

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

REVISED

March 17, 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

- I. Convening of the Regular Meeting – 5:30 p.m.
 - A. Call to Order
 - B. Roll Call

- II. Minutes of the Regular Meeting on February 17, 2015***

- III. Appearance of Citizens and Introduction of Guests

- IV. Written Communications
 - Correspondence was received from the Clinton Area Chamber of Commerce & Tourism Bureau thanking Richland Community College for the donation of 15 credit hours that was auctioned off at the annual dinner auction.

 - 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 the following Certificate programs effective February 3, 2015: Mechanical Electrical Specialist Certificate (19 credit hours), Structural Repair Specialist Certificate (22 credit hours), Nonstructural Repair Specialist Certificate (18 credit hours), Paint and Refinish Specialist Certificate (14 credit hours), Damage Analysis Specialist Certificate (8 credit hours), Collision Glass Specialist Certificate (8 credit hours), Preparation Detailer Specialist Certificate (6 credit hours).

- Correspondence was received from the American Association of Community Colleges with the approval of grant funds for Richland Community College's participation in 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 during their recent Radio-A-Thon.
- Correspondence was received from the Government Finance Officers Association announcing that Richland Community College has received the Government Finance Officers Association Distinguished Budget Presentation Award for its budget.
- College Activities Report
- Personnel Update
- Construction Report

V. Special Reports

A. Report of the President

1. College Spotlight – Richland Transfer Academy, presented by Dr. Denise Crews and Cathy Sebok

B. Report of ICCTA

C. Report of Student Trustee

VI. Executive Session (IVORY COLOR)

VII. New Business (IVORY COLOR)

- A. ***Recommendation for Faculty Promotions in Rank – Resolution Nos. 14-20, 14-21, 14-22, 14-23***
- B. ***Recommendation to Approve Professor Emeritus Status***
- C. ***Recommendation to Approve Staff Emeritus Status***
- D. ***Recommendation for Approval of Tuition Rates for Fiscal Year 2016***
- E. ***Recommendation for Approval of General and Course Fees for Fiscal Year 2016***
- F. ***Recommendation for Transfer of Working Cash Funds – Resolution No. 14-24***
- G. ***Recommendation for Approval of contract for Security Services***
- H. ***Recommendation for Approval of Municipal Lease for Equipment***
- I. ***Recommendation for Approval of contract for Natural Gas***
- J. ***Recommendation to Approve Lock Replacement Project***
- K. 2015-2018 Strategic Plan – Final Draft

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

- A. Section 4 - Student and Academic Services – First Reading

IX. Financial Report (GREEN COLOR)

- A. ***Treasurer’s Report and Financial Statement (WHITE COLOR)***
- B. ***Bills for Ratification***

X. Executive Session (IVORY COLOR)

XI. Items from the Board

XII. 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

Public Accountability

Implementation and Performance

Public Accountability

Higher Learning Commission Academic Quality Improvement Program (AQIP)

PRINCIPLES OF SUSTAINABILITY



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

February 17, 2015

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:33 p.m. Tuesday, February 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 Coopridger, 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 January 20, 2015, had been distributed to the Board prior to this meeting.

Dr. Osborne moved to approve the minutes of the regular meeting of January 20, 2015. Prince seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Saunders introduced Dennis Shull, Construction Occupations Instructor, Lincoln Correctional Center, David Altig, Construction Occupations Instructor, Logan Correctional Center and Rachel Rodgers with the Herald and Review.

WRITTEN COMMUNICATIONS

1. College Activities Report

- Professional Development Day will be held on February 24, 2015 to provide training and development opportunities to faculty and staff. The College will be closed.

- The Annual Articulation Breakfast will be held on February 26, 2015. This annual event gives Superintendents, Principals and Guidance Counselors updates on the latest programs and happening at Richland Community College.
- The Office of Student Engagement is hosting Michelle Duster, an author, speaker, and personal historian as part of Black Student History Month on February 26 in the Shilling Auditorium.
- Partners in Education will host a luncheon on March 2 in the Shilling Salons to recognize and celebrate alliances between the business and education communities. Honorees include a dedicated community member (s), an outstanding business, and outstanding educator and area high school valedictorians.
- The Annual Pancake and Sausage Day breakfast will be held on March 3 from 7:30 a.m. – 10:00 a.m. in the Food Service Area.
- The next Board of Trustees meeting will be held on March 17, 201 at 5:30 p.m.

2. Personnel Report

Retirements, Resignations, and Terminations

- Laura Mondt, Instructional Services Coordinator, Learning Resource Center, effective January 23, 2015

3. Construction Report

Dr. Saunders highlighted the written report of the construction progress of the Student Success Center, the completion of the Welding classroom renovation, Extension of the Fire and Security System to Macon County Soil and Water Conservation District, and Lock Replacement project.

4. Foundation Report

Richard McGowan provided an up-to-date report on the Foundation's activities including the Foundation's contributions to the Student Success Center, an update on the Capital Campaign for the Business Education Center, scholarship support, the upcoming Golf Outing and connections with the Richland Community College Alumni.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

1. Dr. Saunders thanked the Board of Trustees for attending a good winter planning retreat last month.
2. A press conference was held on February 5, 2015 in the Schilling Center to announce the public phase of the Business Education Center Capital Campaign. Thanks to Bruce Campbell for speaking on behalf of the Board of Trustees and for the presence of those Trustees that were in attendance.
3. Dr. Saunders with Superintendent Lisa Taylor and Scott Frederickson from ADM to discuss the idea of how to design a model for business and industry internships using ADM as the business partner. Many meetings have been scheduled to work on the seamless education model for career and technical education that will begin in the middle schools, followed by freshman/sophomore preparation, then followed by Tech Academy/community college degree or certification. We anticipate the opportunity to develop a return on investment strategy that would make it important for companies to invest in the future of their workforce.
4. A meeting took place with Mike Carrigan, President AFL-CIO, Shad Etchason, IBEW, and Carl Draper, Decatur Trades & Labor Assembly in response to Governor Rauner's presentation at Richland Community College. It was a good meeting and they left understanding that Richland Community College serves as a neutral ground for any politician that might ask to use our facility and that 1st amendments rights are adhered to.
5. Dr. Saunders and Lisa Gregory attended Governor Rauner's presentation at the Decatur Club and afterwards had a few minutes to converse with him where he spoke with the President about his strong support for the work of community colleges in educating and training the workforce needed to turn Illinois around. She told him that Richland Community College and the Illinois community college system looked forward to working with him on a variety of projects over the next several years.
6. Lisa and Dr. Saunders traveled to Washington, D.C. last week, along with Bruce Campbell, Tom Ritter and Dale Colee for the annual ACCT National Legislative Symposium. Dr. Saunders and Lisa participated in a higher education and policy summit. It was very interesting and the conversations were directly supportive of the free tuition college idea introduced by President Obama and a college rating framework that is being designed. There was also a lively discussion on community college extensions for awarding baccalaureate degrees.

7. The new Alumnus of the Year has been selected. Eric Hector of Mt. Zion and Richland Class of 1989 will serve as Richland's Alumnus of the year for 2015. The College will honor his accomplishments several times over the next several months.
8. The College contract with Securitas Corporation for college security services is due to expire on June 30. A notice seeking a Request for Proposals was sent out and the College is in the process of evaluating the 7 proposals received. In addition to a written proposal, each firm will be interviewed by a staff committee. A recommendation to approve one of the companies will be presented to the Board in March.
9. Ellen Colbeck and Jessica Pickel presented the College Spotlight – Bridge to Health Care via Adult Education.

REPORT OF ICCTA

Mr. Colee reported that the Legislative Summit was held in Washington, D.C. Community Colleges are in the fore front of education right now. There was a lot of conversation about the free tuition that was introduced by President Obama. We were able to meet with Congressman Rodney Davis, Senator Mark Kirk and Senator Dick Durbin and their staff. There was good conversation about Pell Grant and Federal funding for community colleges. The new buzz word is "K-14", not "K-12". Work force development is the driving force and the energy about getting people and communities back to work.

The ICCTA Finance committee met. There was discussion about the Baccalaureate degree programs at community colleges. A bill will be put in front of legislators later this session to be voted on. Mr. Colee asked the Board of Trustees how they felt about the community college proposal toward baccalaureate degrees. Chairman Campbell reiterated that even though the bill could be passed by the General Assembly, it is up to the individual colleges to decide what they want to do. Mr. Ritter stated that there are a lot of uncertainties and until questions are answered, he suggested that we be open minded to the concept.

Mr. Colee stated that he is very proud to be a part of Richland Community College, especially when he interacts with other ICCTA/ACCT college representatives. Richland Community College is very positive in everything that we do and we should all be proud to be a part of something so good!

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.

AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF JANUARY 2015

During the month of January, Dr. Saunders signed the Lab/Clinical Affiliation Agreement between Richland Community College and Manor Court (Liberty Village).

NEW BUSINESS

Tenure Recommendations

A recommendation to adopt the following resolutions: 14-17: Vicki McMahon, Instructor, Practical Nursing; 14-18: Karen Hartman, Instructor, Nursing; 14-19: Dr. Srin Durairaj, Associate Professor, Biology, was presented to the Board.

Mr. Prince moved to adopt the following resolutions: 14-17: Vicki McMahon, Instructor, Practical Nursing; 14-18: Karen Hartman, Instructor, Nursing; 14-19: Dr. Srin Durairaj Associate Professor, Biology, as presented. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

Board of Trustees – Section 1 – Board Policy 1.12 – Final Reading and adoption of Appearance of Citizens Before the Board

Section 1 - Board Policy 1.12 is presented for final reading and adoption.

Dr. Coopridrider moved to approve Board of Trustees – Section 1 – Board Policy 1.12 Appearance of Citizens Before the Board as presented. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

FINANCIAL REPORT

Bills Payable

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

A list of bills paid in the amount of \$484,375.20 for January 2015 was distributed to the Board prior to the meeting.

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

ADJOURNMENT

Reverend Dunning moved and Mr. Prince seconded to adjourn the meeting at 6:39 p.m.

Dr. David Coopriider, Secretary

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

Clinton Area
CHAMBER OF COMMERCE
& Tourism Bureau



February 10, 2015

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

Dear Dr. Saunders:

On behalf of the Clinton Area Chamber of Commerce & Tourism Bureau, I'd like to thank you for donating the Tuition Certificate for 15 Credit Hours at Richland Community College for the Chamber's Annual Dinner Auction that was held on Saturday, January 31, 2015 at the Clinton Country Club. The auction item was purchased by Kevin Myers of Clinton. His son plans on attending Richland after graduation from Clinton High School. This item is always very popular, and we really appreciate that Richland is willing to make this incredible donation to the Clinton Chamber.

The auction and overall event was a great success! The proceeds from the auction will benefit the Clinton Chamber, who in turn, sponsors, organizes and manages numerous community events, as well as promotes our member businesses and organizations. Without the support of our members and community, such an important event as this would not have taken place.

Sincerely,

Marian Brisard
Executive Director
Clinton Area Chamber of Commerce & Tourism Bureau



Mission Statement:

It is the sole purpose of the Clinton Area Chamber of Commerce & Tourism Bureau to promote Clinton, its business community, its tourist attractions and achievements.



ILLINOIS BOARD OF HIGHER EDUCATION

431 EAST ADAMS STREET, 2ND FLOOR
SPRINGFIELD, ILLINOIS 62701-1404



Bruce Rauner
Governor

February 3, 2015

Lindsay Anderson
Chicago
Chair

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

Members

Jay D. Bergman
Joliet

Jocelyn Smith Carter
Chicago

Dear President Saunders:

Alexi Giannoulis
Chicago

The Illinois Board of Higher Education, at its February 3, 2015 meeting, authorized Richland Community College to offer the following program:

Jane Hays
Champaign

- Associate in Applied Science in Diesel Medium/Heavy Truck Technician

Kym Hubbard
Chicago

Let me wish you every success with this program, which will serve the residents of Richland Community College District #537.

Allan Karnes
Carbondale

Sincerely,

Paul L. Langer
Lincolnwood

Santos Rivera
Chicago

Dr. James L. Applegate
Executive Director

Robert J. Ruiz
Oak Lawn

Christine Wiseman
Palos Heights

JLA: rb

Addison E. Woodward, Jr.
Chicago

Student Members

Tyler Solorio
Chicago

Sean Anderson
Chicago

Executive Director
Dr. James L. Applegate

Alexi Giannoulis
Chairman



Karen Hunter Anderson, Ph.D.
Executive Director



February 6, 2015

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

Dear President Saunders:

This is notification that the college's request for approval to offer an Associate in Applied Science Degree in Diesel Medium/Heavy Truck Technician (62 semester credit hours) was approved by the Illinois Community College Board on January 23, 2015 and by the Illinois Board of Higher Education on February 3, 2015.

If the college has not already done so, please submit the curriculum and related course forms now. This will ensure the college receives the appropriate credit hour reimbursement funding. A copy of the approved application cover sheet will be sent to the Chief Academic Officer.

Sincerely,

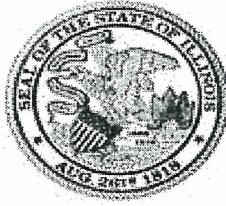
A handwritten signature in black ink that reads "Karen Hunter Anderson".

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



Alexi Giannoulis
Chairman

Karen Hunter Anderson, Ph.D.
Executive Director

proudly serving the

Illinois Community College System

February 5, 2015

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

Dear Dr. Saunders:

This letter is notification that the following Certificate programs were granted approval effective February 3, 2015:

- Mechanical Electrical Specialist Certificate (19 credit hours)
- Structural Repair Specialist Certificate (22 credit hours)
- Nonstructural Repair Specialist Certificate (18 credit hours)
- Paint & Refinish Specialist Certificate (14 credit hours)
- Damage Analysis Specialist Certificate (25 credit hours)
- Collision Glass Specialist Certificate (8 credit hours)
- Preparation Detailer Specialist Certificate (6 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,

Brian Durham
Deputy Director for Academic Affairs

cc: Denise Crews, Vice President of Academic Services – Richland Community College
Jack Adwell – Dean-Business & Technology – Richland Community College
Tricia Broughton, ICCB



February 23, 2015

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

Dear President Saunders:

Enclosed please find grant funds for your college's participation in the final year of the Plus 50 Encore Completion Program. This program is part of the American Association of Community Colleges' (AACC) overall emphasis on student completion – a top priority of the association and its board.

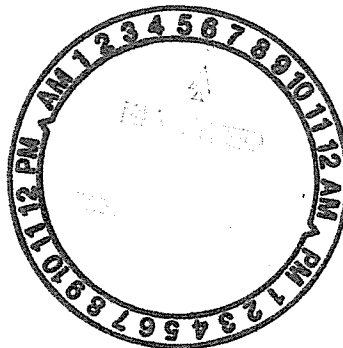
Thank you for your college's contribution to the 45% completion rate to date of this successful program. Since the beginning of the program, participating colleges have increased the career prospects for 7,281 adult learners age 50 and over through workforce training in the three high-demand fields of healthcare, education, and social service. Over 3,300 of those students attained a degree or certificate in their workforce training program. We look forward to the contributions your college will make in the upcoming year to the ultimate success of AACC's Plus 50 Encore Completion Program.

At AACC, we are confident that this initiative will continue to raise the visibility of your college and of other community colleges around the nation, and most importantly, help colleges better serve students. All the best wishes for Richland Community College's continued success.

Sincerely,

Mary E. Heiss
Senior Vice President
Academic and Student Affairs

cc: Evyonne Hawkins



Dr. Saunders,

On behalf of St. Jude Children's Research Hospital, we thank you for your support and donation during our Radiothon. Because of generous donors like Richland Community College, we were able to raise over \$160,000 for St. Jude Children's Research Hospital. Thank you!

Kylee Roney

95 Q
HOT 105.5
Y103
1340 WSOY
ESPN 1050



Government Finance Officers Association
 203 North LaSalle Street, Suite 2700
 Chicago, Illinois 60601-1210
 312.977.9700 fax: 312.977.4806

January 27, 2015

PRESS RELEASE

For Further Information Contact
 Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Richland Community College, Illinois** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Robin Bollhorst & Greg Florian**

For budgets beginning in 2013, 1,424 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of more than 18,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

TO: Dr. Gayle Saunders
FROM: Lisa Gregory, ^{LMC} Executive Director, Public Information and Chief of Staff
DATE: March 3, 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.

March 2015

- March 21 **“A Date In Time”** Scholarship Dinner for the Culinary Arts Institute at Richland Community College
Join us as you are transported to “A Date In Time” to The Ritz Hotel in Paris on March 21, 1906. Your menu for the evening is our interpretation of a meal inspired by world famous French Chef Auguste Escoffier, as he would have prepared it on this day, in the exquisite ballroom at The Ritz.
6:30 p.m. – Shilling Salons
7:00 p.m. – Multi-course plated dinner
Live and Silent Auctions
\$100 per person
RSVP – Call Debbie Ellison, 875-7211, ext. 350
- March 25 A Festival of India
10 a.m. – 2 p.m. – Mueller Student Center
The Communications Education Humanities and Fine Arts Division invites you to enjoy arts/crafts vendors, student art booths, henna designs, classical music, a special lunch, dance, and fun! This event is free!
- March 26 i-Con (Information Convention) – “A Guide to Richland Community College”
5:00 p.m. – Shilling Salons
An opportunity for high school sophomores, juniors, seniors, and their parents to learn all about Richland at “i-Con”, starting with the admissions process, dual credit, Foundation scholarships, and financial aid. They will also meet RCC faculty and learn more about College programs.
- March 28 Electronics Recycling Event at Progress City USA
9:00 a.m. – 1:00 p.m.
Enter at Gate 3, off Mound Road
All electronics will be accepted. This includes televisions (regardless of size), computers, monitors, and other electronic items including microwaves. This recycling event is specifically for residential consumers and no commercial items will be accepted. There will be a limit of ten (10) items per vehicle.
- March 31 Author David Wright
7 p.m. – Room W126 – Richland Community College
David Wright is the author of The Small Books of Bach, 40 poems reflecting on the life and music of Johann Sebastian Bach, as well as, A Liturgy For Stones and Lines From the Provinces. Mr. Wright is a winner of an Illinois Arts Council Poetry Fellowship, and his work has been featured in Image, Ecotone, Quiddity, and Sou’wester, among many other publications.

April 2015

- April 1 Clinton Area Chamber of Commerce Business Expo Display
4:00 p.m. – 7:00 p.m. – Clinton High School
Richland Community College will promote our credit and non-credit class schedule, as well as, educate the public about facility rental opportunities at the Clinton Higher Education Center.
- April 2 Workshops prior to Job Fair - help people prepare for job searches –
Open to the Public – Career Center, C133
Job Fair 101: 11 a.m. – Noon; 4 p.m. – 5 p.m.
Resume Prep: Noon – 1 p.m.; 5 p.m. – 6 p.m.
- April 6 Summer/Fall Registration Begins for Current Students
- April 6 Workshops prior to Job Fair - help people prepare for job searches –
Open to the Public – Career Center, C133
Job Fair 101: 9 a.m. – 10 a.m.; 2 p.m. – 3 p.m.
Resume Prep: 10 a.m. – 11 a.m.; 3 p.m. – 4 p.m.
- April 7 Workshops prior to Job Fair - help people prepare for job searches –
Open to the Public – Career Center, C133
Job Fair 101: Noon – 1 p.m.; 6 p.m. – 7 p.m.
Resume Prep: 1 p.m. – 2 p.m.; 7 p.m. – 8 p.m.
- April 9 RCC Job Fair
11 a.m. – 3 p.m. – Shilling Center
Showcases local employers and is sponsored by Illinois workNet Center partners and Richland Community College.
This event is open to RCC students and the general public.
- April 9 **Conversations on RACE 2015 – An Ongoing Honest Dialogue**
6:00 p.m. – MacArthur High School Auditorium
Keynote Speaker: Debby Irving
Community Panelists: Kenneth Laundra, Ph.D., Shelith Hansbro, Bruce Jeffries, Chris Phillips
Sponsored by: Richland Community College
Millikin University; Decatur Public Schools, and Caring Black Men
- April 13 Summer/Fall Registration Begins for New Students
- April 17, 24 Richland Theatre Department presents “The Reluctant Dragon”
Intended for a child audience
Directed by Michelle Stephens
6:30 p.m. – Shilling Auditorium
Tickets are \$10 / \$7 for students, seniors, and alumni.
- April 18, 25 Richland Theatre Department presents “The Reluctant Dragon”
Intended for a child audience
Directed by Michelle Stephens
10 a.m. and 3 p.m. – Shilling Auditorium
Tickets are \$10 / \$7 for students, seniors, and alumni.

To: Dr. Gayle Saunders, President

From: Richard Gschwend, Director, Human Resources



Date: March 3, 2015


Subject: Personnel Update

New Employee

Name	Position	Start Date
Jeanine Bakken	Career Technology Instructor, Lincoln Correctional Center	02/17/15
Louis Schroeder	Career Technology Instructor, Logan Correctional Center	02/17/15

MEMORANDUM

BUSINESS SERVICES

To: Dr. Gayle Saunders
From: Greg Florian 
Date: March 10, 2015
Re: Construction Project Status

Current Construction Projects

Student Success Center –The College has received word that the contractors have submitted all required contract and insurance documents to the CDB and that the Notice to Proceed was subsequently issued. The Contractors will be meeting with College staff during the week of March 16th to determine detailed arrangements for start-up logistics such as construction of temporary barriers and site fencing. On-site construction is expected to begin near the end of March. The construction project has a 370 day start to completion schedule.

Extension of the Fire and Security System – The project application has been sent to the ICCB and approval is pending. Upon receipt of an approved application, bid specifications will be issued and a bid date set. The staff anticipates that a recommendation to award a contract for the project will be presented to the Board in May.

Lock Replacement – The College applied for and was awarded a \$60,000 School Safety Grant to upgrade classroom locks. College staff solicited proposals for the purchase and installation of the locks from several manufacturers. A recommendation for an award of a contract for the work will be presented for Board approval at its March meeting.

SPECIAL REPORTS

Richland Community College
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

March 2015

Student Trustee: Paris Woods

President: Kaylie Griffin *Vice-President:* Dillan Brown *Secretary:* Shari Mariner *Treasurer:* Vacant

Student Engagement Activities:

- 3/23: Conversation on Race Student Summit
- 3/23-27: Student Government Association Elections
- 4/7: Health and Wellness Fair
- 4/9: Job Fair
- 4/9: Conversation on Race at MacArthur High School
- 4/15: Kevin Smith-Spoken Word

Other Events:

- 3/26: Richland iCon
- 4/6: Student Awards & Recognition Nominations Due
- 4/16: Grad Fair



Commitment Respect Excellence Accountability Diversity

EXECUTIVE SESSION


Executive Session- March 17, 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.

NEW BUSINESS

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: March 17, 2015
SUBJECT: Recommendation for Faculty Promotions in Rank

Mr. Chairman, Members of the Board, attached is a memorandum from Dr. Denise Crews, Vice President of Academic Services, recommending 4 faculty members for promotion. The recommendations are as follows:

Mathematics and Sciences

Dr. Chris Merli Assistant Professor to Associate Professor

Health Professions

Karen Hartman Instructor to Assistant Professor

Communications, Education, Humanities & Fine Arts

Evyonne Hawkins Associate Professor to Professor

Business and Technology

Curtis Happe Associate Professor to Professor

Dr. Crews is present to answer any questions.

Therefore, it is recommended that the Board of Trustees adopt the following resolutions for the individuals as listed: 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, as presented.

Thank you.

