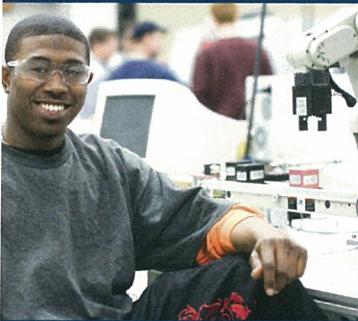


# BOARD OF TRUSTEES

June 21, 2016

RICHLAND COMMUNITY COLLEGE ROOM S215

PUBLIC HEARING FOR FY 2015 BUDGET 5:15 PM | REGULAR MEETING 5:30 P.M.



Richland Community College 

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

RICHLAND COMMUNITY COLLEGE  
DISTRICT NO. 537  
BOARD OF TRUSTEES REGULAR MEETING

June 21, 2016

AGENDA

S215

**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

**PUBLIC HEARING FOR FY17 BUDGET – 5:15 P.M.**

- I. Convening of the Regular Meeting – 5:30 p.m.
  - A. Call to Order
  - B. Roll Call
- II. ***Minutes of the Regular Meeting on May 17, 2016***
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
  - College Activities Report
  - A thank you letter was received from the Fisher family thanking Security for the work they did regarding an incident with their son that is a student at Richland Community College.
  - Personnel Update
- V. Special Reports
  - A. Report of the President
    1. College Spotlight – Surgical Technology Outcomes – Kathy Lee and Brooke Oliver, Health Professions
    2. Construction Report

- B. Report of ICCTA
- C. Report of Student Trustee
- D. Report of Agreements/Contracts signed by President Novak for the month of May 2016

VI. Consent Agenda (PINK COLOR)

A. **Charge-Back**

- 1. Kaleb A. McMillion – CNH Program (Case New Holland) – Parkland College – 2016 Summer Term through 2017 Summer Term

VII. Old Business (BLUE COLOR)

A. **2017 Fiscal Year Budget and Related Financial Matters – (final budget distributed under separate cover)**

**Resolution No. 15-11 Adopting Fiscal Year 2017 Budget**

- B. Strategic Plan Goal 4
- C. **President's Contract Amendment**
- D. **Approval to Contract with E. L. Pruitt for the replacement of the Boiler at the Maintenance/Ag Building**

VIII. New Business (IVORY COLOR)

A. **Compliance with Prevailing Wage Act – Resolution No. 16-12**

B. **Annual State Funded Capital Request – Resource Allocation Management Plan (RAMP) Document**

C. **Transferring the Interest Earning of the Working Cash Fund – Resolution No. 16-13**

D. LeadWell Corporate Health and Wellness Clinic

IX. Board Policies, proposals, and Changes (YELLOW COLOR)

- A. Section 5 – General Policies – 5.3 Sexual and Other Harassment – First Reading

X. Financial Report (GREEN COLOR)

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

B. **Bills for Ratification**

XI. **Review of Minutes of Previous Closed Session (TAN COLOR)**

- XII. Items from the Board
- XIII. Executive Session (IVORY COLOR)
- XIV. Adjournment

***Bold and Italics Denotes Action Items***

**JANUARY 2016**

**Reports**  
**Consent Agenda**  
**College Legal Contractual Agreements**  
**New Business**

**FEBRUARY 2016**

**Reports**  
**Consent Agenda**  
**New Business**  
 Recommendations for Tenure  
 Recommendation for Approval of Fees  
**Strategic Plan Priorities**

**MARCH 2016**

**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  
 Recommendation for Approval of Tuition

**APRIL 2016**

**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 2016**

**Reorganization of Board of Trustees**  
**Reports**  
**Consent Agenda**  
**New Business**  
 Tentative Budget  
**Other**  
 RCC Commencement  
**ICCTA Lobby Day**

**JUNE 2016**

**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  
**Resolution Transferring Earnings**  
**Review of Minutes of Previous Executive Sessions**

**JULY 2016**

**Reports**

**Consent Agenda**

Other

**AUGUST 2016**

**Reports**

Institutional year Book  
Program Review  
Presentation

**Consent Agenda**

**SEPTEMBER 2016**

**Reports**

**Consent Agenda**

Annual Foundation  
Board Meeting

**OCTOBER 2016**

**Reports**

**Consent Agenda**

**Distribution of audit  
Reports – RCC &  
Brush College, LLC**

Strategic Plan Quarterly  
Update

**NOVEMBER 2016**

**Reports**

Audit Presentation

**Consent Agenda**

**Calendar of Regular  
Meeting of Board of  
Trustees**

Old Business

**Financial Report**

**DECEMBER 2016**

**Reports**

**Consent Agenda**

**Old Business**

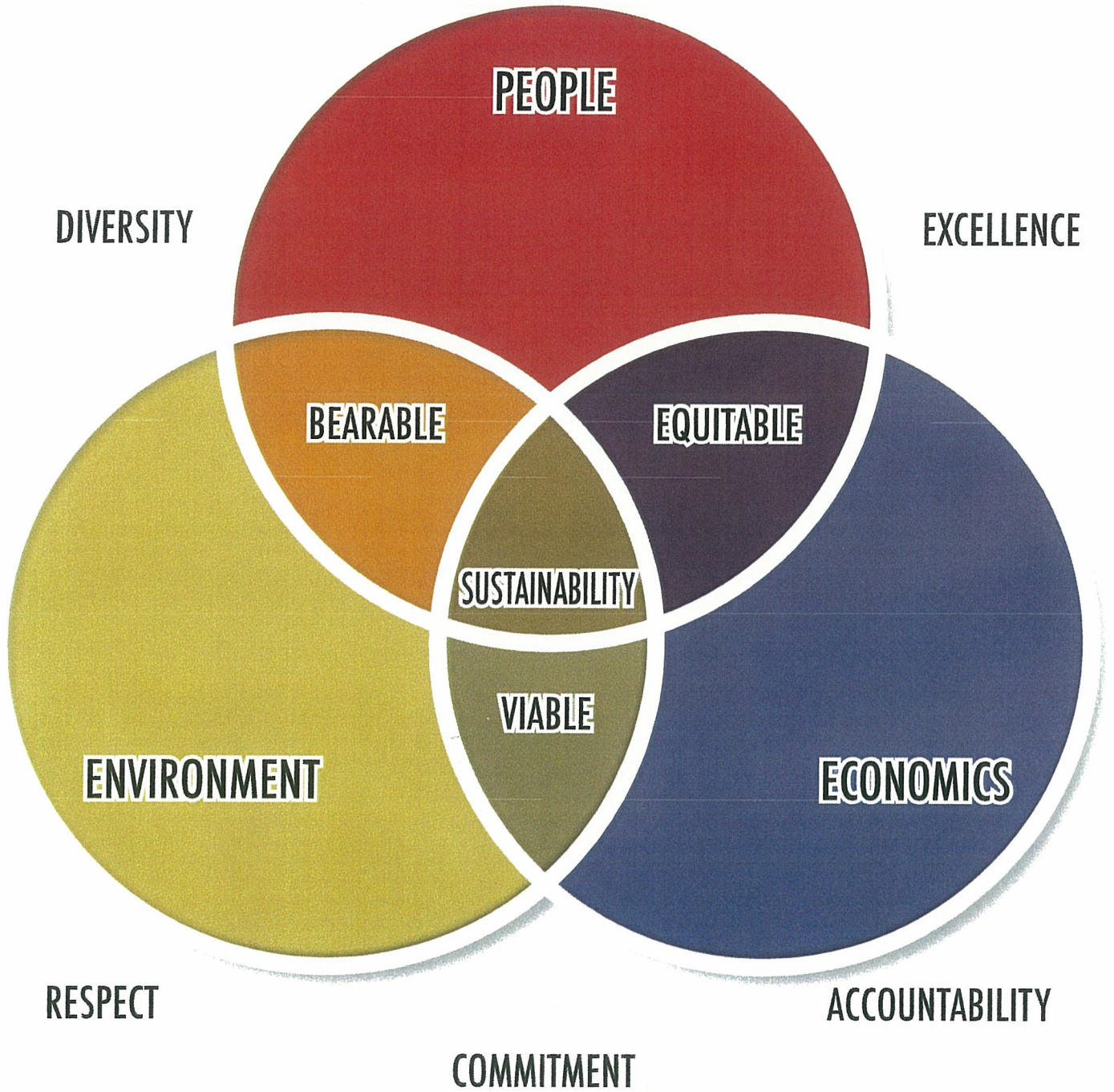
**Resolution for Fiscal  
Year Tax Levy**

**Review of Minutes of  
Previous Executive  
Sessions**

Winter Board Retreat

Strategic Plan Priorities  
Results Report

# PRINCIPLES OF SUSTAINABILITY



## Richland Community College Strategic Plan 2015 - 2018

### Goal 1: Elevate Teaching and Learning Standards

Strategy A: Utilize Richland's Cross Disciplinary Outcomes process to assess student learning.  
 Strategy B: Demonstrate the assessment of program student learning outcomes.  
 Strategy C: Engage faculty and staff in program review using the established process.  
 Strategy D: Enhance teaching and learning through faculty development opportunities.  
 Strategy E: Deploy innovative instructional delivery and assessment systems.  
 Strategy F: Expand project-based and other career-focused learning experiences for students.

### Goal 2: Foster Student Success and Completion

Strategy A: Engage in activities that improve the college and career readiness of Richland students.  
 Strategy B: Advance a comprehensive Strategic Enrollment Management process and completion agenda.  
 Strategy C: Engage students in the holistic development of educational pathways.  
 Strategy D: Implement student success strategies to address progress expectations and identified momentum points.  
 Strategy E: Establish robust student support systems including proactive advising and work-based career-focused experiences.

### Goal 3: Create and Advance Workforce Development Partnerships

Strategy A: Discover common workforce needs and opportunities to strengthen community relationships.  
 Strategy B: Identify and implement new career and technical education programs of study and workforce development programs reflecting community economic development initiatives.  
 Strategy C: Actively engage in legislative and government relations that serve to further Richland's mission.  
 Strategy D: Proactively secure opportunities for media to highlight the vast portfolio of offerings available to District residents.  
 Strategy E: Facilitate workforce and economic development opportunities through business incubator and other entrepreneurial training.  
 Strategy F: Successfully fulfill the design, development and delivery of a new school of business integrated curriculum.

### Goal 4: Ensure a Sustainable Organization

Strategy A: Align and empower employee strengths that benefit the institution in meeting strategic goals.  
 Strategy B: Optimize human, economic, and environmental expenses with available revenue.  
 Strategy C: Balance the physical environment to connect to the College principles of sustainability.  
 Strategy D: Identify and secure alternative revenue streams.  
 Strategy E: Align facility utilization with established program needs.

Implementation  
and  
Performance

Public  
Accountability

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Dashboard

Annual Priorities

Implementation  
and  
Performance

Public  
Accountability

Strategic Plan

#### 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

## 2016 Richland Community College Strategic Plan Priorities

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### Goal 1: Elevate Teaching and Learning Standards.

**Strategy A:** Utilize Richland's Cross Disciplinary Outcomes process to assess student learning.

1. Complete evaluation of oral communication artifacts.
2. Complete rubric for assessment of Technology Proficiency.

**Strategy B:** Demonstrate the assessment of program student learning outcomes.

1. Assess progress of program student learning outcomes by transitioning to a focus on data collection, analysis, and planned improvements.

**Strategy C:** Engage faculty and staff in the program review using the established process.

1. Increase faculty and program staff involvement in program reviews scheduled for FY16 by ICCB.
2. Continue implementation of CIP Team 2-15A, *Instructional Delivery and Program Optimization*, recommendations.

**Strategy D:** Enhance teaching and learning through faculty development opportunities.

1. Establish process to assess participation.
2. Complete professional development plans.

**Strategy E:** Deploy innovative instructional delivery and assessment systems.

1. Increase the number of students using alternative pathways to credit-level coursework and follow up with students using co-requisite model for persistence and retention.
2. Ensure the English Bridge Program curriculum emphasizes the elements of effective first-year writing/college-level English writing requirements.
3. Provide and analyze benchmark data from the high school Math 098 pilot.
4. Establish one STEM content discipline to align with a high school.

**Strategy F:** Expand project-based learning and other career-focused learning experiences for students.

1. Establish a professional development plan for faculty around project-based learning.
- 

### Goal 2: Foster Student Success and Completion.

**Strategy A:** Engage in activities that improve the college and career readiness of Richland students.

1. Initiate pathway alignment evaluation for core disciplines such as English, Communications and Math.

**Strategy B:** Advance a comprehensive Strategic Enrollment Management process and completion agenda.

1. Promote and evaluate intentional scheduling efforts (i.e., stream scheduling, Transfer Academy, Clinton scheduling, night academy, etc.) to determine next steps.
2. Benchmark and track enrollment patterns to two identified target student populations (e.g., aged 25-29, developmental education, online).
3. Reinforce enrollments through targeted marketing activities in underserved areas.

**Strategy C:** Engage students in the holistic development of educational pathways.

1. Evaluate enrollment pipeline to identify potential opportunities for improvement related to persistence and retention of Richland students.
2. Continue implementation of CIP Team 2-15B, *Student Driven Scheduling*, recommendations.

**Strategy D:** Implement student success strategies to address progress expectations and identified momentum points.

1. Create promotions throughout the year that encourage applications for scholarships and strengthen connections to scholarship donors, students and parents.
2. Write 6-7 new scholarship agreements that support students with financial need.
3. Implement new FAFSA rules.
4. Expand additional bridge programming for adult education students.
5. Update, increase and promote articulation agreements with partnering educational institutions.

**Strategy E:** Establish robust student support systems including proactive advising and work-based career-focused experiences.

1. Promote career services offerings through faculty and class presentations.
  2. Implement the internship tracking modules of College Central Network.
- 

### **Goal 3: Create and Advance Workforce Development Partnerships.**

**Strategy A:** Discover common workforce needs and opportunities to strengthen community relationships.

1. Track advisory committee meetings and develop list of advisory committee recommendations.
2. Conduct 2-3 on-campus activities and 2 off-campus engagement activities to reconnect alumni to Richland.
3. Maintain, add and update contact information for Richland alumni.
4. Seek out and implement innovative ideas to further research and development for Richland and Richland students.
5. Develop partnerships for utilization of Progress City USA and enhance utilization of facilities to increase revenue.
6. Expand CCUS partnership with U.S. Department of Energy.

**Strategy B:** Identify and implement new career and technical education programs of study and workforce development programs reflecting community economic development initiatives.

1. Develop and deploy CTE curriculum model pilot that aligns college courses with employer needs. Develop 2 additional pathways.
2. Expand STEAM (Science, Technology, Engineering, Arts, Math) activities with K-12 partners.
3. Implement Advisory Board for Carroll School of Business.
4. Implement national AATP marketing/recruitment partnership to establish food technology industry-cluster with the goal of securing a new business tenant in AATP within 24 months.
5. Participate, as 1 of 5 community colleges, in Midwest Community College Agriculture Consortium with USDA and NCGA to sponsor a research activity at RCC/AATP in FY17.

**Strategy C:** Actively engage in legislative and government relations that serve to further Richland's mission.

1. Reinforce Richland's role as a leader in broader public policy debate.
2. Maintain an open dialogue with elected officials regarding significant priorities, activities and decisions of the College.
3. Advocate on behalf of the community college system's agenda.
4. Utilize the collective expertise of elected officials to create new opportunities for Richland.
5. Participate in Economic Development Corporation and Greater Decatur Chamber of Commerce activities to increase Richland visibility regarding program and learning resources.

**Strategy D:** Proactively secure opportunities for media to highlight the vast portfolio of offerings available to District residents.

1. Strengthen press releases and stories promoting opportunities and events at the College.
2. Enhance monthly radio segments.
3. Enhance social media opportunities in promotion.
4. Highlight faculty and student awards and recognitions.

**Strategy E:** Facilitate workforce and economic development opportunities through business incubator and entrepreneurial training.

1. Implement Richland/National Foodworks Services, LLC, Memorandum of Understanding (Local Illinois Food Entrepreneurship (LIFE) Program).
2. Expand market for Richland coffee blends in conjunction with community business partnerships.
3. Identify economic development services to be offered by Richland.

**Strategy F:** Successfully fulfill the design, development and delivery of a new school of business integrated curriculum.

1. Complete canvassing of foundations and corporations of gift prospects to support the Carroll School of Business.
  2. Continue implementation of design and development of the Carroll School of Business.
- 

## **Goal 4: Ensure a Sustainable Organization.**

**Strategy A:** Align and empower employee strengths that benefit the institution in meeting strategic goals.

1. Conduct a successful Presidential Search utilizing ACCT's process.

**Strategy B:** Optimize human, economic and environmental expenses with available revenue.

1. Develop a balanced budget within the constraints of limited resources by the June Board of Trustees' meeting.
2. Review and modify the College's Health Insurance Benefit Program by benefit choice period to reduce costs for the College and staff.
3. Enhance existing reporting for financial data.
4. Review and modify procedures in purchasing, travel and cash management to ensure efficient use of College resources.
5. Develop strategies to increase the operating fund balance.
6. Analyze feasibility of continuing scholarship programs.

**Strategy C:** Balance the physical environment to connect to the College principles of sustainability.

1. Develop AASHE Sustainability Plan.
2. Implement and evaluate training protocols enabling the College to meet the requirements outlined in the Crisis Management Plan for implementation by August opening of the academic year.

**Strategy D:** Identify and secure alternative revenue streams.

1. Seek three new grants that further Richland's mission and add to existing revenue streams.
2. Develop new and broaden existing revenue streams by building creative and entrepreneurial partnerships with foundations, corporations, government sources and private donors.

**Strategy E:** Align facility utilization with established program needs.

1. Continue to work with the CBD, BLDD and contractors for efficient project management through completion of the Student Success Center project (pending release of state funds).
2. Develop process for measurement and implementation of facility utilization.

## CONVENING OF THE REGULAR MEETING

**MINUTES OF THE REGULAR MEETING ON MAY 17, 2016**

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING  
DISTRICT NO. 537  
RICHLAND COMMUNITY COLLEGE**

**May 17, 2016**

**CONVENING OF THE MEETING**

Call to Order The regular meeting was called to order at 5:30 p.m. Tuesday, May 17, 2016, in Conference Room E181 by Chairman Campbell. Chairman Campbell also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Dr. Larry Osborne, Tom Ritter, Dale Colee, Dr. David Coopridner, Bishop Wayne Dunning, Randy Prince, Donnie Lewis

Trustees Absent: None

Also present: Dr. Charles Novak and other staff members

**MINUTES OF PREVIOUS MEETING**

The minutes of the regular meeting of April 19, 2016, had been distributed to the Board prior to this meeting.

**Prince moved to approve the minutes of the regular meeting of April 19, 2016. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.**

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

Dr. Novak welcomed Dalton Collins, Jonathan Newlin, and Brittany Watts from the Media Club

**REORGANIZATION OF THE BOARD OF TRUSTEES AND AD HOC APPOINTMENTS**

**Appointment of Board Officers**

**Dr. Osborne moved and Trustee Colee seconded to recommend the following slate of officers for 2016-2017**

Bruce Campbell – Chairman  
Tom Ritter – Vice Chairman  
Dr. David Coopridner – Secretary

Chairman Campbell stated that the Ad Hoc Appointments would remain the same.

**Liaison to Richland Community College Foundation Board of Directors**

Randy Prince

**ICCTA Representative**

Dale Colee

**Audit Committee**

Dr. Coopriider and Tom Ritter

**Travel Committee**

Dr. Osborne and Randy Prince

**Nominating Committee**

Dr. Osborne and Bishop Dunning

**WRITTEN COMMUNICATIONS**

College Activities Report:

- College closed – May 27, June 3, 10, 17, 24
- Memorial Day – May 30 – College closed
- June 3 – Cromwell Radio, Talk 101 at 7:10 a.m.
- Saturday Produce Market Kick-off begins June 4 at 8:00 a.m. and continues through October 2016
- Summer Classes begin – June 6
- June 11 – 10:00 a.m. – 2:00 p.m. Saturday Registration at the Workforce Development Institute
- June 14 – WHOW 1520AM – “Around Central Illinois” – 8:40 a.m. – 9:00 a.m. and Pharmacy Facts with Friends – WSOY 1340AM – 5:00 p.m.
- Electronic Recycling - Progress City USA – June 18 from 9:00 a.m. to noon
- June 21 – Board of Trustees Meeting – located in S215 at 5:30 p.m.
- Finders Market – Progress City USA – June 23 and 24

## Personnel Update

### Retirements, Resignations, and Terminations

- Na'kia Akins, Teacher Assistant, Part-time, Early Childhood Development Center, effective, April 7, 2016
- Stacie Hanneken, Secretary, Adult Education, effective April 15, 2016
- Gianina Baker, Director, Institutional Effectiveness and Planning, President's Office, effective May 27, 2016

### New Employees

- Melinda Hall, Administrative Assistant, Project READ, effective May 9, 2016

## SPECIAL REPORTS

### REPORT OF THE PRESIDENT

1. Dr. Novak shared a plaque presented to Richland Community College from HVAC Excellence accrediting Richland's HVAC Program for another 6 years.
2. Dr. Novak reported that he attended a meeting in Springfield with Governor Rauner regarding the future of Excelon.
3. Dr. Novak reported that Teena Zindel-McWilliams was invited and attending a CQIN Planning meeting.
4. Dr. Novak reported that he continues to work the Capital Development Board about funding that is needed to complete the Student Success Center.
5. Dr. Jarmese Sherrod – presented Evolution of Richland Community College's Media Program
6. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

### REPORT OF ICCTA

Dale Colee reported that the ICCTA Lobby Day was held on May 4, 2016, in Springfield. Highlights included the 50 year anniversary, bills that were discussed, and funding for community colleges with no budget.

### REPORT OF STUDENT TRUSTEE

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

## **AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT FOR THE MONTH OF MARCH**

Dr. Novak signed an articulation agreement between Richland Community College and Kendall College enabling any Richland Community College student in good standing who has successfully completed the requirements for an Associate of Applied Science in Culinary Arts and/or Hospitality Management degree to transfer seamlessly, at the Junior level, to the appropriate Kendall College Bachelor of Arts academic program.

Dr. Novak signed the ADM Food Innovation Challenge Sponsorship Agreement for 2016.

## **CONSENT AGENDA**

A recommendation to approve Charge-backs for: Kelsy E. Gosda - Veterinary Technology – Parkland College – 2016 Fall Term through 2017 Summer Term; Callie Wildman - Agricultural Business - Grain Merchandising and Management – Parkland College – 2016 Term through 2017 Summer Term; and Nathaniel Mechling, Kinesiology – Sports Management – Transferable to the University of Illinois – 2016 Fall Term through 2017 Spring Term was presented to the Board.

A recommendation to approve a one year lease extension with Shippers Rental of Decatur, Illinois, for \$2000.00/month for one tractor and one trailer was presented to the Board.

**Prince moved to approve the consent agenda items as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.**

## **OLD BUSINESS**

### **Foundation Update**

Richard McGowan, Executive Director, Foundation and Development, presented to the Board.

The Foundation Board of Directors met April 26 for its second quarterly meeting of the year.

The scholarship dinner was a success. The proceeds will be added to the William T. Eichenauer Endowed Scholarship Fund.

Unfortunately, the annual golf outing that was scheduled for May 13 has been postponed to June 10 due to wet course conditions at Hickory Point Golf Course. The proceeds from this

year's event will be directed to technology upgrades in lecture halls and other campus classrooms at the College.

New Foundation Board of Directors were elected to serve a three-year term.

- Brett Swallow, Chairman
- Myung Kim, Vice Chairman
- Dave Koshinski, Treasurer
- Dr. Alan Frigy, Secretary

The Directors elected the following to serve on the Board:

- Mark Avery, publisher of the Grain Journal (first term)
- Jennifer Preston, director of employee and labor relations for ADM(first term)
- Mike Sheehan, partner with Sickich Financial (first term)
- Myung Kim (extended term)

The chief focus of the Foundation has been the Capital Campaign for the Carroll Center for Business. With the funds raised to date, it is possible to commence designing the physical space of the new Center. Larry Foster, campaign chairman is meeting with potential campaign prospects and hopes to make final contacts by June 30.

Tricia Cordulack, Director of Scholarships and Alumni relations, has been preparing letters to award the Trustees Scholarship to eligible graduating seniors. For the first time, Trustee Scholars for the Fall 2016 semester will be required to take an Honors course or participate in an Honors Project as part of their educational experience at Richland Community College. This requirement will also affect Scherer Scholarship recipients beginning with recipients next fall.

## **NEW BUSINESS**

### **Tentative FY2017 Budget**

The tentative budget for Fiscal Year 2017 was distributed to the Board. The budget is available for public inspection in the Business Office for a minimum of 30 days prior to the Public Budget hearing on June 21, 2016.

### **Court of Claims**

A recommendation was made to the Board of Trustees authorizing the College Administration to file four claims in small claims court with the State to recover funds spent under each program contract for: Department of Corrections in the amount of \$411,022.91; Illinois Community College Board in the amount of \$137,075.00; Illinois Emergency Management Agency in the amount of \$29,705.53; Campus Safety Grant and Child Care Resources Services in the amount of \$5,778.12 for a total of \$583,581.62, was presented to the Board.

**Dr. Coopriider moved to approve the recommendation authorizing the College Administration to file a claim in small claims court with the State to recover funds spend under each program contract for: Department of Corrections in the amount of \$411,022.91; Illinois Community College Board in the amount of \$137,075.00; Illinois Emergency Management Agency in the amount of \$29,705.53; Campus Safety Grant and Child Care Resources Services in the amount of \$5,778.12 for a total of \$583,581.62. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.**

## **FINANCIAL REPORT**

### **Bills Payable**

The April 2016 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$960,083.24 for April 2016 was distributed to the Board prior to the meeting.

**Prince moved to ratify the April 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.**

## **ITEMS FROM THE BOARD**

Tom Ritter gave a Presidential Search Committee update. To date, the Committee has narrowed the candidates from 35 to 8. Virtual interviews will take place on May 24 and 25. Recommendations will be made to the Board of Trustees and candidates will be invited to Richland's campus the week of June 13, 2016.

## **EXECUTIVE SESSION**

**Dr. Coopriider moved to enter into closed session in accordance with 5 ILCS 120/2. (C) (1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Richland Community College." Ritter seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.**

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

Meeting reconvened into open session at 7:50 p.m.

