is not mandatory. Students may seek alternatives in resolving grievances. Procedures for filing a grievance are available in the Student Services Center office, Student Handbook, and the College Catalog,

and the "Student Rights and Responsibilities and Grievance and Disciplinary Procedures Guide."

4.15.4 Composition of the Judicial Board – 7/18/00 –revised 10/21/03; 8/17/10

The Judicial Board voting members shall include the Student Trustee, one student appointed by the President of the Student **Government Association** Senate, two faculty members from different divisions, one counselor, and one Dean appointed by the Vice President of Student and Academic Services, and one administrative employee (exempt or non-exempt) appointed by the President. When it becomes necessary to hear academic concerns, the Dean and administrative employee will be replaced by one student and two additional faculty members from different divisions, appointed by the Vice President of Student and Academic Services. The voting members should select a Chairperson. The Vice President of Student and Academic Services, Vice President of Finance and Administration, and the Director of Human Resources will serve in ex-officio capacities when a formal hearing pertains to their area of responsibility.

4.15.5 Student Conduct – 4/21/98 – revised 10/21/03

Students enrolled at Richland Community College are considered by the College to have reached the age of responsible citizenship and are expected to conduct themselves in a responsible manner while on campus.

By the act of registration for classes at the College, students obligate themselves to adhere to the rules and regulations which the institution formulates and publishes in the College Catalog, Student Handbook, and other published materials. Accordingly, students are expected to assume primary responsibility for their own conduct.

Disciplinary action may be imposed upon a student by an instructor or an administrator of the College for gross misconduct that would tend to interfere with educational process, disrupt the normal activities of the institution, or infringe upon the rights of others while the student is on the College premises (owned, leased or rented) or at functions under the sponsorship of the College. In addition, the College reserves the right to remove any individual from the campus who is physically or verbally disrupting a class or disturbing the peace.

Students charged with misconduct or with violation of law and/or College rules and policies may be subject to written reprimand, restitution, temporary expulsion, disciplinary probation, suspension, or expulsion. Individuals who are not students and who violate these regulations will be considered trespassers and will be treated accordingly.

In addition, charges of a disciplinary nature may be filed against a student by a fellow student.

When an action is taken against a student by a faculty member or other College personnel, the student has a right to a formal hearing. Prior to imposing an expulsion or a suspension of a semester or longer, the College's Judicial Board must conduct a formal hearing unless the student waives this right. Procedures for conducting a hearing will be published and made available to students.

Students removed from the College must apply for readmission through the Vice President of Student ~~Success~~ and Academic Services. Richland Community College reserves the right to require a psychological or psychiatric examination from any student at any time that such course of action would seem to be in the best interest of the student and/or the College district. Expenses incident to such an examination will be paid by the College.

Students, as citizens, remain subject to the Federal, State and local laws; therefore, the Judicial Board is not intended to replace or modify existing law. The College and its students recognize that violation of these laws may lead to prosecution by agencies or persons in addition to the College.

4.15.6 Academic Integrity Policy - 4/21/98; Revised 8/17/10

All students are expected to maintain academic integrity in their academic work and honesty in all dealings with the College. A student who cheats, plagiarizes, or furnishes false, misleading information to the College is subject to disciplinary action up to and including failure of a class or suspension/expulsion from the College.

4.15.7 Removal from a Class or the College - 4/21/98

The Colleges reserves the right to remove any individual from a class or the College for the following reasons:

1. For physically or verbally disrupting a class or disturbing the peace.
2. For unsatisfactory academic progress.
3. For gross misconduct or any other actions or unlawful conduct which would tend to interfere with the educational process, disrupt the normal activities of the institution, or infringe upon the rights of others while the individual is on the College premises (owned, leased, or rented) or at functions under the sponsorship of the College.

4.16 STUDENT DEVELOPMENT PROGRAM

The College shall maintain a comprehensive student development program which will include advising and counseling, financial aid and placement services. In addition, the program may include orientation, assessment, educational planning, personal counseling, career counseling, testing, and psychological referral.

4.17 STUDENT ENGAGEMENT ~~CAMPUS LIFE PROGRAM – 11/21/95 – revised 10/21/03; 8/17/10~~

The Student Engagement ~~Campus Life~~ programming enhances ~~promotes~~ the educational experiences of students through the development of exposure to, and participation in social, cultural, intellectual, recreational, and governance programs designed to reflect the needs of a diverse student body ~~of ethnic populations, older and disabled students, and other students with unique interests.~~

This program may include academic support services and activities, diversity training for students and staff, government, student publications, social activities, intramurals, clubs, organizations, cultural and fine arts programs, forensics, and any other activities which have value for students and the College. Further, any fundraising activities of the program shall be accessible to College students, staff, and District citizens as individuals, and as such are not intended to compete with or supply to private enterprise.

The Student Engagement ~~Campus Life~~ programs are funded by a portion of Student Academic/Technology fees. The Student Government Association ~~Senate~~ is authorized to allocate funds subject to established guidelines.

Activities supported by Student Engagement ~~Campus Life~~ fees must be open to all Richland students.

Academic/~~T~~technology fees money cannot be used as a contribution to an outside group, church, political party, etc., or inside organization for individual student use.

Any misuse or fraudulent use of funds is grounds for termination of future funding.

4.18 FINANCIAL AID PROGRAM – revised 6/21/05; 8/17/10

Richland Community College shall provide a financial aid program. This program may include loans, grants, scholarships, tuition waivers, college

work opportunities, and other assistance as available. Veterans' benefits shall be offered.

4.18.1 Financial Aid Satisfactory Academic Progress

In accordance with the U.S. Department of Education and the State of Illinois regulations, Richland Community College has established minimum standards of satisfactory academic progress for all financial aid recipients.

In order to receive financial aid Richland, a student's total academic record including transfer work, dual credit classes, developmental classes, and classes for which aid was not received, must will be evaluated.

Satisfactory academic progress is evaluated at the end of each semester and ~~at the time of awarding any benefits.~~

Satisfactory academic progress consists of a grade point requirement, a completion of hours requirement, and a maximum credit hour standard time frame requirement.

Failure to meet any Satisfactory Academic Progress condition will result in a student being placed on Financial Aid Warning or Suspension. A student who was formerly in good standing who fails to meet any condition listed below will be place on Warning. A student on Warning who fails to meet any condition will be placed on Suspension.

Condition 1. Grade Point Average Standard

The following cumulative overall grade point average must be maintained:

Cumulative hours attempted	GPA required
1 – 15	1.70
16 – 30	1.85
31 +	2.00

Students who do not earn the above cumulative overall grade point averages will be placed on ~~Financial Aid Warning~~ probation. Students on warning status must raise their GPA to meet the requirements or they will be place on Suspension. Student must also receive a 2.0 semester GPA or they will be placed on Financial Aid Warning or Suspension. Students who utilize IVG, ING, and MIA/POW are required to maintain a 2.0 cumulative GPA. who have attempted 48 credit hours and do not have a 2.0 GPA will be suspended from financial aid.

Condition 2. Completion of Hours Credit Hour Completion Standard

Based on the student's enrollment status at the end of the add/drop period, s of the "last day to drop with refund" date a student must complete the required standards 67% of the credit hours they have enrolled in each semester and cumulatively, based on U.S. Department of Education guidelines. ~~t the end of the add/drop period, the student must complete 67% of credit hours attempted for the semester and for the academic career.~~

Grades of A, B, C, and D are considered successful completion for the Credit Hour Completion Standard. Grades of F, W, and I do not count as passing grades; however, they will be reviewed for attempted successful completion for financial aid purposes. A student with an incomplete grade at the end of the term that prevents him/her from complying with the above conditions is placed on Financial Aid Warning~~probation~~ or Financial Aid S~~suspension~~ until the incomplete class is completed and a grade is posted.

The completion rate requirement also applies to developmental remedial classes. While developmental remedial hours are not counted in the cumulative grade point average calculation, they are reviewed for successful completion for financial aid purposes.

~~All credits are counted as credits attempted for each occurrence even though financial aid may not have been received.~~

~~Students who are on Financial Aid Warning probation or Financial Aid S suspension at the end of each semester receive notification.~~

Failure to meet the Completion of Hours ~~Credit Hour Completion~~ Standard will result in financial aid Financial Aid Warning ~~probation~~ or Financial Aid S ~~suspension~~.

Condition 3_ Maximum Credit Hour Standard

Students who have not completed a degree or certificate must be terminated from financial aid once they have attempted 150% of the required credit hours needed to complete their program. The 150% limit includes all hours attempted, (e.g. completed, failed, developmental, and transfer hours) whether or not aid was received for those hours, not just hours for which a student received financial aid. ~~Students must submit a Financial Aid Appeal Request for Consideration including all appropriate with documentation to support his/her request~~appeal.

~~Maximum credit hour limit for financial aid follows the U.S. Department of Education and the Illinois Student Assistance Commission regulations.~~

4.18.2 Financial Aid Warning Probation – Revised 8/17/10

Failure to meet any of the Satisfactory Academic Progress conditions will result in a student being placed on Financial Aid Warning for students that were previously in good standing. Students who do not meet the grade point average requirements and/or the completion of hours requirements must be placed on Financial Aid Warning Probation.

Students on Financial Aid Warning probation may continue to receive financial aid including all state and federal grants, scholarships, loans, veterans' benefits, and work-study money during probation.

Students return to good standing when If conditions of Financial Aid Warning probation are met and all other conditions for Satisfactory Academic Progress are met, the student returns to good standing.

Failure to meet conditions of Financial Aid Warning probation and all other conditions for Satisfactory Academic Progress results in Financial Aid Suspension.

Financial Aid probation may be appealed with appropriate documentation to the Director of Financial Aid and Veterans' Affairs.

4.18.3 Financial Aid Suspension

Students on Financial Aid Warning who fail to meet any of the Satisfactory Academic Progress standards is placed on Financial Aid Suspension. Suspension results in the loss of all financial aid including federal and state grants, federal loans, federal work study money and in some cases veterans' educational benefits. state, federal and veterans' financial aid, including loans, grants, and work study.

Students To return to good standing when all conditions for Satisfactory Academic Progress are met. Ffinancial Aid Warning probation, a student on Financial Aid Ssuspension must complete at least 6 credit hours within one semester with no withdrawals at the student's expense and earn a 2.0 GPA for the semester and further meet the Credit Hour Completion Standard.

Students may appeal Ffinancial Aid Ssuspension. Information is available on the appeal process in "Student Rights, Responsibilities, Grievance & Disciplinary Proceedings."

4.18.4 Financial Aid Appeals Program Completion Policy – 8/17/10

Students placed on Financial Aid Suspension may attempt a Financial Aid Appeal. Students with an approved appeal will be placed on Financial Aid Probation and are required to complete a Financial Aid Academic Plan and Probation Contract.

Information is available on the appeal process in "Student Rights, Responsibilities, Grievance & Disciplinary Proceedings."

~~Maximum time allowed for program completion is 150% of the current program requirements. All previously attempted credit hours are considered. A student who has a previous degree or certificate must only receive financial aid for unfulfilled requirements on the current degree or certificate.~~

~~Hours attempted include all courses in which a student is enrolled one week after the add/drop period. Grades of F, W and I are included in attempted credits.~~

~~A student requiring remedial courses is allowed up to an additional 30 credit hours attempted for remedial coursework.~~

~~Students may appeal the application of the 150% rule. Information is available on the appeal process in "Student Rights, Responsibilities, Grievance & Disciplinary & Disciplinary Proceedings."~~

4.18.5 Other Financial Aid Policies

~~Federal financial aid applicants must have a high school diploma or GED or meet any standard set forth by the U.S. Department of Education for Title IV Eligibility. ~~or pass a U.S. Department of Education-approved test to determine ability to benefit from postsecondary education.~~~~

~~A student must be attending classes on a regular basis. Any student reported as not attending classes will have financial aid adjusted accordingly.~~

~~A student must be enrolled in an eligible program as approved by the U.S. Department of Education, leading to a certificate or degree. All courses must be applicable to that certificate or degree. Veterans receiving benefits from the Department of Veterans' Affairs must be taking courses in degree programs approved by the State of Illinois Approving Agency for Veterans' Education.~~

4.18.6 Disbursement

Financial aid awards are calculated by federal, state or veterans' regulations that take into account hours of enrollment and attendance.

Refund Disbursement dates are published.

4.18.7 Loan Policies – 8/17/10

All Federal ~~Direct Family Education~~ Loan applicants must file a Free Application for Federal Student Aid (FAFSA). The resulting Student Aid Report must be verified before a loan will be certified.

Students must be enrolled in at least 6 credit hours to receive a loan. Students on Financial Aid Suspension are not eligible for loans.

Students are required to complete entrance loan counseling and a master promissory note prior to a loan being disbursed. Once a student is no longer enrolled in at least 6 credits hours they ~~and~~ are expected to complete exit loan counseling.

If the Director of Financial Aid and Veterans' Affairs chooses not to certify a loan, the student must be informed in writing.

4.18.8 Refunds to Aid Recipients

In accordance with federal regulations (34 CFR 668.22), if a student withdraws before completing 60% of the semester, the federal financial assistance award will be calculated on a pro-rata basis.

The pro-rata formula for determining the federal assistance earned is determine by using the U.S. Department of Education guidelines. ~~the percentage of the number of weeks the student was in attendance during the semester multiplied by the total award he/she would otherwise have been eligible for.~~

The pro-rata calculation may affect the balance of tuition and fees that the student owes the College. Any unearned financial aid must be returned to the College. It may also result in the student owing a repayment to the federal government of federal funds previously awarded to the student.

4.18.9 Verification – 8/17/10

All federal and state financial aid students are required to ~~submit a Verification Worksheet and sign a Policy and Procedures statement~~. Students selected for verification by the U.S. Department of Education Central Processing Center are required to submit documents that verify the financial information reported on the Student Aid Report.

4.18.10 Military Benefits – 8/17/10

Military benefits defined as Illinois Veterans' Grant, Illinois National Guard Grant Scholarship, Illinois MIA/POW scholarship and benefits through Department of Veterans' Affairs are offered at Richland Community College.

Illinois Veterans Grant, the Illinois National Guard Grant, the MIA/POW scholarship and federal VA benefits require students to maintain a 2.0 cumulative GPA with one warning semester to return to that standard. Students who have not returned to the 2.0 GPA minimum after one semester may lose the benefit until the GPA returns to the standard.

~~Recipients of military benefits must meet Satisfactory Progress Standards for Financial Aid recipients. Each type of military benefits has its own limit. Students receiving military benefits will be placed on Financial Aid Warning probation and Financial Aid Ssuspension in the same manner as other financial aid students.~~

Recipients of benefits from ~~t~~The federal U.S.-Department of Veterans' Affairs should have all transcripts from previously attended colleges and universities evaluated for transfer credit. If all transcripts are not evaluated, benefits may be suspended until transcripts are received.

4.19 GUARANTEE OF EDUCATIONAL EFFECTIVENESS - 3/16/93 – Revised 8/17/10

Richland Community College, as an expression of confidence in the educational programs of the College, shall guarantee to the public the educational effectiveness of both its transfer and technical programs and instruction.

The guarantee(s) shall occur as follows:

- A. Richland Community College shall guarantee the transferability of pre-baccalaureate (university-parallel) credit courses to senior Illinois colleges and universities for each student who completes ~~the~~ a designated transfer degree. If such appropriately approved courses and credits do not fully transfer, the College shall refund to the graduate who has completed the degree the tuition paid for the non-transferring course credits.
- B. Richland Community College shall guarantee the technical competence needed for entry into the technical employment position for each student who completes the appropriate Associate in Applied Science degree or certificate. An Associate in Applied Science degree or

certificate graduate who is judged by his/her employer to be lacking in the technical or the general educational skills necessary for entry to the position shall be provided up to nine (9) tuition-free credit hours of additional skill training in the program completed by the graduate.

The President or designee shall be authorized to establish procedures and guidelines under which these guarantees shall apply.

4.19.1 Guarantee for Transfer Credit – Revised 8/17/10

Richland Community College guarantees to those earning an appropriate transfer degree beginning May, 1993, that their courses will transfer to Illinois state colleges or universities as identified in the most current published transfer information or equivalency guide.

