

BOARD OF TRUSTEES

March 15, 2016

REGULAR MEETING 5:30 P.M. | RICHLAND COMMUNITY COLLEGE ROOM E181



Richland Community College 

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

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

March 15, 2016

AGENDA

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

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

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

- I. Convening of the Rescheduled Regular Meeting – 5:30 p.m.
 - A. Call to Order
 - B. Roll Call
- II. ***Minutes of the Regular Meeting on February 16, 2016 and the Special Board Meeting on February 23, 2016***
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
 - College Activities Report
 - Personnel Update
 - Construction Report
- V. Special Reports
 - A. Report of the President
 1. College Spotlight – Progress in Perspective – Bill Mertell, Drafting and Design Instructor
 - B. Report of ICCTA
 - C. Report of Student Trustee

- D. Report of Agreements/Contracts signed by the President for the month of February 2016

VI. Executive Session (IVORY COLOR)

VII. Consent Agenda (PINK COLOR)

- A. ***Approval of Final Cost of Completion of Workforce Development Institute***
- B. ***Approval for Electric Supply Contract with First Energy***

VIII. Old Business (BLUE COLOR)

- A. Foundation Board Meeting Report
- B. ***Contractual Agreement for Presidential Search***

IX. New Business (IVORY COLOR)

- A. ***Recommendation for Faculty Promotions in Rank – Resolution Nos. 15-9, and 15-10***
- B. ***Recommendation to Approve Professor Emeritus Status***
- C. ***Recommendation for Approval of Tuition Rates for Fiscal Year 2017***
- D. ***Recommendation for Approval of General and Course Fees for Fiscal Year 2017***

X. Financial Report (GREEN COLOR)

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

XI. Items from the Board

XII. 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

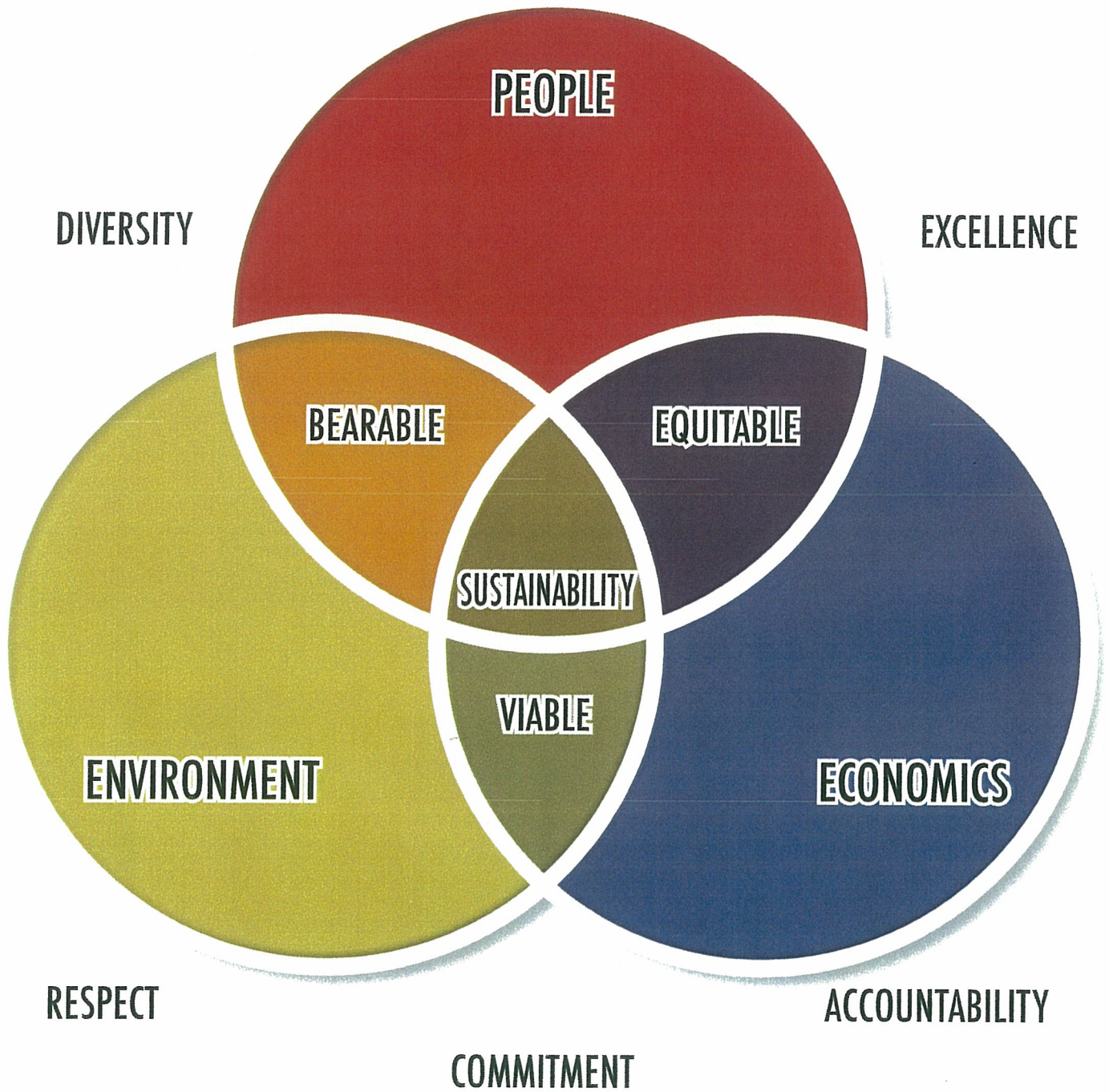
**Resolution for Fiscal
Year Tax Levy**

**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

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

Strategic Plan

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.

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Dashboard
Annual Priorities

Implementation and Performance

Public Accountability

Implementation and Performance

Public Accountability

<http://www.richland.edu/effectiveness/strategicplan>

2016 Richland Community College Strategic Plan Priorities

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.
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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.
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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.
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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 FEBRUARY 16, 2016
AND SPECIAL MEETING ON FEBRUARY 23, 2016**

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

February 16, 2016

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 6:17 p.m. Tuesday, February 16, 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. Gayle Saunders and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of January 26, 2016, had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of January 26, 2016. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Saunders welcomed Chris Lusvardi from the Herald and Review.

WRITTEN COMMUNICATIONS

College Activities Report:

- Black History Month Soul Food Lunch – February 18 in the Mueller Student Center.
- Professional Development Day will be held February 23. The College will be closed.
- The Articulation Meeting will be held on February 25, from 8:00 a.m. – 11:00 a.m. at NSEC.
- The Annual Pancake and Sausage Breakfast will be held on February 29, from 7:30 a.m. – 10:00 a.m. at the Prairie Grill.

- Partners' Salute Luncheon will be held at noon on March 7 in the Shilling Salons.
- Board of Trustees meeting, March 15, at 5:30 p.m.

Personnel Update

Changes

- Jennifer Iwanski, Substitute Teacher, Early Childhood Development Center, effective February 29, 2016

Construction Report

Greg Florian reported that the fire protection system has been modified and energized to be active during the shutdown period of the construction of the Student Success Center. Security and Maintenance staff are monitoring the facility until notification is received from the Capital Development Board about authorized state funding.

The engineering firm, Architectural Expressions, has developed the project budget and scope and is working with College staff to review details of the Ag/Maintenance Boiler Replacement project. After the Board of Trustees approval, the project will be submitted to the ICCB for approval as a Protection, Health, and Safety Project.

SPECIAL REPORTS

REPORT OF THE PRESIDENT

1. Dr. Saunders had the great pleasure of receiving a proclamation by Mayor Wolfe at a recent City Council meeting. She enjoyed addressing the City Council, Foundation Board at their quarterly meeting, and the Rotarians thanking them for their support for Richland Community College during her tenure and letting them know that Richland is positioned well for a bright future.
2. Partners' Salute luncheon will be held on March 7 in the Shilling Salons. This is a time to recognize and celebrate alliances between the business and education communities.

3. Our Culinary students will be embarking on their 5th Student International Culinary Fieldwork Experience May 28 to June 12. The students will be experiencing Italy's most famous features: food and culture, as they explore some of the lesser-known towns Italy has to offer while exploring local and regional food and wine.
4. Earthmovers Credit Union has partnered with WCIA Television for an Excellence Project and chose to highlight their partnership with Richland for the 2016 year. Earthmovers Credit Union maintains a Scholarship through the foundation and hires many of our student's through internship opportunities at their Decatur branch. Richland Community College will be highlighted through the Excellence Project commercials.
5. One criterion for accreditation is the demonstration of the availability of financial, physical, and human resources necessary to provide quality higher education. The Higher Learning Commission (HLC) is aware that some of the colleges and universities in Illinois may need to suspend operations because financial resources from the state are not available. Following federal regulation, HLC has notified all Illinois colleges and universities that if they believe they will have to suspend operations or close in the next several months, they must provide HLC with a plan for how students can continue to another college or university to avoid eliminating their access to higher education. Richland is fortunate to be in a much better financial position than other higher education institutions in Illinois and we will comply with the HLC request for a written plan by February 18, 2016.
6. There will be a Special Board meeting Tuesday February 23rd to undertake the final step of the bonding process and approve the contract for the Interim President. The meeting will take place at 6:30 p.m. in E181.
7. In celebration of Black History month, the Student Government Association welcomed the Saakumu Dance Troupe on campus. The group's repertoire included a range of spiritual, ceremonial, recreational genres to contemporary African dance forms. Their music and dance was joyful, expressive and highly participatory with many of our students joining in the celebration.
8. Jill Feinstein and David Larrick presented the College Spotlight – STEM Education Outreach in Pre-K through High School.

REPORT OF ICCTA

None

REPORT OF STUDENT TRUSTEE

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

EXECUTIVE SESSION

Dr. Cooprider moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (C) (1); for purpose of discussing collective negotiating matters, as specified in Section 2 (C) (2); for discussion of purchase or lease of real property, as specified in Section 2 (C) (5); for discussion of pending or probably litigation, as specified in Section 2 (C) (16) of the Open Meeting Act. Lewis seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Meeting convened into closed session at 6:45 p.m.

Meeting reconvened into open session at 6:58 p.m.

CONSENT AGENDA

A recommendation to accept the granting of tenure to Peter Wetzel, Lizabeth Hernandez, Joseph Draeger, and Richard Carter was presented to the Board.

A recommendation to accept the renewal and non-renewal of non-tenured faculty was presented to the Board.

A recommendation to approve a charge-back for Cole Fredrickson – Agricultural Business: Precision Ag Technology – Parkland College – 2016 Fall Term through 2017 Summer Term was presented for adoption to the Board.

Dr. Cooprider 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

A recommendation to approve Resolution No. 15-7, Resolution to Approve Protection, Health, and Safety Project, and authorize the Administration to submit the resolution to the Illinois Community College Board as a Protection, Health, and Safety project under 805 ILC3-20.3.1 was proposed for adoption to the Board.

Prince moved to approve Resolution No. 15-7, as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

A recommendation to accept the 2016 Strategic Plan Priorities was presented to the Board.

Bishop Dunning moved to accept the 2016 Strategic Plan Priorities, as presented. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

Board Policy Section 3 – Personnel – Second Reading

Section 3 was presented for second reading. No updates or changes were made since the first reading.

Section 3 has been reviewed by the Board of Trustees, departments responsible for implementation and other College committees. In addition, the Cabinet has reviewed the revisions.

FINANCIAL REPORT

Bills Payable

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

A list of bills paid in the amount of \$662,707.19 for January 2016 was distributed to the Board prior to the meeting.

Prince moved to ratify the January 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

Chairman Campbell asked that everyone stand and give Dr. Saunders a round of applause for her work and dedication to Richland Community College. Under Dr. Saunders' leadership, Richland has grown and prospered. He thanked the faculty and staff for making the College one that excels. Richland has top talent that realizes the vision to make Richland premier.

Donnie Lewis thanked Dr. Saunders on behalf of the student body and reminded her of how much she will be missed.

Dr. Osborne echoed the words of Bishop Dunning stating that 15 years ago, the right candidate was chosen to be President of Richland Community College. He thanked her for her work and dedication and wished her the best of luck in her retirement.

Dale Colee stated that he is proud to be a part of Richland Community College and told Dr. Saunders that she has done an amazing job fulfilling her role as our President. She has helped him both personally and professionally. She has always kept the students as her highest priority and that is key in keeping the College sustainable.

Bishop Dunning spoke of the Tuesday lunches that happened when Dr. Saunders first came on board. He stated that there was always good discussion and he learned so much from her. He complimented her on her commitment to her family and knows she will find happiness in her retirement as she gets to spend more time with them.

Randy Prince complimented Dr. Saunders "fierce" stamina to hold firm and get things done. Happiness all comes down to Graduation Day, when those students walk across the stage, so proud of their accomplishments. You've made those lives better because of what you do.

Dr. Coopridier reminisced about running for his seat and how proud he is to represent Richland Community College. He thanked Dr. Saunders for all she has done in her time at the College and wished her the best in her retirement.

Tom Ritter thanked Dr. Saunders for educating him as a new board member.

ADJOURNMENT

Dr. Osborne moved and Prince seconded to adjourn the meeting at 7:27 p.m.