**ADJOURNMENT**

**Prince moved and Dr. Osborne seconded to adjourn the meeting at 7:55 p.m.**

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Dr. David Coopriider, Secretary

## **APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

## WRITTEN COMMUNICATIONS

TO: Dr. Charles Novak  
FROM: Lisa Gregory, Executive Director, Public Information and Chief of Staff  
DATE: June 6, 2016  
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.

## June

- June 24 College Closed
- June 24, 25 Finders Market – Progress City USA  
Vendors from around the Midwest and beyond offering an awesomely eclectic mix of vintage, handmade items, barn picks, artisan goods, primitive, home and garden, upcycled, and reimagined pieces, handcrafted and one-of-a-kind furniture and decoration, plus lots of good eats and treats.  
3:00 p.m. – 7:00 p.m. (\$5 admission charge)  
9:00 a.m. – 3:00 p.m. (No admission charge)
- June 25 Saturday Produce Market  
8:00 a.m. – Noon – National Sequestration Education Center  
The Richland Student Farms will host a fresh produce market every Saturday morning from June 4 through October 2016. This Market will offer fresh fruits and vegetables grown by Richland Students, as well as, local farmers.

## July

- July 1 College Closed
- July 4 Cromwell Radio, Talk 101  
7:10 a.m. – Trustees, students, and employees are invited to tune into Cromwell Radio, Talk 101, the first Friday of each month at 7:30 a.m. and listen to a highlight of the Saturday Produce Market.
- July 2,9,16,  
23,30 Saturday Produce Market  
8:00 a.m. – Noon – National Sequestration Education Center  
The Richland Student Farms will host a fresh produce market every Saturday morning from June 4 through October 2016. This Market will offer fresh fruits and vegetables grown by Richland Students, as well as, local farmers.
- July 8 College Closed
- July 9 2<sup>nd</sup> Saturday Registration – Workforce Development Institute  
10:00 AM – 2:00 PM
- July 12 WHOW 1520AM, “Around Central Illinois”  
8:40 a.m. – 9:00 a.m. - Trustees, students, and employees are invited to tune into WHOW, 1520AM, the second Tuesday of each month and listen to highlights featuring students and faculty or events.

- July 12 Pharmacy Facts with Friends, Richland Community College Night  
5:00 p.m. – Trustees, students, and employees are invited to tune into Neuhoff Media, WSOY 1340AM, the second Tuesday of each month and listen to highlights featuring students and faculty.
- July 15 College Closed
- July 15,16 Macon County Relay for Life  
6:00 p.m. – 6:00 a.m. – Shilling Parking Lot  
This is Richland's 21<sup>st</sup> year as a sponsor for Relay for Life Event.
- July 16 Cromwell Radio, Talk101  
7:30 a.m. – Trustees, Student, and employees are invited to tune Into Cromwell Radio, Talk101. The topic will be the Culinary Arts Institute's involvement in the Food Innovation Challenge.
- July 22 College Closed
- July 19 Board of Trustees Meeting  
5:30 p.m. – Board Room
- July 29 College Closed

To Richland Security,

5.18.16

I just wanted to let you know how much we appreciate all of the help you gave to my son. (Security

Alec Fisher, the kid that got his keys stolen and his car broke into, ~~the~~ had been at school all morning at one class and then went to study at the library before he went to the testing center to take a test. He didn't realize until after his test that he didn't have his keys. He retraced his steps to see if he had dropped them somewhere but could not find them, so he proceeded to his car and when he got there he could see that someone had gone through his car and stole cash, ATM card, gift card & his new hover board from the trunk. He found the security guard and told him what had happened and they ~~checked on~~ reviewed their cameras and were able to identify the kids that had stolen his things. They gave video and pictures of the individuals to the police and they were removed from Richland for good and one that was 18 was arrested for felony.


(year old)

We are so thankful for everything they have done to solve this case. Most of the time

this happens and the individuals get away with it. We are glad to know that our son goes to a school that cares about safety.

Thanks again,

Tracey, Jimmy & Alec  
Fisher

To: Dr. Charles Novak, President  
From: Richard Gschwend, Director, Human Resources   
Date: June 7, 2016  
Subject: Personnel Update

**Retirements, Resignations, and Terminations**

<b>Name</b>	<b>Position</b>	<b>Last Day</b>
Stephen Hardy	Radiography Lab Facilitator, Health Professions	05/13/16
James Kralik	Mathematics Instructor, Mathematics, Sciences, and Business	05/20/16
Lily Siu	Dean, Liberal Arts, Academic Services	06/09/16
Jacque Manicki	Enrollment Advocate, Student Success	06/16/16
Richard McGowan	Executive Director, Richland Community College Foundation, President's Office	06/30/16

Richland Community College  
One College Park  
Decatur, Illinois 62521



## MEMORANDUM

## BUSINESS SERVICES

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**To:** Dr. Charles Novak  
**From:** Greg Florian *Greg*  
**Date:** June 8, 2016  
**Re:** Construction Project Status

### Current Construction Projects

**Student Success Center** – The status of this project remains unchanged due to the uncertainty of future State Funding and the current shutdown.

**Ag/Maintenance Boiler Replacement** – The project was bid on May 19 with 3 contractors responding to the bid. A recommendation to award a construction contract is included in the June Board of Trustees meeting. The project will be scheduled for work during the summer.

**The Carroll Center for Business** – The two prototype configurations have been developed and Prototype “A” is effectively in-place. Technology has been installed, configured, and training will be conducted in the next few weeks. The configuration is a significant change from the existing construction as walls have been opened allowing for natural light to enter the hallway. Student spaces as well as academic/learning spaces reflect the input gained from the visits to other institutions and that information obtained from students, faculty, and staff. An open house for the college community is being planned for later next week. Signage has been installed explaining the spaces and the intent for using the space. Furniture has been loaned from Lincoln Office Supply, BLDD, and other Richland spaces. The modifications have been implemented below the budgeted \$50,000.

**Telephone System Replacement** – The final phase of the telephone replacement project was completed just prior to the Memorial Day Holiday weekend. Staff training was conducted and the system is operational. A few minor programming changes are being made as the staff learns the capabilities of this system.

**Richland Community College**  
**STUDENT GOVERNMENT ASSOCIATION**  
**BOARD REPORT**

*June 2016*

**Student Trustee: Ashley Ronda**

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*President:* Kelsey Gist    *Vice-President:* TBD    *Secretary/Treasurer:* TBD

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**Student Engagement Activities:**

- 6/30: National Bomb Pop Day Celebration
- 7/11: New Student Orientation (Clinton Higher Education Center)
- 7/12: Ice Cream Social (Co-Sponsored with EARDC)
- 7/18: New Student Orientation



**Commitment    Respect    Excellence    Accountability    Diversity**

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


**AUTHORIZED BY PRESIDENT NOVAK FOR THE MONTH OF**

**May 2016**

05/17/2016 Dr. Novak signed a memorandum of understanding between Richland Community College and the Illinois Network of Child Care Resource and Referral Agencies for administration of the Gateways to Opportunity Scholarship Program effective July 1, 2016.

**CONSENT AGENDA**

TO: Board of Trustees

FROM: Dr. Charles Novak 

DATE: June 21, 2016

SUBJECT: Consent Agenda

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

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

A. Charge-Back


1. Kaleb A. McMillion – CNH Program (Case New Holland) – Parkland College – 2016 Summer Term through 2017 Summer Term

Thank you.

**CHARGE BACKS**

**RICHLAND COMMUNITY COLLEGE  
ACADEMIC SERVICES**

**MEMORANDUM**

**TO:** Dr. Charles Novak  
**FROM:** Dr. Denise Crews   
**SUBJECT:** Application to Attend Another Recognized Illinois Public  
Community College (Charge-Back)  
**DATE:** June 3, 2016

**Application for Charge-Back has been reviewed and approval is recommended for  
the applicant listed below:**

**Application for Continued Enrollment**

Kaleb A. McMillion  
8665 Hickory Hills Drive  
Argenta, IL 62501

CNH Program (Case New Holland)  
A.A.S.  
Parkland College

Summer 2016 to  
Summer 2017

**OLD BUSINESS**



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: June 21, 2016

SUBJECT: Resolution Adopting Fiscal Year 2017 Budget

Mr. Chairman, Members of the Board, Resolution No. 16-11, Adopting Fiscal Year 2017 Budget, is presented for your approval.

As required by statute, the tentative budget has been available for public inspection since May 17, 2016.

Funding sources have been identified for all expenditures requested in this balanced budget.

Greg Florian will be available to answer any questions you may have regarding the Budget.

**Therefore, it is recommended that the Board of Trustees adopt Resolution No. 16-11, Adopting Fiscal Year 2016 Budget, as presented.**

Thank you.

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

**RESOLUTION NO. 16-11: RESOLUTION ADOPTING FISCAL YEAR 2017 BUDGET**

WHEREAS, the Board of Trustees of Community College District No. 537 (Richland Community College), Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon, and Shelby, and State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of said Board has made the said budget conveniently available to public inspection for at least 30 days prior to final action thereon, and

WHEREAS, a public hearing was held as to such budget on the 21st day of June, 2016, notice of said hearing having been given at least 30 days prior thereto as required by law and all other legal requirements having been complied with,

NOW, THEREFORE, BE IT RESOLVED THAT

- (1) The fiscal year of said Community College District be and the same hereby is fixed and declared to begin July 1, 2016, and to end June 30, 2017, and
- (2) The budget of estimated sources and uses from each fund separately shall be as noted below and the same adopted as the budget of said Community College District No. 537 for the said fiscal year:

Fund	Sources	Uses
Education Fund	15,307,770	15,307,770
Operations and Maintenance Fund	1,955,909	1,955,909
Operations and Maintenance (Restricted)	1,229,645	1,229,645
Bond and Interest Fund	2,423,088	2,423,088
Auxiliary Enterprise	1,455,270	1,455,270
Restricted Purposes	9,816,164	9,816,164
Working Cash	3,000	3,000
Trust and Agency Fund	75,550	75,550
Audit	71,749	71,749
Liability, Protection and Settlement	1,469,687	1,469,687

Resolution No. 15-11  
June 21, 2016  
Page 2

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

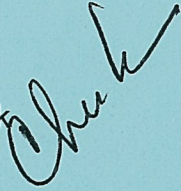
BY: \_\_\_\_\_  
Bruce Campbell, Chairman

ATTEST:

\_\_\_\_\_  
Dr. David Coopriider, Secretary

DATE: June 21, 2016 (SEAL)



TO: Board of Trustees  
FROM: Dr. Charles R. Novak   
DATE: June 21, 2016  
SUBJECT: Strategic Plan Revision

Attached is a memo from Greg Florian and a very rough draft of Goal Four, Ensure a Sustainable Organization, in the Strategic Plan. Given the financial condition of the State of Illinois and of the College, the current Strategic Plan Goal Four is not only obsolete, but it is also meaningless given the current circumstances. This revision is presented for a first reading. It has also been presented to the Institutional Effectiveness Group.

This new revision deals with four major strategies. The first is CASH FLOW. The staff must find ways to control the cash flow and minimize infiltration into the Working Cash Fund. Every strategy we create and carry out to achieve that goal will protect the working Cash Fund and insure that we meet payroll and bill list requirements.

The second strategy is: RECREATE A FUND BALANCE. The College has been running budget deficits for the past several years. The fund balance of several millions of dollars which was there several years ago no longer exists. It needs to be rebuilt over the course of the next five to ten years. The College will end 2016 with a fund deficit. We estimate that the deficit will be between one and a half to two millions dollars. The college has not had a deficit since 1988. We need to identify revenue and begin budgeting modest surpluses in 2018 at the latest.

The third strategy: ORGANIZATIONAL REVIEW AND STUDY. The college needs to define its core business and construct an organizational model to carry it out. What does not contribute to the core business of serving students with specific programs needs to be phased out or eliminated.

The fourth strategy: EQUIPMENT AND FACILITIES PLAN. The college needs to identify all equipment maintenance needs first. Following that there needs to be a maintenance plan developed which will also include deferred maintenance if funds are not available. Further, there needs to be an equipment replacement plan, and a new equipment purchase plan. The plans must relate to the Core Business identified in the organizational study.

These strategies are being developed and written over the course of the next three months. They will be on the IEG agenda and Board Agenda through September at a minimum.

Richland Community College  
One College Park  
Decatur, Illinois 62521



## MEMORANDUM

## BUSINESS SERVICES

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**To:** Dr. Charles Novak

**From:** Greg Florian *Greg*

**Date:** June 9, 2016

**Re:** Strategic Plan

With the onset of this financial crisis, it has become apparent that Goal Four of our strategic plan does not support the College's current fiscal condition. Specifically, the 2015-2018 Strategic Plan strategies are too general for addressing the current financial situation:

#### **Goal 4: Ensure a Sustainable Organization**

- Strategy A: Align and empower employee strengths that benefit the institution in meeting strategic goals.
- Strategy B: Optimize human, economic, and environmental expenses with available revenue.
- Strategy C: Balance the physical environment to connect to the College principles of sustainability.
- Strategy D: Identify and secure alternative revenue streams.
- Strategy E: Align facility utilization with established program needs.

These strategies should be set aside and development of more acute and specific actions should be undertaken. The following proposed alternative strategies will position Richland on a stronger financial footing. Finance and Administration staff met with the President to develop actions and directions that serve both short-term and long-term targets for securing a stronger financial future. These actions will be refined and developed over the next month such that they can be formalized and adopted by the Board. The strategies, targets, and actions are identified as follows:

#### **Goal 4: Ensure a Sustainable Organization**

##### **Strategy 1 – Cash Flow Optimization**

- Repay Deficit
  - Court of Claims
    - Identify all funds and pursue all avenues to capture expended State grants activities
  - Future State funding received is designated to repay working cash borrowings (not current expenses)

- Repay all Working Cash transfers
- Any additional State funding designated to Fund Balance
- Create sufficient funding streams in order to alleviate use Working Cash funds
  - Create a Cash Flow Schedule/Plan
    - Tenants for Cash Flow model
      - Recognize annual timing of receipt of cash
      - When are invoices due
      - Discounts and waivers
      - Timing of expenditures
  - Develop a time frame for moving away from dependence on Working Cash
    - Determine annual cash needs
    - Examine policy for payment and collections

## **Strategy 2 – Recreate Fund Balance**

### 1. Revenue and Expenditures

- Revenue Identification
  - Long Term / Short Term uses of cash
  - Must have certainty/guarantee of revenue before expenses are realized
    - Tie new expenditures to a revenue source
    - Identify future revenues in order to continue program, if initially funded with restricted funding (i.e. grants).
- Sources of Revenue
  - Foundation grant funding – More operational grants vs. scholarships
  - Tuition: Pricing Vs. Cost, Dual Credit Revenue Options
  - Joint Programs / Higher Ed Partners
- Expenditure Monitoring/Review
  - Salary & Benefits
  - Maintenance / Supplies
  - Identify future major expenditures
  - Travel
  - Dues
- Cost Study
  - Extension centers
  - Program costs and contribution to overall operations
  -

### 2. Initiate contingency amounts in budgeting process

3. Plan and execute referendum for Spring of 2019
  - Establish all necessary actions leading up to referendum

### **Strategy 3 – Organizational Study**

1. Define Core Business.
2. Identify programs and activities that are necessary to operate core business.
3. Analyze all positions and reporting structure in order to reorganize divisions to improve functionality.

### **Strategy 4 – Equipment & Facilities Plan**

1. Identify deferred maintenance projects and project expenditures.
2. Create master equipment replacement plan including funding options.
3. Analyze current personnel resources to determine if they are sufficient to support optimal functioning of facilities.



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: June 21, 2016

SUBJECT: Interim President's Employment Agreement – Revision

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the consideration of the revised employment agreement for Dr. Charles Novak to serve as Interim President of Richland Community College until a permanent replacement has been selected and begins working.

I have requested the revision to make it clear that I, not the Board or the College, that I am responsible for paying my own expenses to maintain a temporary residence in Decatur while serving as Interim President.

The College's legal counsel has drafted and reviewed the documents and it is in compliance with the requirements.

**Therefore, it is recommended that the Board of Trustees approve the revised Interim President's Employment Agreement, as presented.**

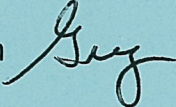


# MEMORANDUM

## FINANCE AND ADMINISTRATION

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To: Dr. Charles Novak

From: Greg Florian 

Date: June 8, 2016

Re: Interim President's Employment Contract Amended

Attached for consideration is an amendment to the Interim President's contract. This amendment provides clarification as to the responsibility for payment of housing, phone usage, and mileage reimbursement. Specifically, sections 3(A) and 3(B) have been amended to reflect that the responsibility for paying housing, mileage, and phone usage is not included in the President's monthly compensation and that those expenses are to be paid by the President. No other changes or modifications have been made to the contract.

Public Act 099-0482 places limitations and requirements for employment contracts entered into by Community Colleges. The College's legal counsel has drafted and reviewed the amendment and it is in compliance with the requirements. A requirement of this Act is that public notice must be given that specifically states the action to approve or modify an employment contract.

It is recommended that the attached contract as amended be approved by the Board of Trustees at their June 21<sup>st</sup>, 2016 regular meeting.

EMPLOYMENT SERVICES AGREEMENT  
BETWEEN  
RICHLAND COMMUNITY COLLEGE AND DR. CHARLES NOVAK

The undersigned parties, Richland Community College, Illinois Community College District No. 537 (Macon County, Illinois) ("Richland Community College" or the "College") and Dr. Charles Novak ("Dr. Novak" or the "President") (Collectively, Richland Community College and the President may, for convenience only, be hereinafter referred to as the "Parties" and each individually as a "Party"), hereby enter into the following agreement ("Agreement"):

**WITNESSETH:**

WHEREAS, Richland Community College needs to fill the position of President on a interim/temporary basis; and

WHEREAS, Dr. Charles Novak desires to serve as President of Richland Community College on an interim/temporary basis; and

WHEREAS, Dr. Charles Novak possesses an intimate knowledge of the business and affairs of educational institutions and the policies, procedures, methods, students and personnel thereof; and

WHEREAS, the Board of Trustees of Richland Community College (the "Board") has determined that it is in the best interest of Richland Community College to secure the services and employment of Dr. Charles Novak on an interim basis and based on the terms and conditions set forth herein; and

WHEREAS, Dr. Charles Novak hereby accepts and agrees to such employment.

NOW, THEREFORE, in consideration of the foregoing, the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

**1. APPOINTMENT.**

The position of Interim President is deemed temporary employment. The Board hereby appoints Dr. Charles Novak as the Interim President, which Dr. Novak accepts. The term of service shall be from March 1, 2016 and shall continue until February 28, 2017 or until terminated pursuant to Section 4 below.

2. **DUTIES AND RESPONSIBILITIES.**

The President shall be the chief administrative and executive officer of the College and shall have all of those duties and responsibilities set forth in the President's job description on file with the College and those which have been established by College through policy and custom. Dr. Novak agrees that at all times he will faithfully, efficiently and to the best of his abilities and talents perform all of the duties which may be required of and from him, pursuant to the terms hereof and to the reasonable satisfaction of the Board or its designee. He shall abide by all policies and decision may be Richland Community College, as well as all applicable federal, state and local laws, statutes, ordinances, orders, rules and regulations, in addition to the Board's Policies and Procedures. Dr. Novak shall act in the best interest of Richland Community College at all times. Dr. Novak shall not engage in any work or business for his own interest or for or on behalf of any other person, firm or corporation that competes, conflicts (actually or potentially) or interferes with the performance of his duties hereunder. Conflicts of interest shall be determined by the Board in its sole discretion. Dr. Novak agrees to devote his full-time, skill and attention to said employment during the term of this Agreement provided, however, that he may engage in non-competitive business or other activities so long as such activities do not interfere with his responsibilities under this Agreement and he receives the prior written authorization of the Board.

3 **SALARY AND BENEFITS.**

- A. **Salary and Housing Allowance.** The President's salary shall be \$12,267.00 per month. The President shall be responsible for his own housing costs and the choice of such housing shall be made by the Interim President himself. The parties agree that the total compensation during an academic year for the Interim President shall in no event exceed the highest annual earnings limitation provided for at 40 ILCS 5/15-139.15 (Illinois Pension Code), which amount shall be prorated if his term is less than one (1) year and which will be paid in installments in the same time and manner as other College administrators are paid. The Board will review the President's salary and other benefits at least annually if needed, and future modifications during the appointment, if any, shall be by mutual agreement.
- B. **Car and Phone.** The President shall receive no reimbursement for automobile expenses or mileage and shall provide cell phone service for himself at his expense.
- C. **Medical/Health Benefits.** Dr. Novak, on his behalf and on behalf of his tax dependents, unequivocally waives and specifically declines medical/health insurance coverage for himself and for his eligible tax dependents. Accordingly, Richland Community College is not obligated and shall not provide medical/health insurance coverage to Dr. Novak and/or to his eligible tax dependents.

- D. **Professional Days.** Presentations at seminars or attendance at conferences or meetings relating to higher education by the President that are reasonable related to the President's College duties or responsibilities are within the President's job description and shall not be counted as vacation or personal days. The Board shall receive reasonable notification in advance of planned attendance at higher education conferences or meetings and they shall be deemed within the purview of this paragraph unless the Board objects. If the Board does object, the matter shall be resolved by reasonable negotiation. However, paid presentations or consulting work to an outside group or organization is not a part of the President's job description, and to the extent such work if any, takes the President away from his duties and responsibilities as President, he must use vacation or personal days for the same.
- E. **Membership Dues;** The President's membership dues in local civic organizations shall be paid by the College on an as needed basis and by mutual agreement between the Board and the President.
- F. **Expenses.** Approved expenses shall be those mutually agreed upon by the Board Chair and the President. In addition, Richland Community College shall be responsible for normal and reasonable expenses incurred by the President's spouse when she accompanies the President on College business.
- G. **Evaluations.** The Board and the President shall mutually discuss and evaluate their working relationship on a mutually agreed upon schedule.

4. **TERMINATION.**

- A. This Agreement may be terminated by either Party at any time by mailing thirty (30) days written notice to the other Party. Notice shall be sent by United States registered or certified mail, return receipt requested, postage prepaid, addressed to the other Party at the Party's last known address. All notices shall be deemed effective the date of mailing as shown by the postmark.
- B. This Agreement may also be terminated by the College upon the College's reasonable determination that Cause exists. For purposes of this provision, "Cause" means the President's:
  - i. conviction or plea of *nolo contendere* to any felony or a misdemeanor involving fraud, misappropriation, embezzlement, or moral turpitude; and/or
  - ii. acts or omissions constituting gross negligence, recklessness or willful misconduct on the part of Employee with respect to Employee's obligations to Richland Community College or otherwise relating to the business of Richland Community College; and/or

- iii. commission of any criminal, fraudulent, or dishonest act in connection with the President's services; and/or
- iv. inappropriate relations/interactions with students and/or employees of Richland Community College that could expose Richland Community College to liability; and/or
- v. disability that renders the President incapable of performing the essential functions of the President's job, with or without reasonable accommodation; and/or
- vi. material breach of any material provision of this Agreement; and/or
- vii. conduct or activities materially damaging to the College's operation or reputation.

For purposes of this Section 4(B), before the Board may terminate the President for Cause, the Board must: (a) give written notice to the President providing him with reasonable detail of the conduct or event constituting Cause; and (b) provide the President with the opportunity to be heard by the Board; and (c) give the President fifteen (15) calendar days, following the President's receipt of notice of said Cause, to cure the conduct or event, if subject to cure.

- C. This Agreement will terminate automatically in the event of, and on the date of, the President's death.

**5. NO PAYMENT AFTER TERMINATION.**

If this Agreement is terminated, the College shall have no further payment obligation to the President effective as of the date of termination or death, except for payment of any amounts due to the President as a result of accruals occurring before termination.

**6. RETURN OF RICHLAND COMMUNITY COLLEGE'S PROPERTY.**

At any time upon Richland Community College's request and/or upon termination of the President's employment with Richland Community College, the President shall immediately deliver to Richland Community College all data, manuals, specifications, lists, notes, writings, photographs, microfilm, electronic equipment, tape recordings, documents and tangible materials, including all copies or duplicates, and any other personal property owned by, belonging to or concerning any part of Richland Community College's activities or concerning any part of the President's activities relating to the President's employment with Richland Community College (collectively, the "Property"). The Property is acknowledged by the President to be Richland Community College's property, which is only entrusted to the President on a temporary basis in his capacity as the President of Richland Community College.

7. **CONFIDENTIALITY.**

The President agrees not to disclose or divulge any Confidential Information to any other person or entity, except during his employment with Richland Community College when required due to the nature of his duties or as required by law. For purposes of this Agreement, "Confidential Information" shall include any of Richland Community College's legal, business and/or financial information or any other confidential information that is disclosed to the President or that the President otherwise learns in the course of his employment. The President's obligations hereunder, with respect to Confidential Information, shall terminate only when such information ceases to constitute Confidential Information, as defined above.

8. **NON-ASSIGNMENT.**

This Agreement is personal in character and neither Richland Community College nor Employee shall assign its or his interests in this Agreement without the prior written consent of the other. No assignment, even if consented to, shall in any way reduce or eliminate the liability of the assignee for obligations accrued prior to such assignment.

9. **WAIVER OF BREACH.**

No waiver by either Party regarding any breach of a condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions of this Agreement.

10. **SEVERABILITY.**

The invalidity or unenforceability of any provision or term herein shall in no way affect the validity or enforceability of any other provision or term herein.

11. **ENTIRE AGREEMENT.**

This Agreement contains the entire agreement of the Parties. No agreement or representations, oral or otherwise, express or implied, with respect to the subject matter hereof have been made by either Party which is not expressly set forth in this Agreement. It may not be changed, modified, or amended in any respect except by a written instrument signed by both Parties. This agreement also supersedes all previous written and oral agreements between the Parties.

12. **GOVERNING LAW.**

Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. The President acknowledges that he has had an opportunity to review and revise this Agreement and have it reviewed by legal counsel, if desired, and therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting Party, shall not be employed in the interpretation of this Agreement.

13. **SIGNING IN COUNTERPARTS.**

This Agreement may be executed in counterpart originals, each of which shall be deemed to be an original with the same effect as if the signatures thereto were on the same instrument. A signature affixed to this Agreement and transmitted by facsimile shall have the same effect as an original signature.