Qualifying Conditions for the Guarantee

1. Transfer of a course means the acceptance of credits for entrance at a senior institution.
2. Classes must have been taken at Richland Community College no earlier than two years before the attempt to transfer.
3. Any refund request must be made no later than two years after Richland Community College graduation.

4.19.2 Guarantee for Technical Competency – Revised 8/17/10

Any student earning an Associate in Applied Science degree or certificate beginning May, 1993, judged by an employer to be lacking in the technical job skills necessary for entry into the job for which the degree or certificate was designed shall be provided up to nine tuition-free credit hours of additional skill training.

QUALIFYING CONDITIONS FOR THE GUARANTEE

1. The graduate must have earned the Associate in Applied Science degree or certificate no earlier than one year prior to the beginning date of the employment under consideration.
2. The graduate must have completed the degree within a five-year time period beginning at the point of first enrollment.
3. The graduate must be employed full-time in a position directly related to the program of study as certified by the appropriate Vice President.
4. The employer must certify in writing that the graduate is lacking entry-level skills within 90 days of the graduate's initial date of employment.
5. The employer, graduate, division Dean, and appropriate faculty member, on the occasion of confirmed need for more training, would develop a written educational plan for retraining.
6. This guarantee does not imply that the graduate is guaranteed to pass any licensing or qualifying examination for a particular career.

Note: The graduate, under the agreement to enact either guarantee, will still be responsible for all costs other than the tuition specified.

4.20 DISPLAY AND POSTING OF MATERIALS - 8/17/93; Revised 8/17/10

Posting and display of materials on campus shall be governed by the procedures and regulations established by the Office of Student Engagement ~~Campus Life~~ and published in the Student Handbook.

4.21 RIGHT-TO-KNOW AND CAMPUS SECURITY ACT POLICY - 11/17/92

Richland Community College will comply with Public Law 101-542, the Student Right to Know and Campus Security Act of 1990, as amended.

The College will publish and distribute an annual report of campus security

policies and crime statistics to all current students and employees; provide copies of the annual report to any applicant for enrollment or employment upon request; publish a copy on the College's website; and upon request, submit a copy of the annual report to the Secretary of Education.

4.22 OTHER SERVICES

The College may establish other services for students such as child care services and tutoring if, in the judgment of the administration, the need for such service is warranted and establishing such service is financially feasible. Services to disabled persons are in compliance with federal laws and regulations.

4.23 RELIGIOUS OBSERVANCE BY STUDENTS – 2/20/07

In accordance with Public Act 84-212 of the State of Illinois, Richland Community College reasonably accommodates the religious observance of individual students in regard to admissions, class attendance, and the scheduling of examinations and work requirements.

Accommodations will be made in the above areas of the College for a student's religious observances. Each student is responsible for informing his or her instructor in sufficient time to make any needed accommodations. Requests for accommodations that impose an unreasonable hardship or that require modification of academic standards, programs, or course work may be denied.

A student who feels that he or she has been unreasonably denied an educational benefit due to religious beliefs or practices may file a grievance following the College's grievance resolution process.

FINANCIAL REPORT

TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: April 21, 2015

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 2015 bills paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College

Financial Report
March, 2015

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Richland Community College
Treasurer's Report
March 31, 2015

Fund	Balance 03/01/15	Receipts for Month	Disbursements for Month	Balance 03/31/15	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	535,553.62	2,954,578.76	(2,315,103.22)	1,175,029.16	324,991.95	850,037.21
Oper & Maint Restricted	1,973,289.55	28.89	(8,308.00)	1,965,010.44	1,746,720.93	218,289.51
Bond & Interest Fund	312,901.92	5.66	.00	312,907.58	312,907.58	.00
Auxiliary Enterprises	97,600.33	19,743.06	(182.94)	117,160.45	117,160.45	.00
Restricted Purposes Fd	703,553.16	1,816,991.03	(1,825,000.00)	695,544.19	174,549.71	520,994.48
Working Cash Fund	5,352,959.65	93.60	.00	5,353,053.25	4,352,871.63	1,000,181.62
Trust & Agency Fund	78,389.12	2,598.11	.00	80,987.23	80,987.23	.00
Audit Fund	16,737.75	.31	.00	16,738.06	16,738.06	.00
Liab,Protect,Settle	400,795.86	55.03	.00	400,850.89	300,850.89	100,000.00
Totals	9,471,780.96	4,794,094.45	(4,148,594.16)	10,117,281.25	7,427,778.43	2,689,502.82

SEPARATE INVESTMENT INSTRUMENTS

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	300,000.00	CD-Busey	0.10	01/22/2015	6.0
EDUCATION FUND	300,000.00	CD-HPB	0.20	07/21/2015	6.0
EDUCATION FUND	250,000.00	CD-SOY	0.20	01/30/2016	12.0
O/M RESTR-GENERAL	218,289.52	CD-HPB	0.25	07/20/2015	12.0
RESTR-EQUIP REPLACEMENT	200,000.00	CD-HPB	0.10	05/01/2015	3.0
RESTR-PARTNER'S IN ED	16,549.23	CD-PNC	0.10	07/30/2015	6.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2015	12.0
WORKING CASH FUND	110,000.00	CD-HPB	0.25	03/23/2015	12.0
WORKING CASH FUND	301,817.28	CD-HPB	0.05	05/08/2015	3.0
WORKING CASH FUND	117,625.42	CD-Regns	0.01	08/29/2015	7.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2015	12.0
WORKING CASH FUND	120,790.86	CD-Regns	0.05	04/21/2016	13.0
LPS FUND	100,000.00	CD-Busey	0.10	03/27/2015	3.0

Richland Community College
Revenue Summary-Education Fund
For the month of March
1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Fund: 01 Education Fund						
Local Government Sources						
Current Taxes	6,048,270.00	6,048,270.00	100.0	5,980,716.00	6,048,995.25	101.1
Chargeback	15,002.24	15,002.24	100.0	17,500.00	15,472.65	88.4
Interest on Taxes	605.64	606.74	99.8	700.00	769.28	109.9
Local Government Sources	6,063,877.88	6,063,878.98	100.0	5,998,916.00	6,065,237.18	101.1
State Government Sources						
ICCB Credit Hour Grants	988,087.04	1,882,267.13	52.5	1,821,545.00	930,989.42	51.1
ICCB Equalization Grant	151,284.48	302,569.00	50.0	77,000.00	38,531.52	50.0
ICCB CTE Formula Grant	81,610.86	163,221.72	50.0	163,222.00	83,506.18	51.2
Replacement Taxes	268,627.46	439,375.92	61.1	420,000.00	255,169.38	60.8
State Government Sources	1,489,609.84	2,787,433.77	53.4	2,481,767.00	1,308,196.50	52.7
Student Tuition & Fees						
Tuition-Credit	5,402,812.07	5,387,948.65	100.3	5,768,940.00	5,236,294.25	90.8
Fees	639,620.50	662,847.50	96.5	778,800.00	772,738.97	99.2
Student Tuition & Fees	6,042,432.57	6,050,796.15	99.9	6,547,740.00	6,009,033.22	91.8
Other Revenue/Sources						
Investment Revenue	1,111.69	1,739.28	63.9	3,100.00	935.32	30.2
Other Revenue	230,735.45	294,686.74	77.4	351,084.00	150,315.42	42.2
Transfer In	.00	3,561.22	.0	5,000.00	.00	.0
Other Revenue/Sources	231,847.14	299,987.24	77.3	359,184.00	151,250.74	42.1
Total Revenue	13,827,767.43	15,202,096.14	91.0	15,387,607.00	13,533,717.64	88.0

Richland Community College
 Revenue Summary-Operations & Maint
 For the month of March
 1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Fund: 02 Operations & Maint						
Local Government Sources						
Current Taxes	879,306.73	879,306.73	100.0	877,179.00	879,221.39	100.2
Interest on Taxes	86.01	86.17	99.8	75.00	109.81	146.4
Local Government Sources	879,392.74	879,392.90	100.0	877,254.00	879,331.20	100.2
State Government Sources						
ICCB Credit Hour Grants	83,794.26	167,588.52	50.0	161,204.00	89,797.80	55.7
State Government Sources	83,794.26	167,588.52	50.0	161,204.00	89,797.80	55.7
Student Tuition & Fees						
Tuition-Credit	517,309.93	526,219.24	98.3	561,060.00	513,222.53	91.5
Student Tuition & Fees	517,309.93	526,219.24	98.3	561,060.00	513,222.53	91.5
Other Revenue/Sources						
Other Revenue	197,995.47	263,552.91	75.1	378,050.00	305,812.51	80.9
Other Revenue/Sources	197,995.47	263,552.91	75.1	378,050.00	305,812.51	80.9
Total Revenue	1,678,492.40	1,836,753.57	91.4	1,977,568.00	1,788,164.04	90.4

Richland Community College
Revenue Summary-Operating Funds
For the month of March
1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Total Operating Funds						
Local Government Sources						
Current Taxes	6,927,576.73	6,927,576.73	100.0	6,857,895.00	6,928,216.64	101.0
Chargeback	15,002.24	15,002.24	100.0	17,500.00	15,472.65	88.4
Interest on Taxes	691.65	692.91	99.8	775.00	879.09	113.4
Local Government Sources	6,943,270.62	6,943,271.88	100.0	6,876,170.00	6,944,568.38	101.0
State Government Sources						
ICCB Credit Hour Grants	1,071,881.30	2,049,855.65	52.3	1,982,749.00	1,020,787.22	51.5
ICCB Equalization Grant	151,284.48	302,569.00	50.0	77,000.00	38,531.52	50.0
ICCB CTE Formula Grant	81,610.86	163,221.72	50.0	163,222.00	83,506.18	51.2
Replacement Taxes	268,627.46	439,375.92	53.2	420,000.00	255,169.38	60.8
State Government Sources	1,573,404.10	2,955,022.29	53.2	2,642,971.00	1,397,994.30	52.9
Student Tuition & Fees						
Tuition-Credit	5,920,122.00	5,914,167.89	100.1	6,330,000.00	5,749,516.78	90.8
Fees	639,620.50	662,847.50	96.5	778,800.00	772,738.97	99.2
Student Tuition & Fees	6,559,742.50	6,577,015.39	99.7	7,108,800.00	6,522,255.75	91.7
Other Revenue/Sources						
Investment Revenue	1,111.69	1,739.28	63.9	3,100.00	935.32	30.2
Other Revenue	271,763.72	349,133.35	77.8	514,084.00	251,310.63	48.9
Transfer In	.00	3,561.22	.0	5,000.00	.00	.0
Other Revenue/Sources	272,875.41	354,433.85	77.0	522,184.00	252,245.95	48.3
Total Revenue	15,349,292.63	16,829,743.41	91.2	17,150,125.00	15,117,064.38	88.1

Richland Community College
Revenue Summary-Other Funds
For the month of March
1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Fund: 03 Oper & Maint Restricted						
Interest on Investments	35.88	654.87	5.5	6,000.00	.00	.0
Int on Cash/IL Funds Acc	15,412.40	17,629.93	87.4	.00	1,372.42	.0
Grants Revenue	1,200.00	35,540.35	3.4	.00	.00	.0
Gifts/Donations	280,864.00	280,864.00	100.0	1,957,835.00	1,332,972.31	68.1
Transfer In	148,500.00	177,172.41	83.8	.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	3,065,500.00	.00	.0
Revenue-Misc/OtherSource	.00	.00	.0	.00	48,445.50	.0
Total Revenue/Sources	446,012.28	511,861.56	87.1	5,029,335.00	1,382,790.23	27.5
Fund: 04 Bond & Interest Fund						
Current Taxes	2,408,480.54	2,408,480.54	100.0	2,438,283.00	2,435,644.39	99.9
Interest on Taxes	235.61	236.79	99.5	200.00	312.57	156.3
Int on Cash/IL Funds Acc	330.52	342.67	96.5	300.00	134.07	44.7
Total Revenue/Sources	2,409,046.67	2,409,060.00	100.0	2,438,783.00	2,436,091.03	99.9
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	304,821.44	350,556.56	87.0	356,962.00	272,207.20	76.3
NonCredit Revenue	129,656.03	166,370.73	77.9	264,318.00	108,446.99	41.0
ContractNoncreditRevenue	29,894.70	38,360.70	77.9	38,531.00	27,066.16	70.2
ICCB Credit Hour Grants	47,979.37	68,389.95	70.2	82,356.00	47,794.23	58.0
Fitness Tuition	18,417.00	20,373.00	90.4	40,000.00	18,648.00	46.6
Fitness Membership Fees	9,135.00	9,933.00	92.0	15,000.00	14,260.00	95.1
Clubs and Organizations	183,508.89	257,154.40	71.4	207,890.00	151,942.07	73.1
Int on Cash/IL Funds Acc	103.32	123.45	83.7	.00	31.72	.0
Shilling Community Cntr	28,908.50	35,928.50	80.5	52,815.00	29,997.50	56.8
Child Care Revenue	76,687.73	99,368.73	77.2	95,000.00	71,530.00	75.3
CCRS Paid Revenue	16,679.41	23,902.06	69.8	38,500.00	25,398.60	66.0
Child Care Transfer Rev	.00	.00	.0	54,000.00	40,500.00	75.0
Copy Center Fees	30,052.20	42,321.64	71.0	26,675.00	33,266.04	124.7
Gifts/Donations	.00	10,064.15	.0	15,000.00	5,000.00	33.3
Transfer In	.00	95,500.00	.0	96,000.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	36,000.00	.00	.0
LLC Contract Svcs Rev	12,195.00	16,260.00	75.0	16,260.00	.00	.0
Revenue-Contractual	3,095.00	4,685.00	66.1	1,500.00	2,672.50	178.2
Revenue-Misc/OtherSource	1,503.43	7,013.60	21.4	12,974.00	6,158.05	47.5
Total Revenue/Sources	892,637.02	1,246,305.47	71.6	1,449,781.00	854,919.06	59.0

Richland Community College
 Revenue Summary-Other Funds
 For the month of March
 1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Fund: 06 Restricted Purposes Fd						
Financial Aid	7,417,241.98	8,217,991.29	90.3	8,193,498.00	7,061,556.74	86.2
Interest on Investments	242.83	1,130.75	21.5	.00	.00	.0
Int on Cash/IL Funds Acc	68.50	82.25	83.3	.00	140.40	.0
8th Grade Career-PIE	.00	.00	.0	2,500.00	2,500.00	100.0
College Fair Revenue-PIE	3,960.00	3,960.00	100.0	7,150.00	8,008.30	112.0
PartnersSaluteRevenuePIE	3,895.00	4,435.00	87.8	7,500.00	3,405.00	45.4
YouthLeadershipRev-PIE	6,750.00	6,800.00	99.3	6,000.00	4,700.00	78.3
Grants Revenue	752,487.62	1,226,601.42	61.3	1,878,414.11	1,030,890.52	54.9
Gifts/Donations	45,173.92	62,147.89	72.7	101,170.00	55,252.92	54.6
Contributions-PIE	4,045.00	18,301.25	22.1	19,000.00	14,870.00	78.3
Transfer In	14.55	347,874.74	.0	260,918.63	47,420.00	18.2
FundBalanceAppropriation	.00	.00	.0	236,725.81	9,034.81	3.8
Reimbursed Expenditures	.00	3,184.35	.0	.00	.00	.0
Revenue-Contractual	138,169.40	776,627.74	17.8	1,128,914.81	195,483.94	17.3
Revenue-Misc/OtherSource	12,650.00	18,700.00	67.6	22,207.00	33,082.02	149.0
Total Revenue/Sources	8,384,698.80	10,687,836.68	78.5	11,863,998.36	8,466,344.65	71.4
Fund: 07 Working Cash Fund						
Interest on Corp Cash	2,410.21	3,561.22	67.7	5,000.00	1,417.52	28.4
Total Revenue/Sources	2,410.21	3,561.22	67.7	5,000.00	1,417.52	28.4
Fund: 10 Trust & Agency Fund						
Club Revenue	21,455.19	30,168.33	71.1	25,000.00	20,926.70	83.7
Int on Cash/IL Funds Acc	45.05	56.24	80.1	100.00	17.92	17.9
Transfer In	.00	7,935.82	.0	.00	1,600.00	.0
Contributions	29,000.00	58,000.00	50.0	55,500.00	55,500.00	100.0
Total Revenue/Sources	50,500.24	96,160.39	52.5	80,600.00	78,044.62	96.8