MEMORANDUM

TO: Dr. Gayle Saunders, President
FROM: Denise Crews, ^{icc} Vice President, Academic Services
RE: Faculty Promotion
DATE: February 13, 2015

On behalf of the members of the Promotion Committee (Gary O'Connor, Kristine Palmer, Virginia Ostermeier, David Kirby, and Sean Gallagher, Chair) and on behalf of Dean Andy Hynds, Dean Ellen Colbeck, Dean Lily Siu and Dean Jack Adwell, it is indeed an honor and privilege to recommend the promotion in rank for the following faculty members:

Mathematics and Sciences

Dr. Chris Merli, Assistant Professor to Associate Professor

Health Professions

Karen Hartman, Instructor to Assistant Professor

Communications, Education, Humanities & Fine Arts

Evyonne Hawkins, Associate Professor to Professor

Business and Technology

Curtis Happe, Associate Professor to Professor

Congratulations to these faculty members for their time, effort, and dedication to Richland Community College.

c: Andy Hynds
Ellen Colbeck
Lily Siu
Jack Adwell
Richard Gschwend

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

**RESOLUTION NO. 14-20: PROMOTION IN ACADEMIC RANK – DR. CHRIS
MERLI**

WHEREAS, Dr. Chris Merli is a full-time faculty member at Richland Community College, and

WHEREAS, Dr. Chris Merli is performing professionally and effectively as an Assistant Professor and meets the qualifications for promotion to the academic rank of Associate Professor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College recognizes the qualifications of Dr. Chris Merli for promotion to the Academic rank of Associate Professor, and by action herein taken does approve said promotion.

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND
SHELBY COUNTIES, AND STATE OF
ILLINOIS

By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopriders, Secretary

DATE: March 17, 2015

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

**RESOLUTION NO. 14-21: PROMOTION IN ACADEMIC RANK – KAREN
HARTMAN**

WHEREAS, Karen Hartman is a full-time faculty member at Richland Community College, and

WHEREAS, Karen Hartman is performing professionally and effectively as an Instructor and meets the qualifications for promotion to the academic rank of Assistant Professor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College recognizes the qualifications of Karen Hartman for promotion to the Academic rank of Assistant Professor, and by action herein taken does approve said promotion.

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND
SHELBY COUNTIES, AND STATE OF
ILLINOIS

By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopriider, Secretary

DATE: March 17, 2015

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

**RESOLUTION NO. 14-22: PROMOTION IN ACADEMIC RANK – EYVONNE
HAWKINS**

WHEREAS, Evyonne Hawkins is a full-time faculty member at Richland Community College, and

WHEREAS, Evyonne Hawkins is performing professionally and effectively as an Associate Professor and meets the qualifications for promotion to the academic rank of Professor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College recognizes the qualifications of Evyonne Hawkins for promotion to the Academic rank of Professor, and by action herein taken does approve said promotion.

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND
SHELBY COUNTIES, AND STATE OF
ILLINOIS

By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopriders, Secretary

DATE: March 17, 2015

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

**RESOLUTION NO. 14-23: PROMOTION IN ACADEMIC RANK – CURTIS
HAPPE**

WHEREAS, Curtis Happe is a full-time faculty member at Richland Community College, and

WHEREAS, Curtis Happe is performing professionally and effectively as an Associate Professor and meets the qualifications for promotion to the academic rank of Professor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College recognizes the qualifications of Curtis Happe for promotion to the Academic rank of Professor, and by action herein taken does approve said promotion.

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND
SHELBY COUNTIES, AND STATE OF
ILLINOIS

By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopridier, Secretary

DATE: March 17, 2015



TO: Board of Trustees
FROM: Dr. Gayle Saunders *GS*
DATE: March 17, 2015
SUBJECT: Professor Emeritus Recommendation

Mr. Chairman, Members of the Board, Professor Emeritus Policy (3.8.1) allows the College the opportunity to recognize retired as well as retiring faculty members who made meritorious and significant contributions to the value of Richland Community College.


On February 11, 2015, a Professor Emeritus Ad Hoc Committee met and reviewed supporting documents for each nomination.

The following retired faculty member is being recommended for the prestigious status of Professor Emeritus in honor of his demonstrated exemplary service over his career at Richland Community College.

Jon Odell – Retired, Professor of Mathematics

Therefore, it is recommended that the Board of Trustees grant Professor Emeritus status to Jon Odell retired faculty member, as specified in Professor Emeritus Policy 3.8.1.

Thank you.

TO: Board of Trustees 
FROM: Dr. Gayle Saunders
DATE: March 17, 2015
SUBJECT: Staff Emeritus Recommendation

Mr. Chairman, Members of the Board, the Staff Emeritus Policy (3.8.2) allows the College the opportunity to recognize retired as well as retiring staff members who made meritorious and significant contributions to the value of Richland Community College.

On February 11, 2015, a Staff Emeritus Ad Hoc Committee met and reviewed supporting documents for each nomination.


The following retired staff members are being recommended for the prestigious status of Staff Emeritus in honor of their demonstrated exemplary service over the course of their careers at Richland Community College:

Kathryn Mast
Deborah McGee

Therefore, it is recommended that the Board of Trustees grant Staff Emeritus status to Kathryn Mast and Deborah McGee retired staff members, as specified in Staff Emeritus Policy 3.8.2.

Thank you.



TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: March 17, 2015
SUBJECT: Recommendation for Approval of Tuition Rates for Fiscal Year 2015

Mr. Chairman, Members of the Board, attached is memorandum from Greg Florian, vice President, Finance and Administration, recommending the tuition rates for the 2016 fiscal year.

As part of the college's ongoing financial analysis and projections, staff review statewide community college tuition rates, proposed State funding allocation, EAV projections, and the statutory criterion for eligibility to receive Equalization Grant funding. The College proposes a tuition adjustment of \$8.00 from \$106.00 to \$114.00 per credit hour. The new rate for AAS Nursing classes is \$137.00 per credit hour and online tuition rate recommended is \$148.00 per credit hour.

The Administrative Rules for the Illinois Community College Board prescribe a formula for determining out-of-district tuition and charge-backs. This calculation is presented as part of the annual audit. The proposed rate for out-of-district tuition is \$181.50; out-of-state and international tuition rate is \$445.00 per credit hour; and the charge back rate is \$281.46 per credit hour.

Greg is available to answer any question.

Therefore, it is recommended that the Board of Trustees 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 fee charging in-district tuition to out-of-district student that are attending an educational institution located in the college district.

Thank you.



MEMORANDUM

BUSINESS SERVICES

To: Dr. Gayle Saunders
From: Greg Florian *Greg*
Date: February 27, 2015
Re: Tuition Rates Fiscal Year 2016

As one of the first steps of the budget process, the College annually reviews tuition rates in order to determine competitiveness and appropriateness. Tuition is the only major revenue element under the control of the Board of Trustees. Based upon the Fiscal Year 2016 financial projections, it is recommended that standard in-district tuition be set at \$114.00 per credit hour, which is an increase of \$8.00.

When compared to our neighboring college's tuition per credit hour, Richland remains very competitive. Several neighboring colleges have indicated that similar tuition increases for the next year are anticipated.

A comparison of current Spring 2015 rates for those colleges is shown in the following table:

College	Tuition
Heartland	\$130.00
Lake Land	\$92.50
Lincoln Land	\$103.50
Parkland	\$131.50

In Fiscal Year 2013 the Board established a variable tuition rate for AAS Nursing Classes as provided for in ILCS Section 805/6-4a, at the rate of 120% of the College's standard tuition rate in accordance with residency requirements. The recommended rate for Fiscal Year 2016 is \$137.00 per credit hour for in-district students.

In Fiscal Year 2013 the Board adopted a standard online tuition rate charged to all students regardless of residency. It is recommended that the Board set the online tuition at \$148.00 per credit hour, which is a \$3 increase from the previous year.

For the past several years, the out-of-district rate is established at the College's Net Instructional Rate. This rate is calculated each fall based on the most recent completed


fiscal year costs and enrollments. This is an institution-wide calculation that accounts for costs directly attributable to instruction. The out-of-state tuition rate is calculated by a formula that utilizes 75 percent of the College's annual per-capita cost as calculated in the audit. It is recommended that the Board set the tuition rate for out-of-district tuition at \$181.50 and out-of-State tuition at \$445.00

Chargeback rates are prescribed by formula in ILCS Section 805/2-16.02 and calculated in the College's annual audit. For Fiscal Year 2016, the Chargeback rate is \$281.46 per credit hour.

Section 1501.505 b.5 of the Illinois Administrative Rules allows for community college districts to charge in-district tuition to out-of-district students that are, "attending an educational institution located within the college district." Richland has approved this action previously in an effort to serve a broader constituent base. It is recommended that this practice continue. This allows dual credit students attending area high schools as well as Millikin University students to be charged in-district rates.

It is recommended that the Board of Trustees set the standard in-district tuition rate at \$114.00 per credit hour, the in-State out-of-district tuition rate at \$181.50 per credit hour, the out-of-State tuition rate at \$445.00 per credit hour, the Chargeback rate at \$281.46, the online tuition rate at \$148.00, the tuition rate for AAS Nursing classes at \$137.00, and reauthorize the practice of charging in-district tuition to students who live out of district and are attending an in-district educational institution.

If you have any questions, please contact me.

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: March 17, 2015
SUBJECT: Recommendation for Approval of General and Course Fees for Fiscal Year 2016

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending approval of general and course fees for the 2015-2016 academic year. Recommended fee changes are indicated in bold.

After review of the current fees, proposed changes were made that reflect current costs.

Greg Florian will be available to answer any questions.

Therefore, it is recommended that the Board of Trustees approve the fees for 2015-2016, as presented.

Thank you.

Richland Community College
One College Park
Decatur, Illinois 62521



Richland
COMMUNITY COLLEGE

BUSINESS SERVICES

MEMORANDUM

To: Dr. Gayle Saunders

From: Greg Florian

A handwritten signature in black ink, appearing to read 'Greg', written over the printed name 'Greg Florian'.

Date: February 27, 2015

Re: Fiscal Year 2016 General and Course Fees

Attached is the list of fees to be applied to various courses as well as general fees for the 2015-2016 academic year.

The fees are used to support the cost of materials, supplies, or software used in courses. The Deans, Business Services staff, and Vice Presidents have reviewed current program and course fees and recommended the attached fees be applied. Adjustments to current fees are shown in bold.

General fees are applied to all credit hours and have been designated for certain purposes. A \$2 per credit hour fee for infrastructure improvements is recommended to be added to the current \$8 general credit hour fee increasing the total to \$10.

It is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2015 Term.

If you have any questions, please contact me.

Attachment

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
ACCT 205	Small Business Accounting	3	\$30	\$21
AGRIC 106	Animal Science	4	\$40	\$60
AGRIC 130	Crop Science	4	\$40	\$0
AGRIC 200	Weed & Pest Control	4	\$40	\$0
AGRIC 210	Soil Science	4	\$40	\$0
ART 101	Intro to Drawing 1	3	\$35	\$35
ART 102	Intro to Drawing 2	3	\$35	\$35
ART 111	Intro to Design 1	3	\$35	\$35
ART 112	Intro to Design 2	3	\$35	\$35
ART 113	Figure Drawing 1	3	\$55	\$55
ART 114	Figure Drawing 2	3	\$55	\$55
ART 115	Printmaking 1	3	\$45	\$45
ART 116	Printmaking 2	3	\$45	\$45
ART 117	Painting 1	3	\$35	\$35
ART 118	Painting 2	3	\$35	\$35
ART 119	Sculpture 1	3	\$50	\$50
ART 120	Sculpture 2	3	\$50	\$50
ART 121	Ceramics 1	3	\$50	\$50
ART 122	Ceramics 2	3	\$50	\$50
ART 123	Watercolor 1	3	\$35	\$35
ART 124	Watercolor 2	3	\$35	\$35
ART 125	Photography 1	3	\$78	\$78
ART 126	Photography 2	3	\$78	\$78
ART 127	Digital Photography	3	\$78	\$75
ART 129	Digital Photography 2	3	\$78	\$98
ART 131	Advanced Ceramics 1	3	\$50	\$50
ART 145	Typography	3	\$98	\$98
ART 151	Computer Graphics 1	3	\$98	\$78
ART 152	Computer Graphics 2	3	\$98	\$98
ART 199	Topics in the Fine and Applied Arts	1-3	\$35	\$55
ART 251	Computer Graphics 3	3	\$98	\$98
ART 252	Computer Graphics 4	3	\$98	\$98
ART 260	Game Content Creation	3	\$98	\$0
ART 261	Illustration	3	\$55	\$98
ART 262	Advanced Game Content Creation	3	\$98	\$0
ART 264	3 D Character Rigging and Animation	3	\$98	\$0
ART 270	Introduction to Multimedia	3	\$98	\$0
ART 273	Advanced Multimedia	3	\$98	\$0
AUTO 101	Basic Theory	3	\$60	\$60
AUTO 102	Electrical Systems	4	\$80	\$60
AUTO 201	Suspension & Steering	4	\$80	\$60
AUTO 202	Heating & Air Conditioning	3	\$60	\$45
AUTO 203	Fuel & Emission Systems	4	\$80	\$60
AUTO 204	Engine Repair	4	\$80	\$60

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
AUTO 205	Manual Drive Train & Axles	4	\$80	\$60
AUTO 206	Automatic Transmissions/Transaxles	4	\$80	\$60
AUTO 207	Advanced Automotive Electronics	4	\$80	\$60
AUTO 208	Automotive Brakes	4	\$80	\$60
AUTO 209	Advanced Drivability Problem Diagnosis	4	\$80	\$60
BIOL 101	Concepts of Biology 1	4	\$20	\$20
BIOL 102	Concepts of Biology 2	4	\$20	\$20
BIOL 201	Human Anatomy & Physiology 1	4	\$20	\$20
BIOL 202	Human Anatomy & Physiology 2	4	\$20	\$20
BIOL 210	Environmental Biology	4	\$20	\$20
BIOL 220	Microbiology	4	\$32	\$32
CA 101	Introduction to Culinary Arts	2	\$70	\$70
CA 105	Culinary Fundamentals	4	\$200	\$200
CA 115	Culinary Applications	4	\$200	\$200
CA 120	Baking Fundamentals	4	\$200	\$200
CA 200	Meat, Poultry, and Fish	4	\$200	\$200
CA 210	Garde Manager	3	\$200	\$200
CA 220	Pastry Fundamentals	4	\$200	\$200
CA 230	International Cuisine	4	\$200	\$200
CA 250	Restaurant Fundamentals	5	\$150	\$150
CDL 1000	Class A Training 4 week	7	\$3,500	\$3,500
CDL 1001	Class B Training 2 Day	1	\$850	\$850
CDL 1002	8 Hour Refresher	0.5	\$500	\$500
CDL 1003	16 Hour Refresher	1	\$900	\$900
CDL 1004	40 Hour Refresher	2	\$1,500	\$1,500
CDL 1005	CDL Permit Program	1	\$475	\$475
CDL 1006	Bus Driver Training	1	\$660	\$660
CDL 1012	Tanker Vehicle Training	2	\$2,000	\$2,000
CDL	Log Book Training	0	\$330	\$330
CDL	RV Training	0	\$90/Hr	\$90/Hr
CDL	Refresher Evaluation	0	\$75	\$75
CHEM 100	Concepts of Chemistry	4	\$20	\$20
CHEM 106	Chemistry in Everyday Life	4	\$90	\$90
CHEM 110	Survey of Organic Chemistry	5	\$20	\$20
CHEM 131	General Chemistry 1	4	\$20	\$20
CHEM 132	General Chemistry 2	5	\$20	\$20
CHEM 201	Organic Chemistry 1	5	\$500	\$500
CHEM 202	Organic Chemistry 2	5	\$500	\$500
CRT 100	Introduction to Collision Repair	3	\$80	\$45
CRT 105	Damage Estimating & Customer Service	2	\$50	\$60
CRT 110	Painting and Refinishing	4	\$90	\$75
CRT 120	Non-Structural Collision Repair 1	4	\$80	\$60

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
CRT 130	Structural Collision Repair 1	4	\$80	\$60
CRT 135	Paint Preparation and Detail	2	\$50	\$30
CRT 205	Mechanical Systems	3	\$60	\$60
CRT 210	Painting and Refinishing 2	4	\$90	\$75
CRT 220	Non-Structural Collision Repair 2	4	\$80	\$60
CRT 230	Structural Collision Repair 2	4	\$80	\$60
CRT 235	Stationary and Rolling Glass	2	\$50	\$45
CIS 110	Business Applications	3	\$21	\$21
CS 105	Foundations of Information Technology	3	\$21	\$21
CS 161	COBOL Programming	4	\$28	\$28
CS 230	Event Driven Programming	3	\$30	\$21
CS 251	Object-Oriented Programming	4	\$40	\$28
CS 281	Advanced Object-Oriented Programming	4	\$40	\$28
DRAFT 101	Drafting Fundamentals	4	\$40	\$40
DRAFT 102	Industrial Drafting	4	\$40	\$40
DRAFT 110	Technical Design	3	\$40	\$30
DRAFT 120	Technical Graphics	2	\$20	\$20
DRAFT 130	Tool Design Drafting	4	\$40	\$40
DRAFT 210	Microstation	3	\$30	\$30
DRAFT 215	AutoCAD	3	\$30	\$30
DRAFT 220	Intermediate CAD	3	\$40	\$30
DRAFT 230	Advanced CAD	3	\$40	\$30
DRAFT 231	Introduction to Surveying	3	\$30	\$30
DRAFT 235	Solid Modeling (3-D)	3	\$60	\$45
DRAFT 236	Pro-Engineer	4	\$60	\$45
DRAFT 242	Commercial Architecture	3	\$60	\$45
DRAFT 243	Structural Steel Detailing	3	\$60	\$45
DRAFT 244	Concrete Detailing	3	\$60	\$45
DRAFT 245	Residential Architectural	3	\$60	\$45
EASCI 210	Physical Geography	4	\$25	\$20
EASCI 220	Introduction to Physical Geology	4	\$25	\$20
EASCI 230	Introduction to Weather & Climate	4	\$25	\$20
ELTRN 110	Introduction to Electricity & Electronics	2	\$14	\$14
ELTRN 111	Circuit Analysis	3	\$21	\$21
ELTRN 140	Solid State Fundamentals	3	\$21	\$21
ELTRN 160	Digital Electronics	4	\$28	\$28
EMT 120	EMT - Basic	6	\$99	\$99
EMT 140	EMT - Intermediate 1	7	\$70	\$70
EMT 150	EMT - Intermediate 2	4	\$40	\$40
EMT 200	Paramedic 1	7	\$70	\$70
EMT 220	Paramedic 2	6	\$60	\$60

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
EMT 240	Paramedic 3	9	\$90	\$90
EMT 260	Paramedic 4	7	\$70	\$70
ENGT 100	Industrial Manufacturing Processes	3	\$40	\$40
ENGT 101	Motor Control Fundamentals	4	\$60	\$40
ENGT 103	Fluid Power Fundamentals	3	\$40	\$40
ENGT 104	CNC Fundamentals	3	\$60	\$45
ENGT 105	Occupational Safety	3	\$100	\$100
ENGT 107	Biofuel Manufacturing Fundamentals	3	\$21	\$21
ENGT 111	Motor Control Applications	4	\$40	\$40
ENGT 120	Process Control Fundamentals	3	\$40	\$40
ENGT 125	Bioprocess Operation Fundamentals	2	\$14	\$14
ENGT 131	Maintenance Fundamentals	4	\$60	\$40
ENGT 150	Machining Fundamentals	2	\$50	\$50
ENGT 151	Cutting and Workholding	2	\$50	\$50
ENGT 160	Metrology	2	\$50	\$50
ENGT 210	PLC Fundamentals	4	\$40	\$40
ENGT 211	PLC Applications	3	\$30	\$30
ENGT 212	Motor Control Systems	4	\$40	\$40
ENGT 213	Robotic Fundamentals	3	\$30	\$30
ENGT 214	Motion Control Applications	3	\$30	\$30
ENGT 215	Motion Control Systems	3	\$30	\$30
ENGT 220	Process Control Applications	3	\$30	\$30
ENGT 225	Bioprocess Operation Application	4	\$28	\$28
ENGT 226	Bioprocess Operation Systems	3	\$28	\$28
ENGT 230	Power Transmission Applications	3	\$21	\$21
ENGT 231	Piping Fundamentals	2	\$14	\$14
ENGT 233	Lubrication Systems	2	\$14	\$14
ENGT 234	Pump Applications	2	\$14	\$14
ENGT 235	Industrial Machinery Repair	2	\$14	\$14
ENGT 240	Hydraulic Applications	3	\$21	\$21
ENGT 241	Pneumatic Applications	3	\$21	\$21
ENGT 242	Fluid Power Systems	3	\$30	\$30
ENGT 250	CNC Turning	3	\$60	\$45
ENGT 251	CNC Milling	3	\$60	\$45
ENGT 252	CAM Applications	3	\$45	\$45
ENGT 299	Systems Integration	3	\$60	\$45
FIRE 110	Introduction to Fire Science (Module A)	4	\$15	\$10
FIRE 111	Techniques of Firefighting 1 (Module B)	4	\$15	\$10
FIRE 112	Techniques of Firefighting 2 (Module C)	4	\$15	\$10
FIRE 113	Techniques of Firefighting 3 (Module C Extension)	3	\$15	\$10
FIRE 120	Fire Prevention Principles 1	3	\$15	\$10
FIRE 130	Fire Service Laws and Regulations	3	\$15	\$10
FIRE 140	Fire Service Instructor-Basic	3	\$15	\$10
FIRE 170	Rescue/Roadway Extrication	3	\$15	\$10
FIRE 180	Building Construction for the Firefighter	3	\$15	\$0

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
FIRE 200	Tactics and Strategy	3	\$15	\$10
FIRE 210	Tactics & Strategy II	3	\$15	\$10
FIRE 220	Fire Instructor II	3	\$15	\$10
FIRE 230	Fire Service Hydraulics	3	\$15	\$10
FIRE 250	Hazardous Materials	3	\$15	\$10
FIRE 260	Fire Investigation	3	\$15	\$10
FIRE 270	Management 1	3	\$15	\$10
FIRE 280	Management 2	3	\$15	\$10
FIRE 285	Fire Science Management III	3	\$15	\$10
FIRE 286	Fire Service Management IV	3	\$15	\$10
FIRE 297	Fire Science Technologies (Variable Credit)	1 to 3	\$15	\$10
HIT 101	Intro to Health Information Technology	3	\$30	\$0
HIT 115	Computers in Healthcare	3	\$100	\$100
HIT 118	Intro to Healthcare Documentation	3	\$30	\$30
HIT 140	Medical Terminology	3	\$30	\$0
HIT 141	Anatomy & Physiology Fundamentals	3	\$30	\$0
HIT 142	Healthcare Documentation 1	4	\$45	\$45
HIT 143	Basic ICD-10 Coding	3	\$30	\$0
HIT 210	Advanced ICD-10 Coding	3	\$30	\$21
HIT 215	Electronic Health Records	3	\$30	\$21
HIT 220	Classifications & Indexing Systems	3	\$30	\$21
HIT 241	Pharmacology Fundamentals	3	\$30	\$0
HIT 242	Healthcare Documentation 2	4	\$45	\$45
HIT 243	Basic CPT Coding	3	\$30	\$0
HIT 245	Health Information Law & Ethics	3	\$30	\$0
HIT 248	Pathophysiology	3	\$30	\$0
HIT 250	Reimbursement Principles in Healthcare	3	\$30	\$0
HLTH 040	Nurse Assistant Competency Skills Assessment	0.5	\$5	\$5
HLTH 110	Cardio Pulmonary Resuscitation	0.5	\$5	\$5
HLTH 130	Phlebotomy	5	\$89	\$89
HLTH 140	Medical Terminology	3	\$30	\$30
HLTH 141	Nurse Assistant Training	8	\$184	\$184
HLTH 197	Special Topics in Healthcare	1-3	\$10-\$30	\$10-\$30
HLTH 297	Advanced Topics in Healthcare	1-3	\$10-\$30	\$10-\$30
HORT 100	Horticulture Science	4	\$40	\$28
HORT 110	Turf Management	3	\$30	\$21
HORT 116	Sustainable Agriculture Fundamentals	3	\$30	\$21
HORT 120	Landscape Plant Identification	3	\$30	\$21
HORT 121	Landscape Design Principles	3	\$30	\$21
HORT 125	Integrated Pest Management	3	\$30	\$31
HORT 126	Small Scale Livestock Management	3	\$30	\$21
HORT 128	Small Farm Equipment	3	\$30	\$21
HORT 145	Floral Design Principles	3	\$31	\$31
HORT 146	Contemporary Floral Design	3	\$21	\$21