THE PARTIES TO THIS AGREEMENT HAVE READ THE FOREGOING AGREEMENT IN ITS ENTIRETY AND FULLY UNDERSTAND EACH AND EVERY PROVISION CONTAINED HEREIN.

IN WITNESS WHEREOF, the Parties have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Richland Community College

\_\_\_\_\_  
DR. CHARLES NOVAK, Interim President

By: \_\_\_\_\_  
\_\_\_\_\_, Board President

\_\_\_\_\_  
WITNESSED BY: Secretary of the Board of  
Richland Community College



TO: Board of Trustees

FROM: Dr. Charles R. Novak

DATE: June 21, 2016

SUBJECT: Approval of Bid for a Protection, Health, and Safety Project

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, requesting approval to complete a protection, health, and safety project at Richland Community College.

The scope of this project includes, demolition of the existing equipment and installation of a new energy efficient unit-boiler, pumps, and associated controls.

Bids were received from three local contractors: E.L. Pruitt Company in the amount of \$33,272, King Lar Company in the amount of \$39,700, and Burdick Plumbing and Heating, Inc. in the amount of \$48,848.

<u>Project Name</u>	<u>Budget Amount</u>
Replacement of Boiler at Maintenance/Ag Building	\$33,272

Funding for this project is available from the balance of funds remaining after completion of other protection, health, and safety projects.

Greg Florian will be available to answer any questions you may have.

**Therefore, it is recommended that the Board of Trustees approve the College Administration to execute a contract with E.L. Pruitt Company for a total of \$33,272, as presented.**

Thank you.



# MEMORANDUM

Operations Office

To: Dr. Charles Novak

From: Greg Florian  
Clay Gerhard

Handwritten initials in blue ink, appearing to be 'GF' and 'CG' stacked vertically.

Date: June 21, 2016

Re: Approval of Bid for a Protection, Health, and Safety Project

This project was approved by the Board of Trustees and the Illinois Community College Board earlier this year as a Protection, Health, and Safety to be funded with monies remaining from previously completed PH&S projects.

The scope of this project includes demolition of the existing equipment and installation of a new energy efficient unit-boiler, pumps, and associated controls. Documentation will also be provided for possible energy rebates upon completion.

A public bid letting was held on May 19<sup>th</sup>, 2016 with three local contractors responding as follows.

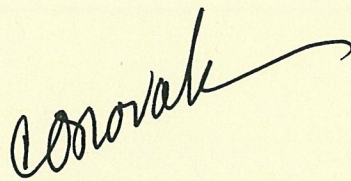
E.L. Pruitt Company	\$33,272
King Lar Company	\$39,700
Burdick Plumbing and Heating Inc.	\$48,848

The low bid is below the engineering estimate approved by the Board at its February 2016 meeting.

It is recommended that the College award the project to E.L. Pruitt. of Decatur and authorize the College administration to execute a contract with the contractor for a total of \$33,272.

I am available to answer any questions you may have.

**NEW BUSINESS**

TO: Board of Trustees  
FROM: Dr. Charles Novak   
DATE: June 21, 2016  
SUBJECT: Compliance with Prevailing Wage Act

Mr. Chairman, Members of the Board, as required by the Prevailing Wage Act, it is recommended that the Board adopt the general prevailing rate of wages for this area for laborers, mechanics, and other workers engaged in construction of public works at Richland Community College.

The resolution supports the Department of Labor's findings as had been done in past years. The Department of Labor's findings for the eight counties in our District are available for review in the President's Office.

**Therefore, it is recommended that the Board of Trustees approve Resolution No. 16-12, Compliance with Prevailing Wage Act, as presented.**

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

**RESOLUTION NO. 16-12: COMPLIANCE WITH PREVAILING WAGE ACT**

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq., formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that Richland Community College investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the localities of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon, and Shelby Counties employed in performing construction of public works for Richland Community College.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Richland Community College District No. 537:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by State, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in the locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of Richland Community College, is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby County areas as determined by the Department of Labor of the State of Illinois as of June 2016, a copy of those determinations are incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determinations and apply to any and all public works construction undertaken by Richland Community College. The definition of any terms appearing in this resolution also which are used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of Richland Community College to the extent required by the aforesaid Act.

SECTION 3: Richland Community College shall publicly post or keep available for inspection by any interested party in the main office of Richland Community College these determinations or any revisions of such prevailing rates of wages. A copy of the applicable determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: Richland Community College shall mail a copy of the applicable determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wage will be affected by such rates.

SECTION 5: Richland Community College shall promptly file a certified copy of this resolution with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: Richland Community College shall cause to be published in a newspaper of general circulation within the area a copy of this resolution, and such publication shall constitute notice that the determinations are effective and that these are the determinations of this public body.

This resolution, having received a majority affirmative vote of a quorum of Trustee members present, is hereby PASSED and APPROVED.

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:

\_\_\_\_\_  
Dr. David Coopridier, Secretary  
DATE: June 21, 2016 (SEAL)

# Macon County Prevailing Wage for July 2015

(See explanation of column headings at bottom of wages)

Trade Name	RG	TYP	C	Base	FRMAN	M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng		
ASBESTOS ABT-GEN		BLD		30.790	32.040	1.5	1.5	2.0	6.300	12.98	0.000	0.900		
ASBESTOS ABT-MEC		BLD		30.360	31.360	1.5	1.5	2.0	7.450	3.000	0.000	0.000		
BOILERMAKER		BLD		33.340	35.840	1.5	1.5	2.0	7.070	21.53	1.250	0.400		
BRICK MASON		BLD		29.610	31.110	1.5	1.5	2.0	8.450	11.10	0.000	0.580		
CARPENTER		BLD		30.200	32.450	1.5	1.5	2.0	8.000	15.65	0.000	0.520		
CARPENTER		HWY		30.600	32.350	1.5	1.5	2.0	8.000	15.65	0.000	0.520		
CEMENT MASON		BLD		29.670	30.670	1.5	1.5	2.0	8.000	11.83	0.000	0.500		
CEMENT MASON		HWY		28.050	29.550	1.5	1.5	2.0	8.000	11.83	0.000	0.500		
CERAMIC TILE FNSHER		BLD		26.360	0.000	1.5	1.5	2.0	8.450	9.000	0.000	0.000		
ELECTRIC PWR EQMT OP		ALL		38.300	45.290	1.5	1.5	2.0	6.150	10.73	0.000	0.380		
ELECTRIC PWR GRNDMAN		ALL		26.280	45.290	1.5	1.5	2.0	5.790	7.360	0.000	0.260		
ELECTRIC PWR LINEMAN		ALL		42.540	45.290	1.5	1.5	2.0	6.280	11.92	0.000	0.430		
ELECTRIC PWR TRK DRV		ALL		27.560	45.290	1.5	1.5	2.0	5.830	7.720	0.000	0.280		
ELECTRICIAN		BLD		35.910	39.500	1.5	1.5	2.0	6.600	8.370	0.000	0.540		
ELECTRONIC SYS TECH		BLD		31.130	32.880	1.5	1.5	2.0	5.350	6.110	0.000	0.400		
ELEVATOR CONSTRUCTOR		BLD		41.690	46.900	2.0	2.0	2.0	13.57	14.21	3.340	0.600		
GLAZIER		BLD		32.380	34.380	1.5	2.0	2.0	7.050	8.400	0.000	0.430		
HT/FROST INSULATOR		BLD		38.060	39.060	1.5	1.5	2.0	8.700	11.46	0.000	0.550		
IRON WORKER	E	ALL		32.210	34.110	1.5	1.5	2.0	9.240	10.92	0.000	0.900		
IRON WORKER	W	BLD		30.250	32.250	1.5	1.5	2.0	8.740	13.79	0.000	0.660		
IRON WORKER	W	HWY		31.420	33.170	1.5	1.5	2.0	8.740	13.87	0.000	0.660		
LABORER		BLD		28.290	29.540	1.5	1.5	2.0	6.300	12.98	0.000	0.900		
LABORER		HWY		29.550	30.550	1.5	1.5	2.0	6.300	13.28	0.000	0.800		
LATHER		BLD		30.200	32.450	1.5	1.5	2.0	8.000	15.65	0.000	0.520		
MACHINIST		BLD		45.350	47.850	1.5	1.5	2.0	7.260	8.950	1.850	0.000		
MARBLE FINISHERS		BLD		26.360	0.000	1.5	1.5	2.0	8.450	9.000	0.000	0.000		
MARBLE MASON		BLD		27.860	29.110	1.5	1.5	2.0	8.450	9.000	0.000	0.000		
MILLWRIGHT		BLD		31.060	33.310	1.5	1.5	2.0	8.000	15.25	0.000	0.520		
MILLWRIGHT		HWY		33.060	34.810	1.5	1.5	2.0	8.000	15.67	0.000	0.520		
OPERATING ENGINEER		BLD	1	34.850	35.600	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		BLD	2	32.500	35.600	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		BLD	3	28.900	35.600	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		BLD	4	36.350	0.000	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		HWY	1	39.750	40.150	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		HWY	2	35.540	40.150	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		HWY	3	29.060	40.150	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		HWY	4	41.250	0.000	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
OPERATING ENGINEER		O&C		31.800	0.000	1.5	1.5	2.0	10.45	9.350	0.000	1.500		
PAINTER		ALL		28.000	29.500	1.5	1.5	2.0	6.300	10.32	0.000	0.650		
PAINTER OVER 30FT		ALL		28.750	30.250	1.5	1.5	2.0	6.300	10.32	0.000	0.650		
PAINTER PWR EQMT		ALL		29.750	31.250	1.5	1.5	2.0	6.300	10.32	0.000	0.650		
PILEDRIVER		BLD		31.200	33.450	1.5	1.5	2.0	8.000	15.65	0.000	0.520		
PILEDRIVER		HWY		31.600	33.350	1.5	1.5	2.0	8.000	15.65	0.000	0.520		
PIPEFITTER		BLD		37.460	41.460	1.5	1.5	2.0	7.000	8.260	0.000	1.010		
PLASTERER		BLD		30.000	32.000	1.5	1.5	2.0	7.500	14.97	0.000	0.490		
PLUMBER		BLD		37.460	41.460	1.5	1.5	2.0	7.000	8.260	0.000	1.010		
ROOFER		BLD		27.970	30.990	1.5	1.5	2.0	10.60	6.860	0.000	0.650		
SHEETMETAL WORKER		BLD		31.990	33.990	1.5	1.5	2.0	8.700	12.68	0.000	0.650		
SPRINKLER FITTER		BLD		37.120	39.870	1.5	1.5	2.0	8.420	8.500	0.000	0.350		
STONE MASON		BLD		29.610	31.110	1.5	1.5	2.0	8.450	11.10	0.000	0.580		
SURVEY WORKER		NOT IN	EFFECT		ALL	29.550	30.550	1.5	1.5	2.0	6.300	10.34	0.000	0.800
TERRAZZO FINISHER		BLD		26.360	0.000	1.5	1.5	2.0	8.450	9.000	0.000	0.000		
TERRAZZO MASON		BLD		27.860	29.110	1.5	1.5	2.0	8.450	9.000	0.000	0.000		

TILE MASON	BLD	27.860	29.110	1.5	1.5	2.0	8.450	9.000	0.000	0.000
TRUCK DRIVER	ALL 1	34.220	37.870	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	ALL 2	34.690	37.870	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	ALL 3	34.950	37.870	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	ALL 4	35.240	37.870	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	ALL 5	36.170	37.870	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	O&C 1	27.380	30.300	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	O&C 2	27.750	30.300	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	O&C 3	27.960	30.300	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	O&C 4	28.190	30.300	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TRUCK DRIVER	O&C 5	28.940	30.300	1.5	1.5	2.0	11.40	5.640	0.000	0.250
TUCK POINTER	BLD	29.610	31.110	1.5	1.5	2.0	8.450	11.10	0.000	0.580

**Legend:** RG (Region)

TYP (Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers)

C (Class)

Base (Base Wage Rate)

FRMAN (Foreman Rate)

M-F>8 (OT required for any hour greater than 8 worked each day, Mon through Fri.)

OSA (Overtime (OT) is required for every hour worked on Saturday)

OSH (Overtime is required for every hour worked on Sunday and Holidays)

H/W (Health & Welfare Insurance)

Pensn (Pension)

Vac (Vacation)

Trng (Training)

## Explanations

### MACON COUNTY

IRON WORKERS (WEST) - West of a straight line just east of Route 51 to the southeast corner where Shelby, Macon and Moultrie counties meet.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

### CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo

mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

#### ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length.

**SURVEY WORKER** - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

#### TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

#### OPERATING ENGINEERS - BUILDING

CLASS 1. Asphalt Screed Man; Aspco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backfillers, Crane Type; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Cherry Pickers; Clam Shells; C.M.I. & similar type autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Pumps; Derricks; Derrick Boats; Draglines; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Orange Peels; Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Pushdozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Rotomill; Scoops, Skimmer, two cu. yd. capacity and under; Scoops, All or Tournapull; Sheep-Foot Roller (Self Propelled); Shovels; Skid Steer; Skimmer Scoops; Temporary Concrete Plant Operators; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Sideboom; Trenching or Ditching Machine; Tunnelluggers; Vermeer Type Saws; Water Blaster Cutting Head; Wheel Type End Loaders; Winch Cat.

CLASS 2. Air Compressors (six to eight)\*; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Oiler on Two Paving Mixers When Used in Tandem; Boom or Winch Trucks; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist (with One Drum and One Load Line); Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Post Hole Digger, Mechanical; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in this Classification; Road or Street Sweeper, Self Propelled; Rollers (except bituminous concrete); Seaman Tiller; Straw Machine; Vibratory Compactor; Water Blaster, Power Unit; Welding Machines (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors(one to five)\*; Air Compressors, Track or Self-Propelled; Automatic Hoist; Building Elevators; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Hoist, Automatic; Light Plants (one to five)\*; Mechanic Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Robotic Controlled Equipment in this Classification; Scissors Hoist; Tractors without power attachments regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (1/300 Amp. or over)\*; Welding machines (one to five)\*

CLASS 4. Lattice Boom Crawler Cranes; Lattice Boom Truck Cranes; Telescopic Truck-Mounted Cranes; Tower Cranes.

\* Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants, or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

OPERATING ENGINEERS - HIGHWAY

CLASS 1. Asphalt Screed Man; Asphco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Carry Deck Pickers; Cherry Pickers (Rough Terrain); C.M.I. & similar type-autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Plant Operators; Concrete Pumps; Derricks; Derrick Boats; Dewatering Systems; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Grout Pump; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Hydro Jet or Hydro Laser; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Multi-Point Power Lifting Equipment; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Push-dozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Roto-Mill; Scoops, Skimmer, two cu. yd. capacity and under; Sheep-Foot Roller (Self Pro-pelled); Shovels; Skid Steer; Skimmer Scoops; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Side-boom; Trenching or Ditching Machine; Tunnelluggers; Vermeer-Type Saws; Wheel Type End Loaders; Winch Cat; Scoops, All or Tournapull.

CLASS 2. Air Compressors (six to eight)\*; Articulated Dumps; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Boom or Winch Trucks; Building Elevators; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist, Automatic; Hoist with One Drum and One Load Line; Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Off Road Water Wagons; Oiler on Two Paving Mixers When Used in Tandem; Post Hole Digger, Mechanical; Robotic Controlled Equipment in This Classification; Road or Street Sweeper, Self-Propelled; Rollers (except bituminous concrete); Scissor Hoist; Sea-man Tiller; Straw Machine; Vibratory Compactor; Water Pumps (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors (one to five)\*; Air Compressors, Track or Self-Propelled; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Light Plants (one to five)\*; Mechanic Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in This Classification; Tractors without power attachments, regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (one 300 Amp. or over)\*; Welding Machines (one to five)\*.

CLASS 4. Lattice Boom Crawler Crane; Lattice Boom Truck Crane; Telescopic Truck-Mounted Crane; Tower Crane.

\*Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

OPERATING ENGINEER - OIL AND CHIP RESEALING ONLY.

This shall encompass the operation of all motorized heavy equipment used in oil and chip resealing, including but not limited to operating self-propelled chip spreaders, and all types of rollers (both hard and rubber tired); and other duties pertaining to the operation or maintenance of heavy equipment related to oil & chip resealing.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

Richland Community College  
One College Park  
Decatur, Illinois 62521



## MEMORANDUM

## BUSINESS SERVICES

To: Dr. Chuck Novak  
From: Greg Florian *Greg*  
Date: June 1, 2015  
Re: Fiscal Year 2018 RAMP Request

Last year's request included funding for the Carroll Center for Business. However, since the project has been initiated with funding provided by the Richland Community College Foundation, the request has been removed from the Fiscal Year 2018 RAMP request. Shown below is summary statement for the single project requested in the FY2018 RAMP submission.

The scope of this project reflects the future space needs. Refinements to the specific scope of this project will be addressed once funding for planning has been determined. In following with College efforts to increase sustainability, the project's estimate has been adjusted to reflect current building costs necessary to meet LEED criteria.

This year's request is as follows:

### Life Sciences/Health Professions Addition

This project addresses critical workforce skills shortage in STEM fields with a focus on physical and life sciences including healthcare. Richland is developing the necessary educational and training opportunities that will provide real-world experiences. Educational goals established in the recently adopted strategic plan and expansion of the College's economic development efforts support the area's need for a greater educated workforce. The existing science laboratories have reached the age that renovation is necessary in order to accommodate new technology. Additionally, the College is modifying its business model to incorporate the possibility of public private partnerships in the facility. Through the public private environment, students will gain a real world application of the learning concepts. The current space is not constructed in such a way that will accommodate this model. Additionally, greater flexibility with modifying the laboratory technology and learning space is needed to incorporate this delivery method.

This capital request will be submitted to the Illinois Community College Board by July 1, 2016, for consideration with their fiscal year 2018 funding request. The requirements for the funding of this project is shown on the worksheets included in the RAMP Document. Richland will be responsible for funding 25% of the cost of the project. A certification stating how the 25% share will be funded is included for Board action.

It is recommended that the Board of Trustees approve the FY18 RAMP request and Certification for Funding as attached.

If you have any questions, please contact me.

## BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Richland Community College, District #537, meeting in their regular session on 6/21/16, with a quorum present, officially authorized the submission of the attached Fiscal Year 2018 RAMP Community College Capital Project Request.

- I certify that the Board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that Board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: Life Sciences/Health Professions Addition

### Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	\$ _____
2. Protection, Health, and Safety Tax Levy	\$ _____
3. Protection, Health, and Safety Bond Proceeds	\$ _____
4. Other Debt Issue	\$ <u>6,704</u>
5. State Certified Construction Credits (Remaining from 1987)	\$ _____
6. Other (Please specify) _____	\$ _____

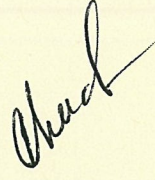
### TOTAL LOCAL MATCH

\$ 6,704

Signed \_\_\_\_\_  
Chairperson of the Board of Trustees

Signed \_\_\_\_\_  
Chief Executive Officer of the College District

**COMPLETE ONE FOR EACH PROJECT REQUESTED**

TO: Board of Trustees  
FROM: Dr. Charles Novak   
DATE: June 21, 2016  
SUBJECT: Authorization Transfer Interest Earning of the Working Cash fund –  
Resolution No. 16-13

Mr. Chairman, Members of the Board, Resolution No. 16-13, Transfer of The Interest Earning of the Working Cash Funds is proposed for adoption by the Board of Trustees.

The Resolution provides that the Board of Trustees authorize the Treasurer of the College to transfer 100% of interest monies earned from the investment of the Working Cash fund to the Educational Purposes and Operations and Maintenance Purposes funds as allowed by Section 3-33.6 of the Public Community College Act.

Greg Florian will be available to answer any questions you may have.

**Therefore, it is recommended that the Board of Trustees adopt Resolution No. 16-13 Transfer of Working Cash, as presented.**

Thank you.

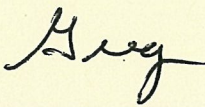
Richland Community College  
One College Park  
Decatur, Illinois 62521



# MEMORANDUM

Business Office

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To: Dr. Charles Novak  
From: Greg Florian   
Date: June 8, 2016  
Re: Transfer of Working Cash Earnings

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Each fiscal year, authorization is requested to transfer the interest earnings from the Working Cash Fund to the General Funds. These monies will be used for necessary and ordinary expenses of the College.

This Resolution authorizes the Treasurer of the College to transfer the interest earnings from the investment of the Working Cash Fund to the Education and/or Operations and Maintenance Fund as allowed by Section 3-33.6 of the *Public Community College Act*.

It is recommended that the Resolution be approved by the Board of Trustees.

If you have any questions, please contact me.

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

**RESOLUTION NO. 16-13: TRANSFERRING THE INTEREST EARNINGS OF THE  
WORKING CASH FUND**

**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 fund bonds and the proceeds thereof have been deposited in a Working Cash Fund; and

**WHEREAS**, Section 3-33.6 of the Public Community College Act provides authorization for the transfer of monies earned as interest from the investment of said Working Cash Fund to the Education Fund or the Operations and Maintenance Fund without any requirements of repayment; and

**WHEREAS**, the principle of the Working Cash Fund is invested and earning interest throughout the year and interest earned not yet received from July 1, 2016, to June 30, 2017; and

**WHEREAS**, it is proposed to transfer 100% of said interest to the Education Fund and Operation and Maintenance Fund of this District; and

**WHEREAS**, said interest monies so transferred will be used for necessary and ordinary expenses of this District.

**NOW, THEREFORE, BE IT RESOLVED**, that the Treasurer of this District is hereby directed to transfer, from the Working Cash Fund, any interest earned throughout the year, to the Education Fund and the Operation and Maintenance Fund.

Resolution No. 16-13  
June 21, 2016  
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:

\_\_\_\_\_  
Dr. David Coopridier

DATE: June 21, 2016 (SEAL)

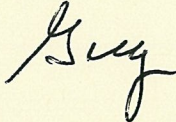
Richland Community College  
One College Park  
Decatur, Illinois 62521



## MEMORANDUM

## BUSINESS SERVICES

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**To:** Dr. Charles Novak  
**From:** Greg Florian   
**Date:** June 8, 2016  
**Re:** Authorization for Transfer of Working Cash

Fiscal year 2016 state payments for the Base Operating Grant, Equalization Grant and other State contracts have not been fully released due to the lack of a State budget. In December 2015, in order to maintain operations the Board authorized the College to utilize Working Cash Funds to cover necessary and ordinary expenses.

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.

The first part of this request is to extend the fiscal year 2016 authorization into fiscal year 2017 to transfer Working Cash Funds up to \$2,155,000 to cover only necessary and ordinary expenses. Any state payments received by the College will be used to repay working cash monies.

Richland has not received payment for a contract with the Department of Corrections for expenditures since July 2015. Similarly, the State owes Richland for the School Safety Grant expenditures and the Highway Construction & Career Training program. Richland has transferred Education Funding to the Restricted Fund to cover these expenditures totaling \$512,000. In order to cover these contract costs, the second part of this request is to transfer \$512,000 of Working Cash funds to the Education Fund. Since this \$512,000 is contractual, the repayment of this transfer is pledged upon the payment of the contracts.

I am available for any questions you have.

Richland Community College  
One College Park  
Decatur, Illinois 62521



## MEMORANDUM

## BUSINESS SERVICES

**To:** Dr. Charles Novak

**From:** Greg Florian  
Kristen Robinson

**Date:** June 14, 2016

**Re:** HSHS Medical Group Leadwell Program

With the high cost of medical benefits for both the College and the staff, alternative solutions for medical services are being explored. For the last four years, a High Deductible Health Plan (HDHP) has been available as an option for staff receiving health insurance benefits. College and employee premium costs for this option are below the Traditional health plan offered. Last year, the College began offering employees an opportunity to participate in a Health Risk Appraisal program. With over 40 staff participating in the program, 14 people identified previously unknown health issues. Learning about a forthcoming health problem early, will allow for early treatment, better quality of an employee's health, and reduce long-term treatment costs. Reports after the second round of the Health Risk Appraisal showed that 6 people improved in areas where there was a health risk to them. The benefits of the program appear to be very positive.

Benefit Administrative Systems, the third party administrator for the College's health benefit plan has introduced various cost saving initiatives through its service to the consortium. One of those initiatives provided information regarding an on-site clinic that provides limited health services and supplements an individual's primary health care provider. The model presented some very interesting ideas but the costs were prohibitive for a small population single user such as the College. HSHS Medical Group (St. Mary's Hospital's parent corporation) has developed a program that is very similar and would allow Richland employees to share a clinic, located on the St. Mary's campus, with St. Mary's Hospital employees.

The HSHS model has been named Leadwell Corporate Health & Wellness Program. The on-site clinic can provide many of the same services as a primary care provider but at a cost savings. Employees and family members that are on the College's benefit plan will have access to the clinic for three days per week as determined by the College. Employees can go to the clinic for treatment of minor illnesses and injuries for diagnosis

or follow-up treatment of chronic conditions. The site will provide exclusive use by Richland employees and St. Mary's employees allowing for faster service at reduced costs. The clinic is staffed by a Nurse Practitioner or a Physician's Assistant and a Medical Assistant. Laboratory services are provided at a cost that is substantially less than normal discounted prices paid through the health insurance plan.

The Leadwell Program will result in cost savings for both the College and the employees. This model includes the College paying the direct cost of the clinic. Costs of the health provider staff located in the clinic are paid directly by the partners, Richland Community College and St. Mary's Hospital based on a pro-rata share of the time and expected usage. For this proposal, Richland will assume approximately 20% of the direct costs while St. Mary's will pay the remaining 80%. Other services such as blood draws and laboratory tests are paid on a per-occurrence basis. Additionally, Richland would pay 20% of the space rental cost. All medical liability is the responsibility of HSHS and the costs for the insurance are included in the per-hour cost.

Employees that need a referral for more complex or comprehensive services will choose by whom and where they wish to have those services provided. If the employee does not have a primary health care provider, the Leadwell staff can assist the employee with finding a doctor in network.

The total cost for this program is dependent on employees utilizing the services that they can access through the clinic. HSHS was provided a year of past claims costs and coding for a comparison of potential future costs and savings. A spreadsheet showing the costs and savings for different levels of utilization is attached.