Richland Community College
 Revenue Summary-Other Funds
 For the month of March
 1415

	Actual Rev 03/31/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 03/31/15	%
Fund: 11 Audit Fund						
Current Taxes	60,403.58	60,403.58	100.0	68,184.00	68,358.77	100.3
Interest on Taxes	5.91	5.92	99.8	15.00	4.32	28.8
Int on Cash/IL Funds Acc	7.63	8.61	88.6	15.00	4.77	31.8
ILC Contract Svcs Rev	3,550.00	3,550.00	100.0	.00	.00	.0
Total Revenue/Sources	63,967.12	63,968.11	100.0	68,214.00	68,367.86	100.2
Fund: 12 Liab,Protect,Settle						
Current Taxes	1,221,596.71	1,221,596.71	100.0	1,356,689.00	1,355,702.36	99.9
Interest on Taxes	119.48	120.00	99.6	200.00	175.78	87.9
Insurance-StudentFees	17,136.00	19,272.00	88.9	18,000.00	15,088.00	83.8
Interest on Investments	.00	26.03	.0	150.00	.00	.0
Int on Cash/IL Funds Acc	263.47	355.50	74.1	500.00	141.51	28.3
Total Revenue/Sources	1,239,115.66	1,241,370.24	99.8	1,375,539.00	1,371,107.65	99.7

Richland Community College
Expenditure Summary by Major Function
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	Encumbered	*** Unencumbered Amount	*** %
Fund: Education Fund						
Office of Stu and Acad	82,786.00	47,239.43	57.06	309.37	35,237.20	42.56
Business and Technology	2,316,567.00	1,689,284.43	72.92	24,529.60	602,752.97	26.02
Comm, Ed, Hum and Fine A	1,799,791.00	1,427,187.04	79.30	1,670.00	370,933.96	20.61
Math and Sciences	2,122,350.00	1,695,741.60	79.90	1,089.28	425,519.12	20.05
Health Professions	1,886,014.00	1,450,702.45	76.84	8,577.97	428,733.58	22.71
Enrollment Services	1,615,127.00	1,163,463.71	72.04	.00	451,663.29	27.96
Academic Support-IRC	490,329.00	380,208.57	77.54	49.99	110,070.44	22.45
Retention Services	170,984.00	123,945.85	72.49	.00	47,038.15	27.51
Technical Services Supp	368,698.00	307,111.98	83.30	175.78	61,410.24	16.66
Institutional Support	3,622,055.00	2,729,347.15	75.35	89,061.89	803,645.96	22.19
Scholarship and Waivers	453,000.00	363,714.47	80.29	.00	89,285.53	19.71
Clubs	117,906.00	68,038.03	57.71	.00	49,867.97	42.29
Transfer Out	340,000.00	47,420.00	13.95	.00	292,580.00	86.05
Total Education Fund	15,387,607.00	11,493,404.71	74.69	125,463.88	3,768,738.41	24.49
Fund: Operations & Maint						
Maintenance	1,977,568.00	1,299,375.75	65.71	197,874.14	480,318.11	24.29
Total Operations & Maint	1,977,568.00	1,299,375.75	65.71	197,874.14	480,318.11	24.29
Fund: Oper & Maint Restricted						
Protection, Health, Safety	5,029,335.00	2,455,954.34	48.83	4,337.48	2,569,043.18	51.08
Maintenance	.00	.00	.00	.00	.00	.00
Liability Protection	.00	.00	.00	.00	.00	.00
Total Oper & Maint Restricted	5,029,335.00	2,455,954.34	48.83	4,337.48	2,569,043.18	51.08
Fund: Bond & Interest Fund						
Bond and Interest	2,438,783.00	2,342,837.50	96.07	.00	95,945.50	3.93
Total Bond & Interest Fund	2,438,783.00	2,342,837.50	96.07	.00	95,945.50	3.93
Fund: Auxiliary Enterprises						
Instructional Programs	585,306.00	392,599.41	67.08	15,126.36	177,580.23	30.34
Auxiliary Services	614,619.00	410,574.45	66.80	37,270.13	166,774.42	27.13
Business/Community Educa	164,877.00	123,519.48	74.92	.00	41,357.52	25.08
Institutional Support	84,979.00	50,062.13	58.91	9,075.48	25,841.39	30.41
Total Auxiliary Enterprises	1,449,781.00	976,755.47	67.37	61,471.97	411,553.56	28.39

Richland Community College
Expenditure Summary by Major Function
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	Encumbered	*** Unencumbered Amount	*** %
Fund: Restricted Purposes Fd						
Grants	3,746,618.36	2,145,034.23	57.25	81,771.12	1,519,813.01	40.56
Financial Aid	8,117,380.00	7,033,313.10	86.65	.00	1,084,066.90	13.35
Total Restricted Purposes Fd	11,863,998.36	9,178,347.33	77.36	81,771.12	2,603,879.91	21.95
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	80,500.00	55,175.63	68.54	1,857.11	23,467.26	29.15
Transfer Out	.00	1,600.00	.00	.00	-1,600.00	.00
Total Trust & Agency Fund	80,500.00	56,775.63	70.53	1,857.11	21,867.26	27.16
Fund: Audit Fund						
Institutional Support	15,142.00	11,468.67	75.74	.00	3,673.33	24.26
Audit	44,200.00	44,200.00	100.00	.00	.00	.00
Contingency	8,872.00	.00	.00	.00	8,872.00	100.00
Total Audit Fund	68,214.00	55,668.67	81.61	.00	12,545.33	18.39
Fund: Liab, Protect, Settle						
Liability Protection	1,261,035.00	958,719.29	76.03	88,736.01	213,579.70	16.94
Contingency	114,504.00	.00	.00	.00	114,504.00	100.00
Total Liab, Protect, Settle	1,375,539.00	958,719.29	69.70	88,736.01	328,083.70	23.85

Richland Community College
Expenditure Summary-Operating Funds
For the month of March
75% of Fiscal Year 1415

	Actual Exp 03/31/14	** Actual Expense ** 06/30/14	%	Budget 1415	*** Actual Expense ** 03/31/15	%	Encumbered	*** Unencumbered ***
Fund: Education Fund								
Salaries	8,523,600.69	11,040,769.90	77.2	11,038,103.00	8,395,083.67	76.1	.00	2,643,019.33
Employee Benefits	1,524,234.51	2,004,219.36	76.1	2,010,962.00	1,541,117.07	76.6	.00	469,844.93
Contractual Services	248,055.98	289,368.27	85.7	326,145.02	254,746.87	78.1	467.53	70,930.62
Commodities	658,228.28	826,140.53	79.7	800,556.89	609,917.25	76.2	92,033.81	98,605.83
Travel	127,323.02	164,840.02	77.2	182,463.25	103,619.01	56.8	19,556.08	59,288.16
Fixed Charges	102,951.25	132,154.69	77.9	111,300.00	65,464.61	58.8	13,348.46	32,486.93
Capital Outlay	1,768.85	8,816.46	20.1	10,576.84	10,577.00	100.0	.00	- .16
Other	464,860.92	869,374.85	53.5	567,500.00	465,459.23	82.0	58.00	101,982.77
Transfer Out	.00	385,202.81	.0	340,000.00	47,420.00	13.9	.00	292,580.00
Contingency	.00	.00	.0	.00	.00	.0	.00	.00
Total Expenditures	11,651,023.50	15,720,886.89	74.1	15,387,607.00	11,493,404.71	74.7	125,463.88	3,768,738.41

	Actual Exp 03/31/14	** Actual Expense ** 06/30/14	%	Budget 1415	*** Actual Expense ** 03/31/15	%	Encumbered	*** Unencumbered ***
Fund: Operations & Maint								
Salaries	301,403.51	399,377.92	75.5	431,070.00	313,873.35	72.8	.00	117,196.65
Employee Benefits	73,782.38	97,067.02	76.0	105,713.00	87,651.08	82.9	.00	18,061.92
Contractual Services	352,228.03	487,431.46	72.3	532,010.00	344,318.46	64.7	103,242.47	84,449.07
Commodities	94,005.20	135,157.75	69.6	170,207.00	77,144.12	45.3	44,608.06	48,454.82
Travel	1,208.19	1,449.31	83.4	2,600.00	584.48	22.5	80.00	1,935.52
Fixed Charges	450,244.63	663,592.16	67.8	735,968.00	475,804.26	64.7	49,943.61	210,220.13
Capital Outlay	5,394.59	43,990.73	12.3	.00	.00	.0	.00	.00
Total Expenditures	1,278,266.53	1,828,066.35	69.9	1,977,568.00	1,299,375.75	65.7	197,874.14	480,318.11

	Actual Exp 03/31/14	** Actual Expense ** 06/30/14	%	Budget 1415	*** Actual Expense ** 03/31/15	%	Encumbered	*** Unencumbered ***
Total Operating Funds								
Salaries	8,825,004.20	11,440,147.82	77.1	11,469,173.00	8,708,957.02	75.9	.00	2,760,215.98
Employee Benefits	1,598,016.89	2,101,286.38	76.0	2,116,675.00	1,628,768.15	76.9	.00	487,906.85
Contractual Services	600,284.01	776,799.73	77.3	858,155.02	599,065.33	69.8	103,710.00	155,379.69
Commodities	752,233.48	961,298.28	78.3	970,763.89	687,061.37	70.8	136,641.87	147,060.65
Travel	128,531.21	166,289.33	77.3	185,063.25	104,203.49	56.3	19,636.08	61,223.68
Fixed Charges	553,195.88	795,746.85	69.5	847,268.00	541,268.87	63.9	63,292.07	242,707.06
Capital Outlay	7,163.44	52,807.19	13.6	10,576.84	10,577.00	100.0	.00	- .16
Other	464,860.92	869,374.85	53.5	567,500.00	465,459.23	82.0	58.00	101,982.77
Transfer Out	.00	385,202.81	.0	340,000.00	47,420.00	13.9	.00	292,580.00
Total Expenditures	12,929,290.03	17,548,953.24	73.7	17,365,175.00	12,792,780.46	73.7	323,338.02	4,249,056.52

Auxiliary Enterprises Fund
Instructional Programs
Statement of Revenue and Expense
Cash Basis
MAR 1415

	Actual	Budget
Continuing and Professional Education		

Revenues:		
Fitness Center	32,908.00	55,000.00
6000 CPED Admin Expenses	7,626.82	0.00
6001 CDL	171,801.63	195,522.00
6002 Computer & Technology	12,862.64	18,647.00
6003 Dance	41,597.08	49,000.00
6004 Hobby & Leisure	33,002.74	93,300.00
6007 Safety-Industrial	140,603.38	294,817.00
6008 Shilling Rentals	29,997.50	52,815.00
6010 DOC-CPR/First Aid	5,207.04	15,000.00
6013 Culinary Arts	9,313.00	9,500.00
6025 Camp Connections	8,000.00	25,000.00
	-----	-----
Total Revenues	492,919.83	808,601.00
	-----	-----
Expenses:		
Fitness Center	41,141.45	60,000.00
6000 CPED Admin Expenses	123,846.49	164,877.00
6001 CDL	120,858.47	145,779.00
6002 Computer & Technology	14,042.66	15,489.00
6003 Dance	35,901.71	48,450.00
6004 Hobby & Leisure	49,416.02	89,538.00
6007 Safety-Industrial	111,073.42	199,008.00
6008 Shilling Rentals	14,546.92	20,497.00
6010 DOC-CPR/First Aid	8,256.39	3,786.00
6013 Culinary Arts	10,672.39	8,805.00
6025 Camp Connections	1,116.55	10,250.00
	-----	-----
Total Expenses	530,872.47	766,479.00
	-----	-----
Net Income (Loss)	(37,952.64)	42,122.00
	-----	-----

Note: Credit Hour Reimbursement Revenue included above 47,794.23

Auxiliary Enterprises Fund
 Outdoor Events
 Statement of Revenue and Expense
 Cash Basis
 MAR 1415

	Actual	Budget
Revenues:		
6014 Dance Productions	28,337.77	30,000.00
6019 Outdoor Events	3,175.00	16,660.00
6023 Car Show	0.00	7,000.00
6024 Dog Show	0.00	6,000.00
6026 Drone Conference	3,750.00	0.00
6030 Misc Events	5,350.00	5,500.00
	-----	-----
Total Revenues	40,612.77	65,160.00
	-----	-----
Expenses:		
6014 Dance Productions	16,156.57	22,041.00
6019 Outdoor Events	85,305.17	120,897.00
6020 Farm Progress Show	0.00	6,350.00
6021 Concert	0.00	500.00
6023 Car Show	0.00	4,025.00
6024 Dog Show	0.00	1,260.00
6026 Drone Conference	0.00	2,075.00
6030 Misc Events	0.00	4,350.00
	-----	-----
Total Expenses	101,461.74	161,498.00
	-----	-----
Net Income (Loss)	(60,848.97)	(96,338.00)
	-----	-----

Auxiliary Enterprises Fund
 Workforce Development
 Statement of Revenue and Expense
 Cash Basis
 MAR 1415

	Actual	Budget
Revenues:		
6009 Traffic Safety	25,570.25	43,331.00
8907 Culinary Restaurant	34,059.63	50,500.00
8908 Coffee Shop	48,626.25	76,424.00
8915 Misc Culinary Events	3,360.00	2,250.00
	-----	-----
Total Revenues	111,616.13	172,505.00
	-----	-----
Expenses:		
6009 Traffic Safety	26,454.87	43,704.00
8907 Culinary Restaurant	40,407.91	50,500.00
8908 Coffee Shop	38,876.75	61,400.00
8915 Misc Culinary Events	1,882.00	2,250.00
	-----	-----
Total Expenses	107,621.53	157,854.00
	-----	-----
Net Income (Loss)	3,994.60	14,651.00
	=====	=====