Dr. David Coopridier, Secretary

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

February 23, 2016

CONVENING OF THE MEETING

Call to Order The special meeting was called to order at 6:35 p.m. Tuesday, February 23, 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 Coopriders, Randy Prince, Donnie Lewis

Trustees Absent: Bishop Wayne Dunning

Also present: Madonna Brown, Greg Florian, Lisa Gregory, and David Pistorious

OLD BUSINESS

A recommendation to adopt Resolution No. 15-8, Providing for Issuance of Taxable General Obligation Community College Bonds for the Purpose of Increasing the Working Cash Fund of the College.

Ritter moved to adopt Resolution No. 15-8, as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

NEW BUSINESS

A recommendation was made to the Board of Trustees to approve the Interim President Employment Agreement for Dr. Charles Novak, as presented.

Dr. Osborne moved to approve the Interim President Employment Agreement, as presented. Prince seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

ADJOURNMENT

Prince moved and Osborne seconded to adjourn the meeting at 7:05 p.m.

Dr. David Coopriders, Secretary

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

TO: Dr. Chuck Novak
FROM: Lisa Gregory, Executive Director, Public Information and Chief of Staff
DATE: March 1, 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.

March 2015

March 19 Asian Expedition Scholarship Dinner for the Culinary Arts Institute at Richland Community College
6:30 p.m. – Cocktails
7:00 p.m. – Multi-course plated dinner
Live and Silent Auctions
\$125 per person
RSVP – Call Debbie Ellison, 875-7211, ext. 350

April 2015

April 4 Summer/Fall Registration Begins for Current Students

April 11 Summer/Fall Registration Begins for New Students

April 16 & 17 Central IL Mineral, Gem & Jewelry Show at Progress City USA
April 16: 9:00 am – 6:00 pm
April 17: 10:00 am – 4:00 pm
Admission charge is \$5.00, seniors \$3.00, kids 15 and under free.

April 19 Tenure and Promotion Recognition Dinner
5:00 p.m. – Bistro Five Thirty Seven

April 19 Board of Trustees Meeting
6:00 p.m. – Board Room

To: Dr. Charles Novak, President

From: Richard Gschwend, Director, Human Resources



Date: March 1, 2016

Subject: Personnel Update

Retirements, Resignations, and Terminations


Name	Position	Last Day
Maranda Gagnon	Administrative Assistant, Project READ	02/26/16

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

BUSINESS SERVICES

To: Dr. Charles Novak
From: Greg Florian 
Date: March 4, 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. Security and Maintenance staff are monitoring the facility.

Ag/Maintenance Boiler Replacement – At the February Board of Trustees meeting the project's budget and scope was approved as well as authorization to submit the project to ICCB for their approval. The project application has been submitted and the College is waiting for the response. Upon receiving ICCB approval as a Protection, Health, and Safety funded project, a bid date will established. This project is scheduled for the summer.

Business Education Center – The development of the Center is in the beginning stages. An initial meeting of the Educational Leadership Team (ELT) is set for March 9th with a tour of several exemplar teaching and learning facilities on March 11th. The following week, the ELT in association with BLDD staff will begin the observation phase. This will be an intense study phase where processes and patterns will be collected and analyzed. April will begin the Ideation phase which is when the innovation that provides for developing a 21st century learning environment will take place. From that phase, a synthesis activity capturing and assimilating the concepts learned from the prior stages will conducted leading to development of several prototype concepts. During the time between graduation and summer classes, a "hack" of existing space to install the prototype designs will be installed. Over the summer semester, several different prototype spaces will be available for faculty and students to use. Observation and data gathering will be conducted with the final analysis of these teaching and learning environments during late summer. Once the information is compiled and analyzed a final project design will be developed that will define the project's scope and budget. The finding will be presented to the Board at that time.

	MON	TUE	WED	THUR	FRI	SAT	SUN
March		1	2	3	4	5	6
	7	8	9 Think Big Kickoff meeting 1:30-3:30	10	11 Exemplar Tour	12	13
	14 Learning Activity Observation, Staff Interviews, Student Survey	15	16 BLDD draft Learning Env Doc.		17	18	19
	20 Spring Break	21	22 BLDD draft Learning Env Doc.		23	24	25
	26	27	28	29	30	31	
	28	29	30 Present Learning Environment Document Draft to ELT	31 BLDD finalize Learning Env Doc.			
April					1	2	3
	4 Ideation or	5 Ideation or	6 Ideation	7	8	9	10
	select one of these days			BLDD synthesize concepts			
	11	12	13 Present Initial Concepts to ELT	14	15	16	17
	BLDD synthesize concepts			BLDD finalize concepts			
	18	19	20 Finalize 2 Concepts w/ELT	21	22	23	24
	BLDD finalize concepts						
	25	26	27	28	29	30	
	BLDD prep for Hack						
May							1
	2	3	4	5	6	7	8
	BLDD prep for Hack						
	9	10	11	12	13	14	15
	BLDD prep for Hack						
	16 Final Exam Week	17	18	19	20 Graduation	21	22
	BLDD prep for Hack						
	23 Hack	24 Hack	25 Hack	26 Hack	27 Hack	28	29
	30 Memorial Day	31 Hack Continues					
June			1 Hack Continues	2	3 College Closed	4	5
	6 Semester Begins Test Prototype 1	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24 Implement Prototype 2	25	26
	27 Test Prototype 2	28	29	30			
July					1 College Closed	2	3
	4 Independence Day	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27 Final Exams	28	29	30	31
August	1 Remove Prototype and restore	2	3	4	5 College Closed	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21

Richland Community College
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

March 2016

Student Trustee: Donnie Lewis

President: Shari Mariner *Vice-President:* Ashley Ronda *Secretary/Treasurer:* Heidy Perales

Student Engagement Activities:

- 3/18: Student Government Association Applications Due
- 3/28-4/1: Student Government Association Elections
- 3/30: Make Your Own License Plate
- 4/5: Health & Wellness Fair/Blood Drive

Other:

- 3/31: Art-In
- 4/5: Conversation on Race-Student Summit (Richland)
- 4/7: Conversation on Race (Eisenhower High School)
- 4/7: Career Fair



Commitment Respect Excellence Accountability Diversity

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

AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF

February 2016

02/08/2016

Dr. Saunders signed the Articulation Agreement between Richland Community College and Eastern Illinois University that facilitates transfer from Richland's A.A. in Journalism program to Eastern's B.A. in Journalism program.

EXECUTIVE SESSION

Executive Session- March 15, 2016


MOTION FOR CLOSED SESSION

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

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

CONSENT AGENDA

TO: Board of Trustees

FROM: Dr. Charles Novak 

DATE: March 15, 2016

SUBJECT: Consent Agenda

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

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

- A. Approval of Final Cost of Completion of Workforce Development Institute
- B. Approval for Electric Supply Contract with First Energy

Thank you.



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 2016

SUBJECT: Statement of Final Construction Costs Compliance

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian Vice President, Finance and Administration, recommending the authorization of the College's Administration to submit the Statement of Final Construction Compliance for the Workforce Development Institute.

The Illinois Community College Board's administrative rules require a Statement of Final Construction Compliance for all completed construction projects, stating the project's actual cost. The project scope and budget has been certified by the College's Engineer at an actual cost of \$15,967,952.78

Therefore, it is recommended that the Board of Trustees authorize the College administration to submit the Statement of Final Construction Compliance for the Workforce Development Institute, as presented.

Thank you.


Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

BUSINESS SERVICES

To: Dr. Chuck Novak

From: Greg Florian 

Date: March 1, 2016

Re: Statement of Final Construction Costs Compliance

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

Project	Approved Budget	Actual Cost
Workforce Development Institute	\$16,100,000.00	\$15,967,952.78

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



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 2016

SUBJECT: Recommendation to Approve a Contract with First Energy Solutions

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian and Joe Feinstein, recommending the approval to enter into a contract with First Energy Solutions that provides electricity to the College.

In 2010 the College switched from purchasing electricity on a typical monthly utility bill from Ameren to a contract with First Energy Solutions from Ohio. This is a flat price for electricity regardless of demand or time of the year. The rate is \$.041 per kwh over each of the next three years, with no increase during the term of this contract.

Therefore, it is recommended that the Board of Trustees authorize the College administration to enter into a new contract with First Energy of Akron, Ohio to purchase electricity for a period beginning June 1, 2016, through the end of June 2019 at a per kwh price of \$.041, as presented.

Thank you.

MEMORANDUM

BUSINESS SERVICES

To: Dr. Charles Novak

From: Joe Feinstein, Greg Florian



Date: March 2, 2016

Re: Recommendation to Contract with First Energy Solutions

In 2010 the College switched from purchasing electricity on a typical monthly utility bill from Ameren to a contract with FirstEnergy Solutions from Ohio. That contract is expiring and FirstEnergy has offered a new 3 year contract at a constant \$.041 per kwh over each of the next three years. This is a very favorable market rate as the current contract is priced at \$.0531 per kWh. FirstEnergy has provided electrical service to the College at market prices that are lower than the other comparable suppliers. Ameren provides delivery of the electricity. This is the prime time for purchasing electrical contracts as current market prices continue to be low.

This is a flat price for electricity regardless of demand or time of year. A constant price for power, the College budget for this utility is very stable as no price increase will be incurred during the term of this contract.

It is recommended that the Board authorize the College administration to enter into a new contract with FirstEnergy of Akron, Ohio to purchase electricity for a period beginning June 1, 2016, through the end of June 2019 at a per kWh price of \$.041.

OLD BUSINESS



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 2016

SUBJECT: Foundation Report

Mr. Chairman, Members of the Board, attached is a memorandum from Richard McGowan, Executive Director of the Foundation and Development.

Richard McGowan is available to answer any questions.

Thank you.



EXECUTIVE DIRECTOR

Richard McGowan

**DIRECTOR OF SCHOLARSHIPS
& ALUMNI RELATIONS**

Tricia Cordulack

FOUNDATION BOARD

CHAIRMAN

Bob Yuhas

VICE CHAIRMAN

Myung Kim

SECRETARY

Erick Hubbard

TREASURER

Brett Swallow

MEMBERS AT LARGE

Gayle Albert

Matt Bennett

Gary Birschbach

Larry Foster

Dr. Alan Frigy

Robin King

David Koshinski

Rick Moore

Dr. Joseph Schrodt

John Waddock

Kathie Whitley

RICHLAND PRESIDENT

Dr. Gayle Saunders

BOARD OF TRUSTEES LIAISON

Randy Prince

TO: Dr. Charles R. Novak, President

FROM: Richard McGowan, Foundation Executive Director

DATE: February 29, 2016

SUBJECT: Foundation Update

The following report is taken from the Foundation Board of Directors meeting held on February 4, 2016.

Richland Community College Foundation enjoyed another successful year in 2015, in terms of dollars raised, outreach to various constituent groups, and progress with the Capital Campaign for the new Carroll School of Business. As of December 31, 2015, donations and pledges for the year totaled \$1,383,354. As of the end of the year, the Foundation's net assets were \$18,417,317.86, compared with \$18,704,094.66 a year earlier.

Early in 2015, the Foundation announced the "public phase" of our campaign for the new Carroll School of Business. Following the announcement in January, we made steady progress with contacting donors, conducting awareness gatherings, and raising funds. By the end of the year, we had raised \$3.3 million, over two-thirds of our \$5 million goal. In great part, this is due to the hard work of our campaign chairman, Larry Foster, our campaign leadership, and the Campaign Cabinet.

Having reached this important stage of the campaign, our next goal is to complete the process of contacting the majority of all campaign prospects by this June. Meanwhile, the College will be working with its architects, BLDD, this spring to determine what a student-centered business education center with global and entrepreneurial opportunities, improved technology, and collaborative learning spaces might look like. Working with BLDD, the transformation of the second floor will take place in stages over the coming months. By mid-year, we should begin to see some progress, as dollars already raised by the campaign will be put to use. This transformation will demonstrate to supporters that their confidence in the College has been

well-placed. At the same time, a modern, high-tech and user-friendly new learning environment will take shape as the Foundation continues to raise funds to complete the project.

Among some other noteworthy accomplishments this past year, the Foundation established several new scholarship funds and has recently finalized three new endowed scholarship funds. As you know, endowments provide permanent support and further strengthen the Foundation's ability to fund current and future student scholarships.

During the past year, the Foundation awarded 1,073 scholarships for the spring and fall 2015 semesters, representing awards in excess of \$832,000 for the year. This represents an increase above the \$788,058 awarded in 2014.

The Annual Scholarship Dinner for the Culinary Arts Institute, held last March, and the annual Golf Outing last May were both financial successes. Proceeds from the dinner were directed to the William T. Eichenauer Endowed Scholarship for the Culinary Arts, while the proceeds from the Golf Outing funded technology updates for the Mueller Student Center and the Kitty Lindsay Learning Resources Center.

For 2016, the annual scholarship dinner is scheduled for Saturday, March 19, in the Shilling Salons. The evening will feature a multi-course plated dinner based on the cuisine of Malaysia and Singapore. The Golf Outing this year will be held Friday, May 13, at Hickory Point Golf Course. This event is being co-chaired by Foundation Directors Matt Bennett and Gary Birschbach. Proceeds from the event will be dedicated to purchasing new digital equipment for lecture halls and classrooms at Richland.

2016

The chief focus this year continues to be the Campaign for the Carroll School of Business. A number of campaign requests remain outstanding at this time. In addition, the Foundation will continue to concentrate on prospecting and canvassing other donors who have not yet made a gift to the campaign.