This Program is attractive to employees as the services will not be charged as part of their deductible and they will not have to pay a co-pay. Since the College is paying for the service directly, the health benefit plan is not charged for the service thereby reducing claims paid by the College.

This is a very promising plan that I believe needs further discussion and can reduce healthcare costs for the College and the employees.

It is recommended that the Board direct the Administration to review the Leadwell Program and bring a recommendation to contract with HSHS to the Board for consideration at its July meeting.



**334 Covered Lives  
LeadWell On-Site Patient Care  
Richland Community College Shared Clinic Proposal**

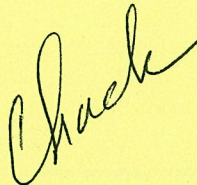
	Current Model	25%	50%	75%	100%
<b>Contracted Services</b>					
Provider - \$14/hr.	-	13,104	13,104	13,104	13,104
Medical Assistant - \$5/hr.	-	4,680	4,680	4,680	4,680
Registrar - Not Included	-	-	-	-	-
Physical Therapy - Not Included	-	-	-	-	-
Patient Educator - Not Included	-	-	-	-	-
<b>Total Staff Cost</b>	-	<b>17,784</b>	<b>17,784</b>	<b>17,784</b>	<b>17,784</b>
<b>Lease Expense</b>		<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>
<b>Variable Expense</b>					
Supplies, \$5 Per Visit	-	1,030	2,060	3,090	4,120
Projected Laboratory Fees	-	12,022	24,044	36,065	48,087
<b>Total Variable Cost</b>	-	<b>13,052</b>	<b>26,104</b>	<b>39,155</b>	<b>52,207</b>
<b>Total Annual Cost</b>	-	<b>34,205</b>	<b>47,257</b>	<b>60,309</b>	<b>73,361</b>
<b>Clinic Activity Assumptions</b>					
Provider Visits Per Week	-	4	8	12	16
Provider Visits Per Year	-	206	412	618	824
Physical Therapy - Not Included	-	-	-	-	-
Physical Therapy - Not Included	-	-	-	-	-
<b>Current Charges</b>					
Provider	133,395	33,349	66,698	100,047	133,395
Physical Therapy	-	-	-	-	-
Laboratory	92,317	23,079	46,159	69,238	92,317
<b>Current Allowable Charges</b>	<b>225,713</b>	<b>56,428</b>	<b>112,856</b>	<b>169,285</b>	<b>225,713</b>
<b>Total Potential Annual Savings</b>	-	<b>22,223</b>	<b>65,599</b>	<b>108,976</b>	<b>152,352</b>

**Weekly Clinic Staffing Assumptions**

25% Utilization: Provider- 18 Hours, Medical Assistant- 18 Hours, Registrar- 0 Hours, Physical Therapist- 0 Hours, Patient Educator- 0 Hours  
 50% Utilization: Provider- 18 Hours, Medical Assistant- 18 Hours, Registrar- 0 Hours, Physical Therapist- 0 Hours, Patient Educator- 0 Hours  
 75% Utilization: Provider- 18 Hours, Medical Assistant- 18 Hours, Registrar- 0 Hours, Physical Therapist- 0 Hours, Patient Educator- 0 Hours  
 100% Utilization: Provider- 18 Hours, Medical Assistant- 18 Hours, Registrar- 0 Hours, Physical Therapist- 0 Hours, Patient Educator- 0 Hours  
 LeadWell Clinic Open 52 Weeks Per Year

**BOARD POLICIES, PROPOSALS, AND CHANGES**

TO: Board of Trustees

FROM: Dr. Charles R. Novak 

DATE: June 21, 2016

SUBJECT: Policy 5.3 Sexual and Other Forms of Harassment

Mr. Chairman, Members of the Board, due to changes in federal regulations the College's 5.3 policy on Sexual Harassment is out of date. Institutions are required to have a new policy in place which reflects the required additions and revisions by August 1, 2016. This policy will be up for the third reading in August, which should be sufficient.

Marcus Brown will be available to explain the changes in the policy. Further, the policy revision has been through the appropriate governance groups, and it is recommended to the Board of Trustees by the Institutional Effectiveness Group. The IEG may make additional changes, which will be brought before the Board with explanation.

This Policy 5.3 is recommended for as first reading. No action is required at this time.

Thank you.

TO: Dr. Chuck Novak

FROM: Marcus Brown, Vice President, Student Success 

DATE: June 8, 2016

SUBJECT: Board Policy Section 5.3 – Sexual and Other Forms of Harassment

This Section (5.3) was reviewed as a result of new laws (110 ILCS 155 Preventing Sexual Violence in Higher Education Act) and because of guidelines related to Title IX law. The new law and guidelines call for specific indications of definition in policy, changes to how reports are made, increased identification of ways for persons to report and enhancements to current procedures (notification of resources, reporting requirements).

Other changes recommended are separation of the Prohibition of Sexual Harassment, Sexual Discrimination, Sexual Violence, Gender Based Discrimination (proposed 5.3.1) and Other Forms of Harassment (proposed 5.3.2). The change also proposes adding section 5.3.3, Prevention and Reporting of Sexual Harassment, Sexual Discrimination, Sexual Violence, Gender Based Discrimination and Other Forms of Harassment, which outlines how persons should report any incidents related to this policy.

The policy revisions have been presented to appropriate departments responsible for implementation and other College committees, including the Diversity Committee and the Institutional Effectiveness Group where they continue to be reviewed. In addition, the Cabinet has reviewed the revisions.

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

#### A. Prohibition of Sexual and Other Harassment

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

#### 5.3.1 PROHIBITION OF SEXUAL HARASSMENT, SEXUAL DISCRIMINATION, SEXUAL VIOLENCE AND GENDER BASED DISCRIMINATION

It is the policy of the College to provide an educational and employment environment free from all forms of Sexual Discrimination of employees, students and other individuals at any College facilities or in connection with any College activities. Retaliation for making a good faith complaint of sexual discrimination or for participating in a sexual discrimination investigation is also prohibited.

Through this policy, it is the intent of the Board of Trustees to comply with the Elementary and Secondary Schools Act of 1972 (Title IX) and the Illinois Compiled Statute 155 Preventing Sexual Violence in Higher Education Act.

This policy applies to all Richland staff, students, and third party vendors. Several methods of reporting violations are available; the college's Title IX coordinator shall serve as the first contact for filing a complaint; you may directly contact the coordinator, or fill out the Title IX Complaint Form available on the Richland website. Violations may also be reported to campus security, Human Resources, or any responsible employee of the college; who are then mandated to report to the Title IX coordinator. Options are also available for students to anonymously report a violation and/or confidentially report a violation through several selected "Confidential Advisors".

Upon notice of a violation the college will respond to the report with information and a list of available resources (within 12 hours).

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

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AB. Definitions

1. Sexual discrimination means:

a. Discrimination on the basis of sex, sexual orientation or gender-related identity.

b. Sexual discrimination includes sexual harassment, sexual misconduct and sexual violence.

24. Sexual harassment means:

a. Unwelcome sexual advances, or conduct of a sexual nature which denies or limits, on the basis of sex, gender identity or sexual orientation, a student's ability to participate in or to receive benefits, services, or opportunities in the College's programs or activities.

b. Requests for sexual favors, or Sexual harassment includes any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when

c. Any conduct of a sexual nature when

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

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

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

3. Sexual Misconduct includes dating violence, domestic violence, sexual assault, sexual exploitation, sexual violence, and sexually based stalking.

4. Sexual Violence: Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent, due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent. Sexual violence includes, but is not

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limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion.

5. Domestic Violence: A violent misdemeanor or felony committed by the victim's current or former spouse or intimate partner, current or former cohabitant, or by a person with whom the victim shares a child in common.

6. Dating Violence: Violence committed by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

7. Gender Based Discrimination: discrimination based on a person's gender or sex, including identity; transgender or sexual orientation

8. Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

9. Consent: at a minimum, recognizes that (i) consent is a freely given agreement to sexual activity, (ii) a person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent, (iii) a person's manner of dress does not constitute consent, (iv) a person's consent to past sexual activity does not constitute consent to future sexual activity, (v) a person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another, (vi) a person can withdraw consent at any time, and (vii) a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following:

- The person is incapacitated due to the use of influence of alcohol or drugs;
- The person is asleep or unconscious;
- The person is under age; or
- The person is incapacitated due to mental disability.

10. Confidential advisor means a person who is employed or contracted by the college to provide emergency and ongoing support to student survivors of sexual violence with the training, duties, and responsibilities described in Section 20 of the ILCS 155 Act.

2. Other harassment means:

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

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

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

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B.G. Examples of Sexual Harassment, include: Sexual Discrimination and Sexual Violence and Misconduct

1. A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student accedes to the request.

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3, ... + Indent

2. A student repeatedly sends sexually oriented jokes around on an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus.

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3, ... + Indent

3. A professor engages students in her class in discussions about their past sexual experiences, yet the conversation is not in any way germane to the subject matter of the class. She probes for explicit details, and demands that students answer her, though they are clearly uncomfortable and hesitant.

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3, ... + Indent

4. A student persistently criticizes, jokes about, and disparages another student because of that person's gender, sexual orientation or gender related identity or knowingly permits other students to exhibit such behavior.

Form

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

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

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

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

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

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

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

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

#### C. Other Gender Based Misconduct Offenses can include

1. Threatening or causing physical harm, extreme verbal abuse, or other conduct which threatens or endangers the health or safety of any person;
2. Discrimination, defined as actions that deprive other members of the community of educational or employment access, benefits or opportunities on the basis of sex or gender;
3. Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
4. A student stalks another student.

These are examples only and not intended to be all inclusive.

#### D. Training and Prevention

The College will take appropriate, periodic measures to educate and train employees and students regarding this policy, conduct that could violate the policy, and bystander intervention tactics. All students, faculty, administrative, and supervisory personnel are required to participate in such education and training. In addition, all responsible persons and confidential counselors will be educated and trained on how to handle reports and/or complaints and what to do to help victims of sexual discrimination. All individuals responsible for investigating complaints will be trained on issues related to sexual violence, sexual harassment, domestic violence, dating violence, stalking and Title IX.

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

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E. Assistance Internal Complaint Procedures

The safety and well-being of any individual who believes they have been subject to sexual discrimination will be first priority. These individuals will be provided information about appropriate college or local area resources, including law enforcement, legal services, medical services, counseling and victim advocacy/support.

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The College will take interim actions necessary to protect victims of sexual discrimination and prevent retaliation pending the investigation. Interim actions may include changes in academic or work situations, orders directing the victim and alleged perpetrator to avoid contact with one another, or any other appropriate measures.

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Confidential Counseling will be available for individuals who believe they have been a victim of sexual discrimination who wish to speak with someone confidentially and do not want to pursue an internal complaint. Individuals can contact any of the designated trained "Confidential Advisors" at the college through the Title IX Coordinator, the Office of Campus Security or on the campus website.

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1. Reporting Harassment

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

Form

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

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2. Investigation

Form

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

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3. Confidentiality

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

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4. Corrective Action

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

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

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5. External Complaints

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

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F. Retaliation Prohibited

The College prohibits retaliation against a person that in good faith believes he or she has been subjected to an act of sexual discrimination or because he or she has in good faith made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing regarding sexual discrimination.

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Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment. If any employee or student believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee or student should immediately report such conduct using the complaint procedure set forth. Employees and students are not required to approach the person who is exhibiting the alleged retaliatory behavior. A

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

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

~~If any employee or student believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee or student should immediately report such conduct using the complaint procedure set forth. Employees and students are not required to approach the person who is exhibiting the alleged retaliatory behavior.~~

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

### **5.3.2 PROHIBITION OF OTHER FORMS OF HARASSMENT**

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

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

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

Examples of harassment include:

1. A supervisor persistently criticizes, jokes about, and disparages a subordinate because of that person's gender, race, or ethnic background or knowingly permits other employees to exhibit such behavior.
2. One or more students criticize, laugh at, and disparage another student because of that student's disability.
3. A supervisor makes negative comments about an employee's religious beliefs that create a hostile environment.

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

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

### 5.3.3 PREVENTION AND REPORTING OF SEXUAL HARASSMENT, SEXUAL DISCRIMINATION, SEXUAL VIOLENCE, GENDER BASED DISCRIMINATION AND OTHER FORMS OF HARASSMENT

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

#### A. Internal Complaint Procedures

##### 1. Reporting Harassment

- a. Individuals who believe they have been subjected to harassment are encouraged to take advantage of the College's complaint procedure.
- b. If a student has a complaint about sexual harassment, sexual discrimination, sexual violence or gender based discrimination, s/he should submit that complaint to the College's Title IX Coordinator.
- c. If a student has a complaint about other types of discrimination and /or harassment as defined in this policy, s/he should submit that complaint to the Director of Human Resources.
- d. If an employee has a complaint about sexual harassment, sexual discrimination, sexual violence, gender based discrimination or other harassment, he or she should submit that complaint to the Director of Human Resources.
- e. If the student or employee is not comfortable making the complaint to the designated individual, the complaint may be made to any Human Resources representative or to any College Vice President.
- f. Any employee who believes this policy has been violated has an obligation to report it immediately to one of the College representatives listed above.

##### 2. Investigation

- a. In the case of an employee complaint or a student non-sexual harassment complaint, the Director of Human Resources or a designee will promptly investigate.

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b. In the case of a student sexual harassment, sexual discrimination, sexual violence or gender based discrimination complaint, the College's Title IX Coordinator or a designee will promptly investigate.

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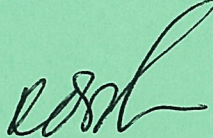
c. In all cases, the investigation will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation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

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Form

**FINANCIAL REPORT**

TO: Board of Trustees

FROM: Dr. Charles Novak 

DATE: June 21, 2016

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 May 2016 bills paid and approve the Financial Statement to be filed for audit.**

Thank you.

Richland Community College

Financial Report  
May, 2016

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Richland Community College  
Treasurer's Report  
May 31, 2016

Fund	Balance 05/01/16	Receipts for Month	Disbursements for Month	Balance 05/31/16	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	1,539,297.66	3,232,003.57	(3,193,641.14)	1,577,660.09	727,660.09	850,000.00
Oper & Maint Restricted	418,105.78	95,301.21	.00	513,406.99	295,117.48	218,289.51
Bond & Interest Fund	90,487.09	18.64	.00	90,505.73	90,505.73	.00
Auxiliary Enterprises	280,755.89	144,236.90	(107,252.30)	317,740.49	317,740.49	.00
Restricted Purposes Fd	856,947.79	519,500.39	(916,026.23)	460,421.95	139,394.46	321,027.49
Working Cash Fund	6,556,301.97	560,729.91	(956,450.82)	6,160,581.06	5,160,077.14	1,000,503.92
Trust & Agency Fund	109,813.78	4,530.61	(3.66)	114,340.73	114,340.73	.00
Audit Fund	39,967.57	8.24	.00	39,975.81	39,975.81	.00
Liab, Protect, Settle	807,696.97	621.58	(2.32)	808,316.23	708,316.23	100,000.00
<b>Totals</b>	<b>10,699,374.50</b>	<b>4,556,951.05</b>	<b>(5,173,376.47)</b>	<b>10,082,949.08</b>	<b>7,593,128.16</b>	<b>2,489,820.92</b>

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	300,000.00	CD-HPB	0.20	07/19/2016	6.0
EDUCATION FUND	300,000.00	CD-Busey	0.10	07/22/2016	6.0
EDUCATION FUND	250,000.00	CD-SOY	0.20	01/30/2017	12.0
O/M RESTR-GENERAL	218,289.52	CD-HPB	0.25	07/20/2016	12.0
RESTR-PARTNER'S IN ED	16,565.79	CD-PNC	0.10	07/30/2016	6.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2016	12.0
WORKING CASH FUND	302,003.37	CD-HPB	0.05	08/02/2016	3.0
WORKING CASH FUND	117,639.02	CD-Regns	0.01	10/26/2016	7.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2016	12.0
WORKING CASH FUND	110,000.00	CD-HPB	0.25	03/23/2017	12.0
WORKING CASH FUND	120,861.53	CD-Regns	0.05	06/21/2017	13.0
LPS FUND	100,000.00	CD-Busey	0.10	09/27/2016	6.0

Richland Community College  
Revenue Summary-Education Fund  
For the month of May  
1516

-----	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%	-----
<b>Fund: 01 Education Fund</b>							
<b>Local Government Sources</b>							
-----							
Current Taxes	6,048,995.25	6,048,995.25	100.0	6,086,216.00	6,077,181.63	99.9	
Chargeback	14,631.30	14,658.30	99.8	6,000.00	6,227.12	103.8	
Interest on Taxes	769.28	769.28	100.0	1,000.00	300.08	30.0	
-----							
Local Government Sources	6,064,395.83	6,064,422.83	100.0	6,093,216.00	6,083,708.83	99.8	
<b>State Government Sources</b>							
-----							
ICCB Credit Hour Grants	1,224,652.56	1,777,516.28	68.9	1,779,435.00	462,416.62	26.0	
ICCB Equalization Grant	44,953.44	75,345.00	59.7	50,000.00	50,000.01	100.0	
ICCB CTE Formula Grant	167,012.36	174,932.88	95.5	167,847.00	.00	.0	
Replacement Taxes	459,888.33	459,888.33	100.0	429,250.00	369,491.40	86.1	
-----							
State Government Sources	1,896,506.69	2,487,682.49	76.2	2,426,532.00	881,908.03	36.3	
<b>Student Tuition &amp; Fees</b>							
-----							
Tuition-Credit	5,273,685.81	5,271,853.07	100.0	5,613,606.00	5,596,294.43	99.7	
Fees	727,964.97	724,728.06	100.4	826,954.00	740,895.50	89.6	
-----							
Student Tuition & Fees	6,001,650.78	5,996,581.13	100.1	6,440,560.00	6,337,189.93	98.4	
<b>Other Revenue/Sources</b>							
-----							
Investment Revenue	968.96	1,583.08	61.2	2,000.00	1,331.20	66.6	
Other Revenue	182,195.55	352,565.01	52.4	350,034.00	312,008.18	90.2	
Transfer In	7,790.00	10,257.75	75.9	3,000.00	6,407.16	213.6	
-----							
Other Revenue/Sources	190,954.51	364,405.84	52.4	355,034.00	319,746.54	90.1	
-----							
<b>Total Revenue</b>	<b>14,153,507.81</b>	<b>14,913,092.29</b>	<b>94.9</b>	<b>15,315,342.00</b>	<b>13,622,553.33</b>	<b>88.9</b>	<b>=====</b>

Richland Community College  
 Revenue Summary-Operations & Maint  
 For the month of May  
 1516

-----	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%	-----
Fund: 02 Operations & Maint							
Local Government Sources							
-----							
Current Taxes	879,221.39	879,221.39	100.0	885,589.00	883,800.59	99.8	
Interest on Taxes	109.81	109.81	100.0	500.00	43.57	8.7	
	-----	-----	-----	-----	-----	-----	
Local Government Sources	879,331.20	879,331.20	100.0	886,089.00	883,844.16	99.7	
State Government Sources							
-----							
ICCB Credit Hour Grants	119,730.40	169,256.72	70.7	156,912.00	47,133.38	30.0	
	-----	-----	-----	-----	-----	-----	
State Government Sources	119,730.40	169,256.72	70.7	156,912.00	47,133.38	30.0	
Student Tuition & Fees							
-----							
Tuition-Credit Fees	513,685.22	513,503.96	100.0	545,364.00	538,307.23	98.7	
	.00	.00	.0	.00	102,392.00	.0	
	-----	-----	-----	-----	-----	-----	
Student Tuition & Fees	513,685.22	513,503.96	100.0	545,364.00	640,699.23	117.5	
Other Revenue/Sources							
-----							
Other Revenue	338,015.29	359,870.68	93.9	354,120.00	342,433.46	96.7	
	-----	-----	-----	-----	-----	-----	
Other Revenue/Sources	338,015.29	359,870.68	93.9	354,120.00	342,433.46	96.7	
	-----	-----	-----	-----	-----	-----	
Total Revenue	1,850,762.11	1,921,962.56	96.3	1,942,485.00	1,914,110.23	98.5	
	=====	=====	=====	=====	=====	=====	

Richland Community College  
 Revenue Summary-Operating Funds  
 For the month of May  
 1516

	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%
-----						
Total Operating Funds						
Local Government Sources						
-----						
Current Taxes	6,928,216.64	6,928,216.64	100.0	6,971,805.00	6,960,982.22	99.8
Chargeback	14,631.30	14,658.30	99.8	6,000.00	6,227.12	103.8
Interest on Taxes	879.09	879.09	100.0	1,500.00	343.65	22.9
-----						
Local Government Sources	6,943,727.03	6,943,754.03	100.0	6,979,305.00	6,967,552.99	99.8
State Government Sources						
-----						
ICCB Credit Hour Grants	1,344,382.96	1,946,773.00	69.1	1,936,347.00	509,550.00	26.3
ICCB Equalization Grant	44,953.44	75,345.00	59.7	50,000.00	50,000.01	100.0
ICCB CTE Formula Grant	167,012.36	174,932.88	95.5	167,847.00	.00	.0
Replacement Taxes	459,888.33	459,888.33	75.9	429,250.00	369,491.40	86.1
-----						
State Government Sources	2,016,237.09	2,656,939.21	75.9	2,583,444.00	929,041.41	36.0
Student Tuition & Fees						
-----						
Tuition-Credit	5,787,371.03	5,785,357.03	100.0	6,158,970.00	6,134,601.66	99.6
Fees	727,964.97	724,728.06	100.4	826,954.00	843,287.50	102.0
-----						
Student Tuition & Fees	6,515,336.00	6,510,085.09	100.1	6,985,924.00	6,977,889.16	99.9
Other Revenue/Sources						
-----						
Investment Revenue	968.96	1,583.08	61.2	2,000.00	1,331.20	66.6
Other Revenue	520,210.84	712,435.69	73.0	704,154.00	654,441.64	92.9
Transfer In	7,790.00	10,257.75	75.9	3,000.00	6,407.16	213.6
-----						
Other Revenue/Sources	528,969.80	724,276.52	73.0	709,154.00	662,180.00	93.4
-----						
Total Revenue	16,004,269.92	16,835,054.85	95.1	17,257,827.00	15,536,663.56	90.0
=====						

Richland Community College  
Revenue Summary-Other Funds  
For the month of May  
1516

	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%
Fund: 03 Oper & Maint Restricted						
Interest on Investments	-73.28	442.54	-16.6	.00	.00	.0
Int on Cash/IL Funds Acc	1,438.57	1,467.11	98.1	1,000.00	611.95	61.2
Gifts/Donations	1,332,972.31	1,492,771.31	89.3	2,600.00	419,136.00	*****
Transfer In	.00	432,278.32	.0	.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	1,145,000.00	.00	.0
Reimbursed Expenditures	.00	.00	.0	13,035.00	13,032.00	100.0
Revenue-Misc/OtherSource	31,998.11	31,998.11	100.0	.00	.00	.0
Total Revenue/Sources	1,366,335.71	1,958,957.39	69.7	1,161,635.00	432,779.95	37.3
Fund: 04 Bond & Interest Fund						
Current Taxes	2,435,644.39	2,435,644.39	100.0	2,422,288.00	2,403,247.98	99.2
Interest on Taxes	312.57	312.57	100.0	500.00	118.61	23.7
Int on Cash/IL Funds Acc	136.82	137.58	99.4	300.00	460.99	153.7
Total Revenue/Sources	2,436,093.78	2,436,094.54	100.0	2,423,088.00	2,403,827.58	99.2
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	387,043.50	408,443.50	94.8	367,500.00	301,717.96	82.1
NonCredit Revenue	137,660.08	129,525.07	106.3	254,818.00	128,279.52	50.3
ContractNoncreditRevenue	46,149.12	52,346.17	88.2	38,731.00	53,929.15	139.2
ICCB Credit Hour Grants	56,339.85	.00	.0	82,356.00	.00	.0
Fitness Tuition	18,396.00	18,396.00	100.0	40,000.00	19,160.00	47.9
Fitness Membership Fees	16,405.00	17,610.00	93.2	15,000.00	19,924.17	132.8
Special Event Revenue	57,038.97	57,438.97	99.3	91,040.00	88,365.96	97.1
Clubs and Organizations	169,411.11	180,434.86	93.9	166,000.00	133,660.14	80.5
Int on Cash/IL Funds Acc	34.40	35.58	96.7	.00	302.21	.0
Shilling Community Cntr	35,332.50	37,326.00	94.7	52,815.00	31,411.25	59.5
Child Care Revenue	86,707.00	93,973.85	92.3	95,000.00	106,937.50	112.6
CCRS Paid Revenue	32,401.74	37,144.10	87.2	38,500.00	9,952.63	25.9
Child Care Transfer Rev	40,500.00	74,242.95	54.6	54,000.00	49,500.00	91.7
Copy Center Fees	38,753.97	39,933.98	97.0	36,000.00	36,385.29	101.1
Gifts/Donations	5,000.00	17,083.00	29.3	.00	.00	.0
Transfer In	3,913.74	65,850.51	5.9	96,000.00	.00	.0
Reimbursed Expenditures	.00	.00	.0	65,000.00	47,959.72	73.8
Revenue-Contractual	3,488.50	4,172.50	83.6	1,500.00	4,073.00	271.5
Revenue-Misc/OtherSource	9,990.40	11,260.21	88.7	13,550.00	10,626.59	78.4
Total Revenue/Sources	1,144,565.88	1,245,217.25	91.9	1,507,810.00	1,042,185.09	69.1

Richland Community College  
Revenue Summary-Other Funds  
For the month of May  
1516