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
HORT 200	Perennial Plant Material	3	\$30	\$21
HORT 202	Vegetable Crop Production	3	\$30	\$21
HORT 211	Horticulture Mechanics	3	\$30	\$30
HORT 215	Landscape Design Applications	3	\$30	\$21
HORT 221	Landscape Construction	3	\$30	\$30
HORT 225	Tree & Shrub Maintenance	3	\$30	\$31
HORT 226	Fruit Production	3	\$30	\$21
HORT 230	Greenhouse Operations	3	\$30	\$30
HORT 231	Bedding Plant Production	3	\$30	\$21
HORT 235	Small Farm Business Management	3	\$30	\$21
HVAC 102	Refrigeration Applications	3	\$99	\$99
HVAC 106	Tools & Piping	3	\$45	\$45
HVAC 130	Electricity Fundamentals	3	\$45	\$45
HVAC 132	Control Applications	3	\$45	\$45
HVAC 140	Troubleshooting Air Conditioning Systems	3	\$45	\$45
HVAC 202	Residential & Self-contained Refrigeration	3	\$45	\$30
HVAC 204	Commercial Refrigeration	3	\$45	\$30
HVAC 206	Troubleshooting Refrigeration Systems	3	\$45	\$45
HVAC 230	Motors & Controls	3	\$45	\$30
HVAC 240	Residential Air Conditioning	3	\$45	\$45
HVAC 242	Residential Heating Systems	3	\$30	\$30
HVAC 250	Commercial Air Conditioning	3	\$45	\$45
HVAC 252	Commercial Heating Systems	3	\$30	\$30
IT 116	Windows Client Operating Systems	3	\$30	\$21
IT 120	Spreadsheet Applications	3	\$21	\$21
IT 130	Word Processor Applications	3	\$21	\$21
IT 131	Programming Logic	3	\$30	\$21
IT 141	Networking Fundamentals	4	\$60	\$60
IT 153	Web Development	3	\$30	\$21
IT 173	A+ Computer Technologies	4	\$80	\$60
IT 205	Help Desk Techniques	3	\$21	\$21
IT 221	Database Design Using SQL	3	\$30	\$21
IT 241	Network Routing Technology	4	\$48	\$36
IT 243	Network Switching Technologies	4	\$48	\$36
IT 244	Wide Area Networks	3	\$36	\$36
IT 245	Network Security	3	\$48	\$36
IT 246	Voice Over IP Fundamentals	3	\$48	\$36
IT 271	Windows Server Operating Systems	3	\$48	\$36
IT 273	Managing Windows Networks	3	\$48	\$36
IT 280	Advanced Systems Development	4	\$48	\$40
IT 282	Dynamic Web Development	3	\$48	\$30
IT 285	Systems Analysis & Design	4	\$48	\$40
MHT 100	Intro to Medium/Heavy Truck	4	\$0	\$100
MHT 101	Preventative Maintenance	4	\$80	\$0

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)


<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
MHT 110	Basic Electrical Systems	4	\$80	\$100
MHT 115	Advanced Electrical Systems	4	\$80	\$50
MHT 120	Diesel Fuel and Emissions	4	\$80	\$100
MHT 125	Diesel Drivability Diagnosis	4	\$80	\$0
MHT 130	Diesel Engine Repair	4	\$80	\$100
MHT 135	Diesel Truck Transmissions	4	\$80	\$0
MHT 200	Medium/Heavy HVAC	4	\$100	\$100
MHT 210	Truck Steering, Suspension & Alignment	4	\$100	\$100
MHT 211	Truck Drive Train System	4	\$100	\$100
MHT 212	Med/Heavy Truck Brakes	4	\$100	\$100
NURS 111	Intro to Nursing	1	\$10	\$10
NURS 112	Med-Surg I	9	\$120	\$119
NURS 152	Psychiatric Mental Health Nursing	4	\$169	\$158
NURS 154	Pharmacological Principles for Nursing Practice	3	\$30	\$30
NURS 155	Med-Surg II	5	\$130	\$128
NURS 203	LPN Bridge Course	6	\$255	\$224
NURS 206	Family Health Nursing	6	\$164	\$164
NURS 250	Med-Surg III	5	\$80	\$79
NURS 252	Med-Surg IV	5	\$79	\$79
NURS 254	Transition from Education	6	\$176	\$174
OT 113	Editing and Proofreading	3	\$21	\$21
OT 114	Word Processing & Presentation	3	\$21	\$21
OT 170	Office Procedures	3	\$21	\$21
OT 205	Voicing & Transcription	3	\$21	\$21
OT 215	Document Production	3	\$21	\$21
OT 232	Legal Procedures	3	\$21	\$21
PHRMT 155	Pharmacy Technician	6	\$60	\$60
PHRMT 156	Pharmacy Technician Work Experience	2	\$40	\$40
PHRMT 157	Pharmacy Technician Certification Review	1	\$129	\$129
PN 101A	Transitions I	1	\$10	\$10
PN 102A	Wellness Across Lifespan I	6	\$135	\$60
PN 103A	Wellness Across Lifespan II	4	\$40	\$40
PN 104A	Transitions II	1	\$10	\$10
PN 105	Alterations Across the Lifespan I	7	\$70	\$70
PN 106	Alterations Across the Lifespan II	6	\$60	\$105
PN 113	PN Transition/Licensure Preparation	1	\$61	\$170
P GEN 101	Intro to Power Plant Systems I	4	\$28	\$28
P GEN 102	Intro to Power Plant Systems 2	4	\$28	\$28
RADT 101	Introduction to Radiography	3	\$30	\$30
RADT 102	Radiological Patient Care	3	\$169	\$138
RADT 108	Positioning for Radiological Procedures I	3	\$155	\$189

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
RADT 110	Principles of Radiography	3	\$30	\$30
RADT 115	Radiography Clinical I	3	\$60	\$60
RADT 116	Radiation Physics	3	\$30	\$30
RADT 118	Positioning for Radiological Procedures II	3	\$100	\$100
RADT 120	Principles of Radiography II	3	\$30	\$30
RADT 125	Radiography Clinical II	3	\$161	\$185
RADT 126	Imaging Equipment	3	\$30	\$30
RADT 128	Radiographic Procedures III	3	\$100	\$100
RADT 155	Radiography Clinical III	3.5	\$70	\$70
RADT 215	Radiography Clinical IV	4	\$75	\$80
RADT 218	Positioning for Radiological Procedures III	3	\$130	\$124
RADT 219	Radiation Protection and Radiation Biology	2	\$70	\$92
RADT 225	Radiography Clinical V	4	\$75	\$80
RADT 228	Radiographic Image Analysis	1.5	\$65	\$15
RADT 230	Radiography Seminar - Includes Registry Fee	3	\$435	\$454
SCI 101	Integrated Science 1	4	\$20	\$20
SCI 102	Integrated Science 2	4	\$20	\$20
SURGT 110	Introduction to Surgical Technology	2	\$59	\$59
SURGT 120	Principles of Surgical Technology 1	4	\$40	\$40
SURGT 125	Fundamentals of Surgical Technology	3	\$40	\$30
SURGT 128	Introduction to the Clinical Experience	1	\$10	\$10
SURGT 130	Principles of Surgical Technology II	3	\$30	\$30
SURGT 135	Surgical Procedures I	2	\$30	\$20
SURGT 138	Basic Surgical Technology Clinical I	3	\$30	\$30
SURGT 240	Principles of Surgical Technology III	6	\$60	\$60
SURGT 245	Surgical Procedures II	2	\$30	\$20
SURGT 248	Intermediate Surgical Technology Clinical III	6	\$60	\$60
SURGT 250	Principles of Surgical Technology IV	2	\$60	\$20
SURGT 255	Surgical Procedures III	2	\$30	\$20
SURGT 258	Adv. Surgical Technology Clinical III	6	\$60	\$60
SURGT 259	Professional Seminar	1	\$200	\$200
SURGT 290	Internship In Surgical Technology	5	\$50	\$50
PED 110	Personal Fitness	1	\$20	\$20
PHYS 101	Introduction to Physics 1	4	\$20	\$20
PHYS 102	Introduction to Physics 2	4	\$20	\$20
PHY S 105	Physics of Sound and Light	4	\$20	\$20
PHYS 151	Mechanics and Wave Motion	4	\$20	\$20
PHYS 152	Electricity and Magnetism	4	\$20	\$20
PHYS 153	Thermodynamics and Modern Physics	4	\$20	\$20
WELD 100	Oxy-Acetylene and Plasma Arc Cutting	2	\$50	\$50
WELD 101	Shielded Metal Arc Welding	4	\$125	\$125
WELD 102	Shielded Metal Arc Welding Advanced	4	\$125	\$125

Richland Community College
Proposed Fees for Fiscal Year 2016
(Summer/Fall/Spring)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY16 PER COURSE</u>	<u>FY15 PER COURSE</u>
WELD 103	Welding Tools and Safety	3	\$75	\$75
WELD 190	Maintenance Welding	2	\$50	\$50
WELD 195	Industrial Welding Fundamentals	3	\$75	\$75
WELD 201	Gas Metal Arc and Flux Core Arc Welding	2	\$50	\$50
WELD 202	Welder Certification	2	\$50	\$50
WELD 204	Pipe Welding	4	\$125	\$100
WELD 205	Gas Tungsten Arc Welding	3	\$100	\$75
WELD 230	Pipefitting Fundamentals	3	\$75	\$75
WELD 231	Pipefitting Applications	4	\$100	\$100
WELD 232	Pipefitting Techniques	4	\$100	\$100
WELD 233	Pipe Fabrication	3	\$75	\$75
WELD 234	Field Maintenance and Safety	4	\$100	\$100
WELD 240	Non-Ferrous Welding	3	\$75	\$75
WELD 241	GMAW/FCAW Pipe	3	\$100	\$75
WELD 242	Aluminum Plate & Pipe	3	\$125	\$75
Test Fee	Placement Re-Testing Fee		\$10	\$10
Test Fee	CLEP/Dantes		\$25	\$25
Test Fee	University Test Monitor		\$25	\$25
Test Fee	Proficiency Exam		1/2 of Tuition	1/2 of Tuition
Test Fee	Portfolio Review		1/2 of Tuition	1/2 of Tuition
Test Fee	Proficiency Adv. Course Completion		\$1 per Cr. Hr	\$1 per Cr. Hr
Test Fee	Strong Interest Inventory		\$15	\$15
Test Fee	MBTI		\$15	\$15
Test Fee	Nelson Denny Retest		\$10	\$10
Misc. Fees	Identification Card Replacement Fee		\$5	\$5
Misc. Fees	Registration		\$12	\$12
General Fee	Academic/Technology/Infrastructure Fee		\$10	\$8
Hybrid Online	50% - 75% Online Courses/Hybrid	Per Cr Hr	\$5	\$5
Insurance	Fee for Courses as Identified in Course Schedule	Per Sem	\$8	\$8
Health Professions	PSB Surg Tech Placement Test		\$20	\$20
Health Professions	Evaluation of Course Syllabi for Transfer Credit		\$35 Per Course	\$35 Per Course
Health Professions	Human Simulator - Use in Clinical Settings - Hours to be stated up front		\$20/hour & \$35/hour for faculty time	\$20/hour & \$35/hour for faculty time

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: March 17, 2015
SUBJECT: Recommendation regarding Transfer of Working Cash Funds
Authorization

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the utilization of Working Cash Funds to cover necessary and ordinary expenses.

Working Cash Fund transfers are not considered interfund loans, but temporary transfers subject to special repayment consideration. Section 3-33.5 and 3-33.6 of the Public Community College Act allows for the temporary transfer of working cash monies to the “educational purposes” and “building purposes” fund in anticipation of specific revenues.

The College will monitor cash flow needs and utilize only necessary and ordinary expenses up to the \$4,500,000.00 approved amount.

Greg Florian will be available to answer any questions.

Therefore, it is recommended that the Board of Trustees adopt Resolution No. 14-24: Resolution Transfer of Working Cash Funds, as presented.

Thank you.

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

BUSINESS SERVICES

To: Dr. Gayle Saunders

From: Greg Florian

Date: February 27, 2015

Re: Transfer of Working Cash Funds Authorization

Conservative cash flow analysis indicates that the College will need to utilize its Working Cash Fund to meet current cash needs. A Working Cash Transfer has been utilized each of the last four years.

Working Cash Fund transfers are not considered interfund loans, but rather temporary transfers subject to special repayment considerations. Sections 3-33.5 and 3-33.6 of the *Public Community College Act* allows for the temporary transfer of working cash monies to the "educational purposes" and "building purposes" funds in anticipation of specific revenues, e.g., taxes and State grants. Except when Tax Anticipation Warrants have been issued, repayment of the Working Cash Fund is, in effect, a first lien on the specified revenues.

We will continue to monitor our cash flow needs and this authorization will allow us to transfer up to \$4,500,000. Funds will only be transferred to cover necessary and ordinary expenses.

It is recommended that the Board authorize the College administration to transfer working cash monies to the "educational purposes" and "building purposes" funds.

I am available for any questions you have.

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

RESOLUTION NO. 14-24: RESOLUTION TRANSFER OF WORKING CASH FUNDS

WHEREAS, the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon, and Shelby, and the State of Illinois has issued and sold Working Cash Funds and the proceeds thereof have been deposited in a Working Cash Fund; and

WHEREAS, Section 3.33.6 of the Public Community College Act (110 ILCS 805/3-33.6) authorized the transfer of monies in a Working Cash Fund to the Educational Purposes or Operations and Maintenance Purposes Funds; and

WHEREAS, it is proposed to transfer \$4,500,000 of Working Cash Funds of said District to the Educational Purposes and Operations and Maintenance Purposes Funds of this District in anticipation of the collection of the 2014 taxes for such Educational Purposes and Operations and Maintenance Purposes Funds; and

WHEREAS, the proposed transfer will be reimbursed from the Educational Purposes and Operations and Maintenance Purposes Funds in the estimated amount of

2014 Taxes Received in FY16	\$7,122,635 and
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WHEREAS, this District has issued no tax anticipation warrants, the proposed transfer is not made in anticipation of monies to be received from federal or other sources, there are no receipts from personal property replacement taxes which will be set aside for the payment of any part of debt service and pension or retirement obligations as required by section 12 of "An Act in relation to State Revenue Sharing with local government entities," approved July 31, 1969, as amended, and no monies have been transferred previously from said Working Cash Fund to the Educational Purposes or Operation and Maintenance Purposes Fund in anticipation of the collection of the aforesaid taxes or other monies from other sources.

NOW, THEREFORE, BE IT RESOLVED that the Treasurer of District No. 537 is hereby authorized to transfer from the Working Cash Fund \$4,500,000 to the Educational Fund.

Resolution No. 14-24
March 17, 2015
Page 2

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND SHELBY
COUNTIES, AND STATE OF ILLINOIS

BY: _____
Bruce Campbell, Chairman

ATTEST:

David Coopridner, Secretary

DATE: March 17, 2015 (SEAL)



TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: March 17, 2015

SUBJECT: Recommendation to approve a contract with Per Mar Security Services

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the authorization of the administration to execute a three-year initial term contract with Per Mar Security Services of Davenport, Iowa to provide security services to Richland Community College.


The Current contract for the College's safety and security services with Securitas Incorporated will expire on June 30, 2015. A request for proposals for security services was issued and Richland Community College received proposals from seven companies.

The written proposals were reviewed and each company was interviewed by a staff committee. The committee is recommending that the College utilize a cost plus pricing structure at the rates proposed in the request for proposals. Per Mar has a number of resources for special events such as Farm Progress Show, auto show, or other special events. Per Mar can meet the College's needs with the quality of personnel and the flexibility that best serves Richland Community College.

Therefore, it is recommended that the Board of Trustees approve the authorization of administration to execute a three-year initial contract with Per Mar Security Services, as presented.

Thank you.

MEMORANDUM

To: Dr. Gayle Saunders
From: Greg Florian 
Date: March 12, 2015
Re: Proposals for Safety and Security Services

The current contract for the College's safety and security service with Securitas Incorporated will expire on June 30, 2015. After evaluation of the services provided by Securitas, a decision was made to develop a request for proposals (RFP) for security services. The College received seven proposals.

Each of the firms was asked to address a variety of criteria including experience, local support, staff expertise, training programs, technology, extra duty costs, turnover rate, ability to mobilize staff, and cost. A written response to the RFP was provided to a College committee by each company. Additionally, each company was requested to provide a presentation and was interviewed by the committee.

Upon completion of the interview process, the committee checked the references as well as other contacts at local companies for which each firm is currently working. To conclude the process, it is recommended that the administration be directed to execute a contract with Per Mar Security Services of Davenport, IA. Their Peoria branch office will service the Richland contract.

It is recommended that the College utilize a cost plus pricing structure at the rates proposed in the RFP. To fulfill the safety and security needs of Richland Community College for the next fiscal year, the approximate cost will be \$230,000. Based on an estimated total of 12,800 hours of service, Per Mar's pricing is competitive with other proposals received. Funding is available from the Liability, Protection, and Settlement Fund and the Operations and Maintenance Fund.

Currently, Per Mar has a number of employees in the central Illinois area that allows the College to utilize security services for special events such as the Farm Progress Show, auto shows, or other special events requiring additional security.

Per Mar has a training program tailored to meet the needs of the College. They are familiar with the College's requirements under the Clery Act and the Family Educational Rights and Privacy Act and their personnel receive training in both.

Per Mar's proposal includes continuing education for the security officers and a competitive benefits program for the officers. Per Mar's Security Services annual estimated cost is \$19,000 less than the current security contract and is lower than all the other vendors' proposals.

It is recommended that the Board authorize the administration to execute a three-year initial term contract with Per Mar Security Services of Davenport, IA, to provide security services to Richland Community College.

The following chart provides the estimate of the cost for each company based on hours provided during the current year:

Company	Estimated Cost
Per Mar Security Services	\$229,228.48
U.S. Security	\$231,362.56
NMS Security	\$238,567.68
Allied Barton Security	\$239,722.08
G4S Secure Solutions	\$240,464.64
Guardsmark	\$251,447.04
Whelan Security	\$254,375.68

If you have questions, please contact me.

TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: March 17, 2015

SUBJECT: Recommendation to Approve Municipal Lease Financing for Equipment

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the authorization to finance the purchase of a new phone system through a municipal lease as well as first phase upgrades to the campus infrastructure as discussed in Board of Trustees work sessions.

The estimated cost of equipment of \$370,000.00. The College has entered into this type of arrangement in the past and does not have any leases currently outstanding. The College has worked with Commerce Bank of Champaign in the past as they normally engage equipment leasing as part of their business operations.


Therefore, it is recommended that the Board of Trustees authorize the College to enter into a 48 month lease for \$370,000.00 with Commerce Bank of Champaign, Illinois, as presented.

Thank you.



Memorandum

Business Office

DATE: March 12, 2015
TO: Dr. Gayle Saunders
FROM: Greg Florian 
RE: Municipal Lease Financing for Equipment

During the fall of 2014, several presentations were made that detailed the College's options for accessing funding for both short and long-term equipment purchases. The plan was finalized and a recommendation was made during the final Board of Trustees work session in February 2015. The first phase of the plan included the acquisition of a new phone system as well as the first phase of upgrades to the campus infrastructure.

The total estimated cost of the equipment is \$370,000. Section 3-38 of the Public Community College Act grants a College authority to enter into a lease-purchase agreement for a period not to exceed 5 years. The College has entered into this type of arrangement several times in the past and does not have any leases currently outstanding.

The College has worked with Commerce Bank of Champaign for the last two lease-purchase financings. Commerce Bank normally engages in the business of equipment leasing as part of their business operations.

Funding for the lease payment will be made primarily from the revenues received from the general fee increase recommended at the February Board of Trustees Meeting.

It is recommended that the Board authorize the College administration to enter into leasing arrangements in the amount of \$370,000 for funding equipment, as noted above, for a 48-month lease with Commerce Bank of Champaign, Illinois.

TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: March 17, 2015

SUBJECT: Recommendation to Approve a contract with Constellation NewEnergy

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the approval to enter into several contracts with Constellation NewEnergy that provides the College with natural gas.

In 2013 Richland Community College switched from purchasing natural gas from Ameren to a contract with Constellation NewEnergy. Constellation provides natural gas service to the College at market prices that are typically lower than those available from Ameren and they provide quality service. The current contract expires on May 1, 2015.

The natural gas market price varies on a daily basis and our existing contract is based on market price. In an effort to provide a hedge against price swings, it is proposed the College utilize a new strategy of “layering” contracts. The strategy includes staggering several contracts at different times for a percentage of an overall natural gas purchase. To achieve the layering strategy administration will need authority to enter into several contracts between the end of March 2015 and the first of May, 2015.

Therefore, it is recommended that the Board of Trustees approve 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, as presented.

Thank you.



MEMORANDUM

To: Dr. Gayle Saunders

From: Joe Feinstein, Greg Florian

A handwritten signature in black ink, appearing to read "Greg", positioned to the right of the "From:" line.

Date: March 6, 2015

Re: Recommendation to Contract with Constellation NewEnergy


In 2013 the College switched from purchasing natural gas on a typical monthly utility bill from Ameren to a contract with Constellation NewEnergy. Constellation has provided natural gas service to the College at market prices that are typically lower than those available from Ameren and has provided quality service. The current contract expires on May 1, 2015, and current market prices continue to be low. Constellation provides frequent market updates to the College that indicate the next two months is the prime time to enter into a new contract.

The natural gas market price varies on a daily basis and the existing contract is based solely on market pricing. In an effort to provide a hedge against future price swings as well as a general increase, it is proposed the College utilize a new strategy of "layering" contracts. In order to achieve the layering strategy, the administration will need authority to enter into several contracts between the end of March 2015, and the first of May 2015. This strategy will provide for stability of the natural gas cost over a two-year period.

It is recommend that the Board authorize 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.



TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: March 17, 2015

SUBJECT: Recommendation to Approve Lock Replacement Project

Mr. Chairman, Members of the Board of Trustees, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the approval of a contract with Negwer Door Systems of Springfield, Illinois for the purchase and installation of locksets.

The College received a School Security Grant to replace locksets on existing classroom, office and meeting room doors which will allow the doors to be locked from the inside and not require a key adding a new layer of safety to the classrooms.

BLDD and College staff worked with several different manufacturers to find the appropriate locksets that met project specifications. There are over 100 locks that will need to be replaced throughout the facility.

Funding for the purchase and installation of the hardware is available from the grant funds.

Therefore, it is recommended that the Board of Trustees authorize the 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, as presented.


Thank you.

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

Business Office

To: Dr. Gayle Saunders
From: Greg Florian 
Date: March 10, 2015
Re: Lock Replacement Project

The College received a School Security Grant to replace locksets on existing classroom, office, and meeting room doors which will allow the doors to be locked from the inside with a "thumb turn" rather than requiring a key. Installing this type of lockset will add a new layer of safety to the rooms.


BLDD and College staff worked with several different manufacturers and suppliers to find the appropriate lock mechanisms that met project specifications. With over 100 locks included in the project, this task is complex as there are a variety of lock manufacturers used throughout the facility.

Two companies provided proposals to furnish and install the locksets specified for the project; Negwer Door Systems at a total cost of \$21,807.05, and A-1 Corporate Hardware at a total cost of \$42,228.00. Both companies are located in Springfield, IL.

Funding for the purchase and installation of the hardware is available from the grant funds.

It is recommended that the Board authorize the College administration to enter into a contract with Negwer Door Systems of Springfield, IL, for purchase and installation of locksets at a total cost of \$21,807.05,

I am available to answer questions

TO: Board of Trustees
FROM: Dr. Gayle Saunders 
DATE: March 17, 2015
SUBJECT: 2015-2018 Strategic Plan

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

As you know, the Strategic Planning Team has been working since June 2014 to draft a plan that will guide the College's actions and initiatives. The completed 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. These goals collectively reflect Richland's momentum.