This includes members of the Foundation Board of Directors and the College Trustees who have not yet given to the campaign. The support of both boards is a powerful signal to other donors that institutional leaders enthusiastically support the campaign goal. Therefore, we are asking for 100 percent board participation. Only full participation will assure that prospective donors will embrace the project to the degree required for success.

Along with strengthening donor relationships in the New Year, the Foundation will continue to reconnect with Richland's alumni. In this regard, efforts to recruit a new advisory committee for the Alumni Association are now underway. Once it has begun to meet, the committee will begin to generate new and exciting ideas to engage with the College's alumni.

Altogether, these efforts in 2016 will broaden the Foundation's connections with our community and strengthen its ability to provide for the long-term support and financial health of the College.

Thank you for all you do for the Foundation and Richland Community College.

Save the Date:

Saturday, March 19 – Culinary Arts Institute Scholarship Dinner, “Asian Expedition” – Shilling Community Education Center, 6:30 p.m.

Friday, May 13 – Annual Golf Outing – Hickory Point Golf Course. 12:00 p.m. Lunch, 1:00 p.m. shotgun start.



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 2016

SUBJECT: Contractual Agreement for Presidential Search

Mr. Chairman, Members of the Board, in preparation for the upcoming search to hire a new president for Richland Community College it has been determined that the Board wishes to enter into a contractual relationship with Association of Community College Trustees (ACCT) Executive Search Services to provide effective CEO search consulting services from March 16, 2016 through July 1, 2016 or until a new president is in place.

Therefore, it is recommended that the Board of Trustees approve the Contractual Agreement between ACCT and Richland Community College to conduct the CEO search services, as presented.

Thank you.

AGREEMENT between the
Association of Community College Trustees
and
Richland Community College

For the sum of \$35,000, *plus consultant(s) travel expenses and shipping costs*, the Association of Community College Trustees (ACCT) agrees to provide comprehensive search services and to assist the board of trustees of Richland Community College, IL in its search for a new President.

The process will begin January 11, 2016.

Services to be provided by ACCT staff/consultant(s) include: technical assistance, the processing of all the applications (optional), reference reports and preparation of material. The college has the option of having the facilitation of meetings and interviews thru interactive video teleconference sessions. If the College requests on-site visits (up to three visits) by the consultant to facilitate the meetings, the College agrees to pay for the consultant's travel expenses. College has the option of requesting a web-based secure portal for the review of application package available for \$500 per search (optional). Preliminary Reference Reports of more than six semi-final candidates will be billed at a rate of \$400/candidate, plus telephone, and overnight mail. In-depth Summary Reference Reports of more than three final candidates will be billed at a rate of \$1,200/candidate, plus telephone, overnight mail and fax charges. The Board has the option to request additional services including on-site visits by the consultant at \$2,000 per visit, plus travel expenses, Board retreat/training facilitation at \$3,000 per retreat or additional technical assistance at \$1,500 per day.

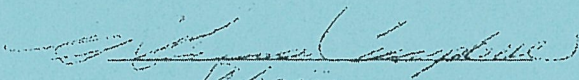
All individuals involved in the process of selecting the President of Richland Community College are expected to honor the Confidentiality Policies (attached as page 2 of this contract) and to respect the confidentiality of the candidates' personal and professional goals and current positions.

Either party may cancel this agreement with a thirty- (30) days notice to the other party. If instituted, the college would reimburse only those charges incurred by ACCT on behalf of Richland Community College up to that point in time.

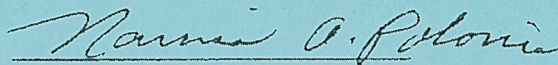
INDEMNITY AND HOLD HARMLESS, THIRD PARTY LITIGATION. Notwithstanding anything herein to the contrary, each party shall defend, indemnify, and hold the other party, its directors, officers, agents, representatives, employees and assigns (herein referred to cumulatively as "Indemnitees"), harmless from and against claims for bodily injury or death to any person and damage to property of Indemnitees or others and all reasonable costs and expenses (including without limitation court costs, reasonable attorney's fees, accountant's fees and expert fees) to the extent the same is caused by the intentional or negligent action or negligent inaction of such party, its directors, officers, agents, representatives, employees and assigns. The foregoing indemnity shall not be construed to indemnify any Indemnitee to the extent that any claim or expense is caused by the Indemnitee's negligent action or negligent inaction.

MANDATORY ARBITRATION. All disputes concerning the terms of this Agreement or claims by either party pursuant to this Agreement, including but not limited to termination of this Agreement, are subject to and shall be submitted to mandatory arbitration under the auspices of the American Arbitration Association. The Commercial Rules as they exist at the time of the dispute or claim shall apply. Venue for the Arbitration shall be the District of Columbia. Each party shall be individually responsible for the cost of its own attorney fees and its pro rata share of the costs of Arbitration including Arbitration fees.

Fee is to be paid in two increments, as follows: \$ 17,500 to be billed on January 15, 2016 and \$17,500 to be billed on February 15, 2016. Travel expenses, incurred by the staff/consultant(s) will be billed as they occur. Any remaining balance (i.e., additional site visits) is to be paid upon completion of all services as per above agreement.



[Signature]



Narcisa A. Polonio, Ed.D.

Executive Vice President of Research, Education
Leadership Services

Date

2/1/16

Date

AGREEMENT between
Richland Community College
and the
Association of Community College Trustees

CONFIDENTIALITY POLICIES

All individuals involved in the process of selecting the President of Richland Community College are expected to honor the following policies and to respect the confidentiality of candidates' personal and professional goals and current position.

1. The College is committed to conducting an open and equitable search process that conforms to the college's Affirmative Action and EEO regulations, and to meet the spirit of AA/EEO, as well as the legal requirements of the state.
2. The official spokesperson for the search is the Chair of the Board or the Chair of the Search Committee. Other individuals should not discuss the search with members of the press or College constituency groups. Regular progress reports will be sent to all interested groups and the media.
3. All candidate files are considered confidential and must be maintained and reviewed in a manner that insures that candidates' identities are not divulged.
4. Information on whether or not an individual is a candidate and candidates' status at each stage of the search is considered confidential.
5. All information contained in semi-final and final candidates' background and reference reports is considered confidential.
6. The identity of candidates is not to be divulged to the press, to members of the College constituency groups, and to the community, unless and until the candidates are invited to come to the College for open interviews as final candidates.

NEW BUSINESS



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 2016

SUBJECT: Recommendation for Faculty Promotions in Rank

Mr. Chairman, Members of the Board, attached is a memorandum from Dr. Denise Crews, Vice President of Academic Services, recommending 2 faculty members for promotion. The recommendations are as follows:

Health Professions

Shelly Baldwin	Assistant Professor to Associate Professor
Lizabeth J. Hernandez	Instructor to Assistant Professor

Dr. Crews is present to answer any questions.

Therefore, it is recommended that the Board of Trustees adopt the following resolutions for the individuals as listed: 15-9: Shelly Baldwin, Assistant Professor to Associate Professor; 15-10: Lizabeth J. Hernandez, Instructor to Assistant Professor, as presented.

Thank you.

MEMORANDUM

TO: Dr. Gayle Saunders, President
FROM: Denise Crews, ^{DC} Vice President, Academic Services
RE: Faculty Promotion
DATE: February 12, 2016

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

Shelly Baldwin, Assistant Professor to Associate Professor

Lizabeth J. Hernandez, Instructor to Assistant Professor

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

c: Ellen Colbeck
Richard Gschwend

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

**RESOLUTION NO. 15-9: PROMOTION IN ACADEMIC RANK – SHELLY
BALDWIN**

WHEREAS, Shelly Baldwin is a full-time faculty member at Richland Community College, and

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

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

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

By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopriders, Secretary

DATE: March 15, 2016

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

RESOLUTION NO. 15-10: PROMOTION IN ACADEMIC RANK – LIZABETH J. HERNANDEZ

WHEREAS, Lizabeth J. Hernandez is a full-time faculty member at Richland Community College and,

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

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

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

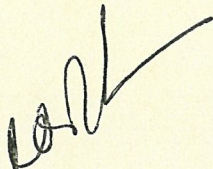
By: _____
Bruce Campbell, Chairman

ATTEST:

_____(SEAL)
David Coopriider, Secretary

DATE: March 15, 2016



TO: Board of Trustees
FROM: Dr. Charles Novak 
DATE: March 15, 2016
SUBJECT: Professor Emeritus Recommendation

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

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

Karen Becker – Retired, Professor of English

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

Thank you.

TO: Board of Trustees
FROM: Dr. Charles Novak *Charles Novak*
DATE: March 15, 2016
SUBJECT: Recommendation for Approval of Tuition Rates for Fiscal Year 2017

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian, Vice President, Finance and Administration, recommending the tuition rates for the 2017 fiscal year.

As part of the College's ongoing financial analysis and projections, staff review statewide community college tuition rates, proposed State funding allocation, EAV projections, and the statutory criterion for eligibility to receive Equalization Grant funding. The College proposes a tuition adjustment of \$10.00 from \$119.00 to \$129.00 per credit hour. There is no increase in the course fee; it will remain at \$10.00. The new online tuition rate recommended is \$163.00 per credit hour.

The Administrative Rules for the Illinois Community College Board prescribe a formula for determining out-of-district tuition and charge-backs. This calculation is presented as part of the annual audit. The proposed rate for out-of-district tuition is \$202.00; out-of-state and international tuition rate is \$476.00 per credit hour; and the charge back rate is \$281.46 per credit hour.

Greg is available to answer any questions.

Therefore, it is recommended that the Board of Trustees approve the in-district tuition rate of \$129.00 per credit hour; in-state out-of-district tuition rate of \$202.00 per credit hour; out-of-state and international tuition rate of \$476.00 per credit hour; charge-back rate of \$281.46 per credit hour; variable tuition rate of \$155.00 per credit hour; online tuition rate of \$163.00 per credit hour; and fee charging in-district tuition to out-of-district students that are attending an educational institution located in the college district.



MEMORANDUM

BUSINESS SERVICES

To: Dr. Charles Novak
From: Greg Florian *Greg*
Date: February 27, 2015
Re: Tuition Increase Fiscal Year 2017

Developing the FY17 budget will be done with a significant change in projected revenue. Specifically, next year's budget will be constructed without including an estimate for any State Base Operating Grants, Equalization Grants, Career to Education, and Small College Grants. Due to the State's lack of ability to approve a budget that funds community colleges in the current fiscal year and the little progress toward a Fiscal Year 2017 State budget, a budget approach that moves the College away from State funding will be developed.

Over the past 10 years, Richland has experienced decreased state funding. From 2005 through 2015 State funding dropped a little over 36 percent such that State operating grants for FY 16 were budgeted at only 13 percent of Operating revenue. During the 2005 through 2015 period, Richland has replaced the loss of State funding with tuition revenue. Of course the College is yet to receive any State Operating funding for FY 16.

This fiscal year's operating budget was approved at \$17,263,679 which included \$2.3 million from State operating grants. After an initial review of estimated revenues and expenditures a preliminary budget stands at \$16,324,037. That is a cut of \$939,642 or 5.4 percent. At this reduced expenditure level, estimated revenues are \$914,185 short for achieving a balanced budget.

One action that is recommended to close the funding deficit is an increase in tuition. Even with the proposed tuition rates, the FY17 deficit would be \$490,000. As the budget is further developed, cost saving measures will be evaluated and implemented to reduce the deficit or eliminate the deficit.

The following tuition rates are recommended:

Tuition	Current	Proposed	Percent Change	Standard Fee	Total Tuition & Fees
Standard In-District	\$ 119	\$ 129	8.4%	\$ 10	\$ 139
Variable Tuition	\$ 143	\$ 155	8.4%	\$ 10	\$ 165
On-Line Classes	\$ 153	\$ 163	6.5%	\$ 10	\$ 173
Out-of-District	\$ 187	\$ 202	8.3%	\$ 10	\$ 212
Out-of State	\$ 450	\$ 476	5.8%	\$ 10	\$ 486
Chargeback	\$ 286.46	\$ 281.46	-1.7%	\$ 10	\$ 291.46
CDL	\$ 3,750	\$ 3,750	0.0%		\$ 3,750

With the substantial uncertainty in State funding, many of the Illinois community colleges are increasing FY17 tuition rates. Proposed and actual increases range from an increase of \$2 per credit hour to a high of \$16.50.

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

A comparison of approved FY17 standard tuition rates for those colleges is shown in the following table:

College	Tuition	Standard Fees	Total
Heartland	\$135.00	\$ 9.00	\$144.00
Lake Land	\$102.50	\$23.80	\$126.30
Lincoln Land	\$115.00	\$11.00	\$126.00
Parkland	\$136.50	\$20.50	\$157.00

For the past several years, the out-of-district rate is established at the College's Net Instructional Rate. This rate is calculated each fall based on the most recent completed fiscal year audited costs and enrollments. This is an institution-wide calculation that accounts for costs directly attributable to instruction. The out-of-state tuition rate is calculated by a formula that utilizes 75 percent of the College's annual per-capita cost as calculated in the audit.

Chargeback rates are prescribed by formula in ILCS Section 805/2-16.02 and calculated in the College's annual audit. The ICCB has provided guidance on the calculation needed to establish a Chargeback rate without the State funding in the calculation. The Chargeback rate is in compliance with the guidance.