	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%
-----						
Fund: 06 Restricted Purposes Fd						
Financial Aid	7,594,287.46	7,793,656.63	97.4	7,478,564.00	6,879,705.67	92.0
Interest on Investments	-48.90	656.58	-7.4	.00	227.61	.0
Int on Cash/IL Funds Acc	190.52	190.59	100.0	.00	105.22	.0
Sale of Equipment	.00	.00	.0	.00	12,414.00	.0
8th Grade Career-PIE	2,500.00	3,524.67	70.9	.00	.00	.0
College Fair Revenue-PIE	11,396.60	8,008.30	142.3	7,150.00	7,287.80	101.9
PartnersSaluteRevenuePIE	4,235.00	5,735.00	73.8	7,500.00	6,185.00	82.5
YouthLeadershipRev-PIE	4,795.00	4,795.00	100.0	6,800.00	6,600.00	97.1
Career On Wheels PIE	.00	379.78	.0	.00	.00	.0
Grants Revenue	1,224,882.84	1,648,439.35	74.3	1,366,598.95	792,024.59	58.0
Gifts/Donations	56,865.92	63,420.44	89.7	107,780.00	64,303.23	59.7
Contributions-PIE	15,110.00	15,110.00	100.0	15,392.00	1,887.75	12.3
Transfer In	184,300.36	255,605.91	72.1	90,287.00	40,286.26	44.6
FundBalanceAppropriation	9,034.81	3,171.92	284.8	80,444.02	1,198.38	1.5
Revenue-Contractual	352,625.16	794,099.96	44.4	183,394.71	5,806.00	3.2
Revenue-Misc/OtherSource	33,157.02	33,182.02	99.9	8,625.00	9,350.00	108.4
-----						
Total Revenue/Sources	9,493,331.79	10,629,976.15	89.3	9,352,535.68	7,827,381.51	83.7
=====						
Fund: 07 Working Cash Fund						
Bond Proceeds	.00	.00	.0	.00	3,000,000.00	.0
Interest on Corp Cash	1,714.38	2,467.75	69.5	3,000.00	7,544.88	251.5
-----						
Total Revenue/Sources	1,714.38	2,467.75	69.5	3,000.00	3,007,544.88	*****
=====						
Fund: 10 Trust & Agency Fund						
Club Revenue	25,822.56	24,094.88	107.2	28,850.00	27,534.12	95.4
Int on Cash/IL Funds Acc	20.97	21.79	96.2	.00	121.49	.0
Transfer In	1,600.00	1,600.00	100.0	1,000.00	980.00	98.0
Contributions	55,500.00	55,500.00	100.0	50,500.00	50,500.00	100.0
-----						
Total Revenue/Sources	82,943.53	81,216.67	102.1	80,350.00	79,135.61	98.5
=====						

Richland Community College  
 Revenue Summary-Other Funds  
 For the month of May  
 1516

	Actual Rev 05/31/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 05/31/16	%
-----						
Fund: 11 Audit Fund						
Current Taxes	68,358.77	68,358.77	100.0	71,719.00	71,560.35	99.8
Interest on Taxes	4.32	4.32	100.0	15.00	3.53	23.5
Int on Cash/IL Funds Acc	5.46	5.77	94.6	15.00	56.06	373.7
-----						
Total Revenue/Sources	68,368.55	68,368.86	100.0	71,749.00	71,619.94	99.8
=====						
Fund: 12 Liab,Protect,Settle						
Current Taxes	1,355,702.36	1,355,702.09	100.0	1,451,137.00	1,448,204.57	99.8
Interest on Taxes	175.78	175.78	100.0	200.00	121.36	60.7
Insurance-StudentFees	15,328.00	15,304.00	100.2	18,000.00	16,920.00	94.0
Interest on Investments	.00	26.03	.0	150.00	.00	.0
Int on Cash/IL Funds Acc	153.71	159.26	96.5	200.00	1,027.06	513.5
-----						
Total Revenue/Sources	1,371,359.85	1,371,367.16	100.0	1,469,687.00	1,466,272.99	99.8
=====						

Richland Community College  
Expenditure Summary by Major Function  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered *** Amount	%
<b>Fund: Education Fund</b>						
Department of Correction	46,900.00	23,480.00	50.06	.00	23,420.00	49.94
Continuing & Prof Ed	563,064.77	510,903.94	90.74	4,491.26	47,669.57	8.47
Office of Academic Svcs	452,535.00	375,209.04	82.91	.00	77,325.96	17.09
Business and Technology	137,061.23	91,081.25	66.45	.00	45,979.98	33.55
Liberal Arts	2,314,291.00	1,999,063.83	86.38	.00	315,227.17	13.62
Math, Science & Business	2,165,338.00	2,059,592.45	95.12	915.00	104,830.55	4.84
Health Professions	2,140,070.00	1,814,352.98	84.78	3,877.22	321,839.80	15.04
Workforce Development	657,537.00	608,285.11	92.51	3,650.00	45,601.89	6.94
Student Success	1,177,487.00	1,067,001.69	90.62	.00	110,485.31	9.38
Auxiliary Services	97,849.00	90,243.20	92.23	.00	7,605.80	7.77
Academic Support-LRC	424,590.00	392,501.32	92.44	34.82	32,053.86	7.55
Technical Services Supp	385,109.00	377,688.01	98.07	.00	7,420.99	1.93
Institutional Support	3,659,179.00	3,146,826.72	86.00	63,474.89	448,877.39	12.27
Scholarship and Waivers	425,000.00	642,763.72	151.24	.00	-217,763.72	-51.24
Contingency	103,331.00	.00	.00	.00	103,331.00	100.00
Transfer Out	566,000.00	40,286.26	7.12	.00	525,713.74	92.88
<b>Total Education Fund</b>	<b>15,315,342.00</b>	<b>13,239,279.52</b>	<b>86.44</b>	<b>76,443.19</b>	<b>1,999,619.29</b>	<b>13.06</b>
<b>Fund: Operations &amp; Maint</b>						
Maintenance	1,889,909.00	1,636,272.41	86.58	68,087.28	185,549.31	9.82
Contingency	66,000.00	.00	.00	.00	66,000.00	100.00
<b>Total Operations &amp; Maint</b>	<b>1,955,909.00</b>	<b>1,636,272.41</b>	<b>83.66</b>	<b>68,087.28</b>	<b>251,549.31</b>	<b>12.86</b>
<b>Fund: Oper &amp; Maint Restricted</b>						
Protection, Health, Safety	1,160,635.00	773,505.89	66.65	1,628.50	385,500.61	33.21
Maintenance	1,000.00	.00	.00	.00	1,000.00	100.00
Liability Protection	.00	.00	.00	.00	.00	.00
<b>Total Oper &amp; Maint Restricted</b>	<b>1,161,635.00</b>	<b>773,505.89</b>	<b>66.59</b>	<b>1,628.50</b>	<b>386,500.61</b>	<b>33.27</b>
<b>Fund: Bond &amp; Interest Fund</b>						
Bond and Interest	2,423,088.00	2,423,576.25	100.02	.00	-488.25	-.02
<b>Total Bond &amp; Interest Fund</b>	<b>2,423,088.00</b>	<b>2,423,576.25</b>	<b>100.02</b>	<b>.00</b>	<b>-488.25</b>	<b>-.02</b>
<b>Fund: Auxiliary Enterprises</b>						
Continuing & Prof Ed	157,091.00	139,043.07	88.51	.00	18,047.93	11.49
Instructional Programs	602,033.00	476,955.04	79.22	8,889.81	116,188.15	19.30

Richland Community College  
Expenditure Summary by Major Function  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended 05/31/2016	** %	Encumbered	*** Unencumbered Amount	*** %
Auxiliary Services	748,686.00	581,664.90	77.69	21,157.64	145,863.46	19.48
Total Auxiliary Enterprises	1,507,810.00	1,197,653.01	79.43	30,047.45	280,109.54	18.58
Fund: Restricted Purposes Fd						
Grants	1,923,326.68	1,742,019.61	90.57	37,773.89	143,533.18	7.46
Financial Aid	7,429,209.00	6,850,716.65	92.21	.00	578,492.35	7.79
Total Restricted Purposes Fd	9,352,535.68	8,592,736.26	91.88	37,773.89	722,025.53	7.72
Fund: Working Cash Fund						
Transfer Out	3,000.00	6,407.16	213.57	.00	-3,407.16	-113.57
Total Working Cash Fund	3,000.00	6,407.16	213.57	.00	-3,407.16	-113.57
Fund: Trust & Agency Fund						
Student Engagement	79,350.00	79,377.80	100.04	470.72	-498.52	-.63
Transfer Out	1,000.00	980.00	98.00	.00	20.00	2.00
Total Trust & Agency Fund	80,350.00	80,357.80	100.01	470.72	-478.52	-.60
Fund: Audit Fund						
Institutional Support	15,378.00	14,835.87	96.47	.00	542.13	3.53
Audit	45,800.00	45,800.00	100.00	.00	.00	.00
Contingency	10,571.00	.00	.00	.00	10,571.00	100.00
Total Audit Fund	71,749.00	60,635.87	84.51	.00	11,113.13	15.49
Fund: Liab,Protect,Settle						
Liability Protection	1,325,433.00	1,196,493.52	90.27	44,688.30	84,251.18	6.36
Contingency	144,254.00	.00	.00	.00	144,254.00	100.00
Total Liab,Protect,Settle	1,469,687.00	1,196,493.52	81.41	44,688.30	228,505.18	15.55

Richland Community College  
Expenditure Summary-Operating Funds  
For the month of May  
92% of Fiscal Year 1516

	Actual Exp 05/31/15	** Actual Expense ** 06/30/15	%	Budget 1516	*** Actual Expense ** 05/31/16	%	Encumbered	*** Unencumbered ***	%
<b>Fund: Education Fund</b>									
Salaries	10,229,927.79	10,959,620.97	93.3	10,892,776.00	9,566,943.99	87.8	.00	1,325,832.01	12.2
Employee Benefits	1,893,042.23	2,065,914.17	91.6	1,928,300.00	1,840,459.46	95.4	.00	87,840.54	4.6
Contractual Services	260,185.51	262,191.98	99.2	292,884.00	286,927.32	98.0	924.06	5,032.62	1.7
Commodities	673,918.25	730,144.77	92.3	764,466.45	606,143.03	79.3	48,934.73	109,388.69	14.3
Travel	114,896.34	119,176.71	96.4	121,163.55	68,314.52	56.4	19,465.56	33,383.47	27.6
Fixed Charges	92,813.79	110,886.18	83.7	104,921.00	74,754.31	71.2	7,086.84	23,079.85	.2
Capital Outlay	10,577.00	14,410.14	73.4	.00	.00	.0	.00	.00	.0
Other	473,845.84	799,986.01	59.2	541,500.00	755,450.63	139.5	32.00	-213,982.63	-39.5
Transfer Out	144,050.00	280,654.57	51.3	566,000.00	40,286.26	7.1	.00	525,713.74	92.9
Contingency	.00	.00	.0	103,331.00	.00	.0	.00	103,331.00	100.0
<b>Total Expenditures</b>	<b>13,893,256.75</b>	<b>15,342,985.50</b>	<b>90.6</b>	<b>15,315,342.00</b>	<b>13,239,279.52</b>	<b>86.4</b>	<b>76,443.19</b>	<b>1,999,619.29</b>	<b>13.1</b>
<b>Fund: Operations &amp; Maint</b>									
Salaries	377,020.26	400,798.88	94.1	412,727.00	333,242.13	80.7	.00	79,484.87	19.3
Employee Benefits	103,822.17	115,212.88	90.1	102,604.00	97,558.22	95.1	.00	5,045.78	4.9
Contractual Services	411,462.12	447,243.63	92.0	525,669.00	449,622.17	85.5	37,163.72	38,883.11	7.4
Commodities	93,641.02	100,242.92	93.4	140,805.00	110,150.24	78.2	12,110.29	18,544.47	13.2
Travel	680.22	680.22	100.0	355.00	171.65	48.4	.00	183.35	51.6
Fixed Charges	593,457.28	688,487.88	86.2	701,369.00	638,854.57	91.1	18,813.27	43,701.16	.1
Capital Outlay	.00	.00	.0	6,380.00	6,673.43	104.6	.00	-293.43	-4.6
Contingency	.00	.00	.0	66,000.00	.00	.0	.00	66,000.00	100.0
<b>Total Expenditures</b>	<b>1,580,083.07</b>	<b>1,752,666.41</b>	<b>90.2</b>	<b>1,955,909.00</b>	<b>1,636,272.41</b>	<b>83.7</b>	<b>68,087.28</b>	<b>251,549.31</b>	<b>12.9</b>
<b>Total Operating Funds</b>									
Salaries	10,606,948.05	11,360,419.85	93.4	11,305,503.00	9,900,186.12	87.6	.00	1,405,316.88	12.4
Employee Benefits	1,996,864.40	2,181,127.05	91.6	2,030,904.00	1,938,017.68	95.4	.00	92,886.32	4.6
Contractual Services	671,647.63	709,435.61	94.7	818,553.00	736,549.49	90.0	38,087.78	43,915.73	5.4
Commodities	767,559.27	830,387.69	92.4	905,271.45	716,293.27	79.1	61,045.02	127,933.16	14.1
Travel	115,576.56	119,856.93	96.4	121,518.55	68,486.17	56.4	19,465.56	33,566.82	27.6
Fixed Charges	686,271.07	799,374.06	85.9	806,290.00	713,608.88	88.5	25,900.11	66,781.01	8.3
Capital Outlay	10,577.00	14,410.14	73.4	6,380.00	6,673.43	104.6	.00	-293.43	-4.6
Other	473,845.84	799,986.01	59.2	541,500.00	755,450.63	139.5	32.00	-213,982.63	-39.5
Transfer Out	144,050.00	280,654.57	51.3	566,000.00	40,286.26	7.1	.00	525,713.74	92.9
Contingency	.00	.00	.0	169,331.00	.00	.0	.00	169,331.00	.0
<b>Total Expenditures</b>	<b>15,473,339.82</b>	<b>17,095,651.91</b>	<b>90.5</b>	<b>17,271,251.00</b>	<b>14,875,551.93</b>	<b>86.1</b>	<b>144,530.47</b>	<b>2,251,168.60</b>	<b>13.0</b>

Auxiliary Enterprises Fund  
 Instructional Programs  
 Statement of Revenue and Expense  
 Cash Basis  
 MAY 1516

	Actual	Budget
Continuing and Professional Education		
-----		
Revenues:		
Fitness Center	39,084.17	55,000.00
6000 CPED Administration	24,850.95	0.00
6001 CDL	181,490.00	204,560.00
6002 Computer & Technology	11,380.00	20,347.00
6003 Dance	44,275.02	49,100.00
6004 Hobby & Leisure	32,523.00	93,300.00
6007 Safety-Industrial	126,508.46	294,817.00
6008 Shilling Rentals	31,516.25	52,815.00
6010 DOC-CPR/First Aid	0.00	15,000.00
6013 Culinary Arts	13,957.00	10,000.00
6027 Manufacturing Camp	15,000.00	15,000.00
	-----	-----
Total Revenues	520,584.85	809,939.00
	-----	-----
Expenses:		
Fitness Center	39,791.25	63,690.00
6000 CPED Administration	138,923.07	157,091.00
6001 CDL	146,332.23	158,278.00
6002 Computer & Technology	16,955.23	15,633.00
6003 Dance	44,832.06	48,742.00
6004 Hobby & Leisure	64,036.91	88,930.00
6007 Safety-Industrial	121,312.82	199,467.00
6008 Shilling Rentals	17,240.97	19,353.00
6010 DOC-CPR/First Aid	2,696.37	3,823.00
6013 Culinary Arts	12,136.63	8,880.00
6027 Manufacturing Camp	17,511.14	15,000.00
	-----	-----
Total Expenses	621,768.68	778,887.00
	-----	-----
Net Income (Loss)	(101,183.83)	31,052.00
	=====	=====

Note: Credit Hour Reimbursement Revenue included above 0.00

Auxiliary Enterprises Fund  
 Outdoor Events  
 Statement of Revenue and Expense  
 Cash Basis  
 MAY 1516

	Actual	Budget
<b>Revenues:</b>		
6014 Dance Productions	32,763.78	32,000.00
6019 Outdoor Events	1,850.00	3,500.00
6021 Concert	55,043.00	75,000.00
6024 Dog Show	12,130.00	7,000.00
6030 Misc Events	7,900.00	10,000.00
	-----	-----
Total Revenues	109,686.78	127,500.00
	-----	-----
<b>Expenses:</b>		
6014 Dance Productions	26,266.24	22,357.00
6019 Outdoor Events	42,890.08	115,266.00
6020 Farm Progress Show	5,963.16	2,500.00
6021 Concert	56,133.91	67,200.00
6024 Dog Show	0.00	1,200.00
6030 Misc Events	94.50	4,350.00
	-----	-----
Total Expenses	131,347.89	212,873.00
	-----	-----
Net Income (Loss)	(21,661.11)	(85,373.00)
	=====	=====

Auxiliary Enterprises Fund  
 Workforce Development  
 Statement of Revenue and Expense  
 Cash Basis  
 MAY 1516

	Actual	Budget
<b>Revenues:</b>		
6009 Traffic Safety	33,847.20	43,331.00
8907 Culinary Restaurant	81,887.68	78,000.00
8908 Coffee Shop	50,142.64	57,500.00
8915 Misc Culinary Events	4,481.00	3,000.00
	-----	-----
<b>Total Revenues</b>	<b>170,358.52</b>	<b>181,831.00</b>
	-----	-----
<b>Expenses:</b>		
6009 Traffic Safety	33,935.68	43,927.00
8907 Culinary Restaurant	64,189.83	76,500.00
8908 Coffee Shop	49,511.47	57,500.00
8915 Misc Culinary Events	3,425.70	3,000.00
	-----	-----
<b>Total Expenses</b>	<b>151,062.68</b>	<b>180,927.00</b>
	-----	-----
<b>Net Income (Loss)</b>	<b>19,295.84</b>	<b>904.00</b>
	=====	=====

Richland Community College  
 Restricted Purposes Fund-Grants  
 MAY 1516

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
<b>Federally Funded Grants</b>							
-----							
11117	ADM Sequestration Grant 07/01/2010 - 09/30/2018	71,185.50	72,184.55	101.40	638.77	-1,637.82	- 2.30
11596	DCP-STOP Act 09/30/2014 - 09/29/2015	26,936.97	14,618.89	54.27	0.00	12,318.08	45.73
11696	DCP-STOP Act Grnt 09/30/2015 - 09/29/2016	48,258.00	16,706.08	34.62	600.00	30,951.92	64.14
11695	DCP-Strategic Prevention 07/01/2015 - 06/30/2016	143,085.00	120,626.02	84.30	862.37	21,596.61	15.09
11615	Intelligent Monitor Sys 08/17/2015 -	14,781.00	15,670.63	106.02	0.00	- 889.63	- 6.02
11580	TRIO Grant 09/01/2014 - 08/30/2015	53,673.91	53,674.29	100.00	0.00	- 0.38	- .00
11680	TRIO Grant 09/01/2015 - 08/31/2016	280,680.00	194,966.51	69.46	0.00	85,713.49	30.54
11316	TrainingAssist/CareerTrg 10/01/2012 - 09/30/2016	9,525.46	9,525.46	100.00	0.00	0.00	.00
-----							
	<b>Total</b>	<b>648,125.84</b>	<b>497,972.43</b>	<b>76.83</b>	<b>2,101.14</b>	<b>148,052.27</b>	<b>22.84</b>
<b>State Funded Grants</b>							
-----							
11654	Adult Ed Performance Grt 07/01/2015 - 06/30/2016	0.00	26,609.45	0.00	0.00	-26,609.45	0.00
11672	Adult Ed State Basic 07/01/2015 - 06/30/2016	0.00	29,366.93	0.00	0.00	-29,366.93	0.00
11688	CCRS Quality Improv Grt 04/15/2016 - 05/09/2016	5,953.00	5,953.41	100.01	0.00	- 0.41	- .01
11620	Co-OpWorkStudy-IBHE 07/01/2015 - 06/30/2015	18,494.00	10,000.88	54.08	0.00	8,493.12	45.92
11540	Decatur DOC 10/01/2014 - 09/30/2015	75,214.44	75,214.44	100.00	0.00	0.00	.00
11640	Decatur DOC 10/01/2015 - 09/30/2016	0.00	75,347.71	0.00	398.00	-75,745.71	0.00
11618	Hwy Construct Career Grt 07/01/2015 - 06/30/2016	324,900.00	188,325.39	57.96	6,786.26	129,788.35	39.95
11541	Lincoln DOC 10/01/2014 - 09/30/2015	54,632.65	54,632.65	100.00	0.00	0.00	.00
11641	Lincoln DOC 10/01/2015 - 09/30/2016	0.00	61,578.10	0.00	420.00	-61,998.10	0.00
11542	Logan DOC 10/01/2014 - 09/30/2015	93,699.72	93,699.72	100.00	0.00	0.00	.00
11642	Logan DOC 10/01/2015 - 09/30/2016	0.00	91,580.13	0.00	420.00	-92,000.13	0.00
11664	SOS Literacy Grant 07/01/2015 - 06/30/2016	67,000.00	62,636.93	93.49	0.00	4,363.07	6.51
11566	Workplace Skills Enhance 07/01/2014 - 08/15/2015	5,133.31	5,133.31	100.00	0.00	0.00	.00
-----							
	<b>Total</b>	<b>645,027.12</b>	<b>780,079.05</b>	<b>120.94</b>	<b>7,414.51</b>	<b>-142,466.44</b>	<b>- 22.09</b>
<b>Locally Funded Grants</b>							
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11322	AACC Plus 50 Grant 04/01/2013 -	1,198.38	1,198.38	100.00	0.00	0.00	.00
11681	Bridging The Gap SU16 05/20/2016 - 08/31/2016	10,739.70	20.18	.19	0.00	10,719.52	99.81
8999	Decatur Comm Partnership 10/01/2007 -	32,830.00	3,126.60	9.52	0.00	29,703.40	90.48
11373	Literacy Grant-EdCo 03/01/2013 -	46,415.64	39,812.80	85.77	0.00	6,602.84	14.23
-----							
	<b>Total</b>	<b>91,183.72</b>	<b>44,157.96</b>	<b>48.43</b>	<b>0.00</b>	<b>47,025.76</b>	<b>51.57</b>
<b>Cash/RCC Restricted Programs</b>							
-----							
9098	Partners in Education -	86,842.00	54,465.48	62.72	0.00	32,376.52	37.28
11458	Project READ 07/01/2013 -	33,500.00	28,352.05	84.63	0.00	5,147.95	15.37
-----							
	<b>Total</b>	<b>120,342.00</b>	<b>82,817.53</b>	<b>68.82</b>	<b>0.00</b>	<b>37,524.47</b>	<b>31.18</b>

Richland Community College  
 Restricted Purposes Fund-Grants  
 MAY 1516

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
RCC-Foundation Funded Grants							
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11633	Foundation Gifts to RCC 07/01/2015 - 06/30/2016	82,780.00	30,517.75	36.87	27,458.24	24,804.01	29.96
Total		82,780.00	30,517.75	36.87	27,458.24	24,804.01	29.96
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Fed Funded through State							
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11612	Carl Perkins - ICCB 07/01/2015 - 06/30/2016	186,363.00	172,849.14	92.75	800.00	12,713.86	6.82
11632	Federal Adult Ed Basic 07/01/2015 - 06/30/2016	100,150.00	76,398.12	76.28	0.00	23,751.88	23.72
11656	Program Improvement Grnt 07/01/2015 - 06/30/2016	0.00	10,201.00	0.00	0.00	-10,201.00	0.00
Total		286,513.00	259,448.26	90.55	800.00	26,264.74	9.17
Total Grants		1,873,971.68	1,694,992.98	90.45	37,773.89	141,204.81	7.54

Richland Community College

ACCOUNT SUMMARY

MAY 1516

Fund: Education Fund	Month	Full Year	Year to Date		Pct	Variance
Acct Description	Actual	Budget	Actual	Encumbered		
51100 Administrative Staff Sal	136,741.94	1,896,229.00	1,655,461.77	0.00	87.3	240,767.23
51102 Administrative Staff-PT	3,500.00	42,840.00	38,500.00	0.00	89.9	4,340.00
51200 Professional/Tech Salary	56,302.97	691,520.00	633,762.82	0.00	91.6	57,757.18
51201 Professional/Tech-PT	1,638.98	25,885.00	20,742.27	0.00	80.1	5,142.73
51202 Professional/Tech-PT	2,332.58	28,128.00	29,689.50	0.00	105.6	-1,561.50
51310 F/T Faculty Salary	306,596.29	4,134,223.00	3,303,806.42	0.00	79.9	830,416.58
51315 F/T Faculty-Summer Sal	0.00	339,875.00	324,575.25	0.00	95.5	15,299.75
51320 P/T Faculty Salary	88,746.95	944,747.00	905,270.31	0.00	95.8	39,476.69
51325 P/T Faculty-Summer Sal	0.00	109,632.00	90,262.17	0.00	82.3	19,369.83
51340 Overload Salary	71,914.66	389,540.00	510,873.70	0.00	131.1	-121,333.70
51345 Clinical Risk Stipends	3,644.44	35,900.00	34,900.00	0.00	97.2	1,000.00
51350 Independent Study Salary	10,725.00	3,750.00	26,510.00	0.00	706.9	-22,760.00
51353 Proficiency Exam Salary	420.00	0.00	577.50	0.00	.0	-577.50
51356 Subs Instructors Salary	2,487.16	10,030.00	12,643.75	0.00	126.1	-2,613.75
51360 LabFacilitators	592.38	32,000.00	18,334.08	0.00	57.3	13,665.92
51362 Faculty Tutors Salary	4,453.31	120,000.00	65,546.67	0.00	54.6	54,453.33
51391 Faculty Curriculm Dev OL	0.00	0.00	5,970.00	0.00	.0	-5,970.00
51400 Supervisory Staff Salary	44,424.84	465,398.00	464,298.09	0.00	99.8	1,099.91
51500 Academic Support Salary	14,615.74	175,389.00	160,773.14	0.00	91.7	14,615.86
51502 Academic Support-PT	14,960.48	167,760.00	162,240.97	0.00	96.7	5,519.03
51610 F/T Classified Salary	79,992.08	1,120,274.00	927,538.73	0.00	82.8	192,735.27
51620 P/T Classified Salary	3,828.84	65,712.00	53,193.41	0.00	80.9	12,518.59
51630 Classified-Temporary	0.00	1,000.00	2,463.48	0.00	246.3	-1,463.48
51800 Student Workers Salary	1,932.58	29,050.00	34,858.64	0.00	120.0	-5,808.64
51906 Interpreter Salary	7,429.55	26,350.00	59,701.50	0.00	226.6	-33,351.50
51912 Test Proctor Salary	384.92	7,100.00	2,874.52	0.00	40.5	4,225.48
51918 Overtime Wages	235.57	4,400.00	3,187.88	0.00	72.5	1,212.12
51935 SURS Fringe Benefit	0.00	26,044.00	18,387.42	0.00	70.6	7,656.58
52080 SURS-RetireeHealthContri	3,628.37	47,488.00	42,081.35	0.00	88.6	5,406.65
52100 EmployeeBenefitsTotal	0.00	4,000.00	4,416.75	0.00	110.4	-416.75
52101 Group Medical Ins	143,186.97	1,718,201.00	1,634,560.49	0.00	95.1	83,640.51
52102 Group Dental Ins	5,266.52	68,404.00	58,997.06	0.00	86.2	9,406.94
52104 Group Life Ins	2,755.58	34,828.00	31,259.63	0.00	89.8	3,568.37
52105 Group LTD Ins	1,687.78	21,379.00	18,884.54	0.00	88.3	2,494.46
52106 Long-Term Care Ins	0.00	4,000.00	3,853.39	0.00	96.3	146.61
52750 Staff/Family Waivers	0.00	30,000.00	46,406.25	0.00	154.7	-16,406.25
53200 Consultants/Workshops	0.00	26.00	243.48	0.00	936.5	-217.48
53205 Admin Computer-Maint	387.20	193,089.00	208,852.66	0.00	108.2	-15,763.66
53400 Equip Repair/Maint Agree	0.00	27,047.00	15,092.15	0.00	55.8	11,954.85
53500 Legal Services-Admin	6,370.35	27,450.00	38,455.93	0.00	140.1	-11,005.93
53900 Contractual-Other	303.73	23,347.00	9,841.73	924.06	46.1	12,581.21
53938 Tuition	0.00	3,000.00	0.00	0.00	.0	3,000.00
53955 Faculty Development	0.00	710.00	412.50	0.00	58.1	297.50
53974 Resource Persons	0.00	200.00	0.00	0.00	.0	200.00
53975 Professional Fees	0.00	8,000.00	7,166.25	0.00	89.6	833.75
53985 Accreditation Fees	0.00	4,950.00	2,750.00	0.00	55.6	2,200.00
53993 Employee Recognition EAT	0.00	1,365.00	888.50	0.00	65.1	476.50
53994 Employee Awards	0.00	600.00	586.40	0.00	97.7	13.60
53995 Meals	222.88	1,575.00	1,349.32	0.00	85.7	225.68
53998 Student Awards	175.00	1,525.00	1,288.40	0.00	84.5	236.60
54090 Event Expense	0.00	500.00	352.08	0.00	70.4	147.92