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 in April. No action is recommended at this time.

Thank you.

TO: Dr. Gayle Saunders
FROM: Gianina Baker *GB*
DATE: March 12, 2015
SUBJECT: 2015-2018 Strategic Plan

The Strategic Planning Team has completed the final draft of the 2015-2018 Strategic Plan for Richland Community College and is awaiting a final review by the Richland Board of Trustees.

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. 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, the Strategic Planning Team served as facilitators and scribes for 14 focus groups sessions with over 210 participants. 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 has 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: *Elevate Teaching and Learning Standards*, *Foster Student Success and Completion*, *Advance and Create Workforce Development Partnerships*, and *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. As in past practice, the President's Cabinet will identify annual priorities to ensure accountability to the Strategic Plan.

As the Strategic Planning Team nears completion of its work, the final draft is presented for your review. The adoption of the 2015-2018 Strategic Plan will be an item at the April Board Meeting. Additionally, the College Mission, Vision, and Core Values will also need to be reaffirmed.

BOARD POLICIES, PROPOSALS, AND CHANGES



TO: Board of Trustees

FROM: Dr. Gayle Saunders 

DATE: March 17, 2015

SUBJECT: Board Policy Section 4- Student and Academic Services - First Reading

A policy section review is completed at least every four years in order to assure that policies and procedures align. A comprehensive review of Board Policy Section 4 – Student and Academic Services has been completed.

Section 4 was last reviewed in its entirety in 2010. Review began in the fall of 2014 and has been reviewed and revised to reflect current statutes. Additionally, Section 4 policies contained procedures that have been removed and oriented to an accompanying procedure manual. Many changes are reflective of clarification in language and responsible offices for implementation of policy. There are, in addition, significant changes in the Financial Aid Program section as a result of updates in policy, procedure and implementation of the program on both the state and federal levels.

The policy revisions have 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. No Action is recommended at this time.

TO: Dr. Gayle Saunders
FROM: Marcus Brown
DATE: March 17, 2015
SUBJECT: Board Policies – Section 4 – Student and Academic Services – First Reading

Mr. Chairman, Members of the Board, Section 4 of the Board Policy manual is presented for first reading.

Updates to Section 4 include:

4.1.1.1 – New Student Orientation	Clarification of mandatory orientation
4.1.2.1 – Mandatory Course Placement Testing	Updates testing time frame
4.1.2.2 – Course Placement Retesting	Updates testing time frame
4.1.3 – Admission to a Program of Study	Cleans up language
4.1.4 – Admission of High School Students and “Gifted” High School Students	Clarifies language for high school enrollees and tuition
4.2 – Residency Status	No change
4.3.6 – Non Credit Fitness Center Fees	Eliminates a single defined time frame for charges
4.4 – Tuition Refunds	Cleans up language
4.5 – Student Financial Obligations	No change
4.6.7 – Withdrawing for the College	Cleans up language
4.6.9 – Graduation Requirements	Clarifies associate degree not baccalaureate; Eliminates outdated procedures
4.7 – College Credit	No change
4.8 – Student Evaluation System	No change
4.9.1 – Directory and Confidential information	Cleans up language
4.9.2 – Access to confidential Information by Students	Cleans up language
4.10 – Out –of-District Charges	Clarifies responsible office
4.11 – Scholarships and Institutional Waivers	Cleans up language
4.12 – Student Insurance	No change

4.13 – Chronic Communicable Disease	No change
4.14 – Substance Abuse – Intoxicant use	Adds drug paraphernalia as an addition to the drug/ Intoxicants
4.15 – Students Rights and Responsibilities (Including 4.15.1, 4.15.4, 4.15.5)	Formatting; cleans up language; clarifies responsible offices
4.16 – Student Development Program	No change
4.17 – Student Engagement Program	Updates language and mission
4.18 – Financial Aid Program (including 4.18.1, 4.18.2, 4.18.3, 4.18.4, 4.18.5, 4.18.6, 4.18.7, 4.18.9, 4.18.10)	Updates program language, conditions and requirements
4.19 – Guarantee of Educational Effectiveness	No change
4.20 – Display and Posting of Materials	Updates responsible office
4.21 – Right-To-Know and Campus Security Act Policy	Adds publication on the College’s website
4.22 – Other Services	No change
4.23 – Religious Observance by Student	No change

Section 4 has been reviewed by the President’s Cabinet. The Institutional Effectiveness group has also considered the updates. No action is recommended at this time.

Thank you.

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 ILCS 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	GPA
Attempted	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 on College property is prohibited. Irresponsible behavior attributable to any such intoxicants will not be tolerated and will be subject to College disciplinary action, which may include expulsion from the College.

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. Financial Aid Warning~~probation, a student on ~~Financial Aid S~~suspension 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 Aaid S~~suspension. 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 Suspension](#) 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: March 17, 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 February 2015 bills paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College

Financial Report
February, 2015

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Richland Community College
Treasurer's Report
February 28, 2015

Fund	Balance 02/01/15	Receipts for Month	Disbursements for Month	Balance 02/28/15	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	2,612,812.78	2,828,062.83	(4,987,453.67)	453,421.94	396,615.27	850,037.21
Oper & Maint Restricted	1,718,704.59	213,152.77	(56.81)	1,931,800.55	1,713,511.04	218,289.51
Bond & Interest Fund	312,894.46	7.46	.00	312,901.92	312,901.92	.00
Auxiliary Enterprises	273,718.24	23,032.46	(200,034.46)	96,716.24	96,716.24	.00
Restricted Purposes Fd	777,965.42	2,363,189.10	(834,708.00)	2,306,446.52	1,785,452.04	520,994.48
Working Cash Fund	5,352,855.90	103.75	.00	5,352,959.65	4,352,778.03	1,000,181.62
Trust & Agency Fund	117,752.50	109,618.27	(71,199.08)	156,171.69	156,171.69	.00
Audit Fund	16,737.35	.40	.00	16,737.75	16,737.75	.00
Liab,Protect,Settle	400,788.69	7.17	.00	400,795.86	300,795.86	100,000.00
Totals	11,584,229.93	5,537,174.21	(6,093,452.02)	11,027,952.12	8,338,449.30	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-ENC	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	120,775.97	CD-Regns	0.05	03/21/2015	13.0
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
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 February
1415

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
Fund: 01 Education Fund						
Local Government Sources						
Current Taxes	6,048,270.00	6,048,270.00	100.0	5,980,716.00	6,048,152.60	101.1
Chargeback	15,002.24	15,002.24	100.0	17,500.00	13,843.95	79.1
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	6,062,765.83	101.1
State Government Sources						
ICCB Credit Hour Grants	831,739.20	1,882,267.13	44.2	1,821,545.00	784,157.85	43.0
ICCB Equalization Grant	126,070.40	302,569.00	41.7	77,000.00	25,687.68	33.4
ICCB CTE Formula Grant	81,610.86	163,221.72	50.0	163,222.00	83,506.18	51.2
Replacement Taxes	246,645.71	439,375.92	56.1	420,000.00	236,829.99	56.4
State Government Sources	1,286,066.17	2,787,433.77	46.1	2,481,767.00	1,130,181.70	45.5
Student Tuition & Fees						
Tuition-Credit	5,412,095.33	5,387,948.65	100.4	5,768,940.00	5,224,051.34	90.6
Fees	641,525.50	662,847.50	96.8	778,800.00	753,614.97	96.8
Student Tuition & Fees	6,053,620.83	6,050,796.15	100.0	6,547,740.00	5,977,666.31	91.3
Other Revenue/Sources						
Investment Revenue	1,092.47	1,739.28	62.8	3,100.00	927.61	29.9
Other Revenue	134,889.79	294,686.74	45.2	351,084.00	109,021.49	30.6
Transfer In	.00	3,561.22	.0	5,000.00	.00	.0
Other Revenue/Sources	135,982.26	299,987.24	45.3	359,184.00	109,949.10	30.6
Total Revenue	13,539,547.14	15,202,096.14	89.1	15,387,607.00	13,280,562.94	86.3

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

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
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	69,828.55	167,588.52	41.7	161,204.00	74,831.50	46.4
State Government Sources	69,828.55	167,588.52	41.7	161,204.00	74,831.50	46.4
Student Tuition & Fees						
Tuition-Credit	518,028.67	526,219.24	98.4	561,060.00	513,019.94	91.4
Student Tuition & Fees	518,028.67	526,219.24	98.4	561,060.00	513,019.94	91.4
Other Revenue/Sources						
Other Revenue	188,042.99	263,552.91	71.3	378,050.00	245,221.42	64.9
Other Revenue/Sources	188,042.99	263,552.91	71.3	378,050.00	245,221.42	64.9
Total Revenue	1,655,292.95	1,836,753.57	90.1	1,977,568.00	1,712,404.06	86.6

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

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
Total Operating Funds						
Local Government Sources						
Current Taxes	6,927,576.73	6,927,576.73	100.0	6,857,895.00	6,927,373.99	101.0
Chargeback	15,002.24	15,002.24	100.0	17,500.00	13,843.95	79.1
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	6,942,097.03	101.0
State Government Sources						
ICCB Credit Hour Grants	901,567.75	2,049,855.65	44.0	1,982,749.00	858,989.35	43.3
ICCB Equalization Grant	126,070.40	302,569.00	41.7	77,000.00	25,687.68	33.4
ICCB CTE Formula Grant	81,610.86	163,221.72	50.0	163,222.00	83,506.18	51.2
Replacement Taxes	246,645.71	439,375.92	45.9	420,000.00	236,829.99	56.4
State Government Sources	1,355,894.72	2,955,022.29	45.9	2,642,971.00	1,205,013.20	45.6
Student Tuition & Fees						
Tuition-Credit	5,930,124.00	5,914,167.89	100.3	6,330,000.00	5,737,071.28	90.6
Fees	641,525.50	662,847.50	96.8	778,800.00	753,614.97	96.8
Student Tuition & Fees	6,571,649.50	6,577,015.39	99.9	7,108,800.00	6,490,686.25	91.3
Other Revenue/Sources						
Investment Revenue	1,092.47	1,739.28	62.8	3,100.00	927.61	29.9
Other Revenue	170,845.28	349,133.35	48.9	514,084.00	198,795.01	38.7
Transfer In	.00	3,561.22	.0	5,000.00	.00	.0
Other Revenue/Sources	171,937.75	354,433.85	48.5	522,184.00	199,722.62	38.2
Total Revenue	15,042,752.59	16,829,743.41	89.4	17,150,125.00	14,837,519.10	86.5

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

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
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	14,316.26	17,629.93	81.2	.00	1,343.53	.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	51,300.00	177,172.41	29.0	.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	3,065,500.00	.00	.0
Total Revenue/Sources	347,716.14	511,861.56	67.9	5,029,335.00	1,334,315.84	26.5
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	305.01	342.67	89.0	300.00	128.41	42.8
Total Revenue/Sources	2,409,021.16	2,409,060.00	100.0	2,438,783.00	2,436,085.37	99.9
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	257,997.76	350,556.56	73.6	356,962.00	230,219.50	64.5
NonCredit Revenue	117,922.03	166,370.73	70.9	264,318.00	99,708.18	37.7
ContractNoncreditRevenue	27,752.70	38,360.70	72.3	38,531.00	25,245.62	65.5
ICCB Credit Hour Grants	47,979.37	68,389.95	70.2	82,356.00	39,960.87	48.5
Fitness Tuition	18,538.00	20,373.00	91.0	40,000.00	18,522.00	46.3
Fitness Membership Fees	8,035.00	9,933.00	80.9	15,000.00	12,125.00	80.8
Clubs and Organizations	173,839.62	257,154.40	67.6	207,890.00	135,573.04	65.2
Int on Cash/IL Funds Acc	89.37	123.45	72.4	.00	29.73	.0
Shilling Community Cntr	23,448.50	35,928.50	65.3	52,815.00	16,705.00	31.6
Child Care Revenue	65,936.73	99,368.73	66.4	95,000.00	58,128.00	61.2
CCRS Paid Revenue	12,978.12	23,902.06	54.3	38,500.00	22,634.65	58.8
Child Care Transfer Rev	.00	.00	.0	54,000.00	27,000.00	50.0
Copy Center Fees	25,841.07	42,321.64	61.1	26,675.00	26,833.31	100.6
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	10,840.00	16,260.00	66.7	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	1,229.43	7,013.60	17.5	6,974.00	4,624.23	66.3
Total Revenue/Sources	795,522.70	1,246,305.47	63.8	1,443,781.00	724,981.63	50.2

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

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
Fund: 06 Restricted Purposes Fd						
Financial Aid	6,798,389.90	8,217,991.29	82.7	8,152,898.00	6,873,459.10	84.3
Interest on Investments	242.83	1,130.75	21.5	.00	.00	.0
Int on Cash/IL Funds Acc	55.75	82.25	67.8	.00	139.41	.0
College Fair Revenue-PIE	3,960.00	3,960.00	100.0	7,150.00	7,120.00	99.6
PartnersSaluteRevenuePIE	2,605.00	4,435.00	58.7	7,500.00	2,100.00	28.0
YouthLeadershipRev-PIE	6,750.00	6,800.00	99.3	6,000.00	4,700.00	78.3
Grants Revenue	733,484.78	1,226,601.42	59.8	1,872,441.11	832,830.68	44.5
Gifts/Donations	25,058.92	62,147.89	40.3	101,170.00	55,252.92	54.6
Contributions-PIE	3,795.00	18,301.25	20.7	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	12,150.00	18,700.00	65.0	22,207.00	30,082.02	135.5
Total Revenue/Sources	7,724,676.13	10,687,836.68	72.3	11,814,925.36	8,072,492.88	68.3
Fund: 07 Working Cash Fund						
Interest on Corp Cash	2,123.13	3,561.22	59.6	5,000.00	1,323.92	26.5
Total Revenue/Sources	2,123.13	3,561.22	59.6	5,000.00	1,323.92	26.5
Fund: 10 Trust & Agency Fund						
Club Revenue	16,454.74	30,168.33	54.5	25,000.00	17,526.75	70.1
Int on Cash/IL Funds Acc	38.14	56.24	67.8	100.00	16.47	16.5
Transfer In	.00	7,935.82	.0	.00	.00	.0
Contributions	29,000.00	58,000.00	50.0	55,500.00	55,500.00	100.0
Total Revenue/Sources	45,492.88	96,160.39	47.3	80,600.00	73,043.22	90.6

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

	Actual Rev 02/28/14	Actual Rev 06/30/14	%	Budget 1415	Actual Rev 02/28/15	%
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	6.63	8.61	77.0	15.00	4.46	29.7
LLC Contract Svcs Rev	3,550.00	3,550.00	100.0	.00	.00	.0
Total Revenue/Sources	63,966.12	63,968.11	100.0	68,214.00	68,367.55	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	16,856.00	19,272.00	87.5	18,000.00	14,880.00	82.7
Interest on Investments	.00	26.03	.0	150.00	.00	.0
Int on Cash/IL Funds Acc	237.38	355.50	66.8	500.00	86.48	17.3
Total Revenue/Sources	1,238,809.57	1,241,370.24	99.8	1,375,539.00	1,370,844.62	99.7

Richland Community College
Expenditure Summary by Major Function
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual 02/28/2015	** %	Encumbered	*** Unencumbered	*** Amount	*** %
Fund: Education Fund							
Office of Stu and Acad	82,786.00	40,492.50	48.91	309.37	41,984.13	50.71	
Business and Technology	2,316,567.00	1,497,662.00	64.65	23,168.80	795,736.20	34.35	
Comm, Ed, Hum and Fine A	1,799,791.00	1,273,549.34	70.76	2,743.30	523,498.36	29.09	
Math and Sciences	2,122,350.00	1,501,955.93	70.77	1,372.79	619,021.28	29.17	
Health Professions	1,888,014.00	1,284,871.07	68.05	8,418.97	594,723.96	31.50	
Enrollment Services	1,615,127.00	1,024,763.73	63.45	1,613.22	588,750.05	36.45	
Academic Support-LRC	490,329.00	341,866.37	69.72	3,211.46	145,251.17	29.62	
Retention Services	170,984.00	110,642.83	64.71	.00	60,341.17	35.29	
Technical Services Supp	368,698.00	283,899.95	77.00	210.14	84,587.91	22.94	
Institutional Support	3,622,055.00	2,432,255.80	67.15	117,608.39	1,072,190.81	29.60	
Scholarship and Waivers	453,000.00	341,421.97	75.37	.00	111,578.03	24.63	
Clubs	117,906.00	64,300.21	54.54	.00	53,605.79	45.46	
Transfer Out	340,000.00	47,420.00	13.95	.00	292,580.00	86.05	
Total Education Fund	15,387,607.00	10,245,101.70	66.58	158,656.44	4,983,848.86	32.39	
Fund: Operations & Maint							
Maintenance	1,977,568.00	1,110,689.29	56.16	280,803.49	586,075.22	29.64	
Total Operations & Maint	1,977,568.00	1,110,689.29	56.16	280,803.49	586,075.22	29.64	
Fund: Oper & Maint Restricted							
Protection,Health,Safety	5,029,335.00	2,463,529.34	48.98	7,428.38	2,558,377.28	50.87	
Maintenance	.00	.00	.00	.00	.00	.00	
Liability Protection	.00	.00	.00	.00	.00	.00	
Total Oper & Maint Restricted	5,029,335.00	2,463,529.34	48.98	7,428.38	2,558,377.28	50.87	
Fund: Bond & Interest Fund							
Bond and Interest	2,438,783.00	2,021,991.25	82.91	.00	416,791.75	17.09	
Total Bond & Interest Fund	2,438,783.00	2,021,991.25	82.91	.00	416,791.75	17.09	
Fund: Auxiliary Enterprises							
Instructional Programs	585,306.00	343,279.88	58.65	20,276.00	221,750.12	37.89	
Auxiliary Services	608,619.00	341,257.63	56.07	37,846.47	229,514.90	37.71	
Business/Community Educa	164,877.00	111,696.84	67.75	2,560.00	50,620.16	30.70	
Institutional Support	84,979.00	47,116.89	55.45	11,950.78	25,911.33	30.49	
Total Auxiliary Enterprises	1,443,781.00	843,351.24	58.41	72,633.25	527,796.51	36.56	

Richland Community College
Expenditure Summary by Major Function
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended ** 02/28/2015	%	Encumbered	*** Unencumbered Amount	*** %
Fund: Restricted Purposes Fd						
Grants	3,738,145.36	1,889,610.17	50.55	63,005.37	1,785,529.82	47.77
Financial Aid	8,076,780.00	6,884,064.26	85.23	.00	1,192,715.74	14.77
Total Restricted Purposes Fd	11,814,925.36	8,773,674.43	74.26	63,005.37	2,978,245.56	25.21
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	51,052.27	63.42	1,978.49	27,469.24	34.12
Total Trust & Agency Fund	80,500.00	51,052.27	63.42	1,978.49	27,469.24	34.12
Fund: Audit Fund						
Institutional Support	15,142.00	10,181.42	67.24	.00	4,960.58	32.76
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	54,381.42	79.72	.00	13,832.58	20.28
Fund: Liab,Protect,Settle						
Liability Protection	1,261,035.00	860,738.58	68.26	125,930.05	274,366.37	21.76
Contingency	114,504.00	.00	.00	.00	114,504.00	100.00
Total Liab,Protect,Settle	1,375,539.00	860,738.58	62.57	125,930.05	388,870.37	28.27

Richland Community College
Expenditure Summary-Operating Funds
For the month of February
67% of Fiscal Year 1415

	Actual Exp 02/28/14	** Actual Expense ** 06/30/14	%	Budget 1415	*** Actual Expense ** 02/28/15	%	Encumbered	*** Unencumbered ***
Fund: Education Fund								
Salaries	7,547,447.90	11,040,769.90	68.4	11,038,103.00	7,446,706.44	67.5	.00	3,591,396.56
Employee Benefits	1,354,681.77	2,004,219.36	67.6	2,010,962.00	1,361,114.80	67.7	.00	649,847.20
Contractual Services	243,724.01	289,368.27	84.2	326,145.02	248,090.19	76.1	774.30	77,280.53
Commodities	611,323.81	826,140.53	74.0	800,301.89	565,756.88	70.7	104,612.54	129,932.47
Travel	111,519.07	164,840.02	67.7	182,718.25	82,907.22	45.4	32,774.25	67,036.78
Fixed Charges	89,944.92	132,154.69	68.1	111,300.00	53,495.47	48.1	20,437.35	37,367.18
Capital Outlay	1,768.85	8,816.46	20.1	10,576.84	10,577.00	100.0	.00	- .16
Other	443,194.29	869,374.85	51.0	567,500.00	429,033.70	75.6	58.00	138,408.30
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	10,403,604.62	15,720,886.89	66.2	15,387,607.00	10,245,101.70	66.6	158,656.44	4,983,848.86
Fund: Operations & Maint								
Salaries	268,112.90	399,377.92	67.1	431,070.00	280,124.63	65.0	.00	150,945.37
Employee Benefits	65,841.80	97,067.02	67.8	105,713.00	78,167.04	73.9	.00	27,545.96
Contractual Services	336,363.59	487,431.46	69.0	532,010.00	277,862.81	52.2	162,383.89	91,763.30
Commodities	77,173.58	135,157.75	57.1	170,207.00	70,229.02	41.3	44,961.72	55,016.26
Travel	1,126.07	1,449.31	77.7	2,600.00	584.48	22.5	80.00	1,935.52
Fixed Charges	365,697.83	663,592.16	55.1	735,968.00	403,721.31	54.9	73,377.88	258,868.81
Capital Outlay	.00	43,990.73	.0	.00	.00	.0	.00	.00
Total Expenditures	1,114,315.77	1,828,066.35	61.0	1,977,568.00	1,110,689.29	56.2	280,803.49	586,075.22
Total Operating Funds								
Salaries	7,815,560.80	11,440,147.82	68.3	11,469,173.00	7,726,831.07	67.4	.00	3,742,341.93
Employee Benefits	1,420,523.57	2,101,286.38	67.6	2,116,675.00	1,439,281.84	68.0	.00	677,393.16
Contractual Services	580,087.60	776,799.73	74.7	858,155.02	525,953.00	61.3	163,158.19	169,043.83
Commodities	688,497.39	961,298.28	71.6	970,508.89	635,985.90	65.5	149,574.26	184,948.73
Travel	112,645.14	166,289.33	67.7	185,318.25	83,491.70	45.1	32,854.25	68,972.30
Fixed Charges	455,642.75	795,746.85	57.3	847,268.00	457,216.78	54.0	93,815.23	296,235.99
Capital Outlay	1,768.85	52,807.19	3.3	10,576.84	10,577.00	100.0	.00	- .16
Other	443,194.29	869,374.85	51.0	567,500.00	429,033.70	75.6	58.00	138,408.30
Transfer Out	.00	385,202.81	.0	340,000.00	47,420.00	13.9	.00	292,580.00
Total Expenditures	11,517,920.39	17,548,953.24	65.6	17,365,175.00	11,355,790.99	65.4	439,455.93	5,569,924.08