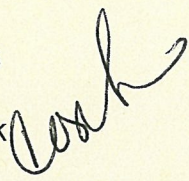
Section 1501.505 b.5 of the Illinois Administrative Rules allows for community college districts to charge in-district tuition to out-of-district students that are, "attending an educational institution located within the college district." Richland has approved this action previously in an effort to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

It is recommended that the Board of Trustees set the standard in-district tuition rate at \$129.00 per credit hour, the in-State out-of-district tuition rate at \$202.00 per credit hour,

the out-of-State tuition rate at \$476.00 per credit hour, the Chargeback rate at \$281.46, the online tuition rate at \$163.00, the variable tuition rate for designated healthcare classes at \$155.00, the standard fee at \$12.00 per credit hour, CDL at \$3750.00, and reauthorize the practice of charging in-district tuition to students who live out of district and are attending an in-district educational institution.

If you have any questions, please contact me.

TO: Board of Trustees

FROM: Dr. Charles Novak 

DATE: March 15, 2016

SUBJECT: Recommendation for Approval of General and Course Fees for Fiscal Year 2017

Mr. Chairman, Members of the Board, attached is a memorandum from Greg Florian Vice President, Finance and Administration, recommending the approval of general and course fees for the 2016-2017 academic year. Recommended fee changes are indicated in bold.

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

Greg Florian will be available to answer any questions.

Therefore, it is recommended that the Board of Trustees approve the fee schedule to be applied starting with the Summer 2016 Term, as presented.

Thank you.

Richland Community College
One College Park
Decatur, Illinois 62521



BUSINESS SERVICES

MEMORANDUM

To: Dr. Charles Novak
From: Greg Florian *Greg*
Date: March 7, 2016
Re: Fiscal Year 2017 General and Course Fees

Attached is the list of fees to be applied to various courses as well as general fees for the 2016-2017 academic year.

The fees are used to support the cost of materials, supplies, or software used in courses. The Deans, Business Services staff, and Vice Presidents have reviewed Richland's current programs and course fees. Proposed adjustments to current fees are shown in bold.

It is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2016 Term.

If you have any questions, please contact me.

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
ACCT 205	Small Business Accounting	3	\$30	\$30
AGRIC 106	Animal Science	4	\$40	\$40
AGRIC 130	Crop Science	4	\$40	\$40
AGRIC 200	Weed & Pest Control	4	\$40	\$40
AGRIC 210	Soil Science	4	\$40	\$40
ART 101	Intro to Drawing 1	3	\$35	\$35
ART 102	Intro to Drawing 2	3	\$35	\$35
ART 111	Intro to Design 1	3	\$35	\$35
ART 112	Intro to Design 2	3	\$35	\$35
ART 113	Figure Drawing 1	3	\$65	\$55
ART 114	Figure Drawing 2	3	\$65	\$55
ART 115	Printmaking 1	3	\$65	\$45
ART 116	Printmaking 2	3	\$65	\$45
ART 117	Painting 1	3	\$35	\$35
ART 118	Painting 2	3	\$35	\$35
ART 119	Sculpture 1	3	\$80	\$50
ART 120	Sculpture 2	3	\$80	\$50
ART 121	Ceramics 1	3	\$65	\$50
ART 122	Ceramics 2	3	\$65	\$50
ART 123	Watercolor 1	3	\$35	\$35
ART 124	Watercolor 2	3	\$35	\$35
ART 125	Photography 1	3	\$80	\$78
ART 126	Photography 2	3	\$80	\$78
ART 127	Digital Photography	3	\$98	\$78
ART 129	Digital Photography 2	3	\$98	\$78
ART 131	Advanced Ceramics 1	3	\$65	\$50
ART 145	Typography	3	\$98	\$98
ART 151	Computer Graphics 1	3	\$98	\$98
ART 152	Computer Graphics 2	3	\$98	\$98
ART 160	3-D Computer Design/Multimedia	3	\$98	\$55
ART 199	Topics in the Fine and Applied Arts	1-3	\$55	\$35
ART 217	Digital Painting	3	\$98	N/A
ART 251	Computer Graphics 3	3	\$98	\$98
ART 252	Computer Graphics 4	3	\$98	\$98
ART 260	Game Content Creation	3	\$98	\$98
ART 261	Illustration	3	\$98	\$55
ART 262	Advanced Game Content Creation	3	\$98	\$98
ART 264	3 D Character Rigging and Animation	3	\$98	\$98
ART 270	Introduction to Multimedia	3	\$98	\$98
ART 273	Advanced Multimedia	3	\$98	\$98
AUTO 101	Basic Theory	3	\$60	\$60
AUTO 102	Electrical Systems	4	\$60	\$60
AUTO 201	Suspension & Steering	4	\$60	\$60
AUTO 202	Heating & Air Conditioning	3	\$60	\$60

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
AUTO 203	Fuel & Emission Systems	4	\$60	\$60
AUTO 204	Engine Repair	4	\$60	\$60
AUTO 205	Manual Drive Train & Axles	4	\$60	\$60
AUTO 206	Automatic Transmissions/Transaxles	4	\$60	\$60
AUTO 207	Advanced Automotive Electronics	4	\$60	\$60
AUTO 208	Automotive Brakes	4	\$60	\$60
AUTO 209	Advanced Drivability Problem Diagnosis	4	\$60	\$60
BIOL 101	Concepts of Biology 1	4	\$20	\$20
BIOL 102	Concepts of Biology 2	4	\$20	\$20
BIOL 201	Human Anatomy & Physiology 1	4	\$20	\$20
BIOL 202	Human Anatomy & Physiology 2	4	\$20	\$20
BIOL 210	Environmental Biology	4	\$20	\$20
BIOL 220	Microbiology	4	\$32	\$32
CA 101	Introduction to Culinary Arts	2	\$70	\$70
CA 105	Culinary Fundamentals	4	\$200	\$200
CA 115	Culinary Applications	4	\$200	\$200
CA 120	Baking Fundamentals	4	\$200	\$200
CA 200	Meat, Poultry, and Fish	4	\$200	\$200
CA 210	Garde Manager	3	\$200	\$200
CA 220	Pastry Fundamentals	4	\$200	\$200
CA 230	International Cuisine	4	\$200	\$200
CA 250	Restaurant Fundamentals	5	\$150	\$150
CDL 1000	Class A Training 4 Week	7	\$3,750	\$3,750
CDL 1001	Class B Training 2 Day	2	\$850	\$850
CDL 1002	8 Hour Refresher	0.5	\$500	\$500
CDL 1003	16 Hour Refresher	1	\$900	\$900
CDL 1004	40 Hour Refresher	2	\$1,500	\$1,500
CDL 1005	CDL Permit Program	1	\$475	\$475
CDL 1006	Bus Driver Training	1	\$660	\$660
CDL 1012	Tanker Vehicle Training	2	\$2,000	\$2,000
CDL	Log Book Training	0	\$330	\$330
CDL	RV Training	0	\$90/Hr.	\$90/Hr.
CDL	Refresher Evaluation	0	\$75	\$75
CHEM 100	Concepts of Chemistry	4	\$20	\$20
CHEM 106	Chemistry in Everyday Life	4	\$90	\$90
CHEM 110	Survey of Organic Chemistry	5	\$20	\$20
CHEM 131	General Chemistry 1	4	\$20	\$20
CHEM 132	General Chemistry 2	5	\$20	\$20
CHEM 201	Organic Chemistry 1	5	\$500	\$500
CHEM 202	Organic Chemistry 2	5	\$500	\$500
CRT 100	Introduction to Collision Repair	3	\$45	\$45
CRT 105	Damage Estimating & Customer Service	2	\$60	\$50

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
CRT 110	Painting and Refinishing	4	\$75	\$75
CRT 120	Non-Structural Collision Repair 1	4	\$60	\$60
CRT 130	Structural Collision Repair 1	4	\$60	\$80
CRT 135	Paint Preparation and Detail	2	\$60	\$50
CRT 205	Mechanical Systems	3	\$60	\$60
CRT 210	Painting and Refinishing 2	4	\$75	\$75
CRT 220	Non-Structural Collision Repair 2	4	\$60	\$60
CRT 230	Structural Collision Repair 2	4	\$60	\$60
CRT 235	Stationary and Rolling Glass	2	\$30	\$50
CIS 110	Business Applications	3	\$21	\$21
CS 105	Foundations of Information Technology	3	\$21	\$21
CS 230	Event Driven Programming	3	\$30	\$30
CS 251	Object-Oriented Programming	4	\$40	\$40
CS 281	Advanced Object-Oriented Programming	4	\$40	\$40
DMHT 100	Intro to Medium/Heavy Truck	4	\$75	\$80
DMHT 110	Preventative Maintenance	4	\$75	\$80
DMHT 120	Basic Electrical Systems	4	\$75	\$80
DMHT 125	Diesel Drivability Diagnosis	4	\$0	\$80
DMHT 130	Diesel Fuel and Emissions	4	\$75	\$80
DMHT 135	Diesel Truck Transmissions	4	\$80	\$80
DMHT 200	Truck Steering, Suspension & Alignment	4	\$75	\$100
DMHT 210	Medium/Heavy HVAC	4	\$50	\$100
DMHT 220	Advanced Electrical Systems	4	\$50	\$80
DMHT 230	Diesel Engine Repair	4	\$75	\$80
DMHT 240	Truck Drive Train System	4	\$75	\$100
DMHT 250	Med/Heavy Truck Brakes	4	\$75	\$100
DMHT 260	Engine Performance	4	\$75	\$100
DRAFT 101	Drafting Fundamentals	4	\$40	\$40
DRAFT 103	Introduction to AutoCAD	4	\$30	\$30
DRAFT 104	Intermediate CAD	3	\$40	\$40
DRAFT 106	Microstation	3	\$30	\$30
DRAFT 110	Technical Design	3	\$40	\$40
DRAFT 120	Technical Graphics	2	\$20	\$20
DRAFT 130	Tool Design Drafting	4	\$40	\$40
DRAFT 190	Industrial Drafting	4	\$40	\$40
DRAFT 230	Advanced CAD	3	\$40	\$40
DRAFT 231	Introduction to Surveying	3	\$30	\$30
DRAFT 235	Solid Modeling 1	3	\$60	\$60
DRAFT 236	Solid Modeling 2	4	\$60	\$60
DRAFT 239	Structural, Civil & Pipe Drafting	3	\$60	\$60
DRAFT 242	Commercial Architecture	3	\$60	\$60
DRAFT 243	Structural Architecture	3	\$60	\$60
DRAFT 245	Residential Architectural	3	\$45	\$45

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
EASCI 210	Physical Geography	4	\$25	\$25
EASCI 220	Introduction to Physical Geology	4	\$25	\$25
EASCI 230	Introduction to Weather & Climate	4	\$25	\$25
ELTRN 110	Introduction to Electricity & Electronics	2	\$14	\$14
ELTRN 111	Circuit Analysis	3	\$21	\$21
ELTRN 140	Solid State Fundamentals	3	\$21	\$21
ELTRN 160	Digital Electronics	4	\$28	\$28
EMT 120	EMT - Basic	6	\$99	\$99
EMT 140	EMT - Intermediate 1	7	\$70	\$70
EMT 150	EMT - Intermediate 2	4	\$40	\$40
EMT 200	Paramedic 1	7	\$109	\$70
EMT 220	Paramedic 2	6	\$60	\$60
EMT 240	Paramedic 3	9	\$90	\$90
EMT 260	Paramedic 4	7	\$70	\$70
ENGT 100	Industrial Manufacturing Processes	3	\$40	\$40
ENGT 101	Motor Control Fundamentals	4	\$60	\$60
ENGT 103	Fluid Power Fundamentals	3	\$40	\$40
ENGT 104	CNC Fundamentals	3	\$60	\$60
ENGT 105	Occupational Safety	3	\$100	\$100
ENGT 107	Biofuel Manufacturing Fundamentals	3	\$21	\$21
ENGT 111	Motor Control Applications	4	\$40	\$40
ENGT 120	Process Control Fundamentals	3	\$40	\$40
ENGT 125	Bioprocess Operation Fundamentals	2	\$14	\$14
ENGT 131	Maintenance Fundamentals	4	\$60	\$60
ENGT 150	Machining Fundamentals	2	\$50	\$50
ENGT 151	Cutting and Workholding	2	\$50	\$50
ENGT 160	Metrology	2	\$50	\$50
ENGT 210	PLC Fundamentals	4	\$40	\$40
ENGT 211	PLC Applications	3	\$30	\$30
ENGT 212	Motor Control Systems	4	\$40	\$40
ENGT 213	Robotic Fundamentals	3	\$30	\$30
ENGT 214	Motion Control Applications	3	\$30	\$30
ENGT 215	Motion Control Systems	3	\$30	\$30
ENGT 220	Process Control Applications	3	\$30	\$30
ENGT 225	Bioprocess Operation Application	4	\$28	\$28
ENGT 226	Bioprocess Operation Systems	3	\$28	\$28
ENGT 230	Power Transmission Applications	3	\$21	\$21
ENGT 231	Piping Fundamentals	2	\$14	\$14
ENGT 233	Lubrication Systems	2	\$14	\$14
ENGT 234	Pump Applications	2	\$14	\$14
ENGT 235	Industrial Machinery Repair	2	\$14	\$14
ENGT 240	Hydraulic Applications	3	\$21	\$21
ENGT 241	Pneumatic Applications	3	\$21	\$21