Richland Community College

ACCOUNT SUMMARY

MAY 1516

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date -----		Pct	Variance
			Actual	Encumbered		
54101 Office Supplies	1,171.65	24,277.00	22,292.39	0.00	91.8	1,984.61
54102 Instructional Supplies	9,782.47	118,548.20	98,615.24	9,134.03	90.9	10,798.93
54200 Printing	2,338.18	34,068.00	29,099.88	3,014.85	94.3	1,953.27
54205 Credit Schedules	0.00	11,000.00	0.00	0.00	.0	11,000.00
54210 Catalog Printing	0.00	6,100.00	5,734.74	0.00	94.0	365.26
54400 Materials	2,280.41	56,548.75	34,595.52	688.58	62.4	21,264.65
54401 Audio Visual Materials	0.00	7,700.00	5,900.47	0.00	76.6	1,799.53
54402 Postage	274.08	32,819.00	16,531.95	0.00	50.4	16,287.05
54408 Computer Software	860.64	138,629.50	124,418.54	0.00	89.7	14,210.96
54413 Transcripts	0.00	22,500.00	26,000.00	0.00	115.6	-3,500.00
54515 Reference Materials	0.00	1,700.00	631.16	0.00	37.1	1,068.84
54520 Books-Library Collection	297.83	12,500.00	8,814.77	0.00	70.5	3,685.23
54600 Publications & Dues	2,308.47	127,234.00	132,833.74	626.00	104.9	-6,225.74
54700 Advertising	10,406.79	162,950.00	97,749.55	35,459.95	81.7	29,740.50
54705 Specialities	0.00	2,300.00	152.76	0.00	6.6	2,147.24
54710 WYSE Activities	0.00	900.00	1,072.82	0.00	119.2	-172.82
54905 Graphic Supplies	6.92	3,626.00	1,017.65	0.00	28.1	2,608.35
54908 Laundry/Linen Supplies	20.58	566.00	329.77	11.32	60.3	224.91
55100 Meeting Expense	281.50	24,208.00	7,841.94	0.00	32.4	16,366.06
55150 Registration Fees	750.00	22,533.00	10,609.00	1,159.00	52.2	10,765.00
55200 Travel-In State	255.88	23,339.00	3,396.30	166.19	15.3	19,776.51
55202 Travel-In State-Admin	0.00	1,530.00	1,519.59	0.00	99.3	10.41
55204 Travel-In State Mileage	1,270.75	8,733.55	7,482.01	804.37	94.9	447.17
55300 Travel-Out of State	0.00	39,820.00	13,103.48	336.00	33.8	26,380.52
55400 Recruitment	528.48	1,000.00	24,362.20	17,000.00	4136.2	-40,362.20
56200 Equipment Rental	739.13	45,000.00	26,136.98	6,091.84	71.6	12,771.18
56800 Bank Card Fees	307.95	20,000.00	18,168.84	0.00	90.8	1,831.16
56810 Collection Co Charges	-12.00	10,000.00	5,478.19	0.00	54.8	4,521.81
56815 Graduation Expense	7,297.99	16,200.00	12,305.24	935.00	81.7	2,959.76
57500 Telephone	50.02	600.00	745.17	0.00	124.2	-145.17
57700 Telecommunications	-604.00	13,121.00	11,919.89	60.00	91.3	1,141.11
59040 Write-Offs	2,849.80	25,000.00	140,272.87	0.00	561.1	-115,272.87
59300 Chargeback Expense	0.00	30,000.00	11,110.84	0.00	37.0	18,889.16
59405 Tuition Waiver	1,441.00	240,000.00	404,590.46	0.00	168.6	-164,590.46
59415 Illinois Veterans Grants	0.00	100,000.00	71,651.00	0.00	71.7	28,349.00
59416 Unfunded ING/MIA/POW	0.00	30,000.00	15,138.55	0.00	50.5	14,861.45
59420 Monetary Award Program	-141,514.00	0.00	0.00	0.00	.0	0.00
59901 Contributions	4,500.00	104,500.00	101,140.00	0.00	96.8	3,360.00
59965 Bank Service Charges	635.92	7,500.00	7,241.44	32.00	97.0	226.56
59999 Expense-Other	873.62	4,500.00	4,305.47	0.00	95.7	194.53
99999 Budget Contingency	0.00	103,331.00	0.00	0.00	.0	103,331.00
71000 Transfer Out	931,285.70	14,749,342.00	13,198,993.26	76,443.19	90.0	1,473,905.55
	0.00	566,000.00	40,286.26	0.00	7.1	525,713.74
01 Education Fund	931,285.70	15,315,342.00	13,239,279.52	76,443.19	86.9	1,999,619.29

Richland Community College

ACCOUNT SUMMARY

MAY 1516

Fund: Operations & Maint Acct Description	Month Actual	Full Year Budget	Year to Date		Pct	Variance
			Actual	Encumbered		
51100 Administrative Staff Sal	3,074.36	67,992.00	46,776.25	0.00	68.8	21,215.75
51200 Professional/Tech Salary	2,442.50	26,810.00	26,867.54	0.00	100.2	-57.54
51400 Supervisory Staff Salary	7,921.86	117,172.00	96,352.73	0.00	82.2	20,819.27
51610 F/T Classified Salary	2,183.48	26,202.00	14,727.07	0.00	56.2	11,474.93
51700 Custodial,Maint Stf Sal	12,332.31	168,551.00	144,106.92	0.00	85.5	24,444.08
51918 Overtime Wages	0.00	6,000.00	4,411.62	0.00	73.5	1,588.38
52080 SURS-RetireeHealthContri	139.75	2,034.00	1,673.15	0.00	82.3	360.85
52101 Group Medical Ins	7,162.24	94,079.00	85,510.60	0.00	90.9	8,568.40
52102 Group Dental Ins	259.77	3,814.00	3,121.68	0.00	81.8	692.32
52104 Group Life Ins	114.06	1,660.00	1,361.66	0.00	82.0	298.34
52105 Group LTD Ins	69.88	1,017.00	834.13	0.00	82.0	182.87
52750 Staff/Family Waivers	0.00	0.00	5,057.00	0.00	.0	-5,057.00
53400 Equip Repair/Maint Agree	1,350.56	75,500.00	65,661.30	856.42	88.1	8,982.28
53405 Telephone Maint Agree	0.00	11,000.00	5,856.59	1,471.45	66.6	3,700.96
53410 Custodial Services	30,768.10	373,880.00	338,391.46	31,484.12	98.9	4,004.42
53415 Security	911.92	9,890.00	9,118.27	771.73	100.0	0.00
53420 Building Repair/Maint	0.00	2,500.00	0.00	0.00	.0	2,500.00
53900 Contractual-Other	320.00	28,699.00	12,490.68	120.00	43.9	16,088.32
53910 Pest Control	810.00	13,700.00	10,111.53	2,460.00	91.8	1,128.47
53915 Snow/Grounds	359.60	10,500.00	7,992.34	0.00	76.1	2,507.66
54101 Office Supplies	42.06	1,300.00	1,119.87	0.00	86.1	180.13
54104 Maintenance Supplies	5,926.78	101,400.00	86,547.68	7,821.26	93.1	7,031.06
54105 Vehicle Expense	87.95	18,000.00	11,374.39	3,675.43	83.6	2,950.18
54107 Wind Turbine Maintenace	0.00	11,000.00	6,646.62	0.00	60.4	4,353.38
54200 Printing	0.00	865.00	632.67	0.00	73.1	232.33
54400 Materials	0.00	400.00	315.42	0.00	78.9	84.58
54402 Postage	0.00	320.00	138.81	0.00	43.4	181.19
54408 Computer Software	0.00	30.00	29.95	0.00	99.8	0.05
54600 Publications & Dues	46.72	1,425.00	1,097.04	61.32	81.3	266.64
54700 Advertising	0.00	65.00	65.41	0.00	100.6	-0.41
54910 Uniforms	112.53	6,000.00	2,182.38	552.28	45.6	3,265.34
55100 Meeting Expense	0.00	155.00	139.25	0.00	89.8	15.75
55200 Travel-In State	0.00	200.00	32.40	0.00	16.2	167.60
56100 Facility Rental	10,949.25	132,855.00	121,941.75	10,949.25	100.0	-36.00
56200 Equipment Rental	0.00	1,300.00	478.60	0.00	36.8	821.40
56600 Install Pymt Lease/Purch	6,664.91	79,764.00	73,325.57	6,653.35	100.3	-214.92
56750 Property Taxes	11,818.72	15,450.00	27,905.26	0.00	180.6	-12,455.26
57150 Propane	0.00	7,500.00	304.90	0.00	4.1	7,195.10
57300 Electricity and Nat Gas	26,499.33	369,000.00	332,447.76	0.00	90.1	36,552.24
57400 Water,Sewage	4,069.54	27,400.00	29,734.90	0.00	108.5	-2,334.90
57500 Telephone	2,579.91	44,600.00	33,424.79	114.00	75.2	11,061.21
57600 Refuse Disposal	1,757.58	20,500.00	17,600.59	1,096.67	91.2	1,802.74
57700 Telecommunications	0.00	3,000.00	1,690.45	0.00	56.3	1,309.55
58700 Equipment-Service	0.00	6,380.00	6,673.43	0.00	104.6	-293.43
99999 Budget Contingency	0.00	66,000.00	0.00	0.00	.0	66,000.00
	140,775.67	1,955,909.00	1,636,272.41	68,087.28	87.1	251,549.31
71000 Transfer Out	0.00	0.00	0.00	0.00	0.0	0.00
02 Operations & Maint	140,775.67	1,955,909.00	1,636,272.41	68,087.28	87.1	251,549.31

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended 05/31/2016	** %	Encumbered	*** Unencumbered	**** %
Fund: Education Fund						
DOC General Studies	46,900.00	23,480.00	50.06	.00	23,420.00	49.94
Costs for Continuing & Prof Ed						
Automotive-Tech Occ	114,095.00	101,013.23	88.53	616.77	12,465.00	10.93
Collision Repair Tech	88,438.77	86,713.14	98.05	1,060.39	665.24	.75
Diesel Med/Hvy Trk Tech	74,060.00	71,071.32	95.96	1,202.31	1,786.37	2.41
Heating,Vent,AC-Tech Occ	96,892.00	77,177.24	79.65	.00	19,714.76	20.35
Welding-Technical Occ	189,579.00	174,929.01	92.27	1,611.79	13,038.20	6.88
Total Continuing & Prof Ed	563,064.77	510,903.94	90.74	4,491.26	47,669.57	8.47
Costs for Office of Academic Srvcs						
Honors Program	3,540.00	2,363.94	66.78	.00	1,176.06	33.22
Online Learning	134,016.00	122,721.86	91.57	.00	11,294.14	8.43
Academic Success	349,465.00	312,579.44	89.45	.00	36,885.56	10.55
Math Enrichment Center	94,675.00	59,065.66	62.39	.00	35,609.34	37.61
Diversity	4,855.00	1,200.00	24.72	.00	3,655.00	75.28
Total Office of Academic Srvc	586,551.00	497,930.90	84.89	.00	88,620.10	15.11
Costs for Business and Technology						
Dean-Business/Technology	137,061.23	91,081.25	66.45	.00	45,979.98	33.55
Costs for Liberal Arts						
Dean-Liberal Arts	160,955.00	135,398.38	84.12	.00	25,556.62	15.88
Art-Baccalaureate	143,322.00	136,278.72	95.09	.00	7,043.28	4.91
Erlanson Art Gallery	9,172.00	5,105.61	55.67	.00	4,066.39	44.33
African Amer Stu-Baccal	44,564.00	56,070.16	125.82	.00	-11,506.16	-25.82
Engl/Human/Journal-Bacca	918,987.00	696,865.57	75.83	.00	222,121.43	24.17
Foreign Lang-Baccal	74,971.00	84,106.87	112.19	.00	-9,135.87	-12.19
Music-Baccalaureate	23,374.00	26,535.93	113.53	.00	-3,161.93	-13.53
Dance-Baccalaureate	513.00	1,335.00	260.23	.00	-822.00	-160.23
Philosophy-Baccalaureate	125,548.00	103,934.90	82.78	.00	21,613.10	17.22
Speech/Forensic/Drama	127,754.00	128,563.19	100.63	.00	-809.19	-.63
EarlyChildhoodEduc-AAS	86,242.00	88,455.19	102.57	.00	-2,213.19	-2.57
Education-Baccalaureate	38,103.00	24,572.37	64.49	.00	13,530.63	35.51
History-Baccalaureate	191,402.00	174,583.82	91.21	.00	16,818.18	8.79
Political Sci-Baccal	26,087.00	22,447.01	86.05	.00	3,639.99	13.95
Psychology-Baccalaureate	221,463.00	209,220.22	94.47	.00	12,242.78	5.53
Sociology-Baccalaureate	121,834.00	105,590.89	86.67	.00	16,243.11	13.33
Total Liberal Arts	2,314,291.00	1,999,063.83	86.38	.00	315,227.17	13.62

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered ***	****
						%
<b>Costs for Math, Science &amp; Business</b>						
Dean-Math/Science	140,374.00	136,508.63	97.25	915.00	2,950.37	2.10
Accounting/Business	272,817.00	279,106.59	102.31	.00	-6,289.59	-2.31
Information Tech-OccTech	226,832.00	238,356.96	105.08	.00	-11,524.96	-5.08
Office Tech-Bus Occ	127,314.00	94,043.79	73.87	.00	33,270.21	26.13
Drafting/DesignEngineer	68,664.00	67,205.13	97.88	.00	1,458.87	2.12
Math-Baccalaureate	566,666.00	538,433.64	95.02	.00	28,232.36	4.98
Phys Sci/Physic-Baccal	67,962.00	63,084.99	92.82	.00	4,877.01	7.18
General Science	22,031.00	13,470.26	61.14	.00	8,560.74	38.86
Biology-Baccalaureate	424,161.00	393,153.12	92.69	.00	31,007.88	7.31
Chemistry-Baccalaureate	121,474.00	108,519.49	89.34	.00	12,954.51	10.66
Earth Science-Baccal	15,586.00	15,456.35	99.17	.00	129.65	.83
Economics-Baccalaureate	71,757.00	74,720.09	104.13	.00	-2,963.09	-4.13
Health Ed/Rec-Baccal	5,670.00	4,548.00	80.21	.00	1,122.00	19.79
CriminalJustice-Tech Occ	34,030.00	32,985.41	96.93	.00	1,044.59	3.07
<b>Total Math, Science &amp; Busines</b>	<b>2,165,338.00</b>	<b>2,059,592.45</b>	<b>95.12</b>	<b>915.00</b>	<b>104,830.55</b>	<b>4.84</b>
<b>Costs for Health Professions</b>						
Dean-Health Professions	218,208.00	184,163.74	84.40	580.00	33,464.26	15.34
Allied Health	199,215.00	175,669.40	88.18	376.53	23,169.07	11.63
Human Simulator	81,854.00	67,557.83	82.53	416.36	13,879.81	16.96
Radiology Tech-Hlth Occ	215,575.00	202,743.77	94.05	840.96	11,990.27	5.56
Surgical Tech-Health Occ	243,751.00	197,230.75	80.91	617.40	45,902.85	18.83
Fire Science-Tech Occ	63,321.00	59,537.50	94.02	.00	3,783.50	5.98
Nursing LPN -Health Occ	133,093.00	120,202.64	90.31	472.66	12,417.70	9.33
Health Information Tech	155,226.00	130,745.86	84.23	.00	24,480.14	15.77
AAS Nursing -Health Occ	829,827.00	676,501.49	81.52	573.31	152,752.20	18.41
<b>Total Health Professions</b>	<b>2,140,070.00</b>	<b>1,814,352.98</b>	<b>84.78</b>	<b>3,877.22</b>	<b>321,839.80</b>	<b>15.04</b>
<b>Costs for Workforce Development</b>						
GED-AB & ASE	30,210.00	17,513.67	57.97	.00	12,696.33	42.03
Culinary Arts	218,719.00	223,864.55	102.35	3,600.00	-8,745.55	-4.00
Engineering-Baccal	25,958.00	22,238.62	85.67	.00	3,719.38	14.33
Horticulture-Bus Occup	145,412.00	141,386.52	97.23	.00	4,025.48	2.77
Engineering Technology	237,238.00	203,281.75	85.69	.00	33,956.25	14.31
<b>Total Workforce Development</b>	<b>657,537.00</b>	<b>608,285.11</b>	<b>92.51</b>	<b>3,600.00</b>	<b>45,651.89</b>	<b>6.94</b>
<b>Costs for Student Success</b>						
Admission & Recruitment	286,926.00	222,461.95	77.53	.00	64,464.05	22.47
Advising and Records	275,122.00	264,325.05	96.08	.00	10,796.95	3.92
Counseling Services	197,045.00	183,787.92	93.27	.00	13,257.08	6.73
Career Services	4,380.00	39,272.68	896.64	.00	-34,892.68	-796.64
Student Engagement	48,581.00	47,014.97	96.78	.00	1,566.03	3.22
Fin Aid & Vet Affairs	322,924.00	268,315.16	83.09	.00	54,608.84	16.91
Student Life	42,509.00	41,823.96	98.39	.00	685.04	1.61
<b>Total Student Success</b>	<b>1,177,487.00</b>	<b>1,067,001.69</b>	<b>90.62</b>	<b>.00</b>	<b>110,485.31</b>	<b>9.38</b>

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	** %	Encumbered	*** Unencumbered	**** %
<b>Costs for Auxiliary Services</b>						
Copy Center	97,849.00	90,243.20	92.23	.00	7,605.80	7.77
<b>Costs for Academic Support-LRC</b>						
LRC Audio Visual	11,500.00	7,509.32	65.30	8.82	3,981.86	34.62
LRC	279,074.00	262,270.14	93.98	26.00	16,777.86	6.01
<b>Total Academic Support-LRC</b>	<b>290,574.00</b>	<b>269,779.46</b>	<b>92.84</b>	<b>34.82</b>	<b>20,759.72</b>	<b>7.14</b>
<b>Costs for Technical Services Supp</b>						
Networking Support	110,949.00	110,027.48	99.17	.00	921.52	.83
Academic Lab Support	40,364.00	37,042.00	91.77	.00	3,322.00	8.23
Technical Services Supprt	233,796.00	230,618.53	98.64	.00	3,177.47	1.36
<b>Total Technical Services Supp</b>	<b>385,109.00</b>	<b>377,688.01</b>	<b>98.07</b>	<b>.00</b>	<b>7,420.99</b>	<b>1.93</b>
<b>Costs for Institutional Support</b>						
VP Student Success	161,782.00	155,242.63	95.96	.00	6,539.37	4.04
Fairview Park Plaza	21,970.00	23,687.39	107.82	.00	-1,717.39	-7.82
Clinton Center	51,011.00	24,878.86	48.77	.00	26,132.14	51.23
Administrative Info Syst	430,355.00	418,960.49	97.35	.00	11,394.51	2.65
VP Economic Development	148,821.00	130,027.24	87.37	.00	18,793.76	12.63
Board of Trustees	41,429.00	54,167.06	130.75	.00	-12,738.06	-30.75
Presidents Office	548,350.00	526,565.63	96.03	17,766.19	4,018.18	.73
Business Office	343,483.00	321,705.70	93.66	.00	21,777.30	6.34
Vice Pres Fin & Admin	184,369.00	146,734.37	79.59	.00	37,634.63	20.41
VP Academic Services	302,976.00	274,136.87	90.48	60.00	28,779.13	9.50
General Expenses	333,872.00	207,542.59	62.16	1,146.06	125,183.35	37.49
Copiers	38,000.00	26,596.71	69.99	9,097.69	2,305.60	6.07
Graphics	112,887.00	91,409.60	80.97	.00	21,477.40	19.03
Marketing	368,340.00	222,979.12	60.54	34,920.95	110,439.93	29.98
Employee Relations	500.00	498.29	99.66	.00	1.71	.34
Human Resources	192,598.00	171,033.55	88.80	484.00	21,080.45	10.95
Institutl Effectiveness	158,359.00	144,491.12	91.24	.00	13,867.88	8.76
Faculty/Staff Developmt	1,615.00	1,413.65	87.53	.00	201.35	12.47
Foundation & Development	218,462.00	204,755.85	93.73	.00	13,706.15	6.27
<b>Total Institutional Support</b>	<b>3,659,179.00</b>	<b>3,146,826.72</b>	<b>86.00</b>	<b>63,474.89</b>	<b>448,877.39</b>	<b>12.27</b>
<b>Costs for Scholarship and Waivers</b>						
Waivers	395,000.00	631,652.88	159.91	.00	-236,652.88	-59.91
Chargeback	30,000.00	11,110.84	37.04	.00	18,889.16	62.96
<b>Total Scholarship and Waivers</b>	<b>425,000.00</b>	<b>642,763.72</b>	<b>151.24</b>	<b>.00</b>	<b>-217,763.72</b>	<b>-51.24</b>

Richland Community College  
 Expenditure Summary by Cost Center  
 For the month of May  
 92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered ***	**** %
Transfer Out	566,000.00	40,286.26	7.12	.00	525,713.74	92.88
Contingency	103,331.00	.00	.00	.00	103,331.00	100.00
Total Education Fund	15,315,342.00	13,239,279.52	86.44	76,393.19	1,999,669.29	13.06

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered ***	**** %
Fund: Operations & Maint						
Costs for Maintenance						
Renovations / Remodeling	7,559.00	2,466.48	32.63	.00	5,092.52	67.37
Maintenance	403,888.00	329,257.81	81.52	8,014.51	66,615.68	16.49
Custodial	366,500.00	334,264.19	91.20	26,880.89	5,354.92	1.46
Grounds	35,784.00	33,558.32	93.78	.00	2,225.68	6.22
Security	23,154.00	18,331.28	79.17	771.73	4,050.99	17.50
College Vehicle	18,000.00	11,585.91	64.37	3,675.43	2,738.66	15.21
Utilities	406,700.00	348,988.09	85.81	2,448.60	55,263.31	13.59
Administration O & M	241,759.00	201,707.63	83.43	.00	40,051.37	16.57
General O & M	5,950.00	5,489.00	92.25	.00	461.00	7.75
Shilling Center - O/M	3,500.00	380.69	10.88	.00	3,119.31	89.12
Clinton Center O&M	108,755.00	103,521.43	95.19	863.52	4,370.05	4.02
Fairview Plaza O&M	69,850.00	72,743.46	104.14	2,460.00	-5,353.46	-7.66
CSI Building O&M	20,950.00	19,494.08	93.05	.00	1,455.92	6.95
Macon Co Soil & Water Bd	68,680.00	60,976.13	88.78	450.00	7,253.87	10.56
Sequestration Bldg O&M	23,680.00	21,069.54	88.98	1,100.00	1,510.46	6.38
Workforce Development Ct	85,200.00	72,438.37	85.02	3,700.00	9,061.63	10.64
Total Maintenance	1,889,909.00	1,636,272.41	86.58	50,364.68	203,271.91	10.76
Contingency	66,000.00	.00	.00	.00	66,000.00	100.00
Total Operations & Maint	1,955,909.00	1,636,272.41	83.66	50,364.68	269,271.91	13.77

Richland Community College  
 Expenditure Summary by Cost Center  
 For the month of May  
 92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	** %	Encumbered	*** Unencumbered	**** %
<b>Fund: Oper &amp; Maint Restricted</b>						
Building Additions	16,635.00	15,223.26	91.51	.00	1,411.74	8.49
Renovations / Remodeling	1,145,000.00	758,282.63	66.23	1,628.50	385,088.87	33.63
<b>Total Oper &amp; Maint Restricted</b>	<b>1,161,635.00</b>	<b>773,505.89</b>	<b>66.59</b>	<b>1,628.50</b>	<b>386,500.61</b>	<b>33.27</b>
 <b>Fund: Bond &amp; Interest Fund</b>						
Costs for Bond and Interest Bond & Interest	2,423,088.00	2,423,576.25	100.02	.00	-488.25	- .02
<b>Total Bond &amp; Interest Fund</b>	<b>2,423,088.00</b>	<b>2,423,576.25</b>	<b>100.02</b>	<b>.00</b>	<b>-488.25</b>	<b>- .02</b>