Richland Community College
 Restricted Purposes Fund-Grants
 MAR 1415

	Grant Period	Budget	* Actual Expense %	Encumbered	** Unencumbered % **
Federally Funded Grants					
11117 ADM Sequestration Grant	07/01/2010 - 06/30/2015	116,646.00	102,127.42	32.20	14,486.38 12.42
11496 DCP-STOP Act	09/30/2013 - 09/29/2014	31,152.55	24,939.02	0.00	6,213.53 19.95
11596 DCP-STOP Act	09/30/2014 - 09/29/2015	48,258.00	15,315.19	450.00	32,492.81 67.33
11595 DCP-Strategic Prevention	07/01/2014 - 06/30/2015	102,531.55	66,401.23	1,481.26	34,649.06 33.79
11480 TRIO Grant	09/01/2013 - 08/31/2014	57,072.86	57,071.10	0.00	1.76 .00
11580 TRIO Grant	09/01/2014 - 08/30/2015	281,348.00	152,578.21	0.00	128,769.79 45.77
11316 TrainingAssist/CareerTrg	10/01/2012 - 09/30/2016	338,390.00	316,362.88	0.00	22,027.12 6.51
Total		975,398.96	734,795.05	1,963.46	238,640.45 24.47
State Funded Grants					
11523 Bridging the Gap	09/01/2014 - 06/30/2015	10,000.00	4,105.52	0.00	5,894.48 58.94
11588 CCRS Quality Improv Grt	04/01/2015 - 04/30/2015	5,973.00	0.00	0.00	5,973.00 0.00
11520 Co-OpWorkStudy-IBHE	07/01/2014 - 06/30/2015	18,980.00	4,052.07	0.00	14,927.93 78.65
11217 Coal Educ & Mktg -DCEO	04/01/2012 - 07/31/2014	15,100.12	15,100.12	0.00	0.00 .00
11440 Decatur DOC	10/01/2013 - 09/30/2014	75,378.65	75,378.65	0.00	0.00 .00
11540 Decatur DOC	10/01/2014 - 09/30/2015	371,396.29	148,720.89	11,878.89	210,796.51 56.76
11524 DualCreditEnhancement	07/01/2014 - 06/30/2015	10,000.00	670.15	0.00	9,329.85 93.30
11518 Hwy Construct Career Grt	07/01/2014 - 06/30/2015	260,131.00	69,822.35	7,191.74	183,116.91 70.39
11578 IEMA School Safety Grant	07/01/2014 - 06/30/2015	60,000.00	1,093.48	27,223.57	31,692.95 52.82
11441 Lincoln DOC	10/01/2013 - 09/30/2014	52,384.17	52,384.17	0.00	0.00 .00
11541 Lincoln DOC	10/01/2014 - 09/30/2015	292,103.59	109,543.56	4,642.22	177,917.81 60.91
11442 Logan DOC	10/01/2013 - 09/30/2014	74,340.29	74,339.92	600.00	- 599.63 -.81
11542 Logan DOC	10/01/2014 - 09/30/2015	400,856.83	166,070.09	1,658.45	233,128.29 58.16
11554 Performance Grant	07/01/2014 - 06/30/2015	48,575.00	32,787.93	161.05	15,626.02 32.17
11444 Pontiac DOC	10/01/2013 - 09/30/2014	11,070.90	11,070.90	0.00	0.00 .00
11544 Pontiac DOC	10/01/2014 - 09/30/2015	61,385.82	21,787.63	0.00	39,598.19 64.51
11560 Public Assistance	07/01/2014 - 06/30/2015	51,586.00	32,807.60	0.00	18,778.40 36.40
11564 SOS Literacy - State	07/01/2014 - 06/30/2015	67,000.00	38,459.06	0.00	28,540.94 42.60
11572 State Basic Adult Ed	07/01/2014 - 06/30/2015	37,981.00	33,942.22	0.00	4,038.78 10.63
11566 Workplace Skills Enhance	07/01/2014 - 06/30/2015	14,500.00	5,617.52	0.00	8,882.48 61.26
Total		1,938,742.66	897,743.83	53,355.92	987,642.91 50.94
Locally Funded Grants					
11322 AAC Plus 50 Grant	04/01/2013 -	13,034.81	6,963.95	309.38	5,761.48 44.20
8999 Decatur Comm Partnership	10/01/2007 -	12,000.00	2,380.85	0.00	9,619.15 80.16
11373 Literacy Grant-EdCo	03/01/2013 -	51,852.93	25,398.81	0.00	26,454.12 51.02
Total		76,887.74	34,743.61	309.38	41,834.75 54.41
Cash/RCC Restricted Programs					
9098 Partners in Education	07/01/2013 -	87,225.00	68,463.59	0.00	18,761.41 21.51
11458 Project READ	07/01/2013 -	100,207.00	74,320.75	0.00	25,886.25 25.83
EQUI Reserved for Equipment	07/01/2005 -	227,691.00	69,851.68	25,137.99	132,701.33 58.28

Richland Community College
 Restricted Purposes Fund-Grants
 MAR 1415

Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered % **
Total	415,123.00	212,636.02	51.22	25,137.99	177,348.99 42.72

RCC-Foundation Funded Grants					

11533 Foundation Gifts to RCC 07/01/2014 - 06/30/2015	41,170.00	30,862.58	74.96	304.38	10,003.04 24.30
Total	41,170.00	30,862.58	74.96	304.38	10,003.04 24.30

Fed Funded through State					

11512 Carl Perkins- ICCB 07/01/2014 - 06/30/2015	176,542.00	117,370.68	66.48	699.99	58,471.33 33.12
11532 Federal Adult Ed Basic 07/01/2014 - 06/30/2015	33,780.00	36,463.41	107.94	0.00	-2,683.41 - 7.94
11556 Program Improvement Grnt 07/01/2014 - 06/30/2015	12,856.00	12,859.62	100.03	0.00	- 3.62 - .03
Total	223,178.00	166,693.71	74.69	699.99	55,784.30 25.00
Total Grants	3,670,500.36	2,077,474.80	56.60	81,771.12	1,511,254.44 41.17

Richland Community College
ACCOUNT SUMMARY
MAR 1415

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date		Encumbered	Pct	Variance
			Actual	Encumbered			
51100 Administrative Staff Sal	153,569.50	1,927,784.00	1,429,705.36	0.00	0.00	74.2	498,078.64
51102 Administrative Staff-PT	3,500.00	0.00	24,340.91	0.00	0.00	0	-24,340.91
51200 Professional/Tech Salary	61,338.67	678,618.00	522,187.98	0.00	0.00	77.1	155,738.02
51201 Professional/Tech-PT	2,447.53	31,500.00	13,706.24	0.00	0.00	43.5	17,793.76
51202 Professional/Tech-PT	2,345.26	35,000.00	28,643.62	0.00	0.00	81.8	6,356.38
51310 F/T Faculty Salary	355,997.68	3,995,352.00	3,021,342.71	0.00	0.00	75.6	974,009.29
51315 P/T Faculty-Summer Sal	0.00	339,028.00	305,392.02	0.00	0.00	90.1	33,635.98
51320 P/T Faculty Salary	107,936.45	977,280.00	825,466.22	0.00	0.00	84.5	151,813.78
51325 P/T Faculty-Summer Sal	0.00	96,033.00	95,837.01	0.00	0.00	99.8	195.99
51340 Overload Salary	52,118.45	456,175.00	337,113.66	0.00	0.00	73.9	119,061.34
51345 Clinical Risk Stipends	3,883.32	35,500.00	28,183.32	0.00	0.00	79.4	7,316.68
51350 Independent Study Salary	450.00	14,600.00	21,590.00	0.00	0.00	147.9	-6,990.00
51356 Subs Instructors Salary	943.96	14,550.00	10,232.77	0.00	0.00	70.3	4,317.23
51360 LabFacilitators	2,955.22	34,000.00	24,891.54	0.00	0.00	73.2	9,108.46
51362 Faculty Tutors Salary	8,435.89	154,928.00	70,258.06	0.00	0.00	45.3	84,669.94
51391 Faculty Curriculum Dev OL	0.00	7,000.00	5,625.00	0.00	0.00	80.4	1,375.00
51392 Faculty Curriculum Dev	0.00	1,800.00	0.00	0.00	0.00	0	1,800.00
51400 Supervisory Staff Salary	38,186.16	611,240.00	384,681.00	0.00	0.00	62.9	226,559.00
51500 Academic Support Salary	14,208.64	170,505.00	127,877.76	0.00	0.00	75.0	42,627.24
51502 Academic Support-PT	13,200.84	152,155.00	162,462.82	0.00	0.00	106.8	-10,307.82
51610 F/T Classified Salary	90,030.43	1,074,957.00	796,814.18	0.00	0.00	74.1	278,142.82
51620 P/T Classified Salary	6,356.03	96,731.00	52,269.76	0.00	0.00	54.0	44,461.24
51630 Classified-Temporary	2,545.29	1,000.00	21,846.68	0.00	0.00	2184.7	-20,846.68
51800 Student Workers Salary	5,307.23	69,425.00	33,542.66	0.00	0.00	48.3	35,882.34
51906 Interpreter Salary	3,205.68	25,000.00	19,784.98	0.00	0.00	79.1	5,215.02
51912 Test Proctor Salary	0.00	1,000.00	6,947.27	0.00	0.00	694.7	-5,947.27
51918 Overtime Wages	505.97	8,150.00	5,824.94	0.00	0.00	71.5	2,325.06
51930 Car Allowance	0.00	2,400.00	600.00	0.00	0.00	25.0	1,800.00
51935 SURS Fringe Benefit	1,870.70	26,392.00	17,223.20	0.00	0.00	65.3	9,168.80
52080 SURS-RetireeHealthContri	3,869.79	46,880.00	34,675.29	0.00	0.00	74.0	12,204.71
52100 EmployeeBenefitsTotal	0.00	3,500.00	11,494.68	0.00	0.00	328.4	-7,994.68
52101 Group Medical Ins	164,678.65	1,826,173.00	1,353,275.12	0.00	0.00	74.1	472,897.88
52102 Group Dental Ins	5,793.52	69,387.00	49,279.82	0.00	0.00	71.0	20,107.18
52104 Group Life Ins	2,843.10	34,517.00	26,064.06	0.00	0.00	75.5	8,452.94
52105 Group LTD Ins	1,786.54	21,245.00	15,693.71	0.00	0.00	73.9	5,551.29
52106 Long-Term Care Ins	0.00	4,000.00	3,853.39	0.00	0.00	96.3	146.61
52700 Medicare	0.00	260.00	0.00	0.00	0.00	0	260.00
52750 Staff/Family Waivers	0.00	5,000.00	46,781.00	0.00	0.00	935.6	-41,781.00
53200 Consultants/Workshops	0.00	4,650.00	103.39	0.00	0.00	2.2	4,546.61
53205 Admin Computer-Maint	0.00	181,459.00	172,142.11	0.00	0.00	94.9	9,316.89
53400 Equip Repair/Maint Agree	634.40	21,491.02	10,945.70	0.00	0.00	50.9	10,545.32
53500 Legal Services-Admin	6,436.88	51,000.00	31,160.71	0.00	0.00	61.1	19,839.29
53900 Contractual-Other	2,557.28	40,455.00	25,077.71	467.53	0.00	63.1	14,909.76
53920 Wellness Program	-2,995.32	5,600.00	34.68	0.00	0.00	.6	5,565.32
53938 Tuition	0.00	3,000.00	0.00	0.00	0.00	0	3,000.00
53955 Faculty Development	0.00	855.00	1,309.25	0.00	0.00	153.1	-454.25
53956 Staff Development	0.00	4,000.00	1,707.50	0.00	0.00	42.7	2,292.50
53974 Resource Persons	0.00	200.00	0.00	0.00	0.00	0	200.00
53975 Professional Fees	0.00	7,500.00	6,909.00	0.00	0.00	92.1	591.00
53993 Employee Recognition EAT	0.00	1,600.00	2,039.08	0.00	0.00	127.4	-439.08
53995 Meals	23.44	3,335.00	3,317.74	0.00	0.00	99.5	17.26

Richland Community College
ACCOUNT SUMMARY
MAR 1415

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date		Encumbered	Pct	Variance
			Actual	Encumbered			
53998 Student Awards	0.00	1,000.00	0.00	0.00	0.00	.0	1,000.00
54101 Office Supplies	71.96	34,426.00	11,809.59	0.00	0.00	34.3	22,616.41
54102 Instructional Supplies	9,184.67	137,040.76	88,494.49	20,654.28	20,654.28	79.6	27,891.99
54200 Printing	4,788.21	33,880.32	31,718.56	5,474.65	5,474.65	109.8	-3,312.89
54205 Credit Schedules	0.00	6,300.00	3,860.00	0.00	0.00	61.3	2,439.25
54210 Catalog Printing	3,081.85	5,490.00	3,081.85	0.00	0.00	56.1	2,408.15
54400 Materials	7,111.00	95,264.87	50,555.68	8,513.52	8,513.52	62.0	36,195.67
54401 Audio Visual Materials	2,472.06	8,100.00	6,406.42	29.00	29.00	79.4	1,664.58
54402 Postage	5,032.28	34,640.00	20,017.00	0.00	0.00	57.8	14,623.00
54408 Computer Software	472.65	127,904.25	124,482.04	0.00	0.00	97.3	3,422.21
54413 Transcripts	0.00	22,500.00	13,000.00	0.00	0.00	57.8	9,500.00
54515 Reference Materials	0.00	5,513.00	5,299.53	0.00	0.00	96.1	213.47
54520 Books-Library Collection	-16.00	9,440.00	7,057.73	20.99	20.99	75.0	2,361.28
54600 Publications & Dues	4,984.18	129,703.69	124,951.67	1,378.00	1,378.00	97.4	3,374.02
54700 Advertising	10,682.04	138,990.00	114,066.44	55,766.28	55,766.28	122.2	-30,842.72
54705 Specialities	8.57	4,320.00	2,140.51	0.00	0.00	49.5	2,179.49
54710 WYSE Activities	1,024.62	1,059.00	1,084.81	0.00	0.00	102.4	-25.81
54905 Graphic Supplies	0.00	5,085.00	1,609.41	60.91	60.91	32.8	3,414.68
54908 Laundry/Linen Supplies	70.56	900.00	280.77	136.18	136.18	46.3	483.05
55100 Meeting Expense	3,615.23	24,389.25	14,301.01	509.37	509.37	60.7	9,578.87
55102 Alumni Activities	0.00	180.00	0.00	0.00	0.00	.0	180.00
55150 Registration Fees	4,240.00	47,085.00	29,266.48	8,164.16	8,164.16	79.5	9,654.36
55200 Travel-In State	1,204.58	32,268.00	14,003.07	2,656.08	2,656.08	51.6	15,608.85
55204 Travel-In State Mileage	880.99	8,807.00	7,497.05	3,234.90	3,234.90	121.9	-1,924.95
55300 Travel-Out of State	10,120.99	67,734.00	37,861.40	4,991.57	4,991.57	63.3	24,881.03
55400 Recruitment	0.00	2,000.00	690.00	0.00	0.00	34.5	1,310.00
56200 Equipment Rental	6,847.27	47,000.00	32,695.86	7,272.46	7,272.46	85.0	7,031.68
56800 Bank Card Fees	524.11	16,000.00	13,994.71	0.00	0.00	87.5	2,005.29
56810 Collection Co Charges	977.00	18,000.00	9,361.77	0.00	0.00	52.0	8,638.23
56815 Graduation Expense	1,387.89	18,000.00	1,490.38	4,556.79	4,556.79	33.6	11,952.83
57500 Telephone	50.02	800.00	400.16	0.00	0.00	50.0	399.84
57700 Telecommunications	1,764.35	11,500.00	7,521.73	1,519.21	1,519.21	78.6	2,459.06
58600 Equipment-Instructional	0.00	10,576.84	10,577.00	0.00	0.00	100.0	-0.16
59040 Write-Offs	4,161.50	25,000.00	23,931.43	0.00	0.00	95.7	1,068.57
59300 Chargeback Expense	0.00	40,000.00	18,426.30	0.00	0.00	46.1	21,573.70
59405 Tuition Waiver	2,402.00	250,000.00	240,569.99	0.00	0.00	96.2	9,430.01
59415 Illinois Veterans Grants	0.00	100,000.00	61,374.00	0.00	0.00	61.4	38,626.00
59416 Unfunded ING/MIA/POW	15,729.00	38,000.00	19,412.75	0.00	0.00	51.1	18,587.25
59901 Contributions	13,500.00	105,000.00	96,000.00	0.00	0.00	91.4	9,000.00
59965 Bank Service Charges	663.24	7,500.00	5,549.90	58.00	58.00	74.8	1,892.10
59999 Expense-Other	-30.21	2,000.00	194.86	0.00	0.00	9.7	1,805.14
71000 Transfer Out	1,233,973.79	15,047,607.00	11,445,984.71	125,463.88	125,463.88	76.9	3,476,158.41
01 Education Fund	1,233,973.79	15,387,607.00	11,493,404.71	125,463.88	125,463.88	75.5	3,768,738.41