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

	Actual	Budget
Continuing and Professional Education		

Revenues:		
Fitness Center	30,647.00	55,000.00
6000 CPED Admin Expenses	4,259.37	0.00
6001 CDL	142,244.59	195,522.00
6002 Computer & Technology	10,815.96	18,647.00
6003 Dance	39,180.68	49,000.00
6004 Hobby & Leisure	30,996.74	93,300.00
6007 Safety-Industrial	120,915.02	294,817.00
6008 Shilling Rentals	16,705.00	52,815.00
6010 DOC-CPR/First Aid	4,420.56	15,000.00
6013 Culinary Arts	9,268.00	9,500.00
6025 Camp Connections	8,000.00	25,000.00
Total Revenues	417,452.92	808,601.00
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Expenses:		
Fitness Center	34,697.97	60,000.00
6000 CPED Admin Expenses	112,023.84	164,877.00
6001 CDL	104,215.87	145,779.00
6002 Computer & Technology	11,478.19	15,489.00
6003 Dance	31,362.13	48,450.00
6004 Hobby & Leisure	43,321.29	89,538.00
6007 Safety-Industrial	95,102.93	199,008.00
6008 Shilling Rentals	12,348.97	20,497.00
6010 DOC-CPR/First Aid	6,712.60	3,786.00
6013 Culinary Arts	10,066.49	8,805.00
6025 Camp Connections	1,116.55	10,250.00
Total Expenses	462,446.83	766,479.00
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Net Income (Loss)	(44,993.91)	42,122.00
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Note: Credit Hour Reimbursement Revenue included above 39,960.87

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

	Actual	Budget
Revenues:		
6014 Dance Productions	27,933.46	30,000.00
6019 Outdoor Events	2,275.00	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	4,950.00	5,500.00
	-----	-----
Total Revenues	38,908.46	65,160.00
	-----	-----
Expenses:		
6014 Dance Productions	11,299.01	22,041.00
6019 Outdoor Events	75,454.23	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	86,753.24	161,498.00
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Net Income (Loss)	(47,844.78)	(96,338.00)
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Auxiliary Enterprises Fund
 Workforce Development
 Statement of Revenue and Expense
 Cash Basis
 FEB 1415

	Actual	Budget
Revenues:		
6009 Traffic Safety	25,073.25	43,331.00
8907 Culinary Restaurant	26,365.15	44,500.00
8908 Coffee Shop	42,224.09	76,424.00
8915 Misc Culinary Events	3,360.00	2,250.00
	-----	-----
Total Revenues	97,022.49	166,505.00
	-----	-----
Expenses:		
6009 Traffic Safety	23,960.27	43,704.00
8907 Culinary Restaurant	30,282.22	44,500.00
8908 Coffee Shop	35,046.45	61,400.00
8915 Misc Culinary Events	1,882.00	2,250.00
	-----	-----
Total Expenses	91,170.94	151,854.00
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Net Income (Loss)	5,851.55	14,651.00
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Richland Community College
Restricted Purposes Fund-Grants
FEB 1415

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered % **
Federally Funded Grants						
11117 ADM Sequestration Grant	07/01/2010 - 06/30/2015	116,646.00	96,192.04	82.46	462.15	19,991.81 17.14
11496 DCP-STOP Act	09/30/2013 - 09/29/2014	31,152.55	24,876.97	79.86	0.00	6,275.58 20.14
11596 DCP-STOP Act	09/30/2014 - 09/29/2015	48,258.00	11,356.51	23.53	1,385.00	35,516.49 73.60
11595 DCP-Strategic Prevention	07/01/2014 - 06/30/2015	102,531.55	57,443.13	56.02	2,875.00	42,213.42 41.17
11480 TRIO Grant	09/01/2013 - 08/31/2014	57,072.86	57,071.10	100.00	0.00	1.76 .00
11580 TRIO Grant	09/01/2014 - 08/30/2015	281,348.00	129,272.33	45.95	0.00	152,075.67 54.05
11316 TrainingAssist/CareerTry	10/01/2012 - 09/30/2016	338,390.00	316,362.88	93.49	0.00	22,027.12 6.51
Total		975,398.96	692,574.96	71.00	4,722.15	278,101.85 28.51
State Funded Grants						
11523 Bridging the Gap	09/01/2014 - 06/30/2014	10,000.00	3,608.65	36.09	25.00	6,366.35 63.66
11520 Co-OpWorkStudy-IBHE	07/01/2014 - 06/30/2015	18,980.00	4,052.07	21.35	0.00	14,927.93 78.65
11217 Coal Educ & Mktg -DCEO	04/01/2012 - 07/31/2014	15,100.12	15,100.12	100.00	0.00	0.00 .00
11440 Decatur DOC	10/01/2013 - 09/30/2014	75,378.65	75,378.65	100.00	0.00	0.00 .00
11540 Decatur DOC	10/01/2014 - 09/30/2015	371,396.29	128,220.69	34.52	6,611.62	236,563.98 63.70
11524 DualCreditEnhancement	07/01/2014 - 06/30/2015	10,000.00	0.00	0.00	0.00	10,000.00 0.00
11518 Hwy Construct Career Grt	07/01/2014 - 06/30/2015	260,131.00	28,024.00	10.77	3,563.17	228,543.83 87.86
11578 IEMA School Safety Grant	07/01/2014 - 06/30/2015	60,000.00	1,083.48	1.81	5,416.52	53,500.00 89.17
11441 Lincoln DOC	10/01/2013 - 09/30/2014	52,384.17	52,384.17	100.00	0.00	0.00 .00
11541 Lincoln DOC	10/01/2014 - 09/30/2015	292,103.59	88,687.19	30.36	1,452.86	201,963.54 69.14
11442 Logan DOC	10/01/2013 - 09/30/2014	74,340.29	74,339.92	100.00	0.00	0.37 .00
11542 Logan DOC	10/01/2014 - 09/30/2015	400,856.83	135,514.10	33.81	5,373.98	259,968.75 64.85
11554 Performance Grant	07/01/2014 - 06/30/2015	48,575.00	27,322.72	56.25	90.75	21,161.53 43.56
11444 Pontiac DOC	10/01/2013 - 09/30/2014	11,070.90	11,070.90	100.00	0.00	0.00 .00
11544 Pontiac DOC	10/01/2014 - 09/30/2015	61,385.82	17,764.48	28.94	0.00	43,621.34 71.06
11560 Public Assistance	07/01/2014 - 06/30/2015	51,586.00	27,030.70	52.40	0.00	24,555.30 47.60
11564 SOS Literacy - State	07/01/2014 - 06/30/2015	67,000.00	34,127.83	50.94	0.00	32,872.17 49.06
11572 State Basic Adult Ed	07/01/2014 - 06/30/2015	37,981.00	29,433.62	77.50	0.00	8,547.38 22.50
11566 Workplace Skills Enhance	07/01/2014 - 06/30/2015	14,500.00	4,568.92	31.51	0.00	9,931.08 68.49
Total		1,932,769.66	757,712.21	39.20	22,533.90	1,152,523.55 59.63
Locally Funded Grants						
11322 AAC Plus 50 Grant	04/01/2013 -	13,034.81	6,347.17	48.69	309.38	6,378.26 48.93
8999 Decatur Comm Partnership	10/01/2007 -	12,000.00	2,380.85	19.84	0.00	9,619.15 80.16
11373 Literacy Grant-EdCO	03/01/2013 -	51,852.93	18,000.55	34.71	0.00	33,852.38 65.29
Total		76,887.74	26,728.57	34.76	309.38	49,849.79 64.83
Cash/RCC Restricted Programs						
9098 Partners in Education	07/01/2013 -	84,725.00	56,466.20	66.65	0.00	28,258.80 33.35
11458 Project READ	07/01/2013 -	100,207.00	63,813.50	63.68	0.00	36,393.50 36.32
EQUI Reserved for Equipment	07/01/2005 -	227,691.00	61,430.19	26.98	33,706.57	132,554.24 58.22
Total		412,623.00	181,709.89	44.04	33,706.57	197,206.54 47.79

Richland Community College
 Restricted Purposes Fund-Grants
 FEB 1415

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered % **
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	106,919.71	60.56	1,428.99	68,193.30 38.63
11532	Federal Adult Ed Basic 07/01/2014 - 06/30/2015	33,780.00	31,814.11	94.18	0.00	1,965.89 5.82
11556	Program Improvement Grnt 07/01/2014 - 06/30/2015	12,856.00	5,284.62	41.11	0.00	7,571.38 58.89
	Total	223,178.00	144,018.44	64.53	1,428.99	77,730.57 34.83
	Total Grants	3,662,027.36	1,833,606.65	50.07	63,005.37	1,765,415.34 48.21

Richland Community College

ACCOUNT SUMMARY

FEB 1415

Fund: Education Fund Acct Description	Month		Full Year		Year to Date		Pct	Variance
	Actual	Budget	Actual	Encumbered	Actual	Encumbered		
51100 Administrative Staff Sal	153,569.50	1,927,784.00	1,276,135.86	0.00			66.2	651,648.14
51102 Administrative Staff-PT	3,500.00	0.00	20,840.91	0.00			.0	-20,840.91
51200 Professional/Tech Salary	64,917.65	678,618.00	459,541.31	0.00			67.7	219,076.69
51201 Professional/Tech-PT	1,541.90	31,500.00	10,471.21	0.00			33.2	21,028.79
51202 Professional/Tech-PT	1,448.06	35,000.00	25,711.41	0.00			73.5	9,288.59
51310 F/T Faculty Salary	355,815.92	3,995,352.00	2,665,345.03	0.00			66.7	1,330,006.97
51315 F/T Faculty-Summer Sal	0.00	339,028.00	305,392.02	0.00			90.1	33,635.98
51320 P/T Faculty Salary	115,092.33	977,280.00	717,529.77	0.00			73.4	259,750.23
51325 P/T Faculty-Summer Sal	0.00	96,033.00	95,837.01	0.00			99.8	195.99
51340 Overload Salary	50,510.80	456,175.00	284,995.21	0.00			62.5	171,179.79
51345 Clinical Risk Stipends	3,883.32	35,500.00	24,300.00	0.00			68.5	11,200.00
51350 Independent Study Salary	2,090.00	14,600.00	21,140.00	0.00			144.8	-6,540.00
51356 Subs Instructors Salary	1,023.10	14,550.00	9,288.81	0.00			63.8	5,261.19
51360 LabFacilitators	1,678.60	34,000.00	20,325.10	0.00			59.8	13,674.90
51362 Faculty Tutors Salary	4,518.15	154,928.00	57,957.37	0.00			37.4	96,970.63
51391 Faculty Curriculum Dev OL	0.00	7,000.00	5,625.00	0.00			80.4	1,375.00
51392 Faculty Curriculum Dev	0.00	1,800.00	0.00	0.00			.0	1,800.00
51400 Supervisory Staff Salary	38,020.03	611,240.00	346,494.84	0.00			56.7	264,745.16
51500 Academic Support Salary	14,208.64	170,505.00	113,669.12	0.00			66.7	56,835.88
51502 Academic Support-PT	10,901.58	152,155.00	146,918.41	0.00			96.6	5,236.59
51610 F/T Classified Salary	90,918.03	1,075,457.00	706,783.75	0.00			65.7	368,673.25
51620 P/T Classified Salary	2,563.16	96,731.00	42,946.33	0.00			44.4	53,784.67
51630 Classified-temporary	-4,722.51	1,000.00	18,244.61	0.00			1824.5	-17,244.61
51800 Student Workers Salary	2,868.41	68,925.00	26,684.42	0.00			38.7	42,240.58
51906 Interpreter Salary	1,143.56	25,000.00	16,310.20	0.00			65.2	8,689.80
51912 Test Proctor Salary	5,762.27	1,000.00	6,947.27	0.00			694.7	-5,947.27
51918 Overtime Wages	437.24	8,150.00	5,318.97	0.00			65.3	2,831.03
51930 Car Allowance	0.00	2,400.00	600.00	0.00			25.0	1,800.00
51935 SURS Fringe Benefit	1,870.70	26,392.00	15,352.50	0.00			58.2	11,039.50
52080 SURS-RetireeHealthContri	3,896.52	46,880.00	30,805.50	0.00			65.7	16,074.50
52100 EmployeeBenefitsTotal	11,298.03	3,500.00	11,494.68	0.00			328.4	-7,994.68
52101 Group Medical Ins	165,922.40	1,826,173.00	1,187,605.47	0.00			65.0	638,567.53
52102 Group Dental Ins	5,899.75	69,387.00	43,454.86	0.00			62.6	25,932.14
52104 Group Life Ins	2,878.43	34,517.00	23,215.86	0.00			67.3	11,301.14
52105 Group LTD Ins	1,808.21	21,245.00	13,904.04	0.00			65.4	7,340.96
52106 Long-Term Care Ins	0.00	4,000.00	3,853.39	0.00			96.3	146.61
52700 Medicare	0.00	260.00	0.00	0.00			.0	260.00
52750 Staff/Family Waivers	2,658.00	5,000.00	46,781.00	0.00			935.6	-41,781.00
53200 Consultants/Workshops	63.48	4,650.00	103.39	0.00			2.2	4,546.61
53205 Admin Computer-Maint	4,284.50	181,459.00	172,142.11	0.00			94.9	9,316.89
53400 Equip Repair/Maint Agree	3,337.50	21,491.02	10,311.30	0.00			48.0	11,179.72
53500 Legal Services-Admin	0.00	51,000.00	24,723.83	0.00			48.5	26,276.17
53900 Contractual-Other	18.05	40,455.00	22,520.43	0.00			57.6	17,160.27
53920 Wellness Program	0.00	5,600.00	3,030.00	0.00			54.1	2,570.00
53938 Tuition	0.00	3,000.00	0.00	0.00			.0	3,000.00
53955 Faculty Development	0.00	855.00	1,309.25	0.00			153.1	-454.25
53956 Staff Development	0.00	4,000.00	1,707.50	0.00			42.7	2,292.50
53974 Resource Persons	0.00	200.00	0.00	0.00			.0	200.00
53975 Professional Fees	1,790.00	7,500.00	6,909.00	0.00			92.1	591.00
53993 Employee Recognition EAR	99.50	1,600.00	2,039.08	0.00			127.4	-439.08
53995 Meals	312.00	3,335.00	3,294.30	0.00			98.8	40.70

Richland Community College
ACCOUNT SUMMARY

FEB 1415

Fund: Education Fund Acct Description	Month		Full Year		Year to Date		Pct	Variance
	Actual	Budget	Actual	Budget	Actual	Encumbered		
53998 Student Awards	0.00	1,000.00	0.00	0.00	0.00	0.00	.0	1,000.00
54101 Office Supplies	75.03	34,426.00	11,737.63	0.00	0.00	0.00	34.1	22,688.37
54102 Instructional Supplies	9,781.32	137,040.76	83,959.82	0.00	17,266.21	0.00	73.9	35,814.73
54200 Printing	1,045.44	33,880.32	27,088.63	0.00	6,757.50	0.00	99.9	34.19
54205 Credit Schedules	3,860.75	6,300.00	3,860.75	0.00	0.00	0.00	61.3	2,439.25
54210 Catalog Printing	0.00	5,490.00	0.00	0.00	0.00	0.00	.0	5,490.00
54400 Materials	4,928.36	95,264.87	43,444.68	0.00	9,804.88	0.00	55.9	42,015.31
54401 Audio Visual Materials	0.00	8,550.00	3,934.36	0.00	2,391.25	0.00	74.0	2,224.39
54402 Postage	5,583.69	34,440.00	14,984.72	0.00	0.00	0.00	43.5	19,455.28
54408 Computer Software	3,384.58	127,904.25	124,009.39	0.00	350.80	0.00	97.2	3,544.06
54413 Transcripts	0.00	22,500.00	13,000.00	0.00	0.00	0.00	57.8	9,500.00
54515 Reference Materials	0.00	5,263.00	5,299.53	0.00	0.00	0.00	100.7	-36.53
54520 Books-Library Collection	616.09	9,440.00	7,073.73	0.00	0.00	0.00	74.9	2,366.27
54600 Publications & Dues	3,164.38	129,448.69	119,967.49	0.00	1,533.15	0.00	93.9	7,948.05
54700 Advertising	16,218.12	138,990.00	103,384.40	0.00	66,328.32	0.00	122.1	-30,722.72
54705 Specialities	0.00	4,320.00	2,131.94	0.00	0.00	0.00	49.4	2,188.06
54710 WISE Activities	60.19	1,059.00	60.19	0.00	0.00	0.00	5.7	998.81
54905 Graphic Supplies	0.00	5,085.00	1,609.41	0.00	60.91	0.00	32.8	3,414.68
54908 Laundry/Linen Supplies	50.47	900.00	210.21	0.00	119.52	0.00	36.6	570.27
55100 Meeting Expense	448.23	24,389.25	10,035.78	0.00	2,359.37	0.00	50.8	11,994.10
55102 Alumni Activities	0.00	180.00	0.00	0.00	0.00	0.00	.0	180.00
55150 Registration Fees	945.00	45,150.00	25,026.48	0.00	10,384.16	0.00	78.4	9,739.36
55200 Travel-In State	599.14	32,678.00	12,798.49	0.00	3,690.92	0.00	50.5	16,188.59
55204 Travel-In State Mileage	657.44	7,947.00	6,616.06	0.00	4,115.89	0.00	135.0	-2,784.95
55300 Travel-Out of State	411.44	70,374.00	27,740.41	0.00	12,223.91	0.00	56.8	30,409.68
55400 Recruitment	0.00	2,000.00	690.00	0.00	0.00	0.00	34.5	1,310.00
56200 Equipment Rental	2,617.02	47,000.00	25,848.59	0.00	14,119.73	0.00	85.0	7,031.68
56800 Bank Card Fees	547.88	16,000.00	13,052.10	0.00	0.00	0.00	81.6	2,947.90
56810 Collection Co Charges	754.53	18,000.00	8,384.77	0.00	0.00	0.00	46.6	9,615.23
56815 Graduation Expense	0.00	18,000.00	102.49	0.00	4,556.79	0.00	25.9	13,340.72
57500 Telephone	50.02	800.00	350.14	0.00	0.00	0.00	43.8	449.86
57700 Telecommunications	1,704.35	11,500.00	5,757.38	0.00	1,760.83	0.00	65.4	3,981.79
58600 Equipment-Instructional	7,885.00	10,576.84	10,577.00	0.00	0.00	0.00	100.0	-0.16
59040 Write-Offs	2,928.17	25,000.00	19,769.93	0.00	0.00	0.00	79.1	5,230.07
59300 Chargeback Expense	0.00	40,000.00	18,426.30	0.00	0.00	0.00	46.1	21,573.70
59405 Tuition Waiver	2,953.32	250,000.00	238,167.99	0.00	0.00	0.00	95.3	11,832.01
59415 Illinois Veterans Grants	61,374.00	100,000.00	61,374.00	0.00	0.00	0.00	61.4	38,626.00
59416 Unfunded ING/MIA/POW	0.00	38,000.00	3,683.75	0.00	0.00	0.00	9.7	34,316.25
59901 Contributions	27,750.00	105,000.00	82,500.00	0.00	0.00	0.00	78.6	22,500.00
59965 Bank Service Charges	610.23	7,500.00	4,886.66	0.00	58.00	0.00	65.9	2,555.34
59999 Expense-Other	-36.80	2,000.00	225.07	0.00	0.00	0.00	11.3	1,774.93
71000 Transfer Out	1,288,794.20	15,047,607.00	10,197,681.70	0.00	158,656.44	0.00	68.8	4,691,268.86
01 Education Fund	1,288,794.20	15,387,607.00	10,245,101.70	0.00	158,656.44	0.00	67.6	4,983,848.86

Richland Community College
ACCOUNT SUMMARY

FEB 1415

Fund: Operations & Maint	Month	Full Year	Actual	Year to Date	Encumbered	Pct	Variance
Acct Description	Actual	Budget	Actual	Actual	Encumbered		
51100 Administrative Staff Sal	5,554.90	66,781.00	44,439.25	0.00	0.00	66.5	22,341.75
51200 Professional/Tech Salary	2,190.38	26,942.00	17,523.04	0.00	0.00	65.0	9,418.96
51400 Supervisory Staff Salary	9,572.84	116,680.00	76,582.72	0.00	0.00	65.6	40,097.28
51610 F/T Classified Salary	2,140.66	32,000.00	28,443.68	0.00	0.00	88.9	3,556.32
51700 Custodial,Maint Stf Sal	13,202.29	176,167.00	108,184.27	0.00	0.00	61.4	67,982.73
51800 Student Workers Salary	0.00	3,500.00	0.00	0.00	0.00	.0	3,500.00
51918 Overtime Wages	1,420.86	9,000.00	4,951.67	0.00	0.00	55.0	4,048.33
52080 SURS-RetireeHealthContri	170.43	2,093.00	1,346.69	0.00	0.00	64.3	746.31
52101 Group Medical Ins	8,773.74	96,901.00	65,715.71	0.00	0.00	67.8	31,185.29
52102 Group Dental Ins	322.91	3,839.00	2,583.22	0.00	0.00	67.3	1,255.78
52104 Group Life Ins	135.58	1,792.00	1,087.84	0.00	0.00	60.7	704.16
52105 Group LTD Ins	83.08	1,088.00	666.58	0.00	0.00	61.3	421.42
52750 Staff/Family Waivers	-533.00	0.00	6,767.00	0.00	0.00	.0	-6,767.00
53400 Equip Repair/Maint Agree	3,854.59	62,000.00	30,521.69	5,966.61	5,966.61	58.9	25,511.70
53405 Telephone Maint Agree	7,734.13	10,000.00	7,734.13	2,442.68	2,442.68	101.8	-176.81
53410 Custodial Services	29,821.20	389,430.00	207,972.40	150,329.60	150,329.60	92.0	31,128.00
53415 Security	1,213.75	12,355.00	7,892.80	0.00	0.00	63.9	4,462.20
53420 Building Repair/Maint	0.00	7,000.00	350.00	0.00	0.00	5.0	6,650.00
53900 Contractual-Other	434.00	26,575.00	13,969.78	0.00	0.00	52.6	12,605.22
53910 Pest Control	810.00	13,650.00	6,550.62	3,240.00	3,240.00	71.7	3,859.38
53915 Snow/grounds	335.00	11,000.00	2,871.39	405.00	405.00	29.8	7,723.61
54101 Office Supplies	0.00	550.00	312.42	0.00	0.00	56.8	237.58
54104 Maintenance Supplies	4,718.56	112,887.00	48,603.97	29,758.45	29,758.45	69.4	34,524.58
54105 Vehicle Expense	23.01	19,500.00	9,648.07	8,752.02	8,752.02	94.4	1,099.91
54107 Wind Turbine Maintenance	0.00	16,000.00	0.00	5,500.00	5,500.00	34.4	10,500.00
54200 Printing	0.00	850.00	765.30	0.00	0.00	90.0	84.70
54400 Materials	0.00	8,520.00	6,691.51	0.00	0.00	78.5	1,828.49
54402 Postage	113.51	350.00	247.56	0.00	0.00	70.7	102.44
54408 Computer Software	0.00	3,600.00	1,800.00	0.00	0.00	50.0	1,800.00
54600 Publications & Dues	68.94	1,650.00	336.55	0.00	0.00	20.4	1,313.45
54700 Advertising	0.00	300.00	137.05	0.00	0.00	45.7	162.95
54910 Uniforms	293.55	6,000.00	1,686.59	951.25	951.25	44.0	3,362.16
55100 Meeting Expense	0.00	300.00	290.40	0.00	0.00	96.8	9.60
55150 Registration Fees	0.00	900.00	0.00	0.00	0.00	.0	900.00
55200 Travel-In State	0.00	1,400.00	294.08	80.00	80.00	26.7	1,025.92
56100 Facility Rental	10,949.25	146,305.00	89,094.00	43,797.04	43,797.04	90.8	13,413.96
56200 Equipment Rental	0.00	2,800.00	395.00	0.00	0.00	14.1	2,405.00
56600 Install Pymt Lease/Purch	6,664.91	79,764.00	52,118.62	26,552.18	26,552.18	98.6	1,093.20
56750 Property Taxes	0.00	8,900.00	943.25	0.00	0.00	10.6	7,956.75
57150 Propane	0.00	7,500.00	0.00	0.00	0.00	.0	7,500.00
57300 Electricity	29,743.81	393,099.00	205,880.93	0.00	0.00	52.4	187,218.07
57400 Water,Sewage	1,544.57	27,300.00	14,173.50	0.00	0.00	51.9	13,126.50
57500 Telephone	-6,031.08	44,700.00	29,295.25	855.00	855.00	67.5	14,549.75
57600 Refuse Disposal	1,421.05	20,250.00	11,140.30	2,173.66	2,173.66	65.7	6,936.04
57700 Telecommunications	0.00	5,350.00	680.46	0.00	0.00	12.7	4,669.54
71000 Transfer Out	136,747.42	1,977,568.00	1,110,689.29	280,803.49	280,803.49	70.4	586,075.22
02 Operations & Maint	136,747.42	1,977,568.00	1,110,689.29	280,803.49	280,803.49	70.4	586,075.22