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	** %	Encumbered	*** Unencumbered ***	**** %
Fund: Auxiliary Enterprises						
Costs for Continuing & Prof Ed						
Credit	321,911.00	266,466.36	82.78	3,699.25	51,745.39	16.07
NonCredit	280,122.00	210,488.68	75.14	3,190.56	66,442.76	23.72
Continuing&ProfEdAdmin	157,091.00	139,043.07	88.51	.00	18,047.93	11.49
<b>Total Continuing &amp; Prof Ed</b>	<b>759,124.00</b>	<b>615,998.11</b>	<b>81.15</b>	<b>6,889.81</b>	<b>136,236.08</b>	<b>17.95</b>
Costs for Workforce Development						
Costs for Auxiliary Services						
Child Care Services	205,958.00	186,118.38	90.37	5,776.20	14,063.42	6.83
Theatre Productions	15,600.00	1,001.10	6.42	.00	14,598.90	93.58
CulinaryRestaurant	78,000.00	75,898.65	97.31	526.33	1,575.02	2.02
Coffee House	57,500.00	49,961.47	86.89	4,519.43	3,019.10	5.25
Culinary Events	12,540.00	12,909.96	102.95	.00	-369.96	-2.95
Garden Center Ag/Hort	31,525.00	21,205.88	67.27	1,122.69	9,196.43	29.17
Fitness Center	63,690.00	39,791.25	62.48	.00	23,898.75	37.52
Outdoor Exposition SpcEv	212,873.00	131,347.89	61.70	.00	81,525.11	38.30
Copy Center	71,000.00	63,430.32	89.34	9,212.99	-1,643.31	-2.31
<b>Total Auxiliary Services</b>	<b>748,686.00</b>	<b>581,664.90</b>	<b>77.69</b>	<b>21,157.64</b>	<b>145,863.46</b>	<b>19.48</b>
<b>Total Auxiliary Enterprises</b>	<b>1,507,810.00</b>	<b>1,197,663.01</b>	<b>79.43</b>	<b>28,047.45</b>	<b>282,099.54</b>	<b>18.71</b>

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered ***	****
						%
Fund: Restricted Purposes Fd						
Costs for Grants						
Commercial Custodian DOC	10,556.80	29,770.45	282.00	.00	-19,213.65	-182.00
Career Technologies DOC	40,140.11	82,126.89	204.60	.00	-41,986.78	-104.60
ConstructionOccup-DOC	34,394.25	64,807.10	188.42	.00	-30,412.85	-88.42
Heating,Vent,AC-Tech Occ	.00	10,201.00	.00	.00	-10,201.00	.00
Welding-Technical Occ	9,525.46	6,582.08	69.10	.00	2,943.38	30.90
Online Learning	4,926.00	4,926.00	100.00	.00	.00	.00
Math Enrichment Center	10,000.00	3,867.74	38.68	.00	6,132.26	61.32
8th Grade Career Fair	475.00	352.04	74.11	.00	122.96	25.89
Partner's Salute	4,450.00	3,000.90	67.44	.00	1,449.10	32.56
YouthLeadershipInstitute	3,100.00	4,134.82	133.38	.00	-1,034.82	-33.38
College Fair	4,055.00	2,928.87	72.23	.00	1,126.13	27.77
PIE-Career On Wheels	600.00	.00	.00	.00	600.00	100.00
PIE Admin	74,162.00	44,048.85	59.40	.00	30,113.15	40.60
Dean-Liberal Arts	1,635.00	1,632.83	99.87	.00	2.17	.13
Erlanson Art Gallery	1,575.00	1,703.65	108.17	.00	-128.65	-8.17
Information Tech-OccTech	350.00	342.38	97.82	.00	7.62	2.18
Biology-Baccalaureate	2,000.00	2,072.83	103.64	.00	-72.83	-3.64
GED-AB & ASE	300.00	297.01	99.00	.00	2.99	1.00
Culinary Arts	750.00	655.89	87.45	.00	94.11	12.55
Horticulture-Bus Occup	22,976.00	38,837.79	169.04	.00	-15,861.79	-69.04
Engineering Technology	86,166.00	87,943.38	102.06	.00	-1,777.38	-2.06
Hospitality Management	28,571.72	56,634.96	198.22	.00	-28,063.24	-98.22
Student Services Records	3,993.15	21,800.10	545.94	.00	-17,806.95	-445.94
Fin Aid & Vet Affairs	3,000.00	2,353.33	78.44	.00	646.67	21.56
Student Life	3,200.00	2,825.68	88.30	.00	374.32	11.70
Child Care Services	7,953.00	8,358.32	105.10	.00	-405.32	-5.10
Theatre Productions	320.00	319.69	99.90	.00	.31	.10
CulinaryRestaurant	1,250.00	856.92	68.55	.00	393.08	31.45
Coffee House	12,039.00	10,070.09	83.65	.00	1,968.91	16.35
Fitness Center	2,450.00	2,439.95	99.59	.00	10.05	.41
LRC	1,840.00	3,473.44	188.77	.00	-1,633.44	-88.77
Academic Lab Support	1,000.00	990.02	99.00	.00	9.98	1.00
Technical Services Suprt	21,900.00	15,661.30	71.51	6,191.64	47.06	.21
VP Student Success	6,050.00	5,669.88	93.72	.00	380.12	6.28
Business Office	8,000.00	7,732.01	96.65	.00	267.99	3.35
General Expenses	37,570.03	76,417.24	203.40	.00	-38,847.21	-103.40
Administration General	56,529.90	111,353.95	196.98	1,238.00	-56,062.05	-99.17
Faculty/Staff Developmt	19,165.00	17,938.66	93.60	.00	1,226.34	6.40
Foundation & Development	1,500.00	1,652.96	110.20	.00	-152.96	-10.20
Renovations / Remodeling	50,000.00	7,628.53	15.26	21,266.60	21,104.87	42.21
Grant-Administration	267,515.77	217,968.92	81.48	400.00	49,146.85	18.37
Grant-Non-Administration	14,677.00	12,581.44	85.72	.00	2,095.56	14.28
Grants-Training	15,787.00	14,937.09	94.62	.00	849.91	5.38
Grant-SupportServices	160,971.00	74,257.70	46.13	6,597.50	80,115.80	49.77
Family Literacy	12,743.83	10,830.55	84.99	.00	1,913.28	15.01
Adult Literacy	38,805.12	34,115.56	87.92	.00	4,689.56	12.08
Instruction-Other	114,088.70	70,911.95	62.16	-20.99	43,197.74	37.86

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	%	Encumbered	*** Unencumbered ***	**** %
Student Servs-Counseling	159,116.20	131,396.52	82.58	.00	27,719.68	17.42
CommunityService	251,109.97	155,376.64	61.88	1,462.37	94,270.96	37.54
Student Activities	147,476.19	130,931.12	88.78	.00	16,545.07	11.22
Sequestration Proj	85,966.50	87,855.18	102.20	638.77	-2,527.45	-2.94
Instruction	79,742.98	58,942.74	73.92	.00	20,800.24	26.08
<b>Total Grants</b>	<b>1,926,468.68</b>	<b>1,744,514.94</b>	<b>90.56</b>	<b>37,773.89</b>	<b>144,179.85</b>	<b>7.48</b>
<b>Costs for Financial Aid</b>						
Illinois Veterans Grant	120,000.00	67,284.00	56.07	.00	52,716.00	43.93
Post 9/11 Veterans Grant	119,000.00	118,899.97	99.92	.00	100.03	.08
FoundationScholarships	575,000.00	547,616.13	95.24	.00	27,383.87	4.76
Trade Recovery Act Aid	13,200.00	13,169.49	99.77	.00	30.51	.23
Direct Loans	1,500,000.00	1,415,713.00	94.38	.00	84,287.00	5.62
PELLL	4,300,000.00	4,170,603.67	96.99	.00	129,396.33	3.01
Federal Work Study	6,055.00	2,549.31	42.10	.00	3,505.69	57.90
SEOG	30,954.00	27,803.78	89.82	.00	3,150.22	10.18
MAP	400,000.00	142,084.00	35.52	.00	257,916.00	64.48
Workforce Investment Sol	335,000.00	321,110.97	95.85	.00	13,889.03	4.15
IL National Guard Grant	27,000.00	21,529.00	79.74	.00	5,471.00	20.26
<b>Total Financial Aid</b>	<b>7,426,209.00</b>	<b>6,848,363.32</b>	<b>92.22</b>	<b>.00</b>	<b>577,845.68</b>	<b>7.78</b>
<b>Total Restricted Purposes Fd</b>	<b>9,352,677.68</b>	<b>8,592,878.26</b>	<b>91.88</b>	<b>37,773.89</b>	<b>722,025.53</b>	<b>7.72</b>

Richland Community College  
Expenditure Summary by Cost Center  
For the month of May  
92% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 05/31/2016	** %	Encumbered	*** Unencumbered	**** %
Fund: Working Cash Fund						
Transfer Out	3,000.00	6,407.16	213.57	.00	-3,407.16	-113.57
Total Working Cash Fund	3,000.00	6,407.16	213.57	.00	-3,407.16	-113.57
Fund: Trust & Agency Fund						
Costs for Trust and Agency						
Club Expenses	79,350.00	79,377.80	100.04	470.72	-498.52	- .63
Transfer Out	1,000.00	980.00	98.00	.00	20.00	2.00
Total Trust & Agency Fund	80,350.00	80,357.80	100.01	470.72	-478.52	- .60
Fund: Audit Fund						
Costs for Institutional Support						
Business Office	15,378.00	14,835.87	96.47	.00	542.13	3.53
Costs for Audit						
Audit	45,800.00	45,800.00	100.00	.00	.00	.00
Contingency	10,571.00	.00	.00	.00	10,571.00	100.00
Total Audit Fund	71,749.00	60,635.87	84.51	.00	11,113.13	15.49
Fund: Liab,Protect,Settle						
Liab Protection & Settle	1,325,433.00	1,196,493.52	90.27	44,688.30	84,251.18	6.36
Total Liab,Protect,Settle	1,325,433.00	1,196,493.52	90.27	44,688.30	84,251.18	6.36

Richland Community College  
Bills Presented for Ratification  
MAY 1516

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
AAF International Corp	Maintenance	Maintenance Supplies	613.80		613.80	
ADM Trucking	Credit	Equip Repair/Maint Ag	476.86			476.86
AFLAC		AFLAC	776.76	776.76		
AT&T	Utilities	Telephone	233.22		233.22	
AT&T	Utilities	Telephone	648.47		648.47	
AT&T	CommunityService	Telephone	157.81			157.81
AT&T	CommunityService	Telephone	90.35			90.35
AT&T	Fairview Plaza O&M	Telephone	169.98		169.98	
AT&T	Utilities	Telephone	608.17		608.17	
AT&T	Fairview Plaza O&M	Telephone	18.86		18.86	
AT&T Long Distance	Utilities	Telephone	159.98		159.98	
Academic Advertising LLC	Presidents Office	Recruitment	195.00	195.00		
Advanced Disposal Services	Utilities	Refuse Disposal	1,505.24		1,505.24	
Airgas-Mid America	Collision Repair Tech	Instructional Supplie	57.80	57.80		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	3.25	3.25		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	39.10	39.10		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	40.35	40.35		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	138.92	138.92		
Akorn Inc dba Taylor Pharmaceuti	Grant-SupportServices	Contractual-Other	2,863.83			2,863.83
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	122.74		122.74	
AmerenIP	Utilities	Electricity and Nat G	156.65		156.65	
AmerenIP	Workforce Development	Electricity and Nat G	4,246.92		4,246.92	
AmerenIP	Utilities	Electricity and Nat G	59.07		59.07	
AmerenIP	Sequestration Bldg O&	Electricity and Nat G	174.53		174.53	
AmerenIP	Utilities	Electricity and Nat G	25.49		25.49	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	141.69		141.69	
AmerenIP	Clinton Center O&M	Electricity and Nat G	146.74		146.74	
AmerenIP	Clinton Center O&M	Electricity and Nat G	131.91		131.91	
AmerenIP	Utilities	Electricity and Nat G	190.07		190.07	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	86.97		86.97	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	93.27		93.27	
AmerenIP	Utilities	Electricity and Nat G	163.44		163.44	
AmerenIP	Utilities	Electricity and Nat G	1,306.01		1,306.01	
AmerenIP	Utilities	Electricity and Nat G	5,363.57		5,363.57	
American Culinary Federation	Coffee House	Registration Fees	450.00			450.00
American Library Association	LRC	Books-Library Collect	57.00	57.00		
Anderson, Steven Bernard	Grant-SupportServices	Stipends	727.50			727.50
Anderson, Steven Bernard	Grant-SupportServices	Stipends	712.50			712.50
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	37.51		37.51	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	37.51		37.51	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	37.51		37.51	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	37.51		37.51	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	37.51		37.51	
Archambault, Margaret	Academic Success	Interpreter Salary	621.00	621.00		
Archambault, Margaret	Academic Success	Interpreter Salary	552.00	552.00		
Architectural Expressions LLP	Renovations / Remodel	Building Improvements	120.00			120.00
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	62.34		62.34	
Baby Talk	Grant-SupportServices	Contractual-Other	3,771.77			3,771.77
Badman, Taja Marie	Grant-SupportServices	Stipends	750.00			750.00
		PAGE TOTALS	29,218.48	2,481.18	16,616.68	10,120.62

Richland Community College  
Bills Presented for Ratification  
MAY 1516

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Badman, Taja Marie	Grant-SupportServices	Stipends	720.00			720.00
BearMail Co		Inventory-CentralStor	211.55	211.55		
BearMail Co	Admission & Recruitme	Postage	150.51	150.51		
Bond, Tashan	Grant-SupportServices	Stipends	745.00			745.00
Bond, Tashan	Grant-SupportServices	Stipends	750.00			750.00
Brinkoetter, Darbe		Other Receivables	216.36			216.36
Brown, Brittany M	Club Expenses	Student Development	230.00			230.00
Bujack, Abrielle Jean	Art-Baccalaureate	Student Awards	10.00	10.00		
Bujack, Abrielle Jean	Art-Baccalaureate	Student Awards	20.00	20.00		
Busey Bank	Macon Co Soil & Water	Install Pymt Lease/Pu	4,490.00		4,490.00	
CAAHEP	Surgical Tech-Health	Publications & Dues	550.00	550.00		
CDS Leasing	Grant-Administration	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 Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Leasing	Copiers	Equipment Rental	194.00	194.00		
CDS Office Technologies	Copiers	Printing	987.22	987.22		
CDS Office Technologies	Copiers	Printing	31.00	31.00		
CDS Office Technologies	Copiers	Printing	1,148.01	1,148.01		
CDWG Government Inc		Heartland Academy Rec	945.80	945.80		
CDWG Government Inc		Heartland Academy Rec	43.39	43.39		
CDWG Government Inc		Heartland Academy Rec	711.50	711.50		
CDWG Government Inc		Heartland Academy Rec	799.21	799.21		
CDWG Government Inc		Other Current Obligat	357.48			357.48
CDWG Government Inc		Other Current Obligat	170.40			170.40
CDWG Government Inc		Other Current Obligat	413.08			413.08
CDWG Government Inc		Other Current Obligat	295.04			295.04
Cardinal, Matthew S	Radiology Tech-Hlth O	Travel-In State Milea	511.75	511.75		
Children's Hospital of IL	Club Expenses	Donations/Gifts	100.00			100.00
City of Decatur		Accrued Sales Tax	105.88			105.88
City of Decatur		Accrued Sales Tax	74.27			74.27
City of Decatur IL	Utilities	Water,Sewage	1,390.86		1,390.86	
City of Decatur IL	Utilities	Water,Sewage	318.63		318.63	
City of Decatur IL	Utilities	Water,Sewage	346.18		346.18	
City of Decatur IL	Macon Co Soil & Water	Water,Sewage	146.36		146.36	
City of Decatur IL	Utilities	Water,Sewage	224.61		224.61	
City of Decatur IL	Sequestration Bldg O&	Water,Sewage	151.82		151.82	
City of Decatur IL	Utilities	Water,Sewage	213.54		213.54	
City of Decatur IL	CSI Building O&M	Water,Sewage	94.21		94.21	
City of Decatur IL	CulinaryRestaurant	Publications & Dues	2,000.00			2,000.00
Cole, Jerry	CommunityService	Travel-In State	41.69			41.69
Cole, Jerry	CommunityService	Telephone	50.00			50.00
Comcast	LRC Audio Visual	Materials	35.91	35.91		
Comcast	Fairview Plaza O&M	Telephone	343.85		343.85	
Community Foundation of Decatur	Club Expenses	Donations/Gifts	50.00			50.00
Compton, Anthony R		Post 9/11 Aid Revenue	682.00			682.00
Connecticut Valley Biological	Biology-Baccalaureate	Instructional Supplie	369.16	369.16		
Consociate Group	Human Resources	Contractual-Other	283.50	283.50		
Consociate Group	Human Resources	Contractual-Other	283.50	283.50		
		PAGE TOTALS	22,531.04	7,659.78	7,720.06	7,151.20

Richland Community College  
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Consolidated Communications	Utilities	Telephone Maint Agree	1,159.50		1,159.50	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	3,699.81		3,699.81	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	429.41		429.41	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	432.66		432.66	
Constellation NewEnergy Gas Divi	Fairview Plaza O&M	Electricity and Nat G	48.25		48.25	
Constellation NewEnergy Gas Divi	Macon Co Soil & Water	Electricity and Nat G	53.38		53.38	
Crawford, Ryan Jermaine	Art-Baccalaureate	Student Awards	15.00	15.00		
Crews, Denise,, Dr	VP Academic Services	Telecommunications	60.00	60.00		
Cromwell Radio Group Inc	Marketing	Advertising	820.00	820.00		
Cromwell Radio Group Inc	Marketing	Advertising	820.00	820.00		
Cromwell Radio Group Inc	Marketing	Advertising	100.00	100.00		
Cromwell Radio Group Inc	Marketing	Advertising	403.32	403.32		
Cromwell Radio Group Inc	Marketing	Advertising	350.00	350.00		
Custom Trophies & Silk Screening	VP Academic Services	Materials	192.00	192.00		
D C Body Works	Club Expenses	Event Expense	350.00			
Davison, Jeffrey L	Grant-Administration	Travel-In State	100.09			350.00
Davison, Jeffrey L	Grant-SupportServices	Travel-In State	25.82			100.09
Decatur Ace Hardware	Maintenance	Maintenance Supplies	9.00		9.00	25.82
Decatur Awards & Screen Printing	Presidents Office	Meeting Expense	135.00	135.00		
Decatur Memorial Hospital	Grant-SupportServices	Contractual-Other	70.00			70.00
Decatur Memorial Hospital	Grant-SupportServices	Contractual-Other	315.00			315.00
Decatur Memorial Hospital	Credit	Contractual-Other	50.00			50.00
Decatur Memorial Hospital	Credit	Contractual-Other	840.00			840.00
Decatur Memorial Hospital	Credit	Contractual-Other	50.00			50.00
Decatur Memorial Hospital	Maintenance	Maintenance Supplies	55.00		55.00	
Decatur Public Schools	Club Expenses	Meeting Expense	168.75			168.75
Decatur Public Schools	Coffee House	Advertising	100.00			100.00
Dept of Commerce & Economic Oppo	General Expenses	Expense-Other	891.08	891.08		
Don's Paint Company	Maintenance	Maintenance Supplies	107.83		107.83	
Dunker Electric	Maintenance	Maintenance Supplies	6.40		6.40	
Dunker Electric	Maintenance	Maintenance Supplies	11.94		11.94	
Dunker Electric		Receivable-BrushColl	724.95	724.95		
Dunker Electric	Maintenance	Maintenance Supplies	66.51		66.51	
Dunker Electric	Renovations / Remodel	Materials	142.19			142.19
Dunker Electric	Renovations / Remodel	Materials	792.32			792.32
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	159.90	159.90		
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	135.12	135.12		
Dust & Son Auto Supply	Automotive-Tech Occ	Instructional Supplie	44.95	44.95		
Dust & Son of Macon County	Diesel Med/Hvy Trk Te	Materials	109.50	109.50		
Dynagraphics Inc	Fitness Center	Materials	35.05			35.05
Dynagraphics Inc	CommunityService	Printing	309.12			309.12
Dynagraphics Inc	CommunityService	Printing	79.05			79.05
EBSCO		Prepaid Expenses	4,628.55	4,628.55		
Elan Corporate Payment Systems		Credit Card Pmt Clear	17,845.15	17,845.15		
Elsevier Inc		Fees Pass Thru Nursin	714.00	714.00		
Elsevier Inc		Fees Pass Thru Nursin	210.00	210.00		
Elsevier Inc		Fees Pass Thru Rad Te	459.00	459.00		
Elsevier Inc		Fees Pass Thru Nursin	540.00	540.00		
Elsevier Inc		Fees Pass Thru Nursin	203.00	203.00		
		PAGE TOTALS	39,067.60	29,560.52	6,079.69	3,427.39

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Elsevier Inc		Fees Pass Thru Nursin	840.00	840.00		
Elsevier Inc		Fees Pass Thru Nursin	667.00	667.00		
Elsevier Inc		Fees Pass Thru Nursin	612.00	612.00		
Elsevier Inc		Fees Pass Thru Nursin	90.00	90.00		
Elsevier Inc		Fees Pass Thru Nursin	357.00	357.00		
Elsevier Inc		Fees Pass Thru Nursin	725.00	725.00		
Elsevier Inc		Fees Pass Thru Nursin	87.00	87.00		
Elsevier Inc		Fees Pass Thru Nursin	29.00	29.00		
Elsevier Inc		Fees Pass Thru Nursin	522.00	522.00		
Elsevier Inc		Fees Pass Thru Nursin	630.00	630.00		
Emerald Coast Growers	Garden Center Ag/Hort	Materials	118.93			118.93
Emerald Coast Growers	Garden Center Ag/Hort	Materials	51.02			51.02
Evans Recycling Inc	Utilities	Refuse Disposal	100.00		100.00	
Evergreen FS-Stephens #24	College Vehicle	Vehicle Expense	81.00		81.00	
Evergreen FS-Stephens #24	Credit	Vehicle Expense	380.46			380.46
Evergreen FS-Stephens #24	Credit	Vehicle Expense	340.93			340.93
Evergreen FS-Stephens #24	Credit	Vehicle Expense	271.60			271.60
FEDEX	Culinary Arts	Postage	7.13	7.13		
Fairview Park Plaza LLC	Fairview Plaza O&M	Facility Rental	4,615.92		4,615.92	
Fairview Park Plaza LLC	Fairview Plaza O&M	Property Taxes	10,639.97		10,639.97	
Fidelity Investments		Misc Deductions	300.00	300.00		
Firm Systems		Fees Pass Thru Backgr	140.00	140.00		
First Presbyterian Church	Club Expenses	Postage	100.00			100.00
FirstEnergy Solutions	Utilities	Electricity and Nat G	50.59		50.59	
FirstEnergy Solutions	Utilities	Electricity and Nat G	14,128.72		14,128.72	
Fisher, Shannon Valentino	Grant-SupportServices	Stipends	740.00			740.00
Fisher, Shannon Valentino	Grant-SupportServices	Stipends	662.50			662.50
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	38.12	38.12		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	7.57	7.57		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	122.16	122.16		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	67.00	67.00		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	8.08	8.08		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	172.40	172.40		
Floyd, Shannon E	Art-Baccalaureate	Student Awards	15.00	15.00		
Fought, Patrick W	Clinton Center O&M	Custodial Services	157.50		157.50	
Fought, Patrick W	Clinton Center O&M	Custodial Services	157.50		157.50	
Fought, Patrick W	Clinton Center O&M	Custodial Services	157.50		157.50	
Fought, Patrick W	Clinton Center O&M	Custodial Services	157.50		157.50	
Franczek Radelet	Board of Trustees	Legal Services-Admin	6,370.35	6,370.35		
Freedom Scientific	Academic Lab Support	Computer Software	602.25	602.25		
Frontier	Clinton Center O&M	Telephone	163.32		163.32	
Gardner, Stephen M	Art-Baccalaureate	Student Awards	50.00	50.00		
Gardner, Stephen M	Art-Baccalaureate	Student Awards	10.00	10.00		
Garrett, Janean A	Admission & Recruitme	Travel-In State	206.43	206.43		
Goodman, Vivian T	CommunityService	Travel-In State	66.26			66.26
Goodman, Vivian T	CommunityService	Travel-In State	62.42			62.42
Goodman, Vivian T	CommunityService	Materials	55.53			55.53
Goodman, Vivian T	CommunityService	Materials	113.72			113.72
Goodman, Vivian T	CommunityService	Materials	37.88			37.88
		PAGE TOTALS	46,086.26	12,675.49	30,409.52	3,001.25