Richland Community College
ACCOUNT SUMMARY

MAR 1415

Fund: Operations & Maint Acct Description	Month Actual	Full Year Budget	Year to Date		Pct	Variance
			Actual	Encumbered		
51100 Administrative Staff Sal	5,554.91	66,781.00	49,994.16	0.00	74.9	16,786.84
51200 Professional/Tech Salary	2,190.38	26,942.00	19,713.42	0.00	73.2	7,228.58
51400 Supervisory Staff Salary	9,572.84	116,680.00	86,155.56	0.00	73.8	30,524.44
51610 F/T Classified Salary	1,782.88	32,000.00	30,226.56	0.00	94.5	1,773.44
51700 Custodial,Maint Stf Sal	13,185.86	176,167.00	121,370.13	0.00	68.9	54,796.87
51800 Student Workers Salary	0.00	3,500.00	0.00	0.00	.0	3,500.00
51918 Overtime Wages	1,461.85	9,000.00	6,413.52	0.00	71.3	2,586.48
52080 SURS-RetireeHealthContri	168.74	2,093.00	1,515.43	0.00	72.4	577.57
52101 Group Medical Ins	8,773.73	96,901.00	74,489.44	0.00	76.9	22,411.56
52102 Group Dental Ins	322.91	3,833.00	2,906.13	0.00	75.7	932.87
52104 Group Life Ins	135.58	1,792.00	1,223.42	0.00	68.3	568.58
52105 Group LTD Ins	83.08	1,088.00	749.66	0.00	68.9	338.34
52750 Staff/Family Waivers	0.00	0.00	6,767.00	0.00	.0	-6,767.00
53400 Equip Repair/Maint Agree	4,198.02	62,000.00	34,719.71	7,279.86	67.7	20,000.43
53405 Telephone Maint Agree	610.67	10,000.00	8,344.80	1,832.01	101.8	-176.81
53410 Custodial Services	59,444.00	389,430.00	267,416.40	90,885.60	92.0	31,128.00
53415 Security	953.48	12,355.00	8,846.28	0.00	71.6	3,508.72
53420 Building Repair/Maint	0.00	7,000.00	350.00	0.00	5.0	6,650.00
53900 Contractual-Other	0.00	26,575.00	13,969.78	800.00	55.6	11,805.22
53910 Pest Control	845.48	13,650.00	7,396.10	2,430.00	72.0	3,823.90
53915 Snow/Grounds	404.00	11,000.00	3,275.39	15.00	29.9	7,709.61
54101 Office Supplies	0.00	550.00	312.42	0.00	56.8	237.58
54104 Maintenance Supplies	3,703.22	112,887.00	52,307.19	32,156.37	74.8	28,423.44
54105 Vehicle Expense	2,829.95	19,500.00	12,368.29	6,118.64	94.8	1,013.07
54107 Wind Turbine Maintenance	0.00	16,000.00	0.00	5,500.00	34.4	10,500.00
54200 Printing	0.00	850.00	784.03	0.00	92.2	65.97
54400 Materials	0.00	8,520.00	6,691.51	0.00	78.5	1,828.49
54402 Postage	224.13	350.00	471.69	0.00	134.8	-121.69
54408 Computer Software	0.00	3,600.00	1,800.00	0.00	50.0	1,800.00
54600 Publications & Dues	0.00	1,650.00	336.55	55.60	23.8	1,257.85
54700 Advertising	0.00	300.00	137.05	0.00	45.7	162.95
54910 Uniforms	248.80	6,000.00	1,935.39	777.45	45.2	3,287.16
55100 Meeting Expense	0.00	300.00	290.40	0.00	96.8	9.60
55150 Registration Fees	0.00	900.00	0.00	0.00	.0	900.00
55200 Travel-In State	0.00	1,400.00	294.08	80.00	26.7	1,025.92
56100 Facility Rental	15,565.17	146,305.00	104,659.17	28,231.87	90.8	13,413.96
56200 Equipment Rental	0.00	2,800.00	395.00	0.00	14.1	2,405.00
56600 Install Pymt Lease/Purch	6,664.91	79,764.00	58,783.53	19,887.27	98.6	1,093.20
56750 Property Taxes	0.00	8,900.00	943.25	0.00	10.6	7,956.75
57150 Propane	0.00	7,500.00	0.00	0.00	.0	7,500.00
57300 Electricity and Nat Gas	42,578.27	393,099.00	248,459.20	0.00	63.2	144,639.80
57400 Water,Sewage	1,557.53	27,300.00	15,731.03	0.00	57.6	11,568.97
57500 Telephone	4,385.91	44,700.00	33,681.16	798.00	77.1	10,220.84
57600 Refuse Disposal	1,331.16	20,250.00	12,471.46	1,026.47	66.7	6,752.07
57700 Telecommunications	0.00	5,350.00	680.46	0.00	12.7	4,669.54
71000 Transfer Out	188,777.46	1,977,568.00	1,299,375.75	197,874.14	75.7	480,318.11
02 Operations & Maint	188,777.46	1,977,568.00	1,299,375.75	197,874.14	75.7	480,318.11

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	Encumbered	*** Unencumbered	**** %
Fund: Education Fund						
Costs for Office of Stu and Acad						
GED-AB & ASE	10,064.00	11,591.49	115.18	.00	-1,527.49	-15.18
DOC General Studies	43,850.00	32,101.49	73.21	.00	11,748.51	26.79
Honors Program	6,117.00	3,538.73	57.85	.00	2,578.27	42.15
Online Learning	148,674.00	99,574.55	66.98	.00	49,099.45	33.02
Dual Credit	15,000.00	.00	.00	.00	15,000.00	100.00
Diversity	6,755.00	7.72	.11	309.37	6,437.91	95.31
Student Relations	1,000.00	.00	.00	.00	1,000.00	100.00
Total Office of Stu and Acad	231,460.00	146,813.98	63.43	309.37	84,336.65	36.44
Costs for Business and Technology						
Business/Technology/Dean	154,852.22	110,588.36	71.42	.00	44,263.86	28.58
Accounting/Business	300,958.00	228,383.69	75.89	.00	72,574.31	24.11
Culinary Arts	221,280.00	175,376.23	79.26	13,714.58	32,189.19	14.55
Information Tech-OccTech	232,983.00	193,337.28	82.98	.00	39,645.72	17.02
Office Tech-Bus Occ	142,234.48	108,440.65	76.24	.00	33,793.83	23.76
Agribusiness-OccTech	450.00	1,438.28	319.62	.00	-988.28	-219.62
Automotive-Tech Occ	111,901.85	92,865.13	82.99	1,421.17	17,615.55	15.74
Collision Repair Tech	57,512.00	41,278.46	71.77	828.33	15,405.21	26.79
Drafting/Design/Engineer	77,005.00	46,157.09	59.94	.00	30,847.91	40.06
Diesel Med/Hvy Trk Tech	64,257.00	31,794.25	49.48	3,692.97	28,769.78	44.77
Heating,Vent,AC-Tech Occ	117,943.00	104,469.33	88.58	.00	13,473.67	11.42
Horticulture-Bus Occup	380,184.00	294,600.16	77.49	1,800.00	83,783.84	22.04
Welding-Technical Occ	213,857.00	155,789.25	72.85	2,475.99	55,591.76	25.99
Health Information Tech	181,198.45	104,766.27	57.82	342.20	76,089.98	41.99
Hospitality Management	59,951.00	.00	.00	.00	59,951.00	100.00
Total Business and Technology	2,316,567.00	1,689,284.43	72.92	24,275.24	603,007.33	26.03
Costs for Comm, Ed, Hum and Fine A						
Humanities - Dean	182,873.00	126,770.71	69.32	1,435.00	54,667.29	29.89
Art-Baccalaureate	159,333.00	125,858.95	78.99	235.00	33,239.05	20.86
Erlanson Art Gallery	10,680.00	8,500.39	79.59	.00	2,179.61	20.41
African Amer Stu-Baccal	47,532.00	39,575.85	83.26	.00	7,956.15	16.74
Engl/Human/Journal-Bacca	884,311.00	715,450.94	80.90	.00	168,860.06	19.10
Foreign Lang-Baccal	103,277.00	73,809.95	71.47	.00	29,467.05	28.53
Music-Baccalaureate	22,505.00	25,645.98	113.96	.00	-3,140.98	-13.96
Dance-Baccalaureate	2,045.00	562.50	27.51	.00	1,482.50	72.49
Philosophy-Baccalaureate	120,195.00	93,115.89	77.47	.00	27,079.11	22.53
Speech/Forensic/Drama	118,270.00	115,553.88	97.70	.00	2,716.12	2.30
EarlyChildhoodEduc-AAS	94,836.00	72,299.83	76.24	.00	22,536.17	23.76
Education-Baccalaureate	53,934.00	30,042.17	55.70	.00	23,891.83	44.30
Total Comm, Ed, Hum and Fine	1,799,791.00	1,427,187.04	79.30	1,670.00	370,933.96	20.61

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual 03/31/2015	Expended ** %	Encumbered %	*** Unencumbered **** %
Costs for Math and Sciences					
Engineering-Baccal	25,905.57	16,991.82	65.59	.00	8,913.75
Math-Baccalaureate	547,383.68	461,764.61	84.36	.00	85,619.07
Phys Sci/Physic-Baccal	67,962.75	60,224.72	88.61	.00	7,738.03
Biology-Baccalaureate	414,922.00	358,573.13	86.42	741.51	55,607.36
General Science	2,340.00	4,160.07	177.78	.00	-1,820.07
Chemistry-Baccalaureate	139,789.00	92,373.24	66.08	.00	47,415.76
Earth Science-Baccal	14,607.00	12,254.42	83.89	.00	2,352.58
Economics-Baccalaureate	67,872.00	59,691.15	87.95	.00	8,180.85
Fire Science-Tech Occ	77,836.00	61,703.12	79.27	70.00	16,062.88
Health Ed/Rec-Baccal	6,208.00	3,631.80	58.50	.00	2,576.20
History-Baccalaureate	193,797.00	141,308.85	72.92	.00	52,488.15
CriminalJustice-Tech Occ	37,406.00	26,633.78	71.20	.00	10,772.22
Political Sci.-Baccal	21,740.00	19,927.00	91.66	.00	1,813.00
Psychology-Baccalaureate	230,316.00	173,787.21	75.46	.00	56,528.79
Sociology-Baccalaureate	129,413.00	90,329.74	69.80	.00	39,083.26
Math/Science Dean	144,852.00	112,386.94	77.59	277.77	32,187.29
Total Math and Sciences	2,122,350.00	1,695,741.60	79.90	1,089.28	425,519.12
Costs for Health Professions					
HealthProfessions Dean	233,274.00	174,031.23	74.60	2,140.40	57,102.37
Allied Health	191,961.00	145,505.04	75.80	1,159.55	45,296.41
Human Simulator	84,846.00	62,742.13	73.95	582.61	21,521.26
Radiology Tech-Hlth Occ	213,435.00	169,058.25	79.21	1,669.58	42,707.17
Surgical Tech-Health Occ	216,047.00	186,947.65	86.53	3,025.83	26,073.52
Nursing LPN -Health Occ	129,792.00	100,557.34	77.48	.00	29,234.66
AAS Nursing -Health Occ	818,659.00	611,860.81	74.74	.00	206,798.19
Total Health Professions	1,888,014.00	1,450,702.45	76.84	8,577.97	428,733.58
Costs for Enrollment Services					
Admission and Recruitment	281,909.00	212,246.06	75.29	.00	69,662.94
Academic Success	356,681.00	246,879.90	69.22	.00	109,801.10
Math Enrichment Center	46,638.00	47,278.80	101.37	.00	-640.80
Advising and Records	273,690.00	201,088.62	73.47	.00	72,601.38
Counseling Services	283,154.00	172,224.83	60.82	.00	110,929.17
Career Services	6,034.00	1,039.95	17.23	.00	4,994.05
Student Support	53,204.00	45,301.01	85.15	.00	7,902.99
Fin Aid & Vet Affairs	313,817.00	237,404.54	75.65	.00	76,412.46
Total Enrollment Services	1,615,127.00	1,163,463.71	72.04	.00	451,663.29
Costs for Academic Support-LRC					
LRC Audio Visual	15,800.00	10,700.08	67.72	.00	5,099.92
LRC	325,855.00	269,933.94	82.84	49.99	55,871.07
Total Academic Support-LRC	341,655.00	280,634.02	82.14	49.99	60,970.99

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual 03/31/2015	Expended ** %	Encumbered %	*** Unencumbered ****	**** %
Enrollment/Retention Svcs	170,984.00	123,945.85	72.49	.00	47,038.15	27.51
Costs for Technical Services Supp						
Networking Support	90,950.00	95,987.49	105.54	.00	-5,037.49	-5.54
Academic Lab Support	40,468.00	35,760.90	88.37	175.78	4,531.32	11.20
Technical Services Support	237,280.00	175,363.59	73.91	.00	61,916.41	26.09
Total Technical Services Supp	368,698.00	307,111.98	83.30	175.78	61,410.24	16.66
Costs for Institutional Support						
Fairview Park Plaza	25,512.00	17,493.91	68.57	.00	8,018.09	31.43
Clinton Center	53,791.00	39,378.30	73.21	.00	14,412.70	26.79
Administrative Info Syst	424,647.00	347,643.88	81.87	.00	77,003.12	18.13
VP Economic Development	157,050.00	110,074.53	70.09	.00	46,975.47	29.91
Board of Trustees	64,480.00	52,345.12	81.18	595.20	11,539.68	17.90
Presidents Office	564,873.00	431,142.96	76.33	4,203.80	129,526.24	22.93
Business Office	355,605.00	265,288.81	74.60	402.14	89,914.05	25.28
Vice Pres Fin & Admin	195,962.00	144,100.66	73.54	262.90	51,598.44	26.33
VP Academic Services	286,249.00	220,402.45	77.00	1,301.85	64,544.70	22.55
General Expenses	266,587.00	227,899.50	85.49	13,211.55	25,475.95	9.56
Copiers	39,835.00	27,007.97	67.80	10,558.09	2,268.94	5.70
Copy Center	97,806.00	72,309.82	73.93	.00	25,496.18	26.07
Graphics	117,758.00	70,493.99	59.86	60.91	47,203.10	40.08
Marketing	321,346.00	239,130.73	74.42	57,363.28	24,851.99	7.73
Employee Relations	8,000.00	6,104.42	76.31	.00	1,895.58	23.69
Human Resources	235,895.00	165,574.45	70.19	.00	70,320.55	29.81
Instituti Effectiveness	165,968.00	117,105.68	70.56	.00	48,862.32	29.44
Faculty/Staff Developmt	15,950.00	8,149.18	51.09	.00	7,800.82	48.91
Foundation & Development	224,741.00	167,700.79	74.62	.00	57,040.21	25.38
Total Institutional Support	3,622,055.00	2,729,347.15	75.35	87,959.72	804,748.13	22.22
Costs for Scholarship and Waivers						
Waivers	413,000.00	345,288.17	83.60	.00	67,711.83	16.40
Chargeback	40,000.00	18,426.30	46.07	.00	21,573.70	53.93
Total Scholarship and Waivers	453,000.00	363,714.47	80.29	.00	89,285.53	19.71
Student Life	117,906.00	68,038.03	57.71	.00	49,867.97	42.29
Transfer Out	340,000.00	47,420.00	13.95	.00	292,580.00	86.05
Total Education Fund	15,387,607.00	11,493,404.71	74.69	124,107.35	3,770,094.94	24.50

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual 03/31/2015	Expended ** %	Encumbered %	*** Unencumbered ****	**** %
Fund: Operations & Maint						
Costs for Maintenance						
Renovations / Remodeling	13,000.00	11,364.48	87.42	.00	1,635.52	12.58
Maintenance	432,536.00	286,313.20	66.19	34,464.57	111,758.23	25.84
Custodial	366,587.00	261,342.47	71.29	84,732.14	20,512.39	5.60
Grounds	39,284.00	20,007.17	50.93	6,417.27	12,859.56	32.73
Security	32,862.00	22,465.05	68.36	80.00	10,316.95	31.39
College Vehicle	19,500.00	12,368.29	63.43	6,118.64	1,013.07	5.20
Utilities	434,500.00	262,711.32	60.46	8,270.01	163,518.67	37.63
Administration O & M	239,440.00	181,188.42	75.67	.00	58,251.58	24.33
General O & M	14,950.00	2,023.39	13.53	.00	12,926.61	86.47
Shilling Center - O/M	8,000.00	350.00	4.38	.00	7,650.00	95.63
Clinton Center O&M	96,710.00	71,315.00	73.74	22,561.50	2,833.50	2.93
Fairview Plaza O&M	73,500.00	60,360.03	82.12	9,231.84	3,908.13	5.32
CSI Building O&M	9,290.00	1,927.60	20.75	508.57	6,853.83	73.78
Macon Co Soil & Water Bd	74,680.00	48,393.10	64.80	14,820.00	11,466.90	15.35
Sequestration Bldg O&M	25,180.00	17,109.67	67.95	3,300.00	4,770.33	18.94
Workforce Development Ct	97,549.00	40,136.56	41.15	7,314.00	50,098.44	51.36
Total Maintenance	1,977,568.00	1,299,375.75	65.71	197,818.54	480,373.71	24.29
Total Operations & Maint	1,977,568.00	1,299,375.75	65.71	197,818.54	480,373.71	24.29