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
ENGT 242	Fluid Power Systems	3	\$30	\$30
ENGT 250	CNC Turning	3	\$60	\$60
ENGT 251	CNC Milling	3	\$60	\$60
ENGT 252	CAM Applications	3	\$45	\$45
ENGT 299	Systems Integration	3	\$60	\$60
FIRE 110	Introduction to Fire Science (Module A)	4	\$20	\$15
FIRE 111	Techniques of Firefighting 1 (Module B)	4	\$20	\$15
FIRE 112	Techniques of Firefighting 2 (Module C)	4	\$20	\$15
FIRE 113	Techniques of Firefighting 3 (Module C Extension)	3	\$20	\$15
FIRE 120	Fire Prevention Principles 1	3	\$20	\$15
FIRE 130	Fire Service Laws and Regulations	3	\$20	\$15
FIRE 140	Fire Service Instructor-Basic	3	\$20	\$15
FIRE 170	Rescue/Roadway Extrication	3	\$20	\$15
FIRE 180	Building Construction for the Firefighter	3	\$20	\$15
FIRE 200	Tactics and Strategy	3	\$20	\$15
FIRE 210	Tactics & Strategy II	3	\$20	\$15
FIRE 220	Fire Instructor II	3	\$20	\$15
FIRE 230	Fire Service Hydraulics	3	\$20	\$15
FIRE 250	Hazardous Materials	3	\$20	\$15
FIRE 260	Fire Investigation	3	\$20	\$15
FIRE 270	Management 1	3	\$20	\$15
FIRE 280	Management 2	3	\$20	\$15
FIRE 285	Fire Science Management III	3	\$20	\$15
FIRE 286	Fire Service Management IV	3	\$20	\$15
FIRE 297	Fire Science Technologies (Variable Credit)	1 to 3	\$20	\$15
HIT 101	Intro to Health Information Technology	3	\$30	\$30
HIT 115	Computers in Healthcare	3	\$30	\$100
HIT 118	Intro to Healthcare Documentation	3	\$30	\$30
HIT 140	Medical Terminology	3	\$30	\$30
HIT 141	Anatomy & Physiology Fundamentals	3	\$30	\$30
HIT 142	Healthcare Documentation 1	4	\$45	\$45
HIT 143	Basic ICD-10 Coding	3	\$130	\$30
HIT 210	Advanced ICD-10 Coding	3	\$30	\$30
HIT 215	Electronic Health Records	3	\$30	\$30
HIT 220	Classifications & Indexing Systems	3	\$30	\$30
HIT 242	Healthcare Documentation 2	4	\$45	\$45
HIT 245	Health Information Law & Ethics	3	\$30	\$30
HIT 248	Pathophysiology	3	\$30	\$30
HIT 250	Reimbursement Principles in Healthcare	3	\$30	\$30
HLTH 040	Nurse Assistant Competency Skills Assessment	0.5	\$5	\$5
HLTH 110	Cardio Pulmonary Resuscitation	0.5	\$10	\$5
HLTH 130	Phlebotomy	5	\$89	\$89
HLTH 140	Medical Terminology	3	\$30	\$30
HLTH 141	Nurse Assistant Training	8	\$184	\$184

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
HLTH 197	Special Topics in Healthcare	1-3	\$10-\$30	\$10-\$30
HLTH 297	Advanced Topics in Healthcare	1-3	\$10-\$30	\$10-\$30
HORT 100	Horticulture Science	4	\$40	\$40
HORT 110	Turf Management	3	\$30	\$30
HORT 116	Sustainable Agriculture Fundamentals	3	\$30	\$30
HORT 120	Landscape Plant Identification	3	\$30	\$30
HORT 121	Landscape Design Principles	3	\$30	\$30
HORT 125	Integrated Pest Management	3	\$30	\$30
HORT 126	Small Scale Livestock Management	3	\$30	\$30
HORT 128	Small Farm Equipment	3	\$30	\$30
HORT 145	Floral Design Principles	3	\$31	\$31
HORT 146	Contemporary Floral Design	3	\$21	\$21
HORT 200	Perennial Plant Material	3	\$30	\$30
HORT 202	Vegetable Crop Production	3	\$30	\$30
HORT 211	Horticulture Mechanics	3	\$30	\$30
HORT 215	Landscape Design Applications	3	\$30	\$30
HORT 221	Landscape Construction	3	\$30	\$30
HORT 225	Tree & Shrub Maintenance	3	\$30	\$30
HORT 226	Fruit Production	3	\$30	\$30
HORT 230	Greenhouse Operations	3	\$30	\$30
HORT 231	Bedding Plant Production	3	\$30	\$30
HORT 235	Small Farm Business Management	3	\$30	\$30
HVAC 102	Refrigeration Applications	3	\$99	\$99
HVAC 106	Tools & Piping	3	\$45	\$45
HVAC 130	Electricity Fundamentals	3	\$45	\$45
HVAC 132	Control Applications	3	\$45	\$45
HVAC 140	Troubleshooting Air Conditioning Systems	3	\$45	\$45
HVAC 202	Residential & Self-contained Refrigeration	3	\$30	\$45
HVAC 204	Commercial Refrigeration	3	\$30	\$45
HVAC 206	Troubleshooting Refrigeration Systems	3	\$45	\$45
HVAC 230	Motors & Controls	3	\$30	\$45
HVAC 240	Residential Air Conditioning	3	\$45	\$45
HVAC 242	Residential Heating Systems	3	\$30	\$30
HVAC 250	Commercial Air Conditioning	3	\$45	\$45
HVAC 252	Commercial Heating Systems	3	\$30	\$30
IT 116	Windows Client Operating Systems	3	\$30	\$30
IT 120	Spreadsheet Applications	3	\$21	\$21
IT 130	Word Processor Applications	3	\$21	\$21
IT 131	Programming Logic	3	\$30	\$30
IT 141	Networking Fundamentals	4	\$60	\$60
IT 153	Web Development	3	\$30	\$30
IT 173	A+ Computer Technologies	4	\$80	\$80
IT 205	Help Desk Techniques	3	\$21	\$21
IT 221	Database Design Using SQL	3	\$30	\$30

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
IT 241	Network Routing Technology	4	\$48	\$48
IT 242	Wireless Networking	4	\$36	N/A
IT 245	Network Security	3	\$48	\$48
IT 246	Voice Over IP Fundamentals	3	\$48	\$48
IT 253	Mobile Apps Development	4	\$36	N/A
IT 271	Windows Server Operating Systems	3	\$48	\$48
IT 273	Managing Windows Networks	3	\$48	\$48
IT 280	Advanced Systems Development	4	\$48	\$48
IT 282	Dynamic Web Development	3	\$48	\$48
IT 285	Systems Analysis & Design	4	\$48	\$48
NURS 111	Intro to Nursing	1	\$10	\$10
NURS 112	Med-Surg I	9	\$122	\$120
NURS 152	Psychiatric Mental Health Nursing	4	\$171	\$169
NURS 154	Pharmacological Principles for Nursing Practice	3	\$30	\$30
NURS 155	Med-Surg II	5	\$137	\$130
NURS 203	LPN Bridge Course	6	\$241	\$255
NURS 206	Family Health Nursing	6	\$166	\$164
NURS 250	Med-Surg III	5	\$82	\$80
NURS 252	Med-Surg IV	5	\$81	\$79
NURS 254	Transition from Education	6	\$178	\$176
OT 113	Editing and Proofreading	3	\$21	\$21
OT 114	Word Processing & Presentation	3	\$21	\$21
OT 170	Office Procedures	3	\$21	\$21
OT 205	Voicing & Transcription	3	\$21	\$21
OT 215	Document Production	3	\$21	\$21
OT 232	Legal Procedures	3	\$21	\$21
PHRMT 155	Pharmacy Technician	6	\$60	\$60
PHRMT 156	Pharmacy Technician Work Experience	2	\$40	\$40
PHRMT 157	Pharmacy Technician Certification Review	1	\$129	\$129
PN 101A	Transitions I	1	\$10	\$10
PN 102A	Wellness Across Lifespan I	6	\$60	\$135
PN 103A	Wellness Across Lifespan II	4	\$10	\$40
PN 104A	Transitions II	1	\$10	\$10
PN 105	Alterations Across the Lifespan I	7	\$70	\$70
PN 106	Alterations Across the Lifespan II	6	\$115	\$60
PN 113	PN Transition/Licensure Preparation	1	\$61	\$61
P GEN 101	Intro to Power Plant Systems I	4	\$28	\$28
P GEN 102	Intro to Power Plant Systems 2	4	\$28	\$28
RADT 101	Introduction to Radiography	3	\$30	\$30
RADT 102	Radiological Patient Care	3	\$169	\$169

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
RADT 108	Positioning for Radiological Procedures I	3	\$155	\$155
RADT 110	Principles of Radiography	3	\$30	\$30
RADT 115	Radiography Clinical I	3	\$60	\$60
RADT 116	Radiation Physics	3	\$30	\$30
RADT 118	Positioning for Radiological Procedures II	3	\$100	\$100
RADT 120	Principles of Radiography II	3	\$30	\$30
RADT 125	Radiography Clinical II	3	\$161	\$161
RADT 126	Imaging Equipment	3	\$30	\$30
RADT 128	Radiographic Procedures III	3	\$100	\$100
RADT 155	Radiography Clinical III	3.5	\$70	\$70
RADT 215	Radiography Clinical IV	4	\$75	\$75
RADT 218	Positioning for Radiological Procedures III	3	\$130	\$130
RADT 219	Radiation Protection and Radiation Biology	2	\$70	\$70
RADT 225	Radiography Clinical V	4	\$75	\$75
RADT 228	Radiographic Image Analysis	1.5	\$65	\$65
RADT 230	Radiography Seminar - Includes Registry Fee	3	\$436	\$435
SCI 101	Integrated Science 1	4	\$20	\$20
SCI 102	Integrated Science 2	4	\$20	\$20
SURGT 110	Introduction to Surgical Technology	2	\$94	\$59
SURGT 120	Principles of Surgical Technology 1	4	\$45	\$40
SURGT 125	Fundamentals of Surgical Technology	3	\$80	\$40
SURGT 128	Introduction to the Clinical Experience	1	\$20	\$10
SURGT 130	Principles of Surgical Technology II	3	\$35	\$30
SURGT 135	Surgical Procedures I	2	\$40	\$30
SURGT 138	Basic Surgical Technology Clinical I	3	\$60	\$30
SURGT 240	Principles of Surgical Technology III	6	\$65	\$60
SURGT 245	Surgical Procedures II	2	\$40	\$30
SURGT 248	Intermediate Surgical Technology Clinical III	6	\$120	\$60
SURGT 250	Principles of Surgical Technology IV	2	\$75	\$60
SURGT 255	Surgical Procedures III	2	\$20	\$30
SURGT 258	Adv. Surgical Technology Clinical III	6	\$120	\$60
SURGT 259	Professional Seminar	1	\$200	\$200
SURGT 290	Internship In Surgical Technology	5	\$50	\$50
PED 110	Personal Fitness	1	\$20	\$20
PHYS 101	Introduction to Physics 1	4	\$20	\$20
PHYS 102	Introduction to Physics 2	4	\$20	\$20
PHY S 105	Physics of Sound and Light	4	\$20	\$20
PHYS 151	Mechanics and Wave Motion	4	\$20	\$20
PHYS 152	Electricity and Magnetism	4	\$20	\$20
PHYS 153	Thermodynamics and Modern Physics	4	\$20	\$20
WELD 100	Welding Fundamentals	2	\$50	\$50
WELD 101	Shielded Metal Arc Welding	4	\$125	\$125

Richland Community College
Proposed Fees for Fiscal Year 2017
(Summer 16/Fall 16/Spring 17)

<u>Class</u>	<u>Course Description</u>	<u>Credit Hours</u>	<u>FY17 PER COURSE</u>	<u>FY16 PER COURSE</u>
WELD 125	Gas Metal Arc and Flux Core Arc Welding	2	\$50	\$50
WELD 130	Gas Tungsten Arc Welding	3	\$75	\$75
WELD 135	Intermediate Shielded Metal Arc Welding	3	\$125	\$125
WELD 135	Advanced Shielded Metal Arc Welding	3	\$125	\$125
WELD 140	Pipe Welding	4	\$100	\$100
WELD 145	Welding Tools and Safety	3	\$75	\$75
WELD 190	Maintenance Welding	2	\$50	\$50
WELD 195	Industrial Welding Fundamentals	3	\$75	\$75
WELD 202	Welder Certification	2	\$50	\$50
WELD 208	Pipefitting Fundamentals	3	\$75	\$75
WELD 215	Pipefitting Applications	4	\$100	\$100
WELD 243	Aluminum & Stainless Steel Welding	4	\$100	\$100
WELD 245	GMAW/FCAW Pipe	3	\$75	\$75
Test Fee	Placement Re-Testing Fee		\$15	\$10
Test Fee	CLEP/Dantes		\$25	\$25
Test Fee	University Test Monitor (\$25 1-2 Hrs. / \$30 3-4 Hrs.)		\$25/\$30	\$25
Test Fee	Proficiency Exam		1/2 of Tuition	1/2 of Tuition
Test Fee	Portfolio Review		1/2 of Tuition	1/2 of Tuition
Test Fee	Proficiency Adv. Course Completion	Per Cr Hr.	\$1	\$1
Test Fee	Strong Interest Inventory		\$15	\$15
Test Fee	MBTI		\$15	\$15
Test Fee	Nelson Denny Retest		\$10	\$10
Misc. Fees	Identification Card Replacement Fee		\$5	\$5
Misc. Fees	Registration	Per Cr Hr.	\$2	\$2
General Fee	Academic/Technology/Infrastructure Fee		\$10	\$10
Hybrid Online	50% - 75% Online Courses/Hybrid	Per Cr Hr.	\$5	\$5
Insurance	Fee for Courses as Identified in Course Schedule	Per Sem	\$8	\$8
Health Professions	PSB Surg Tech Placement Test		\$20	\$20
Health Professions	Evaluation of Course Syllabi for Transfer Credit		\$35 Per Course	\$35 Per Course
Health Professions	Human Simulator - Use in Clinical Settings - Hours to be stated up front		\$20/hour & \$35/hour for faculty time	\$20/hour & \$35/hour for faculty time