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual 02/28/2015	Expended ** %	Encumbered %	*** Unencumbered **** %
Fund: Education Fund					
Costs for Office of Stu and Acad					
GED-AB & ASE	10,064.00	7,777.13	77.28	.00	2,286.87 22.72
DOC General Studies	43,850.00	30,098.75	68.64	.00	13,751.25 31.36
Honors Program	6,117.00	2,610.00	42.67	.00	3,507.00 57.33
Online Learning	148,674.00	87,766.66	59.03	.00	60,907.34 40.97
Dual Credit	15,000.00	.00	.00	.00	15,000.00 100.00
Diversity	6,755.00	6.62	.10	309.37	6,439.01 95.32
Student Relations	1,000.00	.00	.00	.00	1,000.00 100.00
Total Office of Stu and Acad	231,460.00	128,259.16	55.41	309.37	102,891.47 44.45
Costs for Business and Technology					
Business/TechnologyDean	154,852.22	98,192.98	63.41	.00	56,659.24 36.59
Accounting/Business	300,958.00	204,236.88	67.86	.00	96,721.12 32.14
Culinary Arts	221,280.00	160,740.85	72.64	7,239.57	53,299.58 24.09
Information Tech-OccTech	232,983.00	168,572.26	72.35	218.97	64,191.77 27.55
Office Tech-Bus Occ	142,234.48	98,442.70	69.21	828.02	42,963.76 30.21
Agribusiness-OccTech	450.00	746.86	165.97	.00	-296.86 -65.97
Automotive-Tech Occ	111,901.85	83,115.66	74.28	2,417.16	26,369.03 23.56
Collision Repair Tech	57,512.00	34,298.27	59.64	1,798.56	21,415.17 37.24
Drafting/DesignEngineer	77,005.00	40,294.65	52.33	350.80	36,359.55 47.22
Diesel Med/Hvy Trk Tech	64,257.00	24,720.42	38.47	4,995.36	34,541.22 53.75
Heating,Vent,AC-Tech Occ	117,943.00	93,200.25	79.02	1,383.13	23,359.62 19.81
Horticulture-Bus Occup	380,184.00	255,907.21	67.31	.00	124,276.79 32.69
Welding-Technical Occ	213,857.00	140,830.54	65.85	3,595.03	69,431.43 32.47
Health Information Tech	181,198.45	94,362.47	52.08	342.20	86,493.78 47.73
Hospitality Management	59,951.00	.00	.00	.00	59,951.00 100.00
Total Business and Technology	2,316,567.00	1,497,662.00	64.65	23,168.80	795,736.20 34.35
Costs for Comm, Ed, Hum and Fine A					
Humanities - Dean	182,873.00	113,273.95	61.94	2,508.30	67,090.75 36.69
Art-Baccalaureate	159,333.00	112,687.38	70.72	235.00	46,410.62 29.13
Erlanson Art Gallery	10,680.00	6,989.93	65.45	.00	3,690.07 34.55
African Amer Stu-Baccal	47,532.00	33,983.15	71.50	.00	13,548.85 28.50
Engl/Human/Journal-Bacca	884,311.00	639,728.90	72.34	.00	244,582.10 27.66
Foreign Lang-Baccal	103,277.00	66,257.86	64.16	.00	37,019.14 35.84
Music-Baccalaureate	22,505.00	23,025.42	102.31	.00	-520.42 -2.31
Dance-Baccalaureate	2,045.00	337.50	16.50	.00	1,707.50 83.50
Philosophy-Baccalaureate	120,195.00	82,768.47	68.86	.00	37,426.53 31.14
Speech/Forensic/Drama	118,270.00	104,009.83	87.94	.00	14,260.17 12.06
EarlyChildhoodEduc-AAS	94,836.00	63,076.34	66.51	.00	31,759.66 33.49
Education-Baccalaureate	53,934.00	27,410.61	50.82	.00	26,523.39 49.18
Total Comm, Ed, Hum and Fine	1,799,791.00	1,273,549.34	70.76	2,743.30	523,498.36 29.09

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended 02/28/2015	** %	Encumbered	*** Unencumbered	**** %
Costs for Math and Sciences						
Engineering-Baccal	25,905.57	15,009.79	57.94	.00	10,895.78	42.06
Math-Baccalaureate	547,383.68	408,026.86	74.54	.00	139,356.82	25.46
Phys Sci/Physic-Baccal	67,962.75	53,080.55	78.10	.00	14,882.20	21.90
Biology-Baccalaureate	414,922.00	321,007.08	77.37	369.02	93,545.90	22.55
General Science	2,340.00	3,707.55	158.44	.00	-1,367.55	-58.44
Chemistry-Baccalaureate	139,789.00	80,845.43	57.83	.00	58,943.57	42.17
Earth Science-Baccal	14,607.00	10,894.67	74.59	.00	3,712.33	25.41
Economics-Baccalaureate	67,872.00	52,486.44	77.33	.00	15,385.56	22.67
Fire Science-Tech Occ	77,836.00	55,796.51	71.68	70.00	21,969.49	28.23
Health Ed/Rec-Baccal	6,208.00	3,131.63	50.45	.00	3,076.37	49.55
History-Baccalaureate	193,797.00	126,258.84	65.15	.00	67,538.16	34.85
CriminalJustice-Tech Occ	37,406.00	23,396.28	62.55	.00	14,009.72	37.45
Political Sci-Baccal	21,740.00	17,058.83	78.47	.00	4,681.17	21.53
Psychology-Baccalaureate	230,316.00	152,730.78	66.31	.00	77,585.22	33.69
Sociology-Baccalaureate	129,413.00	80,571.52	62.26	.00	48,841.48	37.74
Math/Science Dean	144,852.00	97,953.17	67.62	277.77	46,621.06	32.19
Total Math and Sciences	2,122,350.00	1,501,955.93	70.77	716.79	619,677.28	29.20
Costs for Health Professions						
HealthProfessions Dean	233,274.00	151,269.91	64.85	2,140.40	79,863.69	34.24
Allied Health	191,961.00	129,992.50	67.72	174.52	61,793.98	32.19
Human Simulator	84,846.00	56,037.13	66.05	400.00	28,408.87	33.48
Radiology Tech-Hlth Occ	213,435.00	151,698.55	71.07	2,223.39	59,513.06	27.88
Surgical Tech-Health Occ	216,047.00	165,532.03	76.62	3,361.83	47,153.14	21.83
Nursing LPN -Health Occ	129,792.00	89,223.97	68.74	.00	40,568.03	31.26
AAS Nursing -Health Occ	818,659.00	541,116.98	66.10	118.83	277,423.19	33.89
Total Health Professions	1,888,014.00	1,284,871.07	68.05	8,418.97	594,723.96	31.50
Costs for Enrollment Services						
Admission and Recruitment	281,909.00	185,536.49	65.81	880.50	95,492.01	33.87
Academic Success	356,681.00	216,961.52	60.83	732.72	138,986.76	38.97
Math Enrichment Center	46,638.00	38,437.93	82.42	.00	8,200.07	17.58
Advising and Records	273,690.00	178,721.50	65.30	.00	94,968.50	34.70
Counseling Services	283,154.00	153,335.06	54.15	.00	129,818.94	45.85
Career Services	6,034.00	1,039.95	17.23	.00	4,994.05	82.77
Student Support	53,204.00	40,894.50	76.86	.00	12,309.50	23.14
Fin Aid & Vet Affairs	313,817.00	209,836.78	66.87	.00	103,980.22	33.13
Total Enrollment Services	1,615,127.00	1,024,763.73	63.45	1,613.22	588,750.05	36.45
Costs for Academic Support-IRC						
IRC Audio Visual	15,800.00	6,974.46	44.14	2,836.46	5,989.08	37.91
IRC	325,855.00	247,125.25	75.84	375.00	78,354.75	24.05
Total Academic Support-IRC	341,655.00	254,099.71	74.37	3,211.46	84,343.83	24.69

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended 02/28/2015	** %	Encumbered	*** Unencumbered	**** %
LearningAccommodation	.00	404.60	.00	.00	-404.60	.00
Enrollment/RetentionSvcs	170,984.00	110,238.23	64.47	.00	60,745.77	35.53
Total Retention Services	170,984.00	110,642.83	64.71	.00	60,341.17	35.29
Costs for Technical Services Supp	90,950.00	93,309.91	102.59	.00	-2,359.91	-2.59
NetworkingSupport	40,468.00	35,427.83	87.55	210.14	4,830.03	11.94
Academic Lab Support	237,280.00	155,162.21	65.39	.00	82,117.79	34.61
TechnicalServicesSupport	368,698.00	283,899.95	77.00	210.14	84,587.91	22.94
Total Technical Services Supp	368,698.00	283,899.95	77.00	210.14	84,587.91	22.94
Costs for Institutional Support	25,512.00	14,715.56	57.68	.00	10,796.44	42.32
Fairview Park Plaza	53,791.00	34,002.57	63.21	.00	19,788.43	36.79
Clinton Center	424,647.00	327,395.41	77.10	.00	97,251.59	22.90
Administrative Info Syst	157,050.00	98,000.84	62.40	.00	59,049.16	37.60
VP Economic Development	64,480.00	41,556.76	64.45	5,246.80	17,676.44	27.41
Board of Trustees	564,873.00	379,783.70	67.23	6,618.43	178,470.87	31.59
Presidents Office	355,605.00	235,047.37	66.10	830.61	119,727.02	33.67
Business Office	195,962.00	128,351.49	65.50	262.90	67,347.61	34.37
Vice Pres Fin & Admin	286,249.00	192,246.75	67.16	2,410.80	91,591.45	32.00
VP Academic Services	266,587.00	205,850.56	77.22	15,587.81	45,148.63	16.94
General Expenses	39,835.00	22,456.74	56.37	16,207.21	1,171.05	2.94
Copiers	117,758.00	64,003.40	65.44	.00	33,802.60	34.56
Copy Center	321,346.00	211,056.92	65.68	60.91	55,669.77	47.27
Graphics	8,000.00	6,104.42	76.31	.00	1,895.58	23.69
Marketing	235,895.00	146,185.16	61.97	.00	89,709.84	38.03
Employee Relations	165,968.00	103,986.76	62.65	607.60	61,373.64	36.98
Human Resources	15,950.00	11,126.56	69.76	.00	4,823.44	30.24
Instituti Effectiveness	224,741.00	148,357.51	66.01	.00	76,383.49	33.99
Faculty/Staff Developmt	3,622,055.00	2,432,255.80	67.15	115,758.39	1,074,040.81	29.65
Foundation&Development	413,000.00	322,995.67	78.21	.00	90,004.33	21.79
Total Institutional Support	40,000.00	18,426.30	46.07	.00	21,573.70	53.93
Costs for Scholarship and Waivers	453,000.00	341,421.97	75.37	.00	111,578.03	24.63
Waivers	117,906.00	64,300.21	54.54	.00	53,605.79	45.46
Chargeback	340,000.00	47,420.00	13.95	.00	292,580.00	86.05
Total Scholarship and Waivers	15,387,607.00	10,245,101.70	66.58	156,150.44	4,986,354.86	32.41
Student Life						
Transfer Out						
Total Education Fund						

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual 02/28/2015	** %	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	257,558.52	59.55	29,522.96	145,454.52	33.63
Custodial	366,587.00	207,881.18	56.71	138,193.43	20,512.39	5.60
Grounds	39,284.00	17,818.26	45.36	8,592.18	12,873.56	32.77
Security	32,862.00	20,550.64	62.54	80.00	12,231.36	37.22
College Vehicle	19,500.00	9,648.07	49.48	8,752.02	1,099.91	5.64
Utilities	434,500.00	221,039.18	50.87	9,967.69	203,493.13	46.83
Administration O & M	239,440.00	160,842.51	67.17	.00	78,597.49	32.83
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	63,226.95	65.38	29,532.01	3,951.04	4.09
Fairview Plaza O&M	73,500.00	50,150.35	68.23	18,463.68	4,885.97	6.65
CSI Building O&M	9,290.00	1,460.65	15.72	975.52	6,853.83	73.78
Macon Co Soil & Water Bd	74,680.00	42,265.81	56.60	20,210.00	12,204.19	16.34
Sequestration Bldg O&M	25,180.00	13,689.50	54.37	5,500.00	5,990.50	23.79
Workforce Development Ct	97,549.00	30,819.80	31.59	11,014.00	55,715.20	57.12
Total Maintenance	1,977,568.00	1,110,689.29	56.16	280,803.49	586,075.22	29.64
Total Operations & Maint	1,977,568.00	1,110,689.29	56.16	280,803.49	586,075.22	29.64

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended ** 02/28/2015	%	Encumbered	*** Unencumbered ****	%
Fund: Oper & Maint Restricted						
Child Care Services	503,926.94	504,397.34	100.09	.00	-470.40	-.09
Fitness Center	86,566.00	86,562.75	100.00	.00	3.25	.00
Culinary Arts	44,600.00	44,038.62	98.74	572.00	-10.62	-.02
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	222,785.70	98.89	360.90	2,128.40	.94
Welding-Technical Occ	26,204.00	28,806.60	109.93	.00	-2,602.60	-9.93
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	2,561,573.06	1,286,078.09	50.21	6,495.48	1,268,999.49	49.54
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	2,463,529.34	48.98	7,428.38	2,558,377.28	50.87

Fund: Bond & Interest Fund

Costs for Bond and Interest	2,438,783.00	2,021,991.25	82.91	.00	416,791.75	17.09
Bond & Interest						
Total Bond & Interest Fund	2,438,783.00	2,021,991.25	82.91	.00	416,791.75	17.09

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended 02/28/2015	** %	Encumbered	*** Unencumbered	**** %
Fund: Auxiliary Enterprises						
Costs for Auxiliary Services						
Child Care Services	206,166.00	129,214.21	62.67	3,173.13	73,778.66	35.79
Culinary Arts	10,000.00	1,811.36	18.11	315.30	7,873.34	78.73
CulinaryRestaurant	44,500.00	31,782.22	71.42	10,116.30	2,601.48	5.85
Coffee House	61,400.00	35,046.45	57.08	14,369.61	11,983.94	19.52
Culinary Events	2,250.00	382.00	16.98	.00	1,868.00	83.02
Garden Center Ag/Hort	31,465.00	6,857.02	21.79	9,872.13	14,735.85	46.83
Fitness Center	60,000.00	34,697.97	57.83	.00	25,302.03	42.17
Theatre Productions	31,340.00	17,306.25	55.22	.00	14,033.75	44.78
Outdoor Exposition SpcEv	161,498.00	84,160.15	52.11	.00	77,337.85	47.89
Total Auxiliary Services	608,619.00	341,257.63	56.07	37,846.47	229,514.90	37.71
Costs for Business/Community Educa						
Credit	308,798.00	196,777.15	63.72	18,870.80	93,150.05	30.17
NonCredit	276,508.00	146,502.73	52.98	1,405.20	128,600.07	46.51
Business&IndustryAdmin	164,877.00	111,696.84	67.75	2,560.00	50,620.16	30.70
Total Business/Community Educ	750,183.00	454,976.72	60.65	22,836.00	272,370.28	36.31
Costs for Institutional Support						
Copy Center	84,979.00	47,116.89	55.45	11,950.78	25,911.33	30.49
Total Auxiliary Enterprises	1,443,781.00	843,351.24	58.41	72,633.25	527,796.51	36.56

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended ** 02/28/2015	Encumbered %	*** Unencumbered **** %
Fund: Restricted Purposes Fd				
Costs for Grants				
Child Care Services	36,996.00	14,394.79	38.91	22,601.21 61.09
CulinaryRestaurant	4,994.00	4,331.31	86.73	662.69 13.27
Coffee House	7,450.00	6,284.78	84.36	1,165.22 15.64
Instruction-Other	166,573.00	7,490.27	4.50	155,686.04 93.46
8th Grade Career Fair	300.00	1,179.24	393.08	-879.24 -293.08
Student Activities	225,819.19	139,189.56	61.64	86,629.63 38.36
Partner's Salute	4,450.00	628.93	14.13	3,821.07 85.87
YouthLeadershipInstitute	2,900.00	1,664.60	57.40	1,235.40 42.60
College Fair	3,905.00	3,771.36	96.58	133.64 3.42
PIE-Career On Wheels	150.00	.00	.00	150.00 100.00
PIE Admin	73,020.00	49,222.07	67.41	23,797.93 32.59
Business/TechnologyDean	3,800.00	2,072.02	54.53	1,727.98 45.47
Culinary Arts	3,000.00	2,713.56	90.45	286.44 9.55
Information Tech-OccTech	38,696.00	8,464.02	21.87	30,231.98 78.13
Diesel Med/Hvy Trk Tech	7,571.00	.00	.00	7,571.00 100.00
Heating,Vent,AC-Tech Occ	3,160.00	408.38	12.92	2,751.62 87.08
Horticulture-Bus Occup	100,951.78	51,305.57	50.82	48,181.66 47.73
Welding-Technical Occ	342,640.00	316,231.96	92.29	26,408.04 7.71
Health Information Tech	1,500.00	.00	.00	1,500.00 100.00
Hospitality Management	150,365.80	54,721.81	36.39	89,952.14 59.82
Art-Baccalaureate	1,600.00	1,582.00	98.88	18.00 1.13
Erianson Art Gallery	435.00	433.14	99.57	1.86 .43
Biology-Baccalaureate	1,325.00	245.71	18.54	1,079.29 81.46
Fire Science-Tech Occ	.00	.00	.00	479.99 .00
Radiology Tech-Hith Occ	25,000.00	30,450.00	121.80	-5,450.00 -21.80
Surgical Tech-Health Occ	11,948.00	15,872.07	132.84	-3,924.07 -32.84
AAS Nursing -Health Occ	1,700.00	.00	.00	1,700.00 100.00
Admission and Recruitment	2,550.00	.00	.00	2,550.00 100.00
Academic Success	3,285.00	284.63	8.66	3,000.37 91.34
Advising and Records	1,100.00	1,037.46	94.31	62.54 5.69
Student Services Records	31,499.90	21,889.04	69.49	9,610.86 30.51
Counseling Services	21,050.00	.00	.00	21,050.00 100.00
Fin Aid & Vet Affairs	3,450.00	1,365.87	39.59	2,084.13 60.41
LR	24,074.00	20,431.93	84.87	3,642.07 15.13
Enrollment/RetentionSvcs	5,300.00	2,802.96	52.89	2,497.04 47.11
Online Learning	6,920.00	7,250.00	104.77	-330.00 -4.77
Academic Lab Support	5,895.00	5,564.90	94.40	1,520.00 -1,189.90 -20.18
TechnicalServicesSupport	67,850.00	35,067.20	51.68	12,187.57 20,595.23 30.35
Student Servs-Counseling	154,837.15	84,052.13	54.28	70,785.02 45.72
Commercial Custodial	133,872.95	66,259.55	49.49	738.59 66,874.81 49.95
Career Technologies	266,601.55	106,127.24	39.81	160,474.31 60.19
CTEI Grant - DOC	89,458.34	63,390.40	70.86	2,535.47 26.31
DOC-Perkins	-7,516.16	1,012.56	.00	-8,528.72 .00
ConstructionOccup-DOC	137,908.49	35,788.12	25.95	102,120.37 74.05
Fairview Park Plaza	9,090.00	6,471.03	71.19	304.38 2,314.59 25.46
CommunityService	193,942.10	96,057.46	49.53	4,260.00 93,624.64 48.27
Sequestration Proj	131,746.12	111,292.16	84.47	19,991.81 15.17

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1415

	Budget 1415	** Actual Expended 02/28/2015	** %	Encumbered	*** Unencumbered	**** %
Administrative Info Syst	16,000.00	.00	.00	.00	16,000.00	100.00
Presidents Office	519.00	876.58	168.90	.00	-357.58	-68.90
Business Office	8,827.00	5,602.22	63.47	.00	3,224.78	36.53
Community Relations	12,153.00	7,278.07	59.89	.00	4,874.93	40.11
General Expenses	221,421.53	97,376.73	43.98	.00	124,044.80	56.02
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	118,664.51	44.02	3,008.00	147,879.75	54.86
Faculty/Staff Developmt	20,253.00	10,540.63	52.04	849.00	8,863.37	43.76
FoundationsDevelopment	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	5,416.52	53,500.00	89.17
Student Life	3,000.00	1,969.71	65.66	.00	1,030.29	34.34
Grant-Administration	302,390.29	136,443.44	45.12	691.61	165,255.24	54.65
Grant-Non-Administration	17,253.00	8,310.63	48.17	.00	8,942.37	51.83
Grants-Training	1,829.09	900.00	49.20	.00	929.09	50.80
Grant-SupportServices	58,333.00	14,330.63	24.57	.00	44,002.37	75.43
Family Literacy	39,270.68	16,891.24	43.01	.00	22,379.44	56.99
Adult Literacy	27,082.25	5,678.23	20.97	.00	21,404.02	79.03
Instruction	90,772.05	63,739.57	70.22	.00	27,032.48	29.78
Total Grants	3,741,595.36	1,890,976.04	50.54	63,005.37	1,787,613.95	47.78
Costs for Financial Aid						
Illinois Veterans Grant	193,000.00	61,374.00	31.80	.00	131,626.00	68.20
Post 9/11 Veterans Grant	115,000.00	96,065.23	83.53	.00	18,934.77	16.47
FoundationScholarships	475,000.00	320,940.29	67.57	.00	154,059.71	32.43
Direct Loans	1,900,000.00	1,300,773.00	68.46	.00	599,227.00	31.54
PELL	4,625,000.00	4,332,345.70	93.67	.00	292,654.30	6.33
Federal Work Study	3,117.00	2,724.61	87.41	.00	392.39	12.59
SEOG	54,213.00	44,715.00	82.48	.00	9,498.00	17.52
MAP	415,000.00	436,824.00	105.26	.00	-21,824.00	-5.26
Workforce Investment Sol	275,000.00	275,068.56	100.02	.00	-68.56	-.02
IL National Guard Grant	18,000.00	11,868.00	65.93	.00	6,132.00	34.07
Total Financial Aid	8,073,330.00	6,882,698.39	85.25	.00	1,190,631.61	14.75
Total Restricted Purposes Fd	11,814,925.36	8,773,674.43	74.26	63,005.37	2,978,245.56	25.21

Richland Community College
 Expenditure Summary by Cost Center
 For the month of February
 67% of Fiscal Year 1415

	Budget 1415	** Actual 02/28/2015	** %	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	51,052.27	63.42	1,978.49	27,469.24	34.12
Total Trust & Agency Fund	80,500.00	51,052.27	63.42	1,978.49	27,469.24	34.12
Fund: Audit Fund						
Costs for Institutional Support Business Office	15,142.00	10,181.42	67.24	.00	4,960.58	32.76
Costs for 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	54,381.42	79.72	.00	13,832.58	20.28
Fund: Liab,Protect,Settle						
Liab Protection & Settle	1,261,035.00	860,738.58	68.26	125,930.05	274,366.37	21.76
Total Liab,Protect,Settle	1,261,035.00	860,738.58	68.26	125,930.05	274,366.37	21.76