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	Encumbered	*** Unencumbered	**** %
Fund: Oper & Maint Restricted						
Child Care Services	504,426.94	504,397.34	99.99	.00	29.60	.01
Fitness Center	86,566.00	86,562.75	100.00	.00	3.25	.00
Culinary Arts	44,600.00	44,038.62	98.74	.00	561.38	1.26
Automotive-Tech Occ	130,385.00	130,334.53	99.96	.00	50.47	.04
Collision Repair Tech	182,701.00	74,346.65	40.69	.00	108,354.35	59.31
Diesel Med/Hvy Trk Tech	225,275.00	215,210.70	95.53	.00	10,064.30	4.47
Welding-Technical Occ	29,004.00	28,806.60	99.32	.00	197.40	.68
NetworkingSupport	25,000.00	22,401.18	89.60	.00	2,598.82	10.40
General Expenses	49,904.00	45,367.75	90.91	.00	4,536.25	9.09
Building Additions	2,558,273.06	1,286,078.09	50.27	4,337.48	1,267,857.49	49.56
Renovations / Remodeling	1,174,700.00	.00	.00	.00	1,174,700.00	100.00
Maintenance	18,300.00	18,258.89	99.78	.00	41.11	.22
Custodial	200.00	151.24	75.62	.00	48.76	24.38
Total Oper & Maint Restricted	5,029,335.00	2,455,954.34	48.83	4,337.48	2,569,043.18	51.08

Fund: Bond & Interest Fund

Costs for Bond and Interest	2,438,783.00	2,342,837.50	96.07	.00	95,945.50	3.93
Bond & Interest						
Total Bond & Interest Fund	2,438,783.00	2,342,837.50	96.07	.00	95,945.50	3.93

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	Encumbered	*** Unencumbered	**** %
Fund: Auxiliary Enterprises						
Costs for Auxiliary Services						
Child Care Services	206,166.00	152,423.69	73.93	7,435.06	46,307.25	22.46
Culinary Arts	10,000.00	4,999.11	49.99	705.00	4,295.89	42.96
CulinaryRestaurant	50,500.00	41,907.91	82.99	9,267.30	-675.21	-1.34
Coffee House	61,400.00	38,876.75	63.32	12,995.76	9,527.49	15.52
Culinary Events	2,250.00	382.00	16.98	.00	1,868.00	83.02
Garden Center Ag/Hort	31,465.00	10,610.39	33.72	6,867.01	13,987.60	44.45
Fitness Center	60,000.00	41,141.45	68.57	.00	18,858.55	31.43
Theatre Productions	31,340.00	18,029.91	57.53	.00	13,310.09	42.47
Outdoor Exposition SpcEv	161,498.00	102,203.24	63.28	.00	59,294.76	36.72
Total Auxiliary Services	614,619.00	410,574.45	66.80	37,270.13	166,774.42	27.13
Costs for Business/Community Educa						
Credit	308,798.00	232,567.48	75.31	13,339.03	62,891.49	20.37
NonCredit	276,508.00	160,031.93	57.88	1,787.33	114,688.74	41.48
Business&IndustryAdmin	164,877.00	123,519.48	74.92	.00	41,357.52	25.08
Total Business/Community Educ	750,183.00	516,118.89	68.80	15,126.36	218,937.75	29.18
Costs for Institutional Support						
Copy Center	84,979.00	50,062.13	58.91	9,075.48	25,841.39	30.41
Total Auxiliary Enterprises	1,449,781.00	976,755.47	67.37	61,471.97	411,553.56	28.39

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual 03/31/2015	Expended %	** Encumbered %	*** Unencumbered ****	**** %
Fund: Restricted Purposes Fd						
Costs for Grants						
Child Care Services	42,969.00	15,702.42	36.54	.00	27,266.58	63.46
Culinary/Restaurant	4,994.00	5,228.50	104.70	.00	-234.50	-4.70
Coffee House	7,450.00	7,565.59	101.55	.00	-115.59	-1.55
Fitness Center	.00	352.69	.00	.00	-352.69	.00
Instruction-Other	166,573.00	36,418.71	21.86	7,191.74	122,962.55	73.82
8th Grade Career Fair	2,800.00	3,488.10	124.58	.00	-688.10	-24.57
Student Activities	226,605.19	162,214.34	71.58	.00	64,390.85	28.42
Partner's Salute	4,450.00	3,012.40	67.69	.00	1,437.60	32.31
YouthLeadershipInstitute	2,900.00	2,524.14	87.04	.00	375.86	12.96
College Fair	3,905.00	3,388.30	86.77	.00	516.70	13.23
PIE-Career On Wheels	150.00	.00	.00	.00	150.00	100.00
PIE Admin	73,020.00	56,050.65	76.76	.00	16,969.35	23.24
Business/TechnologyDean	3,800.00	2,072.02	54.53	.00	1,727.98	45.47
Culinary Arts	3,000.00	2,713.56	90.45	.00	286.44	9.55
Information Tech-OccTech	38,216.00	8,950.77	23.42	.00	29,265.23	76.58
Diesel Med/Hvy Trk Tech	7,571.00	7,575.00	100.05	.00	-4.00	-.05
Heating,Vent,AC-Tech Occ	3,160.00	408.38	12.92	.00	2,751.62	87.08
Horticulture-Bus Occup	100,951.78	59,028.25	58.47	360.80	41,562.73	41.17
Welding-Technical Occ	342,640.00	316,978.59	92.51	.00	25,661.41	7.49
Health Information Tech	1,500.00	.00	.00	.00	1,500.00	100.00
Hospitality Management	150,365.80	59,885.28	39.83	6,187.68	84,292.84	56.06
Art-Baccalaureate	1,600.00	1,582.00	98.88	.00	18.00	1.13
Erlanson Art Gallery	435.00	433.14	99.57	.00	1.86	.43
Biology-Baccalaureate	1,325.00	427.22	32.24	.00	897.78	67.76
Fire Science-Tech Occ	480.00	.00	.00	479.99	.01	.00
Radiology Tech-Hlth Occ	25,000.00	30,450.00	121.80	.00	-5,450.00	-21.80
Surgical Tech-Health Occ	11,948.00	17,614.83	147.43	.00	-5,666.83	-47.43
AAS Nursing -Health Occ	1,700.00	.00	.00	.00	1,700.00	100.00
Admission and Recruitmen	2,550.00	.00	.00	.00	2,550.00	100.00
Academic Success	3,285.00	416.64	12.68	.00	2,868.36	87.32
Advising and Records	1,100.00	1,037.46	94.31	.00	62.54	5.69
Student Services Records	36,349.90	25,444.84	70.00	.00	10,905.06	30.00
Counseling Services	21,050.00	.00	.00	.00	21,050.00	100.00
Fin Aid & Vet Affairs	3,450.00	1,580.37	45.81	.00	1,869.63	54.19
LRC	24,074.00	21,861.25	90.81	.00	2,212.75	9.19
Enrollment/RetentionSvcs	5,300.00	3,867.22	72.97	.00	1,432.78	27.03
Online Learning	6,920.00	7,991.25	115.48	.00	-1,071.25	-15.48
Academic Lab Support	5,895.00	6,270.28	106.37	1,520.00	-1,895.28	-32.15
TechnicalServicesSupport	67,850.00	43,383.10	63.94	3,618.99	20,847.91	30.73
Student Servs-Counseling	152,767.15	95,113.32	62.26	70.30	57,583.53	37.69
Commercial Custodial	133,872.95	74,516.69	55.66	969.78	58,386.48	43.61
Career Technologies	266,601.55	122,963.89	46.12	.00	143,637.66	53.88
CFRI Grant - DOC	89,458.34	66,378.78	74.20	8,843.51	14,236.05	15.91
DOC-Perkins	-7,516.16	1,012.56	.00	.00	-8,528.72	.00
ConstructionOccup-DOC	137,908.49	44,933.02	32.58	.00	92,975.47	67.42
Fairview Park Plaza	9,090.00	6,471.03	71.19	304.38	2,314.59	25.46
CommunityService	193,942.10	109,036.29	56.22	1,931.26	82,974.55	42.78

Richland Community College
Expenditure Summary by Cost Center
For the month of March
75% of Fiscal Year 1415

	Budget 1415	** Actual Expended ** 03/31/2015	%	Encumbered	*** Unencumbered ****	%
Sequestration Proj	131,746.12	117,227.54	88.98	32.20	14,486.38	11.00
Administrative Info Syst	16,000.00	.00	.00	.00	16,000.00	100.00
Presidents Office	519.00	519.00	100.00	.00	.00	.00
Business Office	8,827.00	6,401.62	72.52	.00	2,425.38	27.48
Community Relations	12,153.00	8,496.06	69.91	120.00	3,536.94	29.10
General Expenses	221,421.53	108,991.92	49.22	.00	112,429.61	50.78
Graphics	6,800.00	3,885.16	57.13	.00	2,914.84	42.87
Marketing	1,650.00	.00	.00	.00	1,650.00	100.00
Administration General	269,552.26	134,827.08	50.02	2,417.79	132,307.39	49.08
Faculty/Staff Developmt	20,253.00	12,649.10	62.46	.00	7,603.90	37.54
Foundations&Development	1,445.00	1,445.08	100.01	.00	-.08	-.01
Maintenance	44,650.00	.00	.00	19,999.00	24,651.00	55.21
Custodial	26,100.00	8,029.80	30.77	.00	18,070.20	69.23
Grounds	9,130.00	9,128.54	99.98	.00	1.46	.02
Security	60,000.00	1,083.48	1.81	27,223.57	31,692.95	52.82
Student Life	3,000.00	2,708.09	90.27	.00	291.91	9.73
Grant-Administration	300,740.29	163,777.62	54.46	500.13	136,462.54	45.38
Grant-Non-Administration	17,253.00	8,815.56	51.10	.00	8,437.44	48.90
Grants-Training	1,829.09	1,731.26	94.65	.00	97.83	5.35
Grant-SupportServices	58,333.00	17,574.86	30.13	.00	40,758.14	69.87
Family Literacy	39,270.68	24,289.50	61.85	.00	14,981.18	38.15
Adult Literacy	27,082.25	6,726.83	24.84	.00	20,355.42	75.16
Instruction	88,856.05	71,963.63	80.99	.00	16,892.42	19.01
Total Grants	3,750,068.36	2,146,614.60	57.24	81,771.12	1,521,682.64	40.58
Costs for Financial Aid						
Illinois Veterans Grant	193,000.00	99,168.00	51.38	.00	93,832.00	48.62
Post 9/11 Veterans Grant	115,000.00	104,073.23	90.50	.00	10,926.77	9.50
FoundationScholarships	475,000.00	320,940.29	67.57	.00	154,059.71	32.43
Direct Loans	1,900,000.00	1,438,073.00	75.69	.00	461,927.00	24.31
PELL	4,625,000.00	4,273,478.21	92.40	.00	351,521.79	7.60
Federal Work Study	3,117.00	3,366.06	107.99	.00	-249.06	-7.99
SEOG	54,213.00	44,715.00	82.48	.00	9,498.00	17.52
MAP	437,000.00	436,576.00	99.90	.00	424.00	.10
Workforce Investment Sol	284,000.00	283,745.94	99.91	.00	254.06	.09
IL National Guard Grant	27,600.00	27,597.00	99.99	.00	3.00	.01
Total Financial Aid	8,113,930.00	7,031,732.73	86.66	.00	1,082,197.27	13.34
Total Restricted Purposes Fd	11,863,998.36	9,178,347.33	77.36	81,771.12	2,603,879.91	21.95

Richland Community College
 Expenditure Summary by Cost Center
 For the month of March
 75% of Fiscal Year 1415

	Budget 1415	** Actual Expended 03/31/2015	** %	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	80,500.00	55,175.63	68.54	1,857.11	23,467.26	29.15
Transfer Out	.00	1,600.00	.00	.00	-1,600.00	.00
Total Trust & Agency Fund	80,500.00	56,775.63	70.53	1,857.11	21,867.26	27.16
Fund: Audit Fund						
Costs for Institutional Support Business Office	15,142.00	11,468.67	75.74	.00	3,673.33	24.26
Costs for Audit Audit	44,200.00	44,200.00	100.00	.00	.00	.00
Contingency	8,872.00	.00	.00	.00	8,872.00	100.00
Total Audit Fund	68,214.00	55,668.67	81.61	.00	12,545.33	18.39
Fund: Liab, Protect, Settle						
Liab Protection & Settle	1,261,035.00	958,719.29	76.03	88,736.01	213,579.70	16.94
Total Liab, Protect, Settle	1,261,035.00	958,719.29	76.03	88,736.01	213,579.70	16.94

Richland Community College
 Bills Presented for Ratification
 MAR 1415

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
A M Leonard Inc	CTEI Grant - DOC	Instructional Supplie	32.97			32.97
A M Leonard Inc	Garden Center Ag/Hort	Materials	294.37			294.37
AAF International Corp	Maintenance	Maintenance Supplies	544.62		544.62	
AAF International Corp	Maintenance	Maintenance Supplies	530.76		530.76	
ACCT	General Expenses	Registration Fees	200.00	200.00		
AFLAC		AFLAC	734.34	734.34		
AT&T	CommunityService	Telephone	146.94			146.94
AT&T	Utilities	Telephone	421.30		421.30	
AT&T	Fairview Plaza O&M	Telephone	74.09		74.09	
AT&T	Utilities	Telephone	449.37		449.37	
AT&T Long Distance	Utilities	Telephone	217.22		217.22	
Advanced Disposal Services	Utilities	Refuse Disposal	1,270.98		1,270.98	
Advanced Disposal Services	Outdoor Exposition Sp	Contractual-Other	189.30			189.30
Adwell, Jack P	Grant-Administration	Travel-In State	240.07			240.07
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	23.50	23.50		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	5.47	5.47		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	39.18	39.18		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	199.79	199.79		
AmerenIP	Sequestration Bldg O&	Electricity and Nat G	571.62		571.62	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	96.29		96.29	
AmerenIP	Utilities	Electricity and Nat G	115.08		115.08	
AmerenIP	Workforce Development	Electricity and Nat G	5,456.86		5,456.86	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	123.51		123.51	
AmerenIP	Utilities	Electricity and Nat G	31.73		31.73	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	338.68		338.68	
AmerenIP	Utilities	Electricity and Nat G	51.80		51.80	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	116.89		116.89	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	108.93		108.93	
AmerenIP	Utilities	Electricity and Nat G	299.40		299.40	
AmerenIP	Utilities	Electricity and Nat G	7,232.92		7,232.92	
AmerenIP	Utilities	Electricity and Nat G	4,431.60		4,431.60	
AmerenIP	Clinton Center O&M	Electricity and Nat G	138.04		138.04	
AmerenIP	Utilities	Electricity and Nat G	218.65		218.65	
America's Career Publisher.com	Instruction-Other	Instructional Supplie	232.98			232.98
American Express		Credit Card Pmt Clear	2,592.28	2,592.28		
American Library Association	LRG	Publications & Dues	195.00	195.00		
American Red Cross		Misc Scholarship Clea	250.00	250.00		
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 Corporation	Child Care Services	Meals	1,465.64			1,465.64
Archambault, Margaret	Academic Success	Interpreter Salary	604.80	604.80		
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	60.18		60.18	
Award Co of America	Presidents Office	Materials	193.70		193.70	
Baldwin, Shelly L	HealthProfessions Dea	Registration Fees	100.00		100.00	
BearMail Co		Inventory-CentralStor	288.09		288.09	
BearMail Co	Culinary Arts	Postage	50.67		50.67	
BearMail Co	Erlanson Art Gallery	Postage	15.42		15.42	
BearMail Co	Club Expenses	Postage	10.89		10.89	
		PAGE TOTALS	31,136.27	5,441.57	23,030.87	2,663.83