* Proposed changes are in bold

FINANCIAL REPORT



TO: Board of Trustees

FROM: Dr. Charles Novak

DATE: March 15, 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 February 2016 bills paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College

Financial Report
February, 2016

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Richland Community College
Treasurer's Report
February 29, 2016

Fund	Balance 02/01/16	Receipts for Month	Disbursements for Month	Balance 02/29/16	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	1,172,636.97	2,094,752.54	(1,933,511.67)	1,333,877.84	483,877.84	850,000.00
Oper & Maint Restricted	726,673.76	897,435.12	(1,144,060.95)	480,047.93	261,758.42	218,289.51
Bond & Interest Fund	240,277.78	51.28	.00	240,329.06	240,329.06	.00
Auxiliary Enterprises	209,085.40	17,853.73	(23.57)	226,915.56	226,915.56	.00
Restricted Purposes Fd	597,811.78	777,109.67	(130,000.00)	1,244,921.45	723,902.31	521,019.14
Working Cash Fund	5,052,420.19	794.15	(1,150,000.00)	3,903,214.34	2,902,789.54	1,000,424.80
Trust & Agency Fund	88,986.48	1,390.37	.00	90,376.85	90,376.85	.00
Audit Fund	39,938.35	8.52	.00	39,946.87	39,946.87	.00
Liab, Protect, Settle	818,378.93	153.32	.00	818,532.25	718,532.25	100,000.00
Totals	8,946,209.64	3,789,548.70	(4,357,596.19)	8,378,162.15	5,688,428.70	2,689,733.45

SEPARATE INVESTMENT INSTRUMENTS

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	16,549.23	CD-PNC	0.10	01/30/2016	6.0
RESTR-EQUIP REPLACEMENT	200,000.00	CD-HPB	0.10	04/29/2016	3.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2016	12.0
WORKING CASH FUND	110,000.00	CD-HPB	0.25	03/23/2016	12.0
WORKING CASH FUND	117,625.42	CD-Regns	0.01	03/26/2016	7.0
WORKING CASH FUND	120,826.28	CD-Regns	0.05	04/21/2016	13.0
WORKING CASH FUND	301,966.14	CD-HPB	0.05	05/02/2016	3.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2016	12.0
LFS FUND	100,000.00	CD-Busey	0.10	03/27/2016	6.0

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

	Actual Rev 02/29/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 02/29/16	%
Fund: 01 Education Fund						
Local Government Sources						
Current Taxes	6,048,152.60	6,048,995.25	100.0	6,090,859.00	6,077,250.72	99.8
Chargeback	13,843.95	14,658.30	94.4	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	6,062,765.83	6,064,422.83	100.0	6,097,859.00	6,083,777.92	99.8
State Government Sources						
ICCB Credit Hour Grants	784,157.85	1,777,516.28	44.1	1,779,435.00	.00	.0
ICCB Equalization Grant	25,687.68	75,345.00	34.1	50,000.00	.00	.0
ICCB CTE Formula Grant	83,506.18	174,932.88	47.7	167,847.00	.00	.0
Replacement Taxes	236,829.99	459,888.33	51.5	429,250.00	241,963.45	56.4
State Government Sources	1,130,181.70	2,487,682.49	45.4	2,426,532.00	241,963.45	10.0
Student Tuition & Fees						
Tuition-Credit	5,224,051.34	5,227,089.07	99.9	5,573,606.00	5,535,609.61	99.3
Fees	753,626.97	769,492.06	97.9	866,954.00	771,779.50	89.0
Student Tuition & Fees	5,977,678.31	5,996,581.13	99.7	6,440,560.00	6,307,389.11	97.9
Other Revenue/Sources						
Investment Revenue	935.21	1,583.08	59.1	2,000.00	1,271.28	63.6
Other Revenue	109,021.49	352,565.01	30.0	350,034.00	135,247.34	38.3
Transfer In	.00	10,257.75	.0	3,000.00	.00	.0
Other Revenue/Sources	109,956.70	364,405.84	30.2	355,034.00	136,518.62	38.5
Total Revenue	13,280,582.54	14,913,092.29	89.1	15,319,985.00	12,769,649.10	83.4

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

	Actual Rev 02/29/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 02/29/16	%
Fund: 02 Operations & Maint						
Local Government Sources						
Current Taxes	879,221.39	879,221.39	100.0	885,599.00	882,801.53	99.7
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	886,099.00	882,845.10	99.6
State Government Sources						
ICCB Credit Hour Grants	74,831.50	169,256.72	44.2	156,912.00	.00	.0
State Government Sources	74,831.50	169,256.72	44.2	156,912.00	.00	.0
Student Tuition & Fees						
Tuition-Credit	513,019.94	513,503.96	99.9	545,364.00	538,973.55	98.8
Fees	.00	.00	.0	.00	102,392.00	.0
Student Tuition & Fees	513,019.94	513,503.96	99.9	545,364.00	641,365.55	117.6
Other Revenue/Sources						
Other Revenue	249,486.12	359,870.68	69.3	354,120.00	250,395.08	70.7
Other Revenue/Sources	249,486.12	359,870.68	69.3	354,120.00	250,395.08	70.7
Total Revenue	1,716,668.76	1,921,962.56	89.3	1,942,485.00	1,774,605.73	91.4

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

	Actual Rev 02/29/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 02/29/16	%
Total Operating Funds						
Local Government Sources						
Current Taxes	6,927,373.99	6,928,216.64	100.0	6,976,448.00	6,960,052.25	99.8
Chargeback	13,843.95	14,658.30	94.4	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	6,942,097.03	6,943,754.03	100.0	6,983,948.00	6,966,623.02	99.8
State Government Sources						
ICCB Credit Hour Grants	858,989.35	1,946,773.00	44.1	1,936,347.00	.00	.0
ICCB Equalization Grant	25,687.68	75,345.00	34.1	50,000.00	.00	.0
ICCB CTE Formula Grant	83,506.18	174,932.88	47.7	167,847.00	.00	.0
Replacement Taxes	236,829.99	459,888.33	45.4	429,250.00	241,963.45	56.4
State Government Sources	1,205,013.20	2,656,939.21	45.4	2,583,444.00	241,963.45	9.4
Student Tuition & Fees						
Tuition-Credit	5,737,071.28	5,740,593.03	99.9	6,118,970.00	6,074,583.16	99.3
Fees	753,626.97	769,492.06	97.9	866,954.00	874,171.50	100.8
Student Tuition & Fees	6,490,698.25	6,510,085.09	99.7	6,985,924.00	6,948,754.66	99.5
Other Revenue/Sources						
Investment Revenue	935.21	1,583.08	59.1	2,000.00	1,271.28	63.6
Other Revenue	198,795.01	487,225.29	40.8	484,698.00	225,662.62	46.6
Transfer In	.00	10,257.75	.0	3,000.00	.00	.0
Other Revenue/Sources	199,730.22	499,066.12	40.0	489,698.00	226,933.90	46.3
Total Revenue	14,837,538.70	16,609,844.45	89.3	17,043,014.00	14,384,275.03	84.4

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

	Actual Rev 02/29/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 02/29/16	%
Fund: 03 Oper & Maint Restricted						
Interest on Investments	.00	442.54	.0	.00	.00	.0
Int on Cash/IL Funds Acc	1,343.53	1,467.11	91.6	1,000.00	447.34	44.7
Gifts/Donations	1,332,972.31	1,492,771.31	89.3	.00	200,000.00	.0
Transfer In	.00	432,278.32	.0	.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	1,175,000.00	.00	.0
Revenue-Misc/OtherSource	48,445.50	31,998.11	151.4	.00	.00	.0
Total Revenue/Sources	1,382,761.34	1,958,957.39	70.6	1,176,000.00	200,447.34	17.0
Fund: 04 Bond & Interest Fund						
Current Taxes	2,435,644.39	2,435,644.39	100.0	2,409,953.16	2,403,247.98	99.7
Interest on Taxes	312.57	312.57	100.0	500.00	118.61	23.7
Int on Cash/IL Funds Acc	128.41	137.58	93.3	300.00	284.32	94.8
FundBalanceAppropriation	.00	.00	.0	12,334.84	.00	.0
Total Revenue/Sources	2,436,085.37	2,436,094.54	100.0	2,423,088.00	2,403,650.91	99.2
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	230,219.50	408,443.50	56.4	367,500.00	216,291.45	58.9
NonCredit Revenue	99,708.18	129,525.07	77.0	254,818.00	109,141.22	42.8
ContractNoncreditRevenue	26,175.94	52,346.17	50.0	38,731.00	35,086.25	90.6
ICCB Credit Hour Grants	39,960.87	.00	.0	82,356.00	.00	.0
Fitness Tuition	18,522.00	18,396.00	100.7	40,000.00	19,299.00	48.2
Fitness Membership Fees	12,125.00	17,610.00	68.9	15,000.00	14,084.17	93.9
Special Event Revenue	38,908.46	57,438.97	67.7	62,500.00	55,397.96	88.6
Clubs and Organizations	96,664.58	180,434.86	53.6	166,000.00	83,043.79	50.0
Int on Cash/IL Funds Acc	29.73	35.58	83.6	.00	104.58	.0
Shilling Community Cntr	16,705.00	37,326.00	44.8	52,815.00	20,526.25	38.9
Child Care Revenue	58,128.00	93,973.85	61.9	95,000.00	77,203.50	81.3
CCRS Paid Revenue	22,634.65	37,144.10	60.9	38,500.00	5,268.09	13.7
Child Care Transfer Rev	27,000.00	74,242.95	36.4	54,000.00	36,000.00	66.7
Copy Center Fees	26,634.36	39,933.98	66.7	36,000.00	28,025.20	77.8
Gifts/Donations	5,000.00	17,083.00	29.3	.00	.00	.0
Transfer In	.00	65,850.51	.0	96,000.00	.00	.0
Reimbursed Expenditures	.00	.00	.0	65,000.00	47,959.72	73.8
Revenue-Contractual	2,672.50	4,172.50	64.1	1,500.00	3,461.00	230.7
Revenue-Misc/OtherSource	4,624.23	11,260.21	41.1	4,550.00	7,436.31	163.4
Total Revenue/Sources	725,713.00	1,245,217.25	58.3	1,470,270.00	758,328.49	51.6

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

	Actual Rev 02/29/15	Actual Rev 06/30/15	%	Budget 1516	Actual Rev 02/29/16	%
Fund: 06 Restricted Purposes Fd						
Financial Aid	5,265,394.70	7,793,656.63	67.6	7,421,364.00	4,303,973.54	58.0
Interest on Investments	.00	656.58	.0	.00	169.40	.0
Int on Cash/IL Funds Acc	139.41	190.59	73.1	.00	53.13	.0
8th Grade Career-PIE	2,500.00	3,524.67	70.9	.00	.00	.0
College Fair Revenue-PIE	4,620.00	8,008.30	57.7	7,150.00	7,287.80	101.9
PartnersSaluteRevenuePIE	2,100.00	5,735.00	36.6	7,500.00	1,500.00	20.0
YouthLeadershipRev-PIE	4,700.00	4,795.00	98.0	6,800.00	6,600.00	97.1
Career On Wheels PIE	.00	379.78	.0	.00	.00	.0
Grants Revenue	832,830.68	1,648,439.35	50.5	1,349,906.25	515,507.90	38.2
Gifts/Donations	55,252.92	63,420.44	87.1	57,780.00	61,515.63	106.5
Contributions-PIE	14,870.00	15,110.00	98.4	15,392.00	1,858.00	12.1
Transfer In	47,420.00	255,605.91	18.6	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	195,483.94	794,099.96	24.6	183,394.71	.00	.0
Revenue-Misc/OtherSource	30,082.02	33,182.02	90.7	8,625.00	7,425.00	86.1
Total Revenue/Sources	6,464,428.48	10,629,976.15	60.8	9,228,642.98	4,947,375.04	53.6
Fund: 07 Working Cash Fund						
Interest on Corp Cash	1,323.92	2,467.75	53.6	3,000.00	3,282.61	109.4
Total Revenue/Sources	1,323.92	2,467.75	53.6	3,000.00	3,282.61	109.4
Fund: 10 Trust & Agency Fund						
Club Revenue	17,817.56	24,094.88	73.9	25,000.00	20,415.05	81.7
Int on Cash/IL Funds Acc	16.47	21.79	75.6	.00	48.63	.0
Transfer In	1,400.00	1,600.00	87.5	.00	780.00	.0
Contributions	55,500.00	55,500.00	100.0	50,500.00	25,250.00	50.0
Total Revenue/Sources	74,734.03	81,216.67	92.0	75,500.00	46,493.68	61.6