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Goodman, Vivian T	CommunityService	Travel-In State	142.94			142.94
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Grainger Inc	Automotive-Tech Occ	Instructional Supplie	25.20	25.20		
Green Media Service Inc	Marketing	Advertising	5,282.00	5,282.00		
Greg Hahn Heating and Air Condit	Maintenance	Maintenance Supplies	275.22		275.22	
Gregory, Lisa M	General Expenses	Meeting Expense	1.50	1.50		
Grey, Thomas	Instruction-Other	Contractual-Other	640.00			640.00
Grey, Thomas	Instruction-Other	Contractual-Other	640.00			640.00
Grey, Thomas	Instruction-Other	Contractual-Other	640.00			640.00
Grey, Thomas	Instruction-Other	Contractual-Other	640.00			640.00
Grimm, Susan	Club Expenses	Travel-In State	100.05			100.05
Grimm, Susan	Radiology Tech-Hlth O	Travel-In State Milea	207.00	207.00		
Growing Strong Sexual Assault	Club Expenses	Donations/Gifts	100.00			100.00
H & R Block	Grant-SupportServices	Contractual-Other	2,326.83			2,326.83
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	9,483.60			9,483.60
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,937.50			1,937.50
Happe, Curtis W	Automotive-Tech Occ	Instructional Supplie	10.43	10.43		
Hartman, Karen A	Dean-Health Professio	Publications & Dues	81.50	81.50		
Haughton, Adrian Izayah	Grant-SupportServices	Stipends	675.00			675.00
Haughton, Adrian Izayah	Grant-SupportServices	Stipends	750.00			750.00
Heartland Bank & Trust Company	Bond & Interest	Interest Expense	3,187.50			3,187.50
Heartland Bank & Trust Company	Bond & Interest	Interest Expense	38,208.75			38,208.75
Heartland Bank & Trust Company	Bond & Interest	Interest Expense	27,517.50			27,517.50
Heavner Scott & Beyers	Grant-SupportServices	Contractual-Other	1,038.45			1,038.45
Herff Jones Inc	General Expenses	Graduation Expense	108.25	108.25		
Herff Jones Inc	General Expenses	Graduation Expense	173.86	173.86		
Herff Jones Inc	General Expenses	Graduation Expense	134.18	134.18		
Herff Jones Inc	General Expenses	Graduation Expense	64.23	64.23		
Herff Jones Inc	General Expenses	Graduation Expense	3,407.50	3,407.50		
Herff Jones Inc	General Expenses	Graduation Expense	161.13	161.13		
Herff Jones Inc	General Expenses	Graduation Expense	52.40	52.40		
Herff Jones Inc	General Expenses	Graduation Expense	61.91	61.91		
Herff Jones Inc	General Expenses	Graduation Expense	224.37	224.37		
Höelting & Co	Culinary Arts	Instructional Supplie	14.15	14.15		
Hogan Grain & Equipmment Inc	Garden Center Ag/Hort	Repair Materials & Su	972.03			972.03
Houck Transit Advertising	CommunityService	Advertising	1,625.00			1,625.00
Hughes, Laurie Beth		RCC Foundation A/R	320.82	320.82		
Hupp, Kaitlin Jo	Art-Baccalaureate	Student Awards	10.00	10.00		
IBM Corporation	Administrative Info S	Admin Computer-Maint	387.20	387.20		
Illinois Dept of Empl Security	Liab Protection & Set	Unemployment Insuranc	54,221.50			54,221.50
Illinois Federation of Teachers		Union Dues - Adjunct	42.32	42.32		
Illinois Federation of Teachers		Union Dues - RFT	2,275.00	2,275.00		
Illinois Federation of Teachers		Union Dues - Adjunct	42.32	42.32		
Instructure Inc		Prepaid Expenses	80,917.00	80,917.00		
JD Transit		Other Current Obligat	1,929.00			1,929.00
Jan Master Cleaning Services Inc	Custodial	Custodial Services	24,300.00		24,300.00	
Jan Master Cleaning Services Inc	Custodial	Custodial Services	2,310.52		2,310.52	
		PAGE TOTALS	267,935.66	94,004.27	26,885.74	147,045.65

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Jan Master Cleaning Services Inc	Building Additions	Custodial Services	1,850.00		1,850.00	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	2,700.00			2,700.00
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	256.73			256.73
Jan Master Cleaning Services Inc	Outdoor Exposition Sp	Contractual-Other	252.00			252.00
Jan Master Cleaning Services Inc	Custodial	Custodial Services	2,438.10		2,438.10	
Jan Master Cleaning Services Inc	Custodial	Custodial Services	24,300.00		24,300.00	
Jan Master Cleaning Services Inc	Building Additions	Custodial Services	1,850.00		1,850.00	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	2,700.00			2,700.00
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	270.90			270.90
Jason's Lawn Care	Clinton Center O&M	Contractual-Other	320.00		320.00	
KONE Inc	Maintenance	Equip Repair/Maint Ag	334.02		334.02	
Kaskaskia Broadcasting Inc	Marketing	Advertising	240.00	240.00		
Keeling, Aubrey L	Art-Baccalaureate	Student Awards	10.00	10.00		
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	
Keystone Homes	Clinton Center O&M	Water,Sewage	1,183.33		1,183.33	
Kiplingers Financial Personal Fi	Vice Pres Fin & Admin	Publications & Dues	108.00	108.00		
Kitchens, Crystal Lynn	Health Information Te	Registration Fees	135.00	135.00		
Lamar Companies	CommunityService	Advertising	3,200.00			3,200.00
Lane, Robert David	Grant-SupportServices	Stipends	675.00			675.00
Lane, Robert David	Grant-SupportServices	Stipends	750.00			750.00
Laser Innovation Inc	Dean-Math/Science	Equip Repair/Maint Ag	169.00	169.00		
Laser Innovation Inc	Academic Lab Support	Equip Repair/Maint Ag	60.00	60.00		
Lee Enterprises Inc	Maintenance	Publications & Dues	46.72		46.72	
Lee Enterprises Inc	Marketing	Advertising	160.00	160.00		
Lee Enterprises Inc	Marketing	Advertising	39.00	39.00		
Loveall, Audrey Ray Ann	Art-Baccalaureate	Student Awards	20.00	20.00		
Lowe's Home Centers Inc	Horticulture-Bus Occu	Materials	54.64	54.64		
Lowe's Home Centers Inc	Instruction-Other	Instructional Supplie	2,904.04			2,904.04
Luckey, Megan E	Academic Success	Interpreter Salary	376.98	376.98		
Luckey, Megan E	Academic Success	Interpreter Salary	304.48	304.48		
Luckey, Megan E	Academic Success	Interpreter Salary	379.48	379.48		
Luckey, Megan E	Academic Success	Interpreter Salary	494.22	494.22		
Lucky Peach	LRC	Publications & Dues	24.99	24.99		
MANCOMM	Credit	Instructional Supplie	85.90			85.90
MANCOMM	Credit	Instructional Supplie	34.78			34.78
MJ Kellner	Maintenance	Maintenance Supplies	92.80		92.80	
MRE Benefit Admin Systems		Group Insurance	28,104.36	28,104.36		
MRE Benefit Admin Systems		Health Insurance	180,394.20	180,394.20		
MacArthur High School	General Expenses	Graduation Expense	450.00	450.00		
Macon County Circuit Clerk		Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk		Wage Garnishment Orde	500.00	500.00		
Macon County Collector	Grounds	Property Taxes	550.65		550.65	
		PAGE TOTALS	269,371.65	212,524.35	42,398.95	14,448.35

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Macon County Collector	Grounds	Property Taxes	93.53		93.53	
Macon County Collector	Grounds	Property Taxes	534.57		534.57	
Macon Resources Inc	Allied Health	Laundry/Linen Supplie	20.58	20.58		
Main Street Church of the	CommunityService	Facility Rental	250.00			250.00
Main Street Church of the	CommunityService	Facility Rental	150.00			150.00
Mangle Management Systems	Faculty/Staff Develop	Meals	87.00	87.00		
Mangle Management Systems	NonCredit	Meals	361.25			361.25
Mangle Management Systems	Board of Trustees	Meeting Expense	130.00	130.00		
Manufacturing Skill Standards Co	Credit	Instructional Supplie	200.00			200.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	310.00			310.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	190.00			190.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	200.00			200.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	220.00			220.00
Manufacturing Skill Standards Co	Credit	Instructional Supplie	780.00			780.00
Mark's Plumbing	Maintenance	Maintenance Supplies	67.21		67.21	
Marquis Beverage Service	Coffee House	Instructional Supplie	393.75			393.75
Marquis Beverage Service	Coffee House	Instructional Supplie	529.40			529.40
Marquis Beverage Service	Coffee House	Instructional Supplie	320.95			320.95
Maverik Marketing	Club Expenses	Contractual-Other	592.83			592.83
May, Brianna L	Art-Baccalaureate	Student Awards	20.00	20.00		
May, Brianna L	Art-Baccalaureate	Student Awards	15.00	15.00		
Menard Inc	Maintenance	Maintenance Supplies	85.69		85.69	
Menard Inc	Maintenance	Maintenance Supplies	34.06		34.06	
Menard Inc	Maintenance	Maintenance Supplies	18.34		18.34	
Menard Inc	Maintenance	Maintenance Supplies	50.17		50.17	
Menard Inc	Renovations / Remodel	Materials	69.42			69.42
Menard Inc	Maintenance	Maintenance Supplies	21.78		21.78	
Menard Inc	Renovations / Remodel	Materials	1,083.13			1,083.13
Mid-America Advertising MidWest	Marketing	Advertising	250.00	250.00		
Mid-America Advertising MidWest	Marketing	Advertising	250.00	250.00		
MidAmerica Tire & Performance	College Vehicle	Vehicle Expense	6.95		6.95	
Midland Paper Company	Copy Center	Materials	308.33			308.33
Midland Paper Company	Copy Center	Materials	-276.01			-276.01
Midland Paper Company	Copy Center	Materials	15.78			15.78
Midland Paper Company	Copy Center	Materials	306.73			306.73
Midland Paper Company	Copy Center	Materials	649.12			649.12
Midland Paper Company	Copy Center	Materials	143.82			143.82
Midwest Fiber Inc of Decatur	Utilities	Refuse Disposal	90.00		90.00	
Miller, Judy M	Dean-Health Professio	Travel-In State	49.45	49.45		
Millikin University		Other Current Obligat	10,600.00			10,600.00
NAACP-Decatur Branch	Student Activities	Travel-In State	840.00			840.00
NAACP-Decatur Branch	Grant-Administration	Publications & Dues	100.00			100.00
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	13.52	13.52		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	17.47	17.47		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	18.82	18.82		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	17.79	17.79		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	-68.50	-68.50		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	-6.14	-6.14		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	38.52	38.52		
PAGE TOTALS			20,194.31	853.51	1,002.30	18,338.50

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	5.37	5.37		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	68.50	68.50		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	3.88	3.88		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	4.99	4.99		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	12.52	12.52		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	120.74	120.74		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	119.79	119.79		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	19.55	19.55		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	89.02	89.02		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	32.33	32.33		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	-122.23	-122.23		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	19.29	19.29		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	12.73	12.73		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	122.23	122.23		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	26.73	26.73		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	27.00	27.00		
Napa Auto Parts	Automotive-Tech Occ	Materials	710.30	710.30		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	114.77	114.77		
National Safety Council	NonCredit	Publications & Dues	340.00			340.00
Neuhoff Media Decatur	Marketing	Advertising	310.00	310.00		
Neuhoff Media Decatur	Marketing	Advertising	310.00	310.00		
Neuhoff Media Decatur	Marketing	Advertising	310.00	310.00		
Neuhoff Media Decatur	Marketing	Advertising	310.00	310.00		
Newman & Ullman Inc		Inventory-CentralStor	99.65	99.65		
Newman & Ullman Inc		Inventory-CentralStor	96.15	96.15		
Niemann Foods	Culinary Arts	Instructional Supplie	15.08	15.08		
OCLC Inc	LRC	Publications & Dues	2,010.98	2,010.98		
Oasis	Club Expenses	Donations/Gifts	150.00			150.00
Office Depot Inc		Inventory-CentralStor	514.52	514.52		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	441.60	441.60		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	110.40	110.40		
Olson, Colleen	Academic Success	Interpreter Salary	173.50	173.50		
Olson, Colleen	Academic Success	Interpreter Salary	169.50	169.50		
Olson, Colleen	Academic Success	Interpreter Salary	173.50	173.50		
Olson, Colleen	Academic Success	Interpreter Salary	173.50	173.50		
Orv Graham Radio Advertising Bro	Marketing	Advertising	160.00	160.00		
Parks Sewer Service	Maintenance	Equip Repair/Maint Ag	90.00		90.00	
Peerless Cleaners	General Expenses	Graduation Expense	220.32	220.32		
Per Mar Security & Research Corp	Security	Security	176.43		176.43	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,236.63			4,236.63
Per Mar Security & Research Corp	Security	Security	198.72		198.72	
Per Mar Security & Research Corp	Security	Security	177.84		177.84	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,268.00			4,268.00
Per Mar Security & Research Corp	Liab Protection & Set	Security	8.28			8.28
Per Mar Security & Research Corp	Security	Security	181.09		181.09	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,346.12			4,346.12
Per Mar Security & Research Corp	Security	Security	177.84		177.84	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,268.00			4,268.00
Perales, Heidy	Art-Baccalaureate	Student Awards	15.00	15.00		
		PAGE TOTALS	25,620.16	7,001.21	1,001.92	17,617.03

Richland Community College  
Bills Presented for Ratification  
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Perovanovich, Zoran V	NonCredit	Contractual-Other	97.50			97.50
Phillips, Pressie Thomas	Grant-SupportServices	Stipends	750.00			750.00
Phillips, Pressie Thomas	Grant-SupportServices	Stipends	507.50			507.50
Pilkington	Collision Repair Tech	Instructional Supplie	87.27	87.27		
Pilkington	Collision Repair Tech	Instructional Supplie	49.79	49.79		
Pilkington	Collision Repair Tech	Instructional Supplie	70.11	70.11		
Pocket Nurse	Nursing LPN -Health O	Instructional Supplie	185.00	185.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	446.40	446.40		
Poindexter, Lynne M	Academic Success	Interpreter Salary	506.40	506.40		
Poindexter, Lynne M	Academic Success	Interpreter Salary	489.60	489.60		
Poindexter, Lynne M	Academic Success	Interpreter Salary	450.00	450.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	283.20	283.20		
Pride Cleaners	Culinary Arts	Contractual-Other	64.50	64.50		
Pride Cleaners	Culinary Arts	Contractual-Other	87.72	87.72		
Pride Cleaners	Culinary Arts	Contractual-Other	67.08	67.08		
Pride Cleaners	Culinary Arts	Contractual-Other	183.18	183.18		
Pyles, Gregory D	Chemistry-Baccalaurea	Instructional Supplie	3.98	3.98		
Quality Elevator Inspections	Maintenance	Equip Repair/Maint Ag	250.00		250.00	
R D McMillen Enterprises	Custodial	Maintenance Supplies	136.68		136.68	
RCC Bookstore		NonTaxBooks -Workforc	1,979.75	1,979.75		
RCC Bookstore	Credit	Instructional Supplie	-1,834.00			-1,834.00
RCC Bookstore	Accounting/Business	Materials	250.75	250.75		
RCC Bookstore	Grant-Administration	Participant Supplies	213.50			213.50
RCC Bookstore	Grant-Administration	Participant Supplies	133.25			133.25
RCC Bookstore	Club Expenses	Materials	1,255.50			1,255.50
RCC Bookstore	Club Expenses	Materials	396.00			396.00
RCC Bookstore	Presidents Office	Office Supplies	8.09	8.09		
RCC-Foundation		Credit Card Clearing	250.00	250.00		
RCC-Foundation		Credit Card Clearing	1,000.00	1,000.00		
RCC-Foundation		Credit Card Clearing	25.00	25.00		
RCC-Foundation		Credit Card Clearing	500.00	500.00		
RCC-Foundation		FND Scholarship Reven	393.00			393.00
RCC-Foundation		Revenue-Misc/OtherSou	25.00	25.00		
RCC-Foundation		Richland Foundation	104.66	104.66		
RCC-Foundation		Credit Card Clearing	700.00	700.00		
RCC-Foundation		FND Scholarship Reven	544.00			544.00
RCC-Foundation		Richland Foundation	104.66	104.66		
RCC-Foundation		Graduation Expense	150.00	150.00		
Ramsay, Kimberly N	General Expenses	Materials	38.22			38.22
Ray O'Herron's	Liab Protection & Set	Materials	38.22			38.22
Redding, Dustin Allen	Grant-SupportServices	Stipends	750.00			750.00
Redding, Dustin Allen	Grant-SupportServices	Stipends	710.00			710.00
Refreshment Services Pepsi	CulinaryRestaurant	Instructional Supplie	152.46			152.46
Reliance Standard		Life Insurance	3,284.97	3,284.97		
Reliance Standard		LTD Insurance	2,012.85	2,012.85		
Reliance Standard		Supplemental Life Ins	1,589.50	1,589.50		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,651.69	1,651.69		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	30.33	30.33		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	95.75	95.75		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,050.01	1,050.01		
		PAGE TOTALS	22,280.85	17,787.24	386.68	4,106.93

Richland Community College  
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	62.50	62.50		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	156.80	156.80		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	422.48	422.48		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	-30.60	-30.60		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	2,150.90	2,150.90		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	31.60			31.60
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,294.74	1,294.74		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	294.63	294.63		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	47.75	47.75		
Robert's Sysco Inc	Coffee House	Instructional Supplie	595.76			595.76
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	100.32	100.32		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	1,804.05	1,804.05		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	691.88	691.88		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	190.04	190.04		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	20.05	20.05		
Robert's Sysco Inc	Coffee House	Instructional Supplie	67.26			67.26
Robert's Sysco Inc	Child Care Services	Snacks and Milk	71.50			71.50
Robert's Sysco Inc	Child Care Services	Snacks and Milk	71.50			71.50
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	84.76	84.76		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	71.50			71.50
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	2,174.91		2,174.91	
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	265.44	265.44		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	265.44	265.44		
S J Smith Company Inc	Automotive-Tech Occ	Instructional Supplie	20.40	20.40		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	260.69	260.69		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	598.74	598.74		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	265.44	265.44		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	41.32	41.32		
S J Smith Company Inc	Human Simulator	Instructional Supplie	83.40	83.40		
S J Smith Company Inc	Club Expenses	Contractual-Other	10.20			10.20
SIU-C		Fees Pass Thru Nursin	260.00	260.00		
Samooore, Chrisine Marie	Academic Success	Interpreter Salary	335.19	335.19		
Scantron Corporation	LRC Audio Visual	Materials	126.82	126.82		
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	35.00		35.00	
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	625.00		625.00	
Scott Fisher Enterprises Inc	Sequestration Bldg O&	Pest Control	50.00		50.00	
Scott Fisher Enterprises Inc	Workforce Development	Pest Control	100.00		100.00	
Screen This	Welding-Technical Occ	Instructional Supplie	223.00	223.00		
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Sertoma Club of Decatur		Misc Scholarship Clea	500.00	500.00		
Shippers Rental Inc	Credit	Equipment Rental	2,000.00			2,000.00
Showcard Studio	Marketing	Advertising	227.50	227.50		
Sligo Steel	Welding-Technical Occ	Instructional Supplie	1,287.30	1,287.30		
Sloan Implement Company Inc	Maintenance	Equip Repair/Maint Ag	498.65		498.65	
Smith, Kimberly J	Art-Baccalaureate	Student Awards	20.00	20.00		
		PAGE TOTALS	18,723.86	12,070.98	3,483.56	3,169.32

Richland Community College  
Bills Presented for Ratification  
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Special Events	Club Expenses	Registration Fees	250.00			250.00
Special Events	Club Expenses	Registration Fees	250.00			250.00
Special Olympics Illinois	Club Expenses	Donations/Gifts	287.00			287.00
Specialty Paint	Collision Repair Tech	Instructional Supplie	8.69	8.69		
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	53.26		53.26	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	467.81		467.81	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	1,030.85		1,030.85	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	92.03		92.03	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	781.56		781.56	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	16.72		16.72	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	740.81		740.81	
Spectrum Janitorial Supply	Custodial	Maintenance Supplies	2,607.19		2,607.19	
Spicer, Dillon Joseph	Art-Baccalaureate	Student Awards	10.00	10.00		
Springfield Electric Supply Co		Receivable-BrushColl	27.84	27.84		
Springfield Electric Supply Co		Receivable-BrushColl	27.84	27.84		
Springfield Electric Supply Co	Maintenance	Maintenance Supplies	71.94		71.94	
Stand Up for Grace	Club Expenses	Donations/Gifts	500.00			500.00
Stand Up for Grace	Club Expenses	Donations/Gifts	500.00			500.00
State Fire Marshal	Maintenance	Equip Repair/Maint Ag	75.00		75.00	
State Universities Retirement		SURS 8%	2,045.68	2,045.68		
State Universities Retirement		SURS 8%	39,855.77	39,855.77		
State Universities Retirement		SURSRetiremtInstallPu	168.50	168.50		
State Universities Retirement		SURS 1/2%	4,365.40	4,365.40		
State Universities Retirement		SURS 8%	40,180.29	40,180.29		
State Universities Retirement		SURS 8%	1,977.07	1,977.07		
State Universities Retirement		SURSRetiremtInstallPu	168.50	168.50		
State Universities Retirement		SURS 1/2%	4,399.52	4,399.52		
Stephens, Michelle		Other Rec-Employees	2,000.00	2,000.00		
Stericycle	AAS Nursing -Health O	Materials	428.13	428.13		
Striglos Office Equipment		Inventory-CentralStor	48.11	48.11		
Sunbelt	Instruction-Other	Equipment Rental	164.60			164.60
Sunbelt	Instruction-Other	Equipment Rental	360.84			360.84
Sunbelt	Instruction-Other	Equipment Rental	699.04			699.04
Taraszewski, Benjamin	Art-Baccalaureate	Student Awards	20.00	20.00		
The Decatur Club		Other Receivables	27.11	27.11		
The Kiplinger Tax Letter	Vice Pres Fin & Admin	Publications & Dues	108.00	108.00		
The Michael J Fox Foundation	Club Expenses	Donations/Gifts	100.00			100.00
The Omni Group	General Expenses	Bank Service Charges	10.00	10.00		
Top Quality Roofing Company	Maintenance	Maintenance Supplies	200.00		200.00	
Tovar, Brandon Nigel	Grant-SupportServices	Stipends	740.00			740.00
Tovar, Brandon Nigel	Grant-SupportServices	Stipends	740.00			740.00
U S Postmaster		Inventory-CentralStor	1,000.00	1,000.00		
U S Postmaster	Continuing&ProfEdAdmi	Postage	266.25			266.25
USA Clean Inc	Custodial	Equip Repair/Maint Ag	6.31		6.31	
USA Clean Inc	Custodial	Equip Repair/Maint Ag	4.62		4.62	
USA Clean Inc	Custodial	Equip Repair/Maint Ag	91.96		91.96	
United Parcel Service	General Expenses	Postage	115.00	115.00		
United Way of Decatur/Macon Cnty		United Way	115.67	115.67		
United Way of Decatur/Macon Cnty		United Way	115.67	115.67		
		PAGE TOTALS	108,320.58	97,222.79	6,240.06	4,857.73

Richland Community College  
 Bills Presented for Ratification  
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Valdahl, Kaitlyn Marie	Art-Baccalaureate	Student Awards	15.00	15.00		
Van Horn Inc	Grounds	Snow/Grounds	99.81		99.81	
Verizon Wireless	Utilities	Telephone	238.26		238.26	
Verizon Wireless	Admission & Recruitme	Telephone	50.02	50.02		
Verizon Wireless	Utilities	Telephone	229.02		229.02	
WDKR Radio Station	Marketing	Advertising	120.00	120.00		
WXFM	Marketing	Advertising	120.00	120.00		
Williams, Joshua N	Grant-SupportServices	Stipends	750.00			750.00
Williams, Joshua N	Grant-SupportServices	Stipends	750.00			750.00
Withrow, Tracy L	Graphics	Graphic Supplies	6.92	6.92		
World Point ECC Inc	Credit	Instructional Supplie	432.21			432.21
Xerox Corp	Copy Center	Printing	942.97			942.97
Xerox Corp	Copy Center	Install Pymt Lease/Fu	1,065.07			1,065.07
Xerox Corp	Copy Center	Install Pymt Lease/Fu	194.99			194.99
Xerox Corp	Copy Center	Install Pymt Lease/Fu	307.11			307.11
Xerox Corp	Copy Center	Install Pymt Lease/Fu	2,307.74			2,307.74
Xerox Corporation	Copiers	Equipment Rental	171.36	171.36		
Yaden, Deborah	Dean-Liberal Arts	Registration Fees	35.00	35.00		
Student Refunds			1,758.84	1,758.84		
		PAGE TOTALS	9,594.32	2,277.14	567.09	6,750.09
		AP GRAND TOTAL	878,944.77	496,118.46	142,792.25	240,034.06

**REVIEW OF MINUTES OF PREVIOUS CLOSED SESSIONS**

To: Board of Trustees

From: Dr. David Coopriders, Board Secretary

Date: June 21, 2016

Re: Examination of Closed Session Minutes

Mr. Chairman and members of the Board, the Illinois Public Community College Act requires each public body to review minutes of all closed meeting no less than semi-annually. A determination shall be made and reported in an open session for the need for continued confidentiality of those closed minutes or if they can be made available for public inspection. On May 25, 2016, the minutes of closed (executive) sessions conducted between September 18, 1990 and May 17, 2016 were examined.

It is recommended that the following sets of minutes **require continued confidentiality** and should remain sealed:

September 18, 1990; November 20, 1990; December 15, 1992; September 21, 1993; March 15, 1994; December 20, 1994; January 17, 1995; March 21, 1995; May 16, 1995; November 21, 1995; February 20, 1996; July 16, 1996; January 24, 1997; July 20, 1999; November 16, 1999; February 15, 2000; October 17, 2000; December 18, 2001; January 15, 2002; February 19, 2002; March 19, 2002; August 20, 2002; October 15, 2002; November 19, 2002; December 17, 2002; May 23, 2003; June 17, 2003; September 16, 2003; October 2, 2003; October 21, 2003; November 18, 2003; December 16, 2003; January 20, 2004; June 20, 2006; September 19, 2006; January 16, 2007; June 1, 2007; September 18, 2007; November 20, 2007; January 15, 2008; January 22, 2008; March 18, 2008; June 10, 2008; July 15, 2008; March 17, 2009; September 15, 2009; October 20, 2009; November 17, 2009; January 19, 2010; December 21, 2010; April 19, 2011; May 17, 2011; December 20, 2011; February 21, 2012; March 19, 2013; May 21, 2013; February 6, 2014 (2); March 18, 2014; March 17, 2015; March 31, 2015; April 21, 2015; October 20, 2015; October 26, 2015; December 14, 2015; January 11, 2016; January 26, 2016; February 16, 2016; March 15, 2016; May 17, 2016.

**Therefore, it is recommended that the Board of Trustees approve the continued confidentiality of the closed session minutes as presented above.**

ITEMS FROM THE BOARD

**EXECUTIVE SESSION**

**Executive Session- June 21, 2016**

**MOTION FOR CLOSED SESSION**

**I move that the Board enter into closed session in accordance with 5 ILCS 120/2. (c) (1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of Richland Community College...."**

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

**ADJOURNMENT**