Richland Community College
 Bills Presented for Ratification
 MAR 1415

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
BearMail Co	Foundation&Developmen	Postage	42.48	42.48		
Beck's Studio	Inventory-CentralStor	Inventory-CentralStor	14.40	14.40		
Beck's Studio	Inventory-CentralStor	Inventory-CentralStor	8.78	8.78		
Beck's Studio	Inventory-CentralStor	Inventory-CentralStor	8.00	8.00		
Big R Farm Supply	Instructional Supplie	Instructional Supplie	10.00	10.00		
Black Hawk College	CTEI Grant - DOC	RCC Foundation A/R	588.03	588.03		
Bodine Electric Inc	Maintenance	Equip Repair/Maint Ag	520.00	520.00		
Bodine Electric Inc	Maintenance	Equip Repair/Maint Ag	1,050.71		1,050.71	
BrickStreet Mutual Insurance	Liab Protection & Set	General Insurance	312.91		312.91	
Busey Bank	Macon Co Soil & Water	Install Pymt Lease/Pu	5,335.00		5,335.00	
CDS Leasing	Copiers	Equipment Rental	4,490.00		4,490.00	
CDS Leasing	Copiers	Equipment Rental	92.00	92.00		
CDS Leasing	Copiers	Equipment Rental	295.63	295.63		
CDS Leasing	Copiers	Equipment Rental	237.00	237.00		
CDS Leasing	Copiers	Equipment Rental	524.12	524.12		
CDS Leasing	Copiers	Equipment Rental	280.00	280.00		
CDS Leasing	Copiers	Equipment Rental	90.00	90.00		
CDS Leasing	Copiers	Equipment Rental	60.00	60.00		
CDS Leasing	Copiers	Equipment Rental	149.14	149.14		
CDS Leasing	Grant-Administration	Equipment Rental	75.00			75.00
CDS Leasing	Grant-Administration	Equipment Rental	75.00			75.00
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	194.00	194.00		
CDS Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Office Technologies	Copiers	Printing	40.86	40.86		
CDS Office Technologies	Copiers	Printing	25.99	25.99		
CDS Office Technologies	Copiers	Printing	2.00	2.00		
CDS Office Technologies	Copiers	Printing	63.27	63.27		
CDWG Government Inc	LEC Audio Visual	Materials	27.35	27.35		
CDWG Government Inc	LEC Audio Visual	Audio Visual Material	385.00	385.00		
CDWG Government Inc	TechnicalServicesSupp	Computer Software	2,166.56			2,166.56
CDWG Government Inc	TechnicalServicesSupp	Site Acquisition	1,196.80			1,196.80
CDWG Government Inc	TechnicalServicesSupp	Site Acquisition	2,117.40			2,117.40
CDWG Government Inc	LEC Audio Visual	Audio Visual Material	427.88	427.88		
CDWG Government Inc	LEC Audio Visual	Audio Visual Material	933.47	933.47		
CDWG Government Inc	TechnicalServicesSupp	Site Acquisition	1,475.20			1,475.20
CDWG Government Inc	TechnicalServicesSupp	Site Acquisition	546.60			546.60
CDWG Government Inc	LEC Audio Visual	Audio Visual Material	347.87	347.87		
CDWG Government Inc	LEC Audio Visual	Audio Visual Material	297.03	297.03		
CDWG Government Inc	TechnicalServicesSupp	Site Acquisition	109.32			109.32
Callarman, Krystle S	Family Literacy	Materials	12.60			12.60
Cardinal, Matthew S	Radiology Tech-Hlth O	Travel-In State Milea	356.83	356.83		
City of Decatur		Accrued Sales Tax	122.69			122.69
City of Decatur		Accrued Sales Tax	98.96			98.96
City of Decatur IL	Utilities	Water, Sewage	139.48			139.48
City of Decatur IL	Sequestration Bldg O&	Water, Sewage	81.05			81.05
City of Decatur IL	Utilities	Water, Sewage	815.57			815.57
City of Decatur IL	Macon Co Soil & Water	Water, Sewage	123.16			123.16
		PAGE TOTALS	26,738.91	5,806.87	7,012.88	13,919.16

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
City of Decatur IL	Utilities	Water, Sewage	245.57		245.57	
City of Decatur IL	Utilities	Water, Sewage	104.09		104.09	
City of Decatur IL	Fairview Plaza O&M	Water, Sewage	48.61		48.61	
Clark, Justin	Instruction-Other	Stipends	695.00			695.00
Clinton Area Chamber of Commerce	Clinton Center	Registration Fees	90.00	90.00		
Cole, Jerry	CommunityService	Telephone	50.00			
Cole, Jerry	CommunityService	Travel-In State	62.05			50.00
Collee, Dale G	Board of Trustees	Travel-Out of State	1,251.14	1,251.14		62.05
College Source Inc		Prepaid Expenses	943.00	943.00		
College Source Inc		Publications & Dues	943.00	943.00		
Comcast	Advertising and Records	Telecommunications	121.62	121.62		
Confidential On-Site Paper	Business Office	Contractual-Other	110.57	110.57		
Consociate Group	Human Resources	Contractual-Other	320.25	320.25		
Consolidated Communications	Utilities	Telephone Maint Agree	610.67		610.67	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	730.15		730.15	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	7,832.05		7,832.05	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	921.36		921.36	
Constellation NewEnergy Gas Divi	Fairview Plaza O&M	Electricity and Nat G	118.31		118.31	
Constellation NewEnergy Gas Divi	Macon Co Soil & Water	Electricity and Nat G	140.14		140.14	
Cordulack, John H	VP Academic Services	Meeting Expense	28.82	28.82		
Cordulack, John H	VP Academic Services	Meeting Expense	91.59	91.59		
Crews, Denise,, Dr	VP Academic Services	Telecommunications	60.00	60.00		
Crews, Denise,, Dr	VP Academic Services	Travel-In State	179.65	179.65		
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	303.24	303.24		
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	160.00	160.00		160.00
DMH Corporate Health Services	Credit	Contractual-Other	105.00	105.00		105.00
DMH Corporate Health Services	Credit	Contractual-Other	55.00			55.00
Decatur Ace Hardware	Maintenance	Maintenance Supplies	8.08		8.08	
Del's Popcorn Shop	Coffee House	Instructional Supplies	71.25			71.25
Department of Veterans Affairs		Post 9/11 Aid Revenue	665.00	665.00		665.00
Department of Veterans Affairs		Post 9/11 Aid Revenue	617.00	617.00		617.00
Dunker Electric	Maintenance	Maintenance Supplies	52.53			
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplies	-63.33	-63.33		
Dust & Son Auto Supply	Automotive-Tech Occ	Materials	524.33	524.33		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplies	579.00	579.00		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplies	344.16	344.16		
Dust & Son Auto Supply	Diesel Med/Hvy Trk Te	Instructional Supplies	68.20	68.20		
Dust & Son Auto Supply	Diesel Med/Hvy Trk Te	Materials	1,132.95	1,132.95		
Dynagraphics Inc	GED-AB & ASE	Printing	35.05			35.05
Dynagraphics Inc	Presidents Office	Printing	35.05			35.05
EH Publishing		Prepaid Expenses	125.00	125.00		
Elan Corporate Payment Systems		Credit Card Pmt Clear	34,940.31	34,940.31		
Enterprise	Business&IndustryAdmi	Travel-In State	221.84			221.84
		PAGE TOTALS	56,877.30	43,363.60	10,811.56	2,702.14

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Enterprise	Outdoor Exposition Sp	Travel-Out of State	168.98			168.98
Eskew, Lisa D	Credit	Instructional Supplie	272.60			272.60
Eskew, Lisa D	Business&IndustryAdmi	Travel-In State	109.76			109.76
Evergreen FS-Stephens #24	Credit	Vehicle Expense	459.92			459.92
Evergreen FS-Stephens #24	Credit	Vehicle Expense	342.76			342.76
Evergreen FS-Stephens #24	Credit	Vehicle Expense	345.87			345.87
Evergreen FS-Stephens #24	Credit	Vehicle Expense	371.48			371.48
Fairview Park Plaza LLC	College Vehicle	Vehicle Expense	2,578.27		2,578.27	
Fastenal Industrial Supply Co	Fairview Plaza OEM	Facility Rental	4,615.92		4,615.92	
Fastenal Industrial Supply Co	Maintenance	Maintenance Supplies	7.45		7.45	
Faux, Celia	Maintenance	Maintenance Supplies	6.24		6.24	
Fidelity Investments	Culinary Arts	Contractual-Other	150.00			150.00
Firm Systems		Misc Deductions	300.00	300.00		
Firm Systems		Fees Pass Thru Backgr	1,443.00	1,443.00		
FirstEnergy Solutions		Fees Pass Thru Backgr	35.00	35.00		
Fisher Scientific	Utilities	Electricity and Nat G	92.00		92.00	
Fleet Pride	Biology-Baccalaureate	Instructional Supplie	156.33	156.33		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	49.82	49.82		
Flinn Scientific Inc	Diesel Med/Hvy Trk Te	Instructional Supplie	387.80	387.80		
Fought, Patrick W	Chemistry-Baccalaurea	Instructional Supplie	773.39	773.39		
Fought, Patrick W	Clinton Center O&M	Custodial Services	155.00		155.00	
Fought, Patrick W	Clinton Center O&M	Custodial Services	155.00		155.00	
Fought, Patrick W	Clinton Center O&M	Custodial Services	155.00		155.00	
Franczek Radelet	Board of Trustees	Legal Services-Admin	93.00	93.00		
Freedom Scientific	Board of Trustees	Legal Services-Admin	751.00	751.00		
Frontier	Academic Lab Support	Computer Software	602.25	602.25		
Frontier	Clinton Center O&M	Telephone	5.59		5.59	
Frontier	Clinton Center O&M	Telephone	154.71		154.71	
Full Compass Systems	Clinton Center O&M	Telephone	19.20		19.20	
Full Compass Systems	LRC Audio Visual	Materials	415.61	415.61		
G F I Digital	Sequestration Proj	Instructional Supplie	379.90			379.90
G F I Digital	Sequestration Proj	Printing	153.56			153.56
Gallagher, Sean M	Sequestration Proj	Printing	147.54			147.54
Gallagher, Sean M		Other Current Obligat	1,500.00			1,500.00
Garrett, Janean A		Other Current Obligat	841.81			841.81
Garver Feeds	Admission and Recruit	Travel-In State	146.72	146.72		
GeoSeed	Garden Center Ag/Hort	Materials	135.75			135.75
Goodman, Vivian T	Garden Center Ag/Hort	Materials	73.25			73.25
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Government Finance Officers Assn	CommunityService	Travel-In State	53.93			53.93
Grainger Inc	Business Office	Publications & Dues	280.00	280.00		
Grainger Inc	Automotive-Tech Occ	Instructional Supplie	152.78	152.78		
Green, Moneitee Monty M	Automotive-Tech Occ	Instructional Supplie	112.28	112.28		
Griffin, Kaylie Marie	Instructional-Other	Stipends	715.00			715.00
Grimm, Susan	Club Expenses	Materials	26.00			26.00
Gristy, Cheryl S	Radiology Tech-Hlth O	Travel-In State Milea	188.16	188.16		
Hackett, Joshua N	Instructional-Other	Stipends	675.00			675.00
	Administration Genera	Travel-In State	30.00			30.00
		PAGE TOTALS	21,029.63	5,887.14	8,099.38	7,043.11

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	957.40			957.40
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	2,455.00			2,455.00
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,875.00			1,875.00
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	9,128.79			9,128.79
Having A Ball with Events Plus	Culinary Arts	Contractual-Other	230.00			230.00
Head, Susan	Admission and Recruit	Materials	354.29	354.29		
Head, Susan	Admission and Recruit	Materials	267.00	267.00		
Head, Susan	Club Expenses	Contractual-Other	354.30			354.30
Head, Susan	Club Expenses	Contractual-Other	267.82			267.82
Heartland Technical Academy	General Expenses	Heartland Academy Rec	2,520.00	2,520.00		
Herff Jones Inc	Culinary Arts	Graduation Expense	1,237.39	1,237.39		
Hoelting & Co	Institutl Effectivene	Instructional Supplie	49.90	49.90		
Hughes, Laurie Beth	Garden Center Ag/Hort	Travel-In State	183.99	183.99		
Hummert International	Enrollment/Retentions	Meeting Expense	436.63			436.63
ICCCSSO	Radiology Tech-Hlth O	Publications & Dues	50.00	50.00		
IEMA	Hospitality Managemen	Instructional Supplie	104.17	175.00		104.17
IGA	General Expenses	Publications & Dues	500.00	500.00		
IL Community College Faculty Ass	Culinary Arts	Registration Fees	35.00			35.00
IL Department of Public Health	Academic Success	Registration Fees	25.00	25.00		
ILLOWA AHEAD Disability Speciali	Academic Success	Registration Fees	25.00	25.00		
ILLOWA AHEAD Disability Speciali	Academic Success	Registration Fees	2,082.00	2,082.00		
ISSRT	Fees Pass Thru Rad Te	Union Dues-RFT	2,324.92	2,324.92		
Illinois Federation of Teachers	Union Dues - Adjunct	Union Dues - Adjunct	70.55	70.55		
Illinois Federation of Teachers	Union Dues - Adjunct	Union Dues - Adjunct	70.55	70.55		
Illinois Federation of Teachers	Union Dues-RFT	Union Dues-RFT	2,324.92	2,324.92		
Illinois State Bowling	Misc Scholarship Clea	Wage Garnishment Orde	674.86	674.86		
Illinois State Disbursement Unit	Wage Garnishment Orde	Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit	Wage Garnishment Orde	Wage Garnishment Orde	5.00	5.00		
Illinois State University FEIN 3	Humanities - Dean	Registration Fees	100.00	100.00		
Illinois State University FEIN 3	Enagl/Human/Journal-Ba	Registration Fees	100.00	100.00		
Illinois Student Assistance Comm	Wage Garnishment Orde	Wage Garnishment Orde	351.21	351.21		
Illinois Student Assistance Comm	Wage Garnishment Orde	Wage Garnishment Orde	351.21	351.21		
Illinois Trucking Assoc	Credit	Registration Fees	175.00			175.00
Imperial Fastener Company	AAS Nursing -Health O	Materials	60.00	60.00		
J W Jung Seed Co	Horticulture-Bus Occu	Instructional Supplie	31.90			31.90
J W Jung Seed Co	Horticulture-Bus Occu	Instructional Supplie	183.55			183.55
Jan Master Cleaning Services Inc	Custodial	Custodial Services	2,064.60		2,064.60	
Jan Master Cleaning Services Inc	Custodial	Custodial Services	23,625.00		23,625.00	
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	Workforce Development	Custodial Services	1,850.00		1,850.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	229.40			229.40
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	2,625.00			2,625.00
Johnny's Seeds	Garden Center Ag/Hort	Materials	50.40			50.40
Johnny's Seeds	Garden Center Ag/Hort	Materials	3.95			3.95
Johnny's Seeds	Garden Center Ag/Hort	Materials	3.95			3.95
Johnny's Seeds	Garden Center Ag/Hort	Materials	98.95			98.95
Johnny's Seeds	Garden Center Ag/Hort	Materials	21.65			21.65
		PAGE TOTALS	62,265.25	13,907.79	29,089.60	19,267.86