Richland Community College
Bills Presented for Ratification
FEB 1415

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
4 Imprint Inc	Admission and Recruit Materials		268.41	268.41		
4 Imprint Inc	Admission and Recruit Materials		783.45	783.45		
4 Imprint Inc	Admission and Recruit Materials		227.00	227.00		
A M Leonard Inc	CTEI Grant - DOC	Instructional Supplie	608.35			608.35
AEC Fire-Safety & Security Inc	Fire Science-Tech Occ	Instructional Supplie	810.65	810.65		
AEC Fire-Safety & Security Inc	Fire Science-Tech Occ	Materials	494.00	494.00		
AEC Fire-Safety & Security Inc	Fire Science-Tech Occ	Materials	229.25	229.25		
AFLAC	AFLAC		734.34	734.34		
AFLAC	AFLAC		734.34	734.34		
ARC/STSA	Surgical Tech-Health	Publications & Dues	2,000.00	2,000.00		
ARRT	Fees Pass Thru Rad Te		1,800.00	1,800.00		
ASIS International	Liab Protection & Set	Publications & Dues	195.00			195.00
AT&T	Utilities	Telephone	421.50		421.50	
AT&T	Fairview Plaza O&M	Telephone	168.47		168.47	
AT&T	CommunityService	Telephone	146.50			
AT&T	Networkingsupport	Telecommunications	1,549.67			1,549.67
AT&T	Fairview Plaza O&M	Telephone	1,773.33			1,773.33
AT&T	Utilities	Telephone	759.03		759.03	
AT&T	Utilities	Telephone	450.01		450.01	
AT&T	Fairview Plaza O&M	Telephone	60.72		60.72	
AT&T	Fairview Plaza O&M	Telephone	175.33		175.33	
AT&T	Networkingsupport	Telecommunications	1,549.67	1,549.67		
AT&T	Utilities	Telephone	421.68		421.68	
AT&T Long Distance	Utilities	Telephone	139.95		139.95	
AT&T Long Distance	Utilities	Telephone	251.93		251.93	
Advanced Disposal Services	Utilities	Refuse Disposal	1,270.98		1,270.98	
Advanced Disposal Services	Outdoor Exposition Sp	Contractual-Other	51.10			51.10
Adwell, Jack P	Sequestration Proj	Instructional Supplie	299.94			299.94
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	166.56	166.56		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	226.60	226.60		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	34.50	34.50		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	23.49	23.49		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	112.45	112.45		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	9.90	9.90		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	25.76	25.76		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	149.00	149.00		
Altorfer Inc	Maintenance	Equip Repair/Maint Ag	1,535.00		1,535.00	
AmerenIP	Utilities	Electricity	3,033.71		3,033.71	
AmerenIP	Clinton Center O&M	Electricity	297.80		297.80	
AmerenIP	Clinton Center O&M	Electricity	171.19		171.19	
AmerenIP	Sequestration Bldg O&	Electricity	543.57		543.57	
AmerenIP	Utilities	Electricity	55.87		55.87	
AmerenIP	Utilities	Electricity	129.14		129.14	
AmerenIP	Utilities	Electricity	26.02		26.02	
AmerenIP	Macon Co Soil & Water	Electricity	133.98		133.98	
AmerenIP	Workforce Development	Electricity	6,037.84		6,037.84	
AmerenIP	Fairview Plaza O&M	Electricity	87.58		87.58	
AmerenIP	Fairview Plaza O&M	Electricity	321.91		321.91	
AmerenIP	Macon Co Soil & Water	Electricity	115.95		115.95	
AmerenIP	Macon Co Soil & Water	Electricity	31,612.42	11,929.04	18,382.49	1,300.89
		PAGE TOTALS				

Richland Community College
Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
AmerenIP	Sequestration Bldg O& Utilities	Electricity	587.41		587.41	
AmerenIP	Utilities	Electricity	4,235.29		4,235.29	
AmerenIP	Fairview Plaza O&M	Electricity	109.29		109.29	
AmerenIP	Utilities	Electricity	270.73		270.73	
AmerenIP	Clinton Center O&M	Electricity	141.80		141.80	
AmerenIP	Utilities	Electricity	240.20		240.20	
AmerenIP	Utilities	Electricity	3,559.50		3,559.50	
American Culinary Federation	Grant-Non-Administrat	Contractual-Other	500.00			500.00
American Express		Credit Card Pmt Clear	106.24	106.24		
Aramark - AUS St Louis MC	Lockbo Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC	Lockbo Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC	Lockbo Maintenance	Uniforms	43.45		43.45	
Aramark - AUS St Louis MC	Lockbo Maintenance	Uniforms	43.45		43.45	
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	1,267.12			1,267.12
Arbico Organics	Garden Center Ag/Hort	Materials	38.58			38.58
Arbico Organics	Garden Center Ag/Hort	Materials	132.90			132.90
Arbico Organics	Garden Center Ag/Hort	Materials	86.40			86.40
Archambault, Margaret	LearningAccommodation	Travel-In State	403.20	403.20		
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	60.07		60.07	
Austin, Steve L		Wage Garnishment Orde	432.28	432.28		
Awards Limited	Math/Science Dean	WYSE Activities	590.19	590.19		
BLDD Architects Inc	Building Additions	New Bldgs & Additions	36.96			36.96
BLDD Architects Inc	Building Additions	New Bldgs & Additions	682.20			682.20
Baker & Taylor Books	LRC	Books-Library Collect	111.30	111.30		
Baker & Taylor Books	LRC	Books-Library Collect	52.99	52.99		
Baker & Taylor Books	LRC	Books-Library Collect	451.80	451.80		
BearMail Co	Erlanson Art Gallery	Postage	14.44	14.44		
BearMail Co	Partner's Salute	Postage	28.01			28.01
BearMail Co	Business Office	Postage	126.64	126.64		
BearMail Co	General Expenses	Postage	276.71	276.71		
Beck's Studio	Inventory-Centralstor	Inventory-Centralstor	19.96	19.96		
Beck's Studio	Inventory-Centralstor	Inventory-Centralstor	5.00	5.00		
Behm and Hagemann Inc	Garden Center Ag/Hort	Materials	80.08	80.08		
Behm and Hagemann Inc	Garden Center Ag/Hort	Materials	1,544.55	1,544.55		1,544.55
Berry, Alex	Club Expenses	Materials	1,001.30	1,001.30		1,001.30
Bethany Fire Protection Dist	Partner's Salute	Misc Scholarship Clea	105.40			105.40
Bolletta, John & Deana	NonCredit	Materials	200.00	1,013.00		
Boyd, Annette	Liab Protection & Set	Instructional Supplie	57.90			200.00
BrickStreet Mutual Insurance	Club Expenses	General Insurance	5,336.00			57.90
Brown, Dillan Austin	Macon Co Soil & Water	Travel-In State	19.01			5,336.00
Busey Bank	CommunityService	Install Pymt Lease/Pu	4,490.00		4,490.00	19.01
CADCA		Publications & Dues	300.00			300.00
CAE Healthcare Inc	Human Simulator	Prepaid Expenses	1,837.50	1,837.50		
CAE Healthcare Inc	Healthcare Continuing Ed	Equip Repair/Maint Ag	1,837.50	1,837.50		
CCIC Healthcare Continuing Ed	HealthProfessions Dea	Fees Pass Thru Nursin	2,750.00	2,750.00		
CCIC Healthcare Continuing Ed	HealthProfessions Dea	Registration Fees	100.00	100.00		
		PAGE TOTALS	35,500.15	10,208.83	13,954.99	11,336.33

Richland Community College
Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
CCTC Healthcare Continuing Ed	HealthProfessions Dea	Registration Fees	100.00	100.00		
CDS Leasing	Copiers	Equipment Rental	92.00	92.00		
CDS Leasing	Copiers	Equipment Rental	295.63	295.63		
CDS Leasing	Copiers	Equipment Rental	60.00	60.00		
CDS Leasing	Copiers	Equipment Rental	237.00	237.00		
CDS Leasing	Copiers	Equipment Rental	149.14	149.14		
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	194.00	194.00		
CDS Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Leasing	Copiers	Equipment Rental	150.00	150.00		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Office Technologies	Copiers	Printing	43.23	43.23		
CDS Office Technologies	Copiers	Printing	29.65	29.65		
CDS Office Technologies	Copiers	Printing	51.86	51.86		
CDS Office Technologies	Copiers	Printing	32.82	32.82		
CDS Office Technologies	Copiers	Printing	32.82	32.82		
CDS Office Technologies	Copiers	Printing	1,138.60	1,138.60		
CDS Office Technologies	Copiers	Printing	74.19	74.19		
CDS Office Technologies	Copiers	Printing	2.00	2.00		
CDWG Government Inc	Office Tech-Bus Occ	Materials	132.65	132.65		
CDWG Government Inc	Health Information Te	Materials	397.95	397.95		
CDWG Government Inc	LRC Audio Visual	Materials	104.70	104.70		
CORE Construction	Building Additions	New Bldgs & Additions	554,573.00			554,573.00
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	746.70	746.70		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	1,533.09	1,533.09		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	325.19	325.19		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	129.30	129.30		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	365.55	365.55		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	128.75	128.75		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	78.00	78.00		
Central Restaurant	CTEI Grant - DOC	Equipment-Grants Only	2,092.74			2,092.74
Chemco Industries	Maintenance	Maintenance Supplies	159.43		159.43	
Chestnut Global Partners	Human Resources	Prepaid Expenses	2,985.00	2,985.00		
Chestnut Global Partners	Human Resources	Contractual-Other	2,985.00	2,985.00		
City of Decatur		Accrued Sales Tax	48.09			48.09
City of Decatur		Accrued Sales Tax	31.68			31.68
City of Decatur IL	Fairview Plaza O&M	Water,Sewage	53.92		53.92	
City of Decatur IL	Utilities	Water,Sewage	139.48		139.48	
City of Decatur IL	Utilities	Water,Sewage	715.57		715.57	
City of Decatur IL	Utilities	Water,Sewage	139.60		139.60	
City of Decatur IL	Utilities	Water,Sewage	214.85		214.85	
City of Decatur IL	Macon Co Soil & Water	Water,Sewage	127.54		127.54	
City of Decatur IL	Sequestration Bldg O&	Water,Sewage	40.26		40.26	
City of Decatur IL	Sequestration Bldg O&	Water,Sewage	126.39		126.39	
City of Decatur IL	Fairview Plaza O&M	Water,Sewage	40.88		40.88	
Clinton Area Chamber of Commerce	Clinton Center	Advertising	275.00	275.00		
Cole, Jerry	CommunityService	Telephone	50.00			50.00
		PAGE TOTALS	572,658.32	14,104.89	1,757.92	556,795.51

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Cole, Jerry	CommunityService	Travel-In State	84.45			84.45
Cole, Jerry	CommunityService	Travel-Out of State	66.18			66.18
Comcast	Presidents Office	Telecommunications	121.62	121.62		
Confidential On-Site Paper	Business Office	Contractual-Other	112.67	112.67		
Confidential On-Site Paper	Business Office	Contractual-Other	74.62			
Consociate Group	Human Resources	Contractual-Other	309.75	309.75		
Consociate Group	Human Resources	Contractual-Other	555.75	555.75		
Consolidated Communications	Utilities	Telephone	785.67		785.67	
Constellation NewEnergy Gas	Divi Utilities	Electricity	1,243.84		1,243.84	
Constellation NewEnergy Gas	Divi Utilities	Electricity	10,609.62		10,609.62	
Constellation NewEnergy Gas	Divi Utilities	Electricity	1,357.51		1,357.51	
Constellation NewEnergy Gas	Divi Fairview Plaza OEM	Electricity	159.11		159.11	
Constellation NewEnergy Gas	Divi Macon Co Soil & Water	Electricity	166.29		166.29	
Cooke Business Forms Inc	Business Office	Office Supplies	100.16	100.16		
Cooper, Stephani A		Child Care Receivable	4.00			4.00
Crews, Denise, Dr	VP Academic Services	Telecommunications	60.00	60.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	403.32	403.32		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Cromwell Radio Group Inc	Marketing	Advertising	200.00	200.00		
Crystal Clean	Automotive-Tech Occ	Instructional Supplie	25.00	25.00		
DMH Corporate Health Services	Diesel Med/Hvy Trk Te	Instructional Supplie	25.00	25.00		
DMH Corporate Health Services	Maintenance	Maintenance Supplies	55.00		55.00	
DMH Corporate Health Services	Maintenance	Maintenance Supplies	55.00		55.00	
DeBose Consulting	NonCredit	Contractual-Other	320.00			320.00
DeBose Consulting	Credit	Contractual-Other	1,920.00			1,920.00
DeBose, Sheryl E	Engineering Technolog	Instructional Supplie	40.00	40.00		
DeBouck, Judy	CulinaryRestaurant	Office Supplies	102.50			
Decatur Ace Hardware	Maintenance	Maintenance Supplies	11.68		11.68	
Decatur Christian School	Math/Science Dean	WYSE Activities	5.00	5.00		
Decatur Civic Center	Club Expenses	Contractual-Other	420.00			420.00
Decatur Magazine	Culinary Arts	Advertising	860.00			860.00
Decatur Park District	YouthLeadershipInstit	Contractual-Other	194.88			194.88
Decatur School District #61	YouthLeadershipInstit	Travel-In State	277.09			277.09
Del's Popcorn Shop	Coffee House	Instructional Supplie	97.00			97.00
Demco Inc	LR	Materials	184.42		184.42	
Department of Rehabilitation		Misc Scholarship Clea	342.00	342.00		
Department of Veterans Affairs		PELL Recoveries Reven	171.00			171.00
Department of Veterans Affairs		Post 9/11 Aid Revenue	369.60			369.60
Dept of Financial & Prof Regulat		Fees Pass Thru Nursin	320.00			320.00
Don's Paint Company	Maintenance	Maintenance Supplies	25.57		25.57	
Dunker Electric	Maintenance	Maintenance Supplies	89.21		89.21	
Dunker Electric	Maintenance	Maintenance Supplies	160.90		160.90	
Dunker Electric	Maintenance	Maintenance Supplies	54.43		54.43	
Dunker Electric	Maintenance	Maintenance Supplies	13.72		13.72	
Dunker Electric	Maintenance	Maintenance Supplies	113.16		113.16	
		PAGE TOTALS	23,666.72	3,879.31	14,900.71	4,886.70

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Dunker Electric	Maintenance	Maintenance Supplies	98.00		98.00	
Dunker Electric	Maintenance	Maintenance Supplies	208.57		208.57	
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	109.09	109.09		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	250.45	250.45		
Dust & Son Auto Supply	Collision Repair Tech	Materials	579.00	579.00		
Dust & Son Auto Supply	Automotive-Tech Occ	Computer Software	1,695.00	1,695.00		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	135.82	135.82		
Dust & Son Auto Supply	Collision Repair Tech	Equipment-Instruction	7,885.00	7,885.00		
Dust & Son Auto Supply	Diesel Med/Hvy Trk Te	Materials	644.90	644.90		
Dynagraphics Inc	Collision Repair Tech	Printing	70.11	70.11		
Dynagraphics Inc	Board of Trustees	Printing	35.05	35.05		
Dynagraphics Inc	HealthProfessions Dea	Office Supplies	35.05	35.05		
ED2GO	NonCredit	Contractual-Other	65.00			65.00
ED2GO	NonCredit	Contractual-Other	2.25			2.25
Elan Corporate Payment Systems		Credit Card Pmt Clear	12,954.81	12,954.81		
Elsevier Inc		Fees Pass Thru Rad Te	441.00	441.00		
Elsevier Inc		Fees Pass Thru Nursin	174.00	174.00		
Enterprise	Humanities - Dean	Travel-In State	64.73	64.73		
FEDEX		Other Rec-Employees	57.57	57.57		
Fairview Park Plaza LLC	Fairview Plaza O&M	Facility Rental	4,615.92		4,615.92	
Federal Signal	NetworkingSupport	Instructional Supplie	1,730.00	1,730.00		
Fidelity Investments		Misc Deductions	300.00	300.00		
Fidelity Investments		Misc Deductions	300.00	300.00		
Firm Systems		Fees Pass Thru Backgr	936.00	936.00		
First Student Inc	College Fair	Travel-In State	216.72			216.72
FirstEnergy Solutions	Utilities	Electricity	12,936.88		12,936.88	
FirstEnergy Solutions	Utilities	Electricity	82.98		82.98	
FirstEnergy Solutions	Utilities	Electricity	168.14		168.14	
FirstEnergy Solutions	Utilities	Electricity	33.30		33.30	
FirstEnergy Solutions	Utilities	Electricity	170.09		170.09	
FirstEnergy Solutions	Workforce Development	Electricity	496.82		496.82	
FirstEnergy Solutions	Utilities	Electricity	13,474.63		13,474.63	
FirstEnergy Solutions	Utilities	Electricity	27.37		27.37	
FirstEnergy Solutions	Utilities	Electricity	146.49		146.49	
FirstEnergy Solutions	Utilities	Electricity	99.22		99.22	
FirstEnergy Solutions	Workforce Development	Electricity	420.07		420.07	
FirstEnergy Solutions	Utilities	Electricity	138.83		138.83	
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	63.84	63.84		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	310.25	310.25		
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	
Fought, Patrick W	Clinton Center O&M	Custodial Services	155.00		155.00	
Freshour, Kristine R	Administration Genera	Registration Fees	36.00			36.00
Frontier	Clinton Center O&M	Telephone	5.00		5.00	
Frontier	Clinton Center O&M	Telephone	167.39		167.39	
G F I Digital	Sequestration Proj	Printing	144.32			144.32
G J Builders Hardware Inc	Maintenance	Maintenance Supplies	120.00		120.00	
GAN Human Resources Assoc	Instruction-Other	Instructional Supplie	300.00			300.00
		PAGE TOTALS	63,565.66	28,771.67	34,029.70	764.29

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Gaylord Brothers	LRC	Materials	284.21	284.21		
General Fence Co	Sequestration Proj	Materials	1,696.00			1,696.00
GeoSeed	Garden Center Ag/Hort	Materials	832.50			832.50
GeoSeed	Garden Center Ag/Hort	Materials	157.75			157.75
Gilson Enterprises Inc	CTEI Grant - DOC	Equipment-Grants Only	6,143.97			6,143.97
Gilson Enterprises Inc	CTEI Grant - DOC	Equipment-Grants Only	1,342.70			1,342.70
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Goodman, Vivian T	CommunityService	Travel-In State	73.36			73.36
Goodman, Vivian T	CommunityService	Travel-Out of State	364.03			364.03
Grainger Inc	Automotive-Tech Occ	Instructional Supplie	58.24	58.24		
Grainger Inc	Collision Repair Tech	Materials	140.40	140.40		
Grainger Inc	Diesel Med/Hvy Trk Te	Materials	140.40	140.40		
Grainger Inc	Automotive-Tech Occ	Instructional Supplie	37.80	37.80		
Grainger Inc	Diesel Med/Hvy Trk Te	Instructional Supplie	123.80	123.80		
Green Media Service Inc	Marketing	Advertising	1,753.00	1,753.00		
Green Media Service Inc	Marketing	Advertising	6,226.00	6,226.00		
Gregory, Lisa M	Presidents Office	Travel-Out of State	20.00	20.00		
Griffin, Kaylie Marie	Club Expenses	Travel-In State	55.88			55.88
Grimm, Susan	Radiology Tech-Hlth O	Travel-In State Milea	187.04	187.04		
Grimm, Susan	Radiology Tech-Hlth O	Travel-In State Milea	188.16	188.16		
HR Performance Solutions	Prepaid Expenses	Prepaid Expenses	2,174.67	2,174.67		
HR Performance Solutions	Human Resources	Computer Software	1,087.33	1,087.33		
Hahn-Kercheval Inc	Maintenance	Maintenance Supplies	229.83		229.83	
Hahn-Kercheval Inc	Maintenance	Maintenance Supplies	180.00		180.00	
Hahn-Kercheval Inc	Maintenance	Maintenance Supplies	167.00		167.00	
Hanger, Beau N	Outdoor Exposition Sp	Travel-Out of State	204.00			204.00
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	952.40			952.40
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	9,128.79			9,128.79
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	2,450.00			2,450.00
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,875.00			1,875.00
Higher One Inc	General Expenses	Prepaid Expenses	5,376.25	5,376.25		
Higher One Inc	General Expenses	Professional Fees	1,790.00	1,790.00		
Hitchens, Carly	Partner's Salute	Meeting Expense	25.00			25.00
Houchen Bindery Ltd	LRC	Materials	339.00	339.00		
Hummert International	Horticulture-Bus Occu	Instructional Supplie	16.95	16.95		
IACEA	Grant-Administration	Travel-In State	245.00			245.00
IACEA	Grants-Training	P/T Faculty Salary	900.00			900.00
IACEA	Adult Literacy	P/T Faculty Salary	150.00			150.00
IACEA	Family Literacy	P/T Classified Salary	450.00			450.00
IBM Corporation	Administrative Info S	Admin Computer-Maint	834.96	834.96		
IBM Corporation	Administrative Info S	Admin Computer-Maint	834.96	834.96		
IBM Corporation	Vice Pres Fin & Admin	Registration Fees	832.58	832.58		
IBM Corporation	Vice Pres Fin & Admin	Registration Fees	832.59	832.59		
ICCCFO	Business Office	Registration Fees	100.00	100.00		
ICCCFO	Business Office	Registration Fees	100.00	100.00		
ICCTA	Club Expenses	Registration Fees	70.00			70.00
ICCTA	Club Expenses	Registration Fees	70.00			70.00
ICLEA	Liab Protection & Set	Publications & Dues	100.00			100.00
IDES	Liab Protection & Set	Unemployment Insuranc	4,503.60			4,503.60
		PAGE TOTALS	55,935.15	23,478.34	576.83	31,879.98

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
IEMA	Grant-Non-Administrat	Contractual-Other	175.00			175.00
IGA	Hospitality Management	Instructional Supplies	76.52			76.52
IGA	Hospitality Management	Instructional Supplies	36.53			36.53
IGA	Hospitality Management	Instructional Supplies	64.52			64.52
IGA	Hospitality Management	Instructional Supplies	69.47			69.47
IL Dept of Ag Bureau of Evnir Pr	Maintenance	Publications & Dues	20.00		20.00	
IL Dept of Ag Bureau of Evnir Pr	Horticulture-Bus Occu	Publications & Dues	25.00	25.00		
IL Dept of Ag Bureau of Evnir Pr	Horticulture-Bus Occu	Publications & Dues	1.51	1.51		
IMACC	Math/Science Dean	Registration Fees	130.00	130.00		
IMACC	Math/Science Dean	Registration Fees	130.00	130.00		
IMACC	Math/Science Dean	Registration Fees	130.00	130.00		
IMACC	Academic Success	Registration Fees	130.00	130.00		
IMACC	Math-Baccalaureate	Registrations & Dues	15.00	15.00		
ISSRT	Club Expenses	Contractual-Other	470.00			470.00
ISU /ICSPS	Academic Success	Registration Fees	25.00	25.00		
Illinois Federation of Teachers		Registration Fees	2,222.35	2,222.35		
Illinois Federation of Teachers		Union Dues-RFT	70.55	70.55		
Illinois Federation of Teachers		Union Dues - Adjunct	2,393.30	2,393.30		
Illinois Federation of Teachers		Union Dues-RFT	70.55	70.55		
Illinois Federation of Teachers		Union Dues - Adjunct	2,324.92	2,324.92		
Illinois Federation of Teachers		Union Dues-RFT	135.00			135.00
Illinois State Assembly of AST	Club Expenses	Registration Fees	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois State Disbursement Unit		Wage Garnishment Orde	5.00	5.00		
Illinois Trucking Assoc	NonCredit	Publications & Dues	200.00			200.00
Jackson, Dessica Nichole		Child Care Receivable	48.00			48.00
Jan Master Cleaning Services Inc	Custodial	Custodial Services	23,625.00		23,625.00	
Jan Master Cleaning Services Inc	Custodial	Custodial Services	2,176.20		2,176.20	
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	2,625.00			2,625.00
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	241.80			241.80
Jan Master Cleaning Services Inc	Liab Maintenance	Contractual-Other	434.00		434.00	
Jenzabar Inc		Prepaid Expenses	12,853.50	12,853.50		
Jenzabar Inc	Administrative Info S	Admin Computer-Maint	4,284.50	4,284.50		
Jordan Industrial Controls Inc	Grant-SupportServices	Contractual-Other	2,000.00			2,000.00
KONE Inc	Maintenance	Equip Repair/Maint Ag	327.73		327.73	
Kaskaskia Broadcasting Inc	Marketing	Advertising	388.70	388.70		
Key Equipment Finance	Administration Genera	Equipment Rental	199.00			199.00
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
KeyStone Homes	Clinton Center O&M	Facility Rental	6,333.33		6,333.33	
Kiplingers Financial Personal Fi	Vice Pres Fin & Admin	Publications & Dues	67.00	67.00		
Lee Enterprises Inc	Marketing	Advertising	332.00	332.00		
Lee Enterprises Inc	Human Resources	Advertising	209.25	209.25		
Lee Enterprises Inc	Human Resources	Advertising	566.85	566.85		
Lee Enterprises Inc	LRG	Publications & Dues	333.58	333.58		
Lee Enterprises Inc	Maintenance	Publications & Dues	68.94		68.94	
		PAGE TOTALS	69,864.60	26,718.56	36,385.20	6,760.84