Richland Community College
Expenditure Summary by Major Function
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered Amount	*** %
Fund: Education Fund						
Department of Correction	46,900.00	20,880.00	44.52	.00	26,020.00	55.48
Continuing & Prof Ed	563,064.77	375,357.31	66.66	8,143.02	179,564.44	31.89
Office of Academic Svcs	452,535.00	262,010.58	57.90	2,428.30	188,096.12	41.56
Business and Technology	137,193.23	81,164.11	59.16	.00	56,029.12	40.84
Liberal Arts	2,314,291.00	1,436,159.77	62.06	1,135.05	876,996.18	37.89
Math, Science & Business	2,165,206.00	1,492,520.24	68.93	1,364.54	671,321.22	31.00
Health Professions	2,140,070.00	1,305,471.60	61.00	8,139.14	826,459.26	38.62
Workforce Development	657,537.00	437,595.53	66.55	8,487.21	211,454.26	32.16
Student Success	1,177,487.00	776,509.96	65.95	.00	400,977.04	34.05
Auxiliary Services	97,849.00	65,893.10	67.34	.00	31,955.90	32.66
Academic Support-LRC	424,590.00	303,046.49	71.37	5,083.30	116,460.21	27.43
Technical Services Supp	385,109.00	308,361.22	80.07	1,328.00	75,419.78	19.58
Institutional Support	3,663,822.00	2,360,086.75	64.42	98,468.42	1,205,266.83	32.90
Scholarship and Waivers	425,000.00	733,147.05	172.51	.00	-308,147.05	-72.51
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
Total Education Fund	15,319,985.00	9,998,489.97	65.26	134,576.98	5,186,918.05	33.86
Fund: Operations & Maint						
Maintenance	1,889,909.00	1,179,905.86	62.43	244,354.44	465,648.70	24.64
Contingency	66,000.00	.00	.00	.00	66,000.00	100.00
Total Operations & Maint	1,955,909.00	1,179,905.86	60.33	244,354.44	531,648.70	27.18
Fund: Oper & Maint Restricted						
Protection, Health, Safety	1,175,000.00	763,030.38	64.94	7,761.00	404,208.62	34.40
Maintenance	1,000.00	.00	.00	.00	1,000.00	100.00
Liability Protection	.00	.00	.00	.00	.00	.00
Total Oper & Maint Restricted	1,176,000.00	763,030.38	64.88	7,761.00	405,208.62	34.46
Fund: Bond & Interest Fund						
Bond and Interest	2,423,088.00	2,048,066.25	84.52	.00	375,021.75	15.48
Total Bond & Interest Fund	2,423,088.00	2,048,066.25	84.52	.00	375,021.75	15.48
Fund: Auxiliary Enterprises						
Continuing & Prof Ed	157,091.00	105,511.01	67.17	.00	51,579.99	32.83
Instructional Programs	602,033.00	348,714.61	57.92	18,636.01	234,682.38	38.98

Richland Community College
Expenditure Summary by Major Function
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 02/29/2016	%	Encumbered	*** Unencumbered *** Amount	%
Auxiliary Services	711,146.00	407,971.51	57.37	33,481.76	269,692.73	37.92
Total Auxiliary Enterprises	1,470,270.00	862,187.13	58.64	52,117.77	555,965.10	37.81
Fund: Restricted Purposes Fd						
Grants	1,856,633.98	1,360,934.44	73.30	26,363.77	469,335.77	25.28
Financial Aid	7,372,009.00	4,362,997.55	59.18	.00	3,009,011.45	40.82
Total Restricted Purposes Fd	9,228,642.98	5,723,931.99	62.02	26,363.77	3,478,347.22	37.69
Fund: Working Cash Fund						
Transfer Out	3,000.00	.00	.00	.00	3,000.00	100.00
Total Working Cash Fund	3,000.00	.00	.00	.00	3,000.00	100.00
Fund: Trust & Agency Fund						
Student Engagement	75,500.00	58,754.17	77.82	3,671.28	13,074.55	17.32
Transfer Out	.00	780.00	.00	.00	-780.00	.00
Total Trust & Agency Fund	75,500.00	59,534.17	78.85	3,671.28	12,294.55	16.28
Fund: Audit Fund						
Institutional Support	15,378.00	10,783.81	70.12	.00	4,594.19	29.88
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	56,583.81	78.86	.00	15,165.19	21.14
Fund: Liab, Protect, Settle						
Liability Protection	1,325,433.00	868,881.74	65.55	131,919.80	324,631.46	24.49
Contingency	145,368.00	.00	.00	.00	145,368.00	100.00
Total Liab, Protect, Settle	1,470,801.00	868,881.74	59.08	131,919.80	469,999.46	31.96

Richland Community College
Expenditure Summary-Operating Funds
For the month of February
67% of Fiscal Year 1516

	Actual Exp 02/29/15	** Actual Expense ** 06/30/15	%	Budget 1516	*** Actual Expense ** 02/29/16	Encumbered	*** Unencumbered *** %
Fund: Education Fund							
Salaries	7,463,744.77	10,959,620.97	68.1	10,894,948.00	6,963,452.84	2,428.30	3,929,066.86 36.1
Employee Benefits	1,362,145.47	2,065,914.17	65.9	1,931,754.00	1,370,228.36	.00	561,525.64 29.1
Contractual Services	248,090.19	262,191.98	94.6	290,539.00	247,030.79	797.00	42,711.21 14.7
Commodities	560,948.60	730,144.77	76.8	766,991.45	492,463.14	101,730.58	172,797.73 22.5
Travel	83,557.22	119,176.71	70.1	120,978.55	34,221.94	7,444.84	79,311.77 65.6
Fixed Charges	53,763.97	110,886.18	48.5	102,800.00	50,150.98	22,114.26	30,534.76 .3
Capital Outlay	10,577.00	14,410.14	73.4	.00	.00	.00	.00 .0
Other	429,033.70	799,986.01	53.6	542,643.00	659,141.66	62.00	-116,560.66 -21.5
Transfer Out	47,420.00	280,654.57	16.9	566,000.00	40,286.26	.00	525,713.74 92.9
Contingency	.00	.00	.0	103,331.00	.00	.00	103,331.00 100.0
Total Expenditures	10,259,280.92	15,342,985.50	66.9	15,319,985.00	9,856,975.97	134,576.98	5,328,432.05 34.8

	Actual Exp 02/29/15	** Actual Expense ** 06/30/15	%	Budget 1516	*** Actual Expense ** 02/29/16	Encumbered	*** Unencumbered *** %
Fund: Operations & Maint							
Salaries	280,124.63	400,798.88	69.9	412,727.00	250,964.14	.00	161,762.86 39.2
Employee Benefits	78,167.04	115,212.88	67.8	102,604.00	74,329.02	.00	28,274.98 27.6
Contractual Services	277,862.81	447,243.63	62.1	518,775.00	325,470.17	140,126.53	53,178.30 10.3
Commodities	70,138.02	100,242.92	70.0	146,245.00	67,951.79	25,182.59	53,110.62 36.3
Travel	584.48	680.22	85.9	350.00	148.06	.00	201.94 57.7
Fixed Charges	403,721.31	688,487.88	58.6	695,269.00	453,195.27	76,641.32	165,432.41 .2
Capital Outlay	.00	.00	.0	13,939.00	7,847.41	2,404.00	3,687.59 26.5
Contingency	.00	.00	.0	66,000.00	.00	.00	66,000.00 100.0
Total Expenditures	1,110,598.29	1,752,666.41	63.4	1,955,909.00	1,179,905.86	244,354.44	531,648.70 27.2

	Actual Exp 02/29/15	** Actual Expense ** 06/30/15	%	Budget 1516	*** Actual Expense ** 02/29/16	Encumbered	*** Unencumbered *** %
Total Operating Funds							
Salaries	7,743,869.40	11,360,419.85	68.2	11,307,675.00	7,214,416.98	2,428.30	4,090,829.72 36.2
Employee Benefits	1,440,312.51	2,181,127.05	66.0	2,034,358.00	1,444,557.38	.00	589,800.62 29.0
Contractual Services	525,953.00	709,435.61	74.1	809,314.00	572,500.96	70.7	140,923.53 11.8
Commodities	631,086.62	830,387.69	76.0	913,236.45	560,414.93	126,913.17	225,908.35 24.7
Travel	84,141.70	119,856.93	70.2	121,328.55	34,370.00	7,444.84	79,513.71 65.5
Fixed Charges	457,485.28	799,374.06	57.2	798,069.00	503,346.25	98,755.58	195,967.17 24.6
Capital Outlay	10,577.00	14,410.14	73.4	13,939.00	7,847.41	2,404.00	3,687.59 26.5
Other	429,033.70	799,986.01	53.6	542,643.00	659,141.66	62.00	-116,560.66 -21.5
Transfer Out	47,420.00	280,654.57	16.9	566,000.00	40,286.26	.00	525,713.74 92.9
Contingency	.00	.00	.0	169,331.00	.00	.00	169,331.00 .0
Total Expenditures	11,369,879.21	17,095,651.91	66.5	17,275,894.00	11,036,881.83	378,931.42	5,860,080.75 33.9

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

	Actual	Budget
Continuing and Professional Education		

Revenues:		
Fitness Center	33,383.17	55,000.00
6000 CPED Administration	13,537.30	0.00
6001 CDL	144,465.00	204,560.00
6002 Computer & Technology	11,425.00	20,347.00
6003 Dance	35,268.72	49,100.00
6004 Hobby & Leisure	31,512.75	93,300.00
6007 Safety-Industrial	73,503.95	294,817.00
6008 Shilling Rentals	20,526.25	52,815.00
6010 DOC-CPR/First Aid	0.00	15,000.00
6013 Culinary Arts	10,777.00	10,000.00
6027 Manufacturing Camp	15,000.00	15,000.00
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Total Revenues	389,399.14	809,939.00
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Expenses:		
Fitness Center	29,112.16	63,690.00
6000 CPED Administration	99,742.01	157,091.00
6001 CDL	103,061.97	158,278.00
6002 Computer & Technology	13,604.38	15,633.00
6003 Dance	32,256.01	48,742.00
6004 Hobby & Leisure	47,939.08	88,930.00
6007 Safety-Industrial	83,398.68	199,467.00
6008 Shilling Rentals	13,008.61	19,353.00
6010 DOC-CPR/First Aid	4,571.16	3,823.00
6013 Culinary Arts	10,052.08	8,880.00
6027 Manufacturing Camp	15,000.00	15,000.00
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Total Expenses	451,746.14	778,887.00
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Net Income (Loss)	(62,347.00)	31,052.00
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Note: Credit Hour Reimbursement Revenue included above 0.00

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

	Actual	Budget
Revenues:		
6014 Dance Productions	25,750.06	32,000.00
6019 Outdoor Events	2,250.00	3,500.00
6021 Concert	58,999.72	75,000.00
6024 Dog Show	0.00	7,000.00
6030 Misc Events	5,075.00	10,000.00
Total Revenues	92,074.78	127,500.00
Expenses:		
6014 Dance Productions	14,017.33	22,357.00
6019 Outdoor Events	32,949.20	115,266.00
6020 Farm Progress Show	5,963.16	2,500.00
6021 Concert	55,082.88	67,200.00
6024 Dog Show	0.00	1,200.00
6030 Misc Events	94.50	4,350.00
Total Expenses	108,107.07	212,873.00
Net Income (Loss)	(16,032.29)	(85,373.00)

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

	Actual	Budget
Revenues:		
6009 Traffic Safety	25,029.20	43,331.00
8907 Culinary Restaurant	51,284.24	50,000.00
8908 Coffee Shop	36,237.37	57,500.00
8915 Misc Culinary Events	3,881.00	3,000.00
Total Revenues	116,431.81	153,831.00
Expenses:		
6009 Traffic Safety	24,752.64	43,927.00
8907 Culinary Restaurant	41,703.68	48,500.00
8908 Coffee Shop	25,840.98	57,500.00
8915 Misc Culinary Events	2,200.70	3,000.00
Total Expenses	94,498.00	152,927.00
Net Income (Loss)	21,933.81	904.00