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Jones, Roderick A	Instruction-Other	Stipends	750.00			750.00
KONE Inc	Maintenance	Equip Repair/Maint Ag	327.73		327.73	
Kaskasia Broadcasting Inc	Marketing	Advertising	358.80	358.80		
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
Key Equipment Finance	Administration Genera	Equipment Rental	199.00			199.00
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	
King-Lar Co	Surgical Tech-Health	Equipment-Instruction	1,742.76			1,742.76
L E G Enterprises Inc	Club Expenses	Contractual-Other	1,120.00			1,120.00
Larsen, Jimmy R	Radiology Tech-Hlth O	Equip Repair/Maint Ag	634.40	634.40		
Lee, Geoffrey J	Instruction-Other	Stipends	740.00			740.00
Lee, Katherine B	Surgical Tech-Health	Travel-In State Milea	13.44	13.44		
Life Fitness	Fitness Center	Equipment-Instruction	2,411.79			2,411.79
Logical Operations	Credit	Instructional Supplie	65.94			65.94
Logical Operations	Credit	Instructional Supplie	15.00			15.00
Logical Operations	Credit	Instructional Supplie	25.53			25.53
Logical Operations	Credit	Instructional Supplie	199.45			199.45
Logical Operations	Credit	Instructional Supplie	210.00			210.00
Logical Operations	Credit	Instructional Supplie	-100.36			-100.36
Logical Operations	Credit	Instructional Supplie	118.66			118.66
Lowe, Christopher Ahmad	Instruction-Other	Stipends	750.00			750.00
MANCOMM	Credit	Instructional Supplie	248.78			248.78
MANCOMM	Credit	Instructional Supplie	216.70			216.70
MR Systems Wireless	Clinton Center O&M	Telephone	57.00		57.00	
MR Systems Wireless	Clinton Center O&M	Telephone	57.00		57.00	
MR Systems Wireless	Clinton Center O&M	Telephone	57.00		57.00	
MRE Benefit Admin Systems	Group Insurance	Health Insurance	33,593.58	33,593.58		
MRE Benefit Admin Systems	Health Insurance	Health Insurance	217,432.09	217,432.09		
Macon County Circuit Clerk	Wage Garnishment Orde	Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk	Wage Garnishment Orde	Wage Garnishment Orde	500.00	500.00		
Macon Resources Inc	Allied Health	Laundry/Linen Supplie	61.74	61.74		
Macon Resources Inc	Radiology Tech-Hlth O	Laundry/Linen Supplie	8.82	8.82		
Main Street Church of the	CommunityService	Facility Rental	150.00			150.00
Main Street Church of the	CommunityService	Facility Rental	250.00			250.00
Mangle Management Systems	VP Academic Services	Meeting Expense	1,796.00	1,796.00		
Mangle Management Systems	Presidents Office	Meeting Expense	182.75	182.75		
Mangle Management Systems	Board of Trustees	Meeting Expense	130.00	130.00		
Mangle Management Systems	Credit	Meals	148.25			148.25
Mangle Management Systems	Credit	Meals	445.00			445.00
Marie's Tours & Charters, INC	Student Activities	Travel-Out of State	998.00			998.00
Marie's Tours & Charters, INC	Student Activities	Travel-Out of State	998.00			998.00
Mark's Plumbing	Maintenance	Maintenance Supplies	29.95		29.95	
Marquis Beverage Service	Coffee House	Instructional Supplie	517.25			517.25
McGraw Hill Co	Instruction-Other	Instructional Supplie	212.45			212.45
Mehan Financial Education Consul	Instruction-Other	Contractual-Other	480.00			480.00
Menard Inc	Maintenance	Maintenance Supplies	75.72			75.72
Menard Inc	Maintenance	Maintenance Supplies	50.34			50.34
Menard Inc	Maintenance	Maintenance Supplies	54.40			54.40
Menard Inc	Heating,Vent,AC-Tech	Instructional Supplie	189.41	189.41		
		PAGE TOTALS	275,775.70	255,401.03	7,042.47	13,332.20

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Menard Inc	Heating, Vent, AC-Tech	Instructional Supplie	29.40	29.40		
Merli, Christopher A	Instituti Effectivene	Travel-In State	23.52	23.52		
Midland Paper Company	Copy Center	Materials	247.52			247.52
Mt Zion Chamber of Commerce	Community Relations	Meeting Expense	200.00			200.00
Mt Zion High School	Instruction-Other	Misc Scholarship Clea	368.00	368.00		
Musgrave, Sarah M	College Vehicle	Stipends	635.00			635.00
Napa Auto Parts	NetworkingSupport	Vehicle Expense	30.11		30.11	
NetAware Inc	Marketing	Materials	22.50	22.50		
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		
Newman & Ullman Inc	Custodial	Maintenance Supplies	653.15		653.15	
Newman & Ullman Inc	Custodial	Inventor-CentralStor	100.23	100.23		
Newman & Ullman Inc	Custodial	Maintenance Supplies	797.88		797.88	
Newman & Ullman Inc	Custodial	Maintenance Supplies	118.60		118.60	
Niemann Foods	Culinary Arts	Instructional Supplie	12.32	12.32		
Niemann Foods	Culinary Arts	Instructional Supplie	27.16	27.16		
Niemann Foods	Culinary Arts	Instructional Supplie	9.01	9.01		
Niemann Foods	Culinary Arts	Instructional Supplie	20.63	20.63		
Niemann Foods	Culinary Arts	Instructional Supplie	36.46	36.46		
Niemann Foods	Culinary Arts	Instructional Supplie	5.48	5.48		
Niemann Foods	Culinary Arts	Instructional Supplie	22.75	22.75		
Niemann Foods	Culinary Arts	Instructional Supplie	41.00	41.00		
Niemann Foods	Culinary Arts	Instructional Supplie	19.74	19.74		
Niemann Foods	Culinary Arts	Instructional Supplie	40.08	40.08		
Niemann Foods	Culinary Arts	Instructional Supplie	13.98	13.98		
Niemann Foods	Culinary Arts	Instructional Supplie	35.16	35.16		
Niemann Foods	Culinary Arts	Instructional Supplie	15.66	15.66		
Niemann Foods	Culinary Arts	Instructional Supplie	72.91	72.91		
Niemann Foods	Culinary Arts	Instructional Supplie	9.70	9.70		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	22.47	22.47		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	167.41	167.41		
O'Reilly Auto Parts	Diesel Med/Hvy Trk Te	Instructional Supplie	167.58	167.58		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	322.56	322.56		
Orv Graham Radio Advertising Bro	Marketing	Advertising	224.00	224.00		
Party Creations	Culinary Arts	Contractual-Other	628.58		628.58	
Pitney Bowes Inc	General Expenses	Equipment Rental	2,085.00	2,085.00		
Pitney Bowes Inc	General Expenses	Equipment Rental	396.00	396.00		
Pizzo Native Plant Nursery, Pizz	Garden Center Ag/Hort	Materials	569.40			569.40
Poindexter, Lynne M	Academic Success	Interpreter Salary	221.00	221.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	175.00	175.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	221.00	221.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	175.00	175.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	219.80	219.80		
Poindexter, Lynne M	Academic Success	Interpreter Salary	219.80	219.80		
Poindexter, Lynne M	Academic Success	Interpreter Salary	221.00	221.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	219.80	219.80		
Poindexter, Lynne M	Academic Success	Interpreter Salary	219.80	219.80		
Poindexter, Lynne M	Academic Success	Interpreter Salary	175.00	175.00		
Powr-Flite	Commercial Custodial	Instructional Supplie	154.58		154.58	
		PAGE TOTALS	12,692.93	8,658.11	1,599.74	2,435.08

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Pride Cleaners	Culinary Arts	Contractual-Other	63.22	63.22		
Pride Cleaners	Culinary Arts	Contractual-Other	77.39	77.39		
Pride Cleaners	Culinary Arts	Contractual-Other	55.59	55.59		
Quill Corp	Commercial Custodial	Instructional Supplie	199.98			199.98
Quill Corp	CTEI Grant - DOC	Instructional Supplie	59.97			59.97
Quill Corp	CTEI Grant - DOC	Instructional Supplie	796.07			796.07
Quill Corp	CTEI Grant - DOC	Instructional Supplie	54.49			54.49
Quill Corp	CTEI Grant - DOC	Instructional Supplie	208.86			208.86
Quill Corp	CTEI Grant - DOC	Instructional Supplie	62.97			62.97
Quill Corp	CTEI Grant - DOC	Instructional Supplie	138.54			138.54
Quill Corp	CTEI Grant - DOC	Instructional Supplie	80.36			80.36
Quill Corp	CTEI Grant - DOC	Instructional Supplie	34.18			34.18
Quill Corp	CTEI Grant - DOC	Instructional Supplie	62.94			62.94
Quill Corp	Administration Genera	Instructional Supplie	17.09			17.09
RCC Bookstore	Credit	Instructional Supplie	1,582.01			1,582.01
RCC Bookstore	Agribusiness-Occtech	Materials	167.40	167.40		
RCC Bookstore	CriminalJustice-Tech	Instructional Supplie	134.09	134.09		
RCC Bookstore	Grant-SupportServices	Participant Supplies	432.58			432.58
RCC Bookstore	Business&IndustryAdmi	Office Supplies	16.79			16.79
RCC Bookstore		NonTaxBooks-Scholarsh	86.32	86.32		
RCC Bookstore		NonTaxBooks -Workforc	587.87	587.87		
RCC-Foundation		Credit Card Clearing	1,610.00	1,610.00		
RCC-Foundation		Revenue-Misc/OtherSou	25.00	25.00		
RCC-Foundation		Credit Card Clearing	2,150.00	2,150.00		
RCC-Foundation		Richland Foundation	188.05	188.05		
RCC-Foundation		Credit Card Clearing	400.00	400.00		
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		Credit Card Clearing	7,800.00	7,800.00		
RCC-Foundation		Credit Card Clearing	800.00	800.00		
RCC-Foundation		Richland Foundation	188.05	188.05		
Rawls, Jasmine Teneee'	Instruction-Other	Stipends	635.00			635.00
Reliance Standard		Life Insurance	3,601.73	3,601.73		
Reliance Standard		LTD Insurance	2,256.30	2,256.30		
Reliance Standard		Supplemental Life Ins	1,635.08	1,635.08		
Reserve Account		Inventory-CentralStor	4,000.00	4,000.00		
Ritter Snow Removal		Snow/Grounds	390.00		390.00	
Ritter, Tom	Clinton Center O&M	Travel-Out of State	735.18	735.18		
Robert's Sysco Inc	Board of Trustees	Instructional Supplie	1,350.11	1,350.11		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	79.16	79.16		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	226.99			226.99
Robert's Sysco Inc	Coffee House	Instructional Supplie	65.50			65.50
Robert's Sysco Inc	Coffee House	Instructional Supplie	0.10			0.10
Robert's Sysco Inc	Coffee House	Instructional Supplie	57.92			57.92
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.15			60.15
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	2,341.04	2,341.04		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	311.33			311.33
Robert's Sysco Inc	Coffee House	Instructional Supplie	57.92			57.92
Robert's Sysco Inc	Child Care Services	Snacks and Milk	37,083.32	31,591.73	390.00	5,101.59
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Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Rogers Supply Co	Heating, Vent, AC-Tech	Instructional Supplie	1,183.13	1,183.13		
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	2,174.91		2,174.91	
S J Smith Company Inc	Human Simulator	Instructional Supplie	81.22	81.22		
S J Smith Company Inc	Automotive-Tech Occ	Instructional Supplie	19.84	19.84		
S J Smith Company Inc	Human Simulator	Instructional Supplie	29.07	29.07		
S J Smith Company Inc	Human Simulator	Instructional Supplie	33.74	33.74		
S J Smith Company Inc	Club Expenses	Contractual-Other	9.92			9.92
S J Smith Company Inc	Automotive-Tech Occ	Instructional Supplie	17.92	17.92		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	242.37	242.37		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	329.43	329.43		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	551.10	551.10		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	234.83	234.83		
S J Smith Company Inc	Human Simulator	Instructional Supplie	73.36	73.36		
S J Smith Company Inc	Club Expenses	Contractual-Other	8.96			8.96
Sain, LaDarren	Instructional-Other	Stipends	750.00			750.00
Sam's Club Direct	Math/Science Dean	WYSE Activities	328.91	328.91		
Sam's Club Direct	Health Information Te	Materials	89.87	89.87		
Sam's Club Direct	Academic Lab Support	Materials	89.87	89.87		
Sam's Club Direct	VP Academic Services	Materials	35.21	35.21		
Sam's Club Direct	Faculty/Staff Develop	Specialities	17.94	17.94		
Sam's Club Direct	Board of Trustees	Office Supplies	26.20	26.20		
Samuels Miller Schroeder Jackson	Board of Trustees	Legal Services-Admin	5,592.88	5,592.88		
Saunders, Gayle M	Presidents Office	Travel-Out of State	119.30	119.30		
Saunders, Gayle M	Presidents Office	Meals	23.44	23.44		
Scott Fisher Enterprises Inc	Maintenance	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	625.00		625.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	100.00		100.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	35.00		35.00	
Sebok, Catherine L	Admission and Recruit	Travel-In State	52.64	52.64		
Secretary of State	Credit	Contractual-Other	50.00			50.00
Secretary of State	Credit	Contractual-Other	50.00			50.00
Securitas	Security	Security	240.29		240.29	
Securitas	Liab Protection & Set	Security	4,565.47		4,565.47	
Securitas	Security	Security	236.84		236.84	
Securitas	Liab Protection & Set	Security	4,498.72		4,498.72	
Securitas	Security	Security	237.97		237.97	
Securitas	Liab Protection & Set	Security	4,521.44		4,521.44	
Securitas	Security	Security	238.38		238.38	
Securitas	Liab Protection & Set	Security	4,529.22		4,529.22	
Sherrod, Jarmese R	Humanities - Dean	Travel-Out of State	279.00	279.00		
Shippers Rental Inc	Credit	Equipment Rental	2,000.00			2,000.00
Showcard Studio	Marketing	Advertising	250.00	250.00		
Shupe, Cindy P	Grant-Administration	Travel-In State	52.64		52.64	
Skeff Distributing Co	Culinary Arts	Instructional Supplie	200.00			200.00
Sloan Implement Company Inc	Maintenance	Equip Repair/Maint Ag	1,574.72		1,574.72	
Smith, Everett C	Instructional-Other	Stipends	750.00			750.00
Southern Wine & Spirits	Culinary Arts	Instructional Supplie	1,428.50			1,428.50
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	80.00		80.00	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	275.85		275.85	
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Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	39.00		39.00	
State Universities Retirement		SURS 8%	1,405.78	1,405.78		
State Universities Retirement		SURS 8%	45,498.63	45,498.63		
State Universities Retirement		SURS RetirementInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,882.22	4,882.22		
State Universities Retirement		SURS 8%	1,363.60	1,363.60		
State Universities Retirement		SURS 8%	45,408.13	45,408.13		
State Universities Retirement		SURS RetirementInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,896.74	4,896.74		
State Universities Retirement		SURS 8%	1,405.78	1,405.78		
State Universities Retirement		SURS 8%	45,148.97	45,148.97		
State Universities Retirement		SURS RetirementInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,887.64	4,887.64		
Striglos Office Equipment		Inventory-CentralStor	389.09	389.09		
Taylor, Amanda A		Stipends	745.00			745.00
TekSupply		Garden Center Ag/Hort Materials	374.79			374.79
The Decatur Club		Publications & Dues	50.00	50.00		
The Decatur Club		Publications & Dues	50.00	50.00		
The Generational Imperative		RCC Foundation A/R	3,536.69	3,536.69		
The Medical Supply Company LLC		AAS Nursing -Health O Instructional Supplie	126.83	126.83		
Theatre Seven		Culinary Arts	120.00			120.00
Thiele, Shay C		Contractual-Other	250.00			250.00
ThyssenKrupp Elevator Corp		Equip Repair/Maint Ag	466.95		466.95	
Tiger Direct		TechnicalServicesSupp Equipment-Service	1,569.13			1,569.13
Town & Country Advertising		Marketing Advertising	120.00	120.00		
Triangle Engineering Inc		Welding-Technical Occ Instructional Supplie	294.00	294.00		
Trout, Stephen		NonCredit	52.50			52.50
Trout, Stephen		NonCredit	577.50			577.50
USA Clean Inc		Custodial Maintenance Supplies	6.00		6.00	
United Label & Sales Corp		Garden Center Ag/Hort Materials	697.14			697.14
United Parcel Service		Sequestration Proj Postage	42.12			42.12
United Parcel Service		General Expenses Postage	33.90	33.90		
United Parcel Service		Other Rec-Employees	8.99	8.99		
United Parcel Service		Outdoor Exposition Sp Postage	4.68			4.68
United Parcel Service		Outdoor Exposition Sp Postage	6.43			6.43
United Parcel Service		Sequestration Proj Postage	20.31			20.31
United Parcel Service		Maintenance Postage	87.06		87.06	
United Parcel Service		General Expenses Postage	23.73	23.73		
United Parcel Service		General Expenses Postage	27.12	27.12		
United Parcel Service		Sequestration Proj Postage	8.76			8.76
United Parcel Service		General Expenses Postage	33.90	33.90		
United Parcel Service		Outdoor Exposition Sp Postage	4.34			4.34
United Parcel Service		Maintenance Postage	18.28		18.28	
United Parcel Service		General Expenses Postage	27.12	27.12		
United Way of Decatur/Macon Cnty		United Way	165.67	165.67		
United Way of Decatur/Macon Cnty		United Way	165.67	165.67		
Verizon Wireless		Admission and Recruit Telephone	50.02	50.02		
Verizon Wireless		Telephone	236.80			236.80
Verizon Wireless		Telephone	286.62			286.62
Verizon Wireless		Telephone	166,006.63	160,393.22	1,140.71	4,472.70
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ITEMS FROM THE BOARD

ADJOURNMENT