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Lee, Katherine B	Surgical Tech-Health	Travel-In State Milea	13.44	13.44		
Lee, Katherine B	HealthProfessions	Dea Travel-Out of State	30.00	30.00		
Lincoln Electric	Welding-Technical	Occ Instructional Supplie	9.78	9.78		
Lincoln Electric	Welding-Technical	Occ Instructional Supplie	1,215.00	1,215.00		
Lincoln Electric	Welding-Technical	Occ Instructional Supplie	206.25	206.25		
Lowe's Home Centers Inc	Culinary Arts	Computer Software	89.26			89.26
MANCOMM	Credit	Instructional Supplie	132.60			132.60
MANCOMM	Credit	Instructional Supplie	15.22			15.22
MR Systems Wireless	Clinton Center O&M	Telephone	-52.00		-52.00	
MR Systems Wireless	Clinton Center O&M	Telephone	52.00		52.00	
MRE Benefit Admin Systems		Group Insurance	33,030.65	33,030.65		
MRE Benefit Admin Systems		Health Insurance	212,650.24	212,650.24		
MRE Benefit Admin Systems		EmployeeBenefitsTotal	3,000.00	3,000.00		
MRE Benefit Admin Systems		Group Insurance	33,094.39	33,094.39		0.00
MRE Benefit Admin Systems		Health Insurance	216,617.79	216,617.79		
Macon County Circuit Clerk		Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk		Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk		Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk		Laundry/Linen Supplie	24.99	24.99		
Macon County Circuit Clerk		Laundry/Linen Supplie	25.48	25.48		
Macon Resources Inc	Allied Health	Contractual-Other	2,500.00			2,500.00
Maddox, Joanna	Club Expenses	Facility Rental	250.00			250.00
Main Street Church of the	CommunityService	Facility Rental	150.00			150.00
Main Street Church of the	Club Expenses	Contractual-Other	548.70			548.70
Mangle Management Systems	Faculty/Staff Develop	Meals	1,175.00	1,175.00		
Mangle Management Systems	Club Expenses	Contractual-Other	312.00	312.00		
Mangle Management Systems	Presidents Office	Meeting Expense	300.00			300.00
Manufacturing Skill Standards Co	Instructional	Supplie	40.00			40.00
Manufacturing Skill Standards Co	Instructional	Supplie	40.00			40.00
Manufacturing Skill Standards Co	Instructional	Supplie	100.00			100.00
Mark's Plumbing	Maintenance	Maintenance Supplies	638.18		638.18	
Marquis Beverage Service	Coffee House	Instructional Supplie	614.00			614.00
Marquis Beverage Service	Coffee House	Instructional Supplie	302.50			302.50
Marquis Beverage Service	Culinary Arts	Instructional Supplie	839.95			839.95
Martin One Source	Business&IndustryAdmi	Advertising	-1,519.64			-1,519.64
Martin One Source	Business&IndustryAdmi	Advertising	9,591.58			9,591.58
Martin One Source	Marketing	Credit Schedules	3,860.75			3,860.75
McEntire's Direct Maytag	CTEI Grant - DOC	Equipment-Grants Only	1,298.00			1,298.00
Melanie Schelling Ins Agency Inc	Grant-SupportServices	Contractual-Other	1,302.07			1,302.07
Menard Inc	Maintenance	Maintenance Supplies	27.97			27.97
Menard Inc	Maintenance	Maintenance Supplies	722.02			722.02
Menard Inc	Maintenance	Maintenance Supplies	22.92			22.92
Menard Inc	Maintenance	Maintenance Supplies	29.09			29.09
Menard Inc	Maintenance	Maintenance Supplies	20.42			20.42
Menard Inc	Maintenance	Maintenance Supplies	143.04			143.04
Menard Inc	Maintenance	Maintenance Supplies	15.56			15.56
Menard Inc	Art-Baccalaureate	Office Supplies	24.22			24.22
Menard Inc	Culinary Arts	Instructional Supplie	29.97			29.97
		PAGE TOTALS	525,163.39	506,949.95	1,619.20	16,594.24

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Menard Inc	Grant-SupportServices	Instructional Supplie	278.31			278.31
Menard Inc	Maintenance	Maintenance Supplies	7.29		7.29	
Menard Inc	Maintenance	Maintenance Supplies	54.95		54.95	
Mercer Cutlery	Culinary Arts	Instructional Supplie	254.21	254.21		
MicroTek	Biolog-Baccalaureate	Equip Repair/Maint Ag	1,500.00	1,500.00		
MidAmerica Tire & Performance	College Vehicle	Vehicle Expense	29.80		29.80	
Midland Paper Company	NonCredit	Inventory-Centralstor	448.05	448.05		
Midland Paper Company	Copy Center	Office Supplies	206.30			206.30
Midland Paper Company	Copy Center	Materials	120.66			120.66
Midland Paper Company	Copy Center	Materials	738.34			738.34
Midland Paper Company	Copy Center	Materials	12.50			12.50
Midland Paper Company	Copy Center	Materials	175.90			175.90
Midland Paper Company	Copy Center	Materials	547.12			547.12
Midwest Fiber Inc of Decatur	Utilities	Materials	68.03			68.03
Millikin University	Club Expenses	Refuse Disposal	90.00		90.00	
Motion Industries	Maintenance	Event Expense	500.00			500.00
Mt Zion C U Dist 3	8th Grade Career Fair	Maintenance Supplies	21.74		21.74	
Mt Zion C U Dist 3	8th Grade Career Fair	Travel-In State	435.96			435.96
Mt Zion C U Dist 3	8th Grade Career Fair	Travel-In State	-435.96			-435.96
Mt Zion Economic Development Cor	8th Grade Career Fair	Travel-In State	435.96			435.96
N-OADN	VP Economic Developme	Publications & Dues	200.00	200.00		
NAACP-Decatur Branch	AAS Nursing -Health O	Publications & Dues	475.00	475.00		
NBSTSA	Student Activities	Meeting Expense	300.00			300.00
NSC	NonCredit	Fees Pass Thru Surg T	2,280.00	2,280.00		
Neuhoff Media Decatur	Marketing	Instructional Supplie	509.04			509.04
Neuhoff Media Decatur	Marketing	Child Care Receivable	24.00			24.00
Newman & Ullman Inc	Marketing	Advertising	500.00	500.00		
Newman & Ullman Inc	Marketing	Advertising	1,500.00	1,500.00		
Newman & Ullman Inc	Marketing	Advertising	48.75	48.75		
Newman & Ullman Inc	Marketing	Advertising	164.25	164.25		
Newman & Ullman Inc	Marketing	Advertising	183.85	183.85		
Newman & Ullman Inc	Custodial	Maintenance Supplies	85.30		85.30	
Niemann Foods	Culinary Arts	Inventory-Centralstor	61.64	61.64		
Niemann Foods	Culinary Arts	Inventory-Centralstor	24.30	24.30		
Niemann Foods	Culinary Arts	Instructional Supplie	10.10	10.10		
Niemann Foods	Culinary Arts	Instructional Supplie	36.02	36.02		
Niemann Foods	Culinary Arts	Instructional Supplie	81.27	81.27		
Niemann Foods	Culinary Arts	Instructional Supplie	40.25	40.25		
Niemann Foods	Culinary Arts	Instructional Supplie	18.96	18.96		
Niemann Foods	Culinary Arts	Instructional Supplie	7.58	7.58		
Niemann Foods	Culinary Arts	Instructional Supplie	35.60	35.60		
Niemann Foods	Culinary Arts	Instructional Supplie	86.95	86.95		
Niemann Foods	Culinary Arts	Instructional Supplie	17.75	17.75		
Niemann Foods	Culinary Arts	Instructional Supplie	152.79	152.79		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	61.96	61.96		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	70.86	70.86		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	14.21	14.21		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	465.00	465.00		
O'Reilly Auto Parts	Automotive-Tech Occ	Materials	35.96	35.96		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	12,984.55	8,779.31	289.08	3,916.16
PAGE TOTALS						

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	6.99	6.99		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	190.58	190.58		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	35.96	35.96		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	13.98	13.98		
O'Reilly Auto Parts	Diesel Med/Hvy Trk Te	Instructional Supplie	112.74	112.74		
O'Reilly Auto Parts	Diesel Med/Hvy Trk Te	Instructional Supplie	-58.60	-58.60		
Office Depot Inc		Inventory-Centralstor	529.17	529.17		
Office Max		Inventory-Centralstor	749.19	749.19		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	268.80	268.80		
Oliver, Brooke D	HealthProfessions Dea	Travel-Out of State	293.88	293.88		
Ornamental Metalworks Inc	Drafting/DesignEngine	Equipment-Instruction	1,943.00	1,943.00		
Orv Graham Radio Advertising Bro Marketing		Advertising	224.00	224.00		
Park Seed Wholesale	Garden Center Ag/Hort	Materials	511.40		511.40	
Parks Sewer Service	Maintenance	Equip Repair/Maint Ag	270.00		270.00	
Party Creations	Culinary Arts	Contractual-Other	362.10		362.10	
Peerless Cleaners	Grant-SupportsServices	Contractual-Other	750.00		750.00	
Perovanovich, Zoran V	NonCredit	Contractual-Other	97.50		97.50	
Poindexter, Lynne M	Academic Success	Interpreter Salary	196.00	196.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	196.00	196.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	50.00	50.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	221.00	221.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	221.00	221.00		
Powr-Fiite	Commercial Custodial	Interpreter Salary	221.00	221.00		
Pride Cleaners	Culinary Arts	Instructional Supplie	409.03		409.03	
Pride Cleaners	Culinary Arts	Contractual-Other	77.90	77.90		
Pride Cleaners	Culinary Arts	Contractual-Other	10.90	10.90		
Pride Cleaners	Culinary Arts	Contractual-Other	55.59	55.59		
Pride Cleaners	Culinary Arts	Contractual-Other	15.26	15.26		
Pride Cleaners	Culinary Arts	Contractual-Other	14.17	14.17		
Pride Cleaners	Culinary Arts	Contractual-Other	83.93	83.93		
Pride Cleaners	Culinary Arts	Contractual-Other	80.66	80.66		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	16.64	16.64		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	11.64	11.64		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	5.77	5.77		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	91.60	91.60		
Pyles, Gregory D	Biology-Baccalaureate	Instructional Supplie	9.60	9.60		
Quill Corp	Commercial Custodial	Instructional Supplie	103.27			103.27
Quill Corp	Hospitality Management	Office Supplies	87.88			87.88
Quill Corp	CTEI Grant - DOC	Instructional Supplie	67.98			67.98
RCC Bookstore	Books-GSL/UGSL	Books-GSL/UGSL	90.60	90.60		
RCC Bookstore	Pell Taxable Books	Pell Taxable Books	6,138.99	6,138.99		
RCC Bookstore	NonTaxBooks-Scholarsh	NonTaxBooks-Scholarsh	43,659.01	43,659.01		
RCC Bookstore	Other Receivables	Other Receivables	42.50	42.50		
RCC Bookstore	Books-GSL/UGSL	Books-GSL/UGSL	2.00	2.00		
RCC Bookstore	Pell Taxable Books	Pell Taxable Books	144.74	144.74		
RCC Bookstore	NonTaxBooks-Scholarsh	NonTaxBooks-Scholarsh	455.79	455.79		
RCC Bookstore	Instructional Supplie	Instructional Supplie	4,297.03			4,297.03
RCC Bookstore	Math/Science Dean	Instructional Supplie	110.39			110.39
RCC Bookstore	Humanities - Dean	Publications & Dues	47.29			47.29
RCC Bookstore		PAGE TOTALS	63,535.85	56,579.66	270.00	6,686.19

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
RCC Bookstore	Engl/Human/Journal-Ba	Instructional Supplie	13.95	13.95		
RCC Bookstore	Foreign Lang-Baccal	Instructional Supplie	208.35	208.35		
RCC Bookstore	Math-Baccalaureate	Instructional Supplie	95.79	95.79		
RCC Bookstore	Engineering Technology	Instructional Supplie	205.68	205.68		
RCC Bookstore	Grant-SupportServices	Participant Supplies	612.69			612.69
RCC Bookstore	Business&IndustryAdmi	Office Supplies	3.00			3.00
RCC Bookstore	General Expenses	Office Supplies	15.76	15.76		
RCC Bookstore		Pell Taxable Books	417.53	417.53		
RCC Bookstore		Pell Taxable Books	539.00	539.00		
RCC Bookstore		Pell Taxable Books	519.29	519.29		
RCC Bookstore		NonTaxBooks -Workforc	23,827.62	23,827.62		
RCC-Foundation		Richland Foundation	188.05	188.05		
RCC-Foundation		Richland Foundation	188.05	188.05		
RCC-Foundation		Revenue-Misc/OtherSou	25.00	25.00		
RCC-Foundation		Credit Card Clearing	500.00	500.00		
RCC-Foundation		FND Scholarship Reven	340.00			340.00
RCC-Foundation		FND Scholarship Reven	285.00			285.00
RCC-Foundation		FND Scholarship Reven	1,266.00			1,266.00
RCC-Foundation		Richland Foundation	188.05	188.05		
Radiation Detection Company	Radiology Tech-Hlth O	Materials	311.55	311.55		
Reliance Standard		Life Insurance	3,575.89	3,575.89		
Reliance Standard		LTD Insurance	2,240.47	2,240.47		
Reliance Standard		Supplemental Life Ins	1,529.05	1,529.05		
Rexx Battery of Decatur Inc	College Vehicle	Vehicle Expense	199.95		199.95	
Ritter Snow Removal	Clinton Center O&M	Snow/Grounds	205.00	205.00		
Ritter Snow Removal	Clinton Center O&M	Snow/Grounds	130.00		130.00	
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	95.44	95.44		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	46.10	46.10		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,327.84	1,327.84		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	90.67	90.67		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	64.28		64.28	
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.36		60.36	
Robert's Sysco Inc	Child Care Services	Snacks and Milk	64.28		64.28	
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	262.20	262.20		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	156.92	156.92		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,495.39	1,495.39		
Robert's Sysco Inc	Coffee House	Instructional Supplie	491.02			491.02
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	70.76	70.76		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	512.47	512.47		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	15.95	15.95		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	25.60	25.60		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,560.41	1,560.41		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	287.14	287.14		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	51.74	51.74		
Robert's Sysco Inc	Hospitality Management	Instructional Supplie	476.84			476.84
Robert's Sysco Inc	Coffee House	Instructional Supplie	267.75			267.75
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.36			60.36
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	997.92	997.92		
Robert's Sysco Inc	Hospitality Management	Instructional Supplie	69.40			69.40
Robert's Sysco Inc		Instructional Supplie	46,181.56	41,585.63	534.95	4,060.98
		PAGE TOTALS				

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Robert's Sysco Inc	Child Care Services	Snacks and Milk	65.27			65.27
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	814.44	814.44		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	448.67	448.67		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	57.92			57.92
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	2,174.91		2,174.91	
Rutherford Photo Video	Outdoor Exposition Sp	Materials	96.00			96.00
S J Smith Company Inc	Fire Science-Tech Occ	Instructional Supplie	37.47	37.47		
S J Smith Company Inc	Human Simulator	Instructional Supplie	35.95	35.95		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	215.34	215.34		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	1,007.20	1,007.20		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	48.80	48.80		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	212.63	212.63		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	104.42	104.42		
Sam's Club Direct	Inventory-Restaurant	Materials	395.56	395.56		
Sam's Club Direct	Club Expenses	Office Supplies	269.96			269.96
Sam's Club Direct	Faculty/Staff Develop	Specialities	79.96			79.96
Sam's Club Direct	Presidents Office	Travel-Out of State	26.46	26.46		
Saunders, Gayle M	Board of Trustees	Meeting Expense	67.56	67.56		
Saunders, Gayle M	Board of Trustees	Meeting Expense	30.09	30.09		
Schwalbe, Barry S	Credit	Meals	47.97			47.97
Scott Fisher Enterprises Inc	Maintenance	Pest Control	35.00		35.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	100.00		100.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Maintenance	Pest Control	625.00		625.00	
Secretary of State	Credit	Contractual-Other	50.00			50.00
Securitas	Security	Security	228.15		228.15	
Securitas	Liab Protection & Set	Security	4,334.90			4,334.90
Securitas	Security	Security	241.30		241.30	
Securitas	Liab Protection & Set	Security	4,584.68			4,584.68
Securitas	Security	Security	237.87		237.87	
Securitas	Security	Security	228.86		228.86	
Securitas	Liab Protection & Set	Security	4,519.51			4,519.51
Securitas	Liab Protection & Set	Security	4,348.26			4,348.26
Securitas	Security	Security	265.61		265.61	
Securitas	Security	Security	240.11		240.11	
Securitas	Liab Protection & Set	Security	5,046.44			5,046.44
Securitas	Liab Protection & Set	Security	4,562.17			4,562.17
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	53.76			53.76
Side Effects Inc	Marketing	Advertising	980.00	980.00		
Simplex Time Recorder Co	Maintenance	Prepaid Expenses	3,983.72	3,983.72		
Simplex Time Recorder Co	Maintenance	Equip Repair/Maint Ag	1,991.86		1,991.86	
Siu, Lily	Erlanson Art Gallery	Consultants/Workshops	13.48	13.48		
Sloat, Debra D	Drafting/DesignEngine	Materials	200.00	200.00		
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	408.20		408.20	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	115.90		115.90	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	103.60		103.60	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	77.00		77.00	
		PAGE TOTALS	46,111.96	8,871.79	7,123.37	30,116.80

Richland Community College
 Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	129.71		129.71	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	274.59		274.59	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	26.16		26.16	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	267.44		267.44	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	316.88		316.88	
St Mary's Hospital	Custodial	Maintenance Supplies	63.26		63.26	
St Mary's Hospital	Surgical Tech-Health	Instructional Supplie	200.00	200.00		
St Mary's Hospital	Surgical Tech-Health	Instructional Supplie	94.57	94.57		
St Mary's Hospital	Nursing LPN -Health O	Instructional Supplie	1,100.56	1,100.56		
St. Judes Childrens Research Hos	AAS Nursing -Health O	Instructional Supplie	1,748.74	1,748.74		
State Universities Retirement	General Expenses	Advertising	500.00	500.00		
State Universities Retirement		SURS 8%	1,321.53	1,321.53		
State Universities Retirement		SURS 8%	44,854.98	44,854.98		
State Universities Retirement		SURS RetirementInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,845.24	4,845.24		
State Universities Retirement		SURS 8%	45,404.40	45,404.40		
State Universities Retirement		SURS 8%	1,342.63	1,342.63		
State Universities Retirement		SURS RetirementInstallPu	131.00	131.00		
State Universities Retirement		SURS 1/2%	4,894.18	4,894.18		
State Universities Retirement Sy		EmployeeBenefitsTotal	8,298.03	8,298.03		
State Universities Retirement Sy		Accrued Unemployment	1,030.11		0.00	1,030.11
Stockdale, Tiffany J		Child Care Receivable	66.00			66.00
Striglos Office Equipment		Inventory-Centralstor	1,444.50	1,444.50		
Striglos Office Equipment	CTEI Grant - DOC	Equipment-Grants Only	799.98			799.98
Svensden Florists Inc	Faculty/Staff Develop	Employee Recognition	99.50	99.50		
The Decatur Club	Presidents Office	Publications & Dues	50.00	50.00		
The News-Gazette	Human Resources	Advertising	283.85	283.85		
The Omni Group	General Expenses	Bank Service Charges	10.00	10.00		
The Sentinel	Marketing	Publications & Dues	22.50	22.50		
Thiele, Shay C	Culinary Arts	Contractual-Other	250.00	250.00		250.00
Town & Country Advertising	Marketing	Advertising	120.00	120.00		
Trout, Stephen	NonCredit	Contractual-Other	603.75			603.75
Tyus, Billy		Child Care Receivable	3.00			3.00
U S Postmaster	NonCredit	Postage	196.00			196.00
U S Postmaster		RCC Foundation A/R	150.00	150.00		
USA Clean Inc	Custodial	Maintenance Supplies	403.80		403.80	
USA Clean Inc	Custodial	Maintenance Supplies	63.00		63.00	
USA Clean Inc	Custodial	Maintenance Supplies	33.40		33.40	
USA Clean Inc	Custodial	Maintenance Supplies	52.40		52.40	
USA Clean Inc	Custodial	Maintenance Supplies	67.85		67.85	
USA Clean Inc	Custodial	Maintenance Supplies	11.00		11.00	
Union People Products Inc	Club Expenses	Contractual-Other	118.94			118.94
United Way of Decatur/Macon Cnty		United Way	190.67	190.67		
United Way of Decatur/Macon Cnty		United Way	190.67	190.67		
United Way of Decatur/Macon Cnty		United Way	165.67	165.67		
Verizon Wireless	Utilities	Telephone	301.62		301.62	
Verizon Wireless	Admission and Recruit	Telephone	50.02	50.02		
Verizon Wireless	Utilities	Telephone	238.87		238.87	
WDXR Radio Station	Marketing	Advertising	532.00	532.00		
		PAGE TOTALS	123,494.00	118,176.24	2,249.98	3,067.78

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
WJPM	Marketing	Advertising	602.00	602.00		
Wal-Mart	Child Care Services	Snacks and Milk	196.96			196.96
Ward's Natural Sci Est LLC	Biology-Baccalaureate	Instructional Supplie	628.23	628.23		
Wood Printing Service	NonCredit	Inventory-CentralStor Printing	355.63	355.63		
Wood Printing Service	Board of Trustees	Inventory-CentralStor	259.41			259.41
Woods, Paris M		Travel-In State	241.51	241.51		
Workforce Investment Solutions		Workforce Revenue	67.53	67.53		
Workforce Investment Solutions		Workforce Revenue	1.75			1.75
Workforce Investment Solutions		Workforce Revenue	570.00			570.00
Workforce Investment Solutions		Workforce Revenue	3.00			3.00
World Point ECC Inc	Credit	Workforce Revenue	3.00			3.00
World Point ECC Inc	NonCredit	Instructional Supplie	295.95			295.95
World Point ECC Inc	Credit	Instructional Supplie	133.05			133.05
World Point ECC Inc	Credit	Instructional Supplie	233.25			233.25
World Point ECC Inc	Credit	Instructional Supplie	208.95			208.95
World Point ECC Inc	Credit	Instructional Supplie	295.95			295.95
World Point ECC Inc	Credit	Instructional Supplie	192.00			192.00
Xerox Corp	Copy Center	Install Pymt Lease/Pu	307.11			307.11
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,307.74			2,307.74
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,094.56			2,094.56
Xerox Corporation	Copiers	Equipment Rental	171.36	171.36		
Xerox Corporation	Copiers	Equipment Rental	171.36	171.36		
Student Refunds		Equipment Rental	13,555.66	13,555.66		

PAGE TOTALS 22,895.96 15,793.28 0.00 7,102.68
 AP GRAND TOTAL 1,693,170.29 875,826.50 132,074.42 685,269.37

EXECUTIVE SESSION

Executive Session- March 17, 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.

ITEMS FROM THE BOARD

ADJOURNMENT