Richland Community College
 Restricted Purposes Fund-Grants
 FEB 1516

	Grant Period	Budget	* Actual Expense % *	Encumbered	** Unencumbered % **		
Federally Funded Grants							
11117 ADM Sequestration Grant	07/01/2010 - 09/30/2018	71,185.50	52,293.55	73.46	952.33	17,939.62	25.20
11596 DCP-STOP Act	09/30/2014 - 09/29/2015	26,936.97	14,577.20	54.12	0.00	12,359.77	45.88
11696 DCP-STOP Act Grnt	09/30/2015 - 09/29/2016	48,258.00	10,281.43	21.31	5,122.50	32,854.07	68.08
11695 DCP-Strategic Prevention	07/01/2015 - 06/30/2016	143,085.00	66,715.24	46.63	5,388.03	70,981.73	49.61
11615 Intelligent Monitor Sys	08/17/2015 -	14,781.00	11,698.65	79.15	0.00	3,082.35	20.85
11580 TRIO Grant	09/01/2014 - 08/30/2015	53,673.91	53,674.29	100.00	0.00	-	0.38
11680 TRIO Grant	09/01/2015 - 08/31/2016	280,680.00	126,288.70	44.99	0.00	154,391.30	55.01
11316 TrainingAssist/CareerTrg	10/01/2012 - 09/30/2016	9,525.46	9,525.46	100.00	0.00	0.00	0.00
Total		648,125.84	345,054.52	53.24	11,462.86	291,608.46	44.99
State Funded Grants							
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	29,232.29	0.00	0.00	-29,232.29	0.00
11620 Co-OpWorkStudy-IBHE	07/01/2015 - 06/30/2015	18,494.00	0.00	0.00	0.00	18,494.00	0.00
11540 Decatur DOC	10/01/2014 - 09/30/2015	75,214.44	75,214.44	100.00	0.00	0.00	0.00
11640 Decatur DOC	10/01/2015 - 09/30/2016	0.00	74,750.71	0.00	995.00	-75,745.71	0.00
11618 Hwy Construct Career Grt	07/01/2015 - 06/30/2016	324,900.00	77,827.20	23.95	11,280.86	235,791.94	72.57
11541 Lincoln DOC	10/01/2014 - 09/30/2015	54,632.65	54,632.65	100.00	0.00	0.00	0.00
11641 Lincoln DOC	10/01/2015 - 09/30/2016	0.00	60,948.10	0.00	1,050.00	-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	0.00
11642 Logan DOC	10/01/2015 - 09/30/2016	0.00	90,950.13	0.00	1,050.00	-92,000.13	0.00
11664 SOS Literacy Grant	07/01/2015 - 06/30/2016	67,000.00	49,542.38	73.94	0.00	17,457.62	26.06
11566 Workplace Skills Enhance	07/01/2014 - 08/15/2015	5,133.31	5,133.31	100.00	0.00	0.00	0.00
Total		639,074.12	638,540.38	99.92	13,766.11	-13,232.37	2.07
Locally Funded Grants							
11322 AACCC Plus 50 Grant	04/01/2013 -	1,198.38	1,198.38	100.00	0.00	0.00	0.00
8999 Decatur Comm Partnership	10/01/2007 -	32,830.00	2,225.00	6.78	750.00	29,855.00	90.94
11373 Literacy Grant-EdCO	03/01/2013 -	46,415.64	36,148.97	77.88	0.00	10,266.67	22.12
Total		80,444.02	39,572.35	49.19	750.00	40,121.67	49.88
Cash/RCC Restricted Programs							
9098 Partners in Education	07/01/2013 -	86,842.00	49,902.30	57.46	260.00	36,679.70	42.24
11458 Project READ		33,500.00	10,709.22	31.97	0.00	22,790.78	68.03
Total		120,342.00	60,611.52	50.37	260.00	59,470.48	49.42

Richland Community College
 Restricted Purposes Fund-Grants
 FEB 1516

	Grant Period	Budget	* Actual Expense % *	Encumbered	** Unencumbered % **
RCC-Foundation Funded Grants					

11633	Foundation Gifts to RCC 07/01/2015 - 06/30/2016	32,780.00	20,763.09 63.34	124.80	11,892.11 36.28
	Total	32,780.00	20,763.09 63.34	124.80	11,892.11 36.28
Fed Funded through State					

11612	Carl Perkins - ICCB 07/01/2015 - 06/30/2016	186,363.00	151,351.84 81.21	0.00	35,011.16 18.79
11632	Federal Adult Ed Basic 07/01/2015 - 06/30/2016	100,150.00	49,930.62 49.86	0.00	50,219.38 50.14
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	211,483.46 73.81	0.00	75,029.54 26.19
	Total Grants	1,807,278.98	1,316,720.33 72.86	26,363.77	464,194.88 25.68

Richland Community College
ACCOUNT SUMMARY
FEB 1516

Fund: Education Fund Acct Description	Month		Full Year		Year to Date		Pct	Variance
	Actual	Budget	Actual	Encumbered	Actual	Encumbered		
51100 Administrative Staff Sal	146,146.18	1,896,229.00	1,240,701.46	0.00	65.4	655,527.54		
51102 Administrative Staff-PT	3,500.00	42,840.00	28,000.00	0.00	55.4	14,840.00		
51200 Professional/Tech Salary	53,674.56	691,520.00	467,382.74	0.00	67.6	224,137.26		
51201 Professional/Tech-PT	2,149.31	25,885.00	15,243.05	0.00	58.9	10,641.95		
51202 Professional/Tech-PT	2,212.80	28,500.00	22,760.21	0.00	79.9	5,739.79		
51310 F/T Faculty Salary	346,188.94	4,134,223.00	2,304,832.25	0.00	55.8	1,829,390.75		
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	85,738.03	944,747.00	633,809.55	0.00	67.1	310,937.45		
51325 P/T Faculty-Summer Sal	0.00	109,632.00	89,937.17	0.00	82.0	19,694.83		
51340 Overload Salary	48,191.34	389,540.00	339,060.22	0.00	87.0	50,479.78		
51345 Clinical Risk Stipends	3,644.44	35,900.00	23,966.68	0.00	66.8	11,933.32		
51350 Independent Study Salary	0.00	3,750.00	13,585.00	0.00	362.3	-9,835.00		
51356 Subs Instructors Salary	857.45	10,030.00	8,510.05	0.00	84.8	1,519.95		
51360 LabFacilitators	2,411.14	32,000.00	13,695.82	0.00	42.8	18,304.18		
51362 Faculty Tutors Salary	4,802.70	120,000.00	48,939.33	0.00	40.8	71,060.67		
51391 Faculty Curriculum Dev OL	0.00	0.00	5,970.00	0.00	.0	-5,970.00		
51400 Supervisory Staff Salary	43,377.68	465,398.00	330,242.27	0.00	71.0	135,155.73		
51500 Academic Support Salary	14,615.74	175,389.00	116,925.92	0.00	66.7	58,463.08		
51502 Academic Support-PT	9,052.70	167,760.00	126,646.41	0.00	75.5	41,113.59		
51610 F/T Classified Salary	81,525.93	1,120,274.00	685,315.77	0.00	61.2	434,958.23		
51620 P/T Classified Salary	4,446.12	65,712.00	40,141.36	0.00	61.1	25,570.64		
51630 Classified-Temporary	197.71	1,000.00	2,463.48	0.00	246.3	-1,463.48		
51800 Student Workers Salary	3,120.60	30,850.00	25,599.26	0.00	83.0	5,250.74		
51906 Interpreter Salary	5,931.05	26,350.00	33,031.43	0.00	134.6	-9,109.73		
51912 Test Proctor Salary	0.00	7,100.00	1,779.02	0.00	25.1	5,320.98		
51918 Overtime Wages	224.12	4,400.00	2,481.57	0.00	56.4	1,918.43		
51935 SURS Fringe Benefit	963.41	26,044.00	17,857.57	0.00	68.6	8,186.43		
52080 SURS-RetireeHealthContri	3,696.26	47,442.00	31,097.18	0.00	65.5	16,344.82		
52100 EmployeeBenefitsTotal	0.00	4,000.00	3,173.85	0.00	79.3	826.15		
52101 Group Medical Ins	145,045.74	1,721,701.00	1,208,147.55	0.00	70.2	513,553.45		
52102 Group Dental Ins	5,346.34	68,404.00	43,150.64	0.00	63.1	25,253.36		
52104 Group Life Ins	2,740.85	34,828.00	22,971.50	0.00	66.0	11,856.50		
52105 Group LTD Ins	1,724.54	21,379.00	13,808.00	0.00	64.6	7,571.00		
52106 Long-Term Care Ins	0.00	4,000.00	3,853.39	0.00	96.3	146.61		
52750 Staff/Family Waivers	816.00	30,000.00	44,026.45	0.00	146.8	-14,026.25		
53200 Consultants/Workshops	0.00	26.00	243.48	0.00	936.5	-217.48		
53205 Admin Computer-Maint	0.00	193,089.00	200,022.21	0.00	103.6	-6,933.21		
53400 Equip Repair/Maint Agree	2,078.46	25,342.00	13,087.67	610.00	54.1	11,644.33		
53500 Legal Services-Admin	7,422.00	27,450.00	13,475.00	0.00	49.1	13,975.00		
53900 Contractual-Other	550.11	23,347.00	9,185.24	187.00	40.1	13,974.76		
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	5,376.25	0.00	67.2	2,623.75		
53985 Accreditation Fees	0.00	4,950.00	1,500.00	0.00	30.3	3,450.00		
53993 Employee Recognition EAT	57.50	1,600.00	888.50	0.00	55.5	711.50		
53994 Employee Awards	0.00	600.00	586.40	0.00	97.7	13.60		
53995 Meals	269.99	700.00	1,390.14	0.00	198.6	-690.14		
53998 Student Awards	0.00	1,525.00	863.40	0.00	56.6	661.60		
54090 Event Expense	0.00	500.00	352.08	0.00	70.4	147.92		
54101 Office Supplies	1,985.00	24,277.00	17,161.57	0.00	70.7	7,115.43		

Richland Community College
ACCOUNT SUMMARY

FEB 1516

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date		Encumbered	Pct	Variance
			Actual	Encumbered			
54102 Instructional Supplies	8,584.30	118,548.20	68,539.87	19,311.97	19,311.97	74.1	30,696.36
54200 Printing	4,051.84	34,068.00	22,709.66	7,786.24	7,786.24	89.5	3,572.10
54205 Credit Schedules	0.00	11,000.00	0.00	0.00	0.00	.0	11,000.00
54210 Catalog Printing	0.00	6,100.00	3,081.86	0.00	3,081.86	50.5	3,018.14
54400 Materials	907.22	57,368.75	29,596.57	3,659.30	3,659.30	58.0	24,112.88
54401 Audio Visual Materials	0.00	7,700.00	5,504.78	142.90	142.90	73.3	2,052.32
54402 Postage	115.72	33,319.00	12,714.74	0.00	0.00	38.2	20,604.26
54408 Computer Software	2,000.00	139,834.50	121,514.37	0.00	0.00	86.9	18,320.13
54413 Transcripts	0.00	22,500.00	13,000.00	0.00	0.00	57.8	9,500.00
54515 Reference Materials	0.00	1,700.00	631.16	0.00	0.00	37.1	1,068.84
54520 Books-Library Collection	-118.74	12,500.00	6,715.67	2,550.00	2,550.00	74.1	3,234.33
54600 Publications & Dues	2,735.00	127,234.00	119,560.76	5,968.46	5,968.46	98.7	1,704.78
54700 Advertising	10,771.50	162,950.00	70,334.67	62,184.35	62,184.35	81.3	30,430.98
54705 Specialities	0.00	2,300.00	-73.60	0.00	0.00	3.2	2,373.60
54710 WYSE Activities	-135.24	900.00	-110.76	0.00	0.00	12.3	1,010.76
54905 Graphic Supplies	150.92	3,626.00	996.01	0.00	0.00	27.5	2,629.99
54908 Laundry/Linen Supplies	17.64	566.00	233.73	127.36	127.36	63.8	204.91
55100 Meeting Expense	346.05	21,718.00	4,714.22	120.00	120.00	22.3	16,883.78
55150 Registration Fees	75.00	23,138.00	9,421.00	579.00	579.00	43.2	13,138.00
55200 Travel-In State	156.76	23,069.00	2,627.83	63.25	63.25	11.7	20,377.92
55202 Travel-In State-Admin	0.00	0.00	0.00	2,000.00	2,000.00	.0	-2,000.00
55204 Travel-In State Mileage	680.80	8,733.55	4,855.41	3,346.59	3,346.59	93.9	531.55
55300 Travel-Out of State	0.00	43,320.00	12,603.48	1,336.00	1,336.00	32.2	29,380.52
55400 Recruitment	0.00	1,000.00	0.00	0.00	0.00	.0	1,000.00
56200 Equipment Rental	2,380.02	45,000.00	18,983.06	20,546.26	20,546.26	87.8	5,470.68
56800 Bank Card Fees	714.81	20,000.00	14,722.76	0.00	0.00	73.6	5,277.24
56810 Collection Co Charges	1,864.04	10,000.00	4,822.27	0.00	0.00	48.2	5,177.73
56815 Graduation Expense	6.89	16,200.00	1.89	0.00	0.00	.0	16,198.11
57500 Telephone	294.99	600.00	595.11	0.00	0.00	99.2	4.89
57700 Telecommunications	2,689.06	11,000.00	11,025.89	1,568.00	1,568.00	114.5	-1,593.89
59040 Write-Offs	53,963.54	25,000.00	128,684.07	0.00	0.00	514.7	-103,684.07
59300 Chargeback Expense	0.00	30,000.00	11,110.84	0.00	0.00	37.0	18,889.16
59405 Tuition Waiver	-631.37	240,000.00	398,525.59	0.00	0.00	166.1	-158,525.59
59415 Illinois Veterans Grants	40,390.00	100,000.00	40,390.00	0.00	0.00	40.4	59,610.00
59416 Unfunded ING/MIA/POW	0.00	30,000.00	12,922.55	0.00	0.00	43.1	17,077.45
59420 Monetary Award Program	-570.00	0.00	141,514.00	0.00	0.00	.0	-141,514.00
59901 Contributions	4,500.00	104,500.00	62,390.00	0.00	0.00	59.7	42,110.00
59965 Bank Service Charges	10.00	7,500.00	4,798.98	62.00	62.00	64.8	2,639.02
59999 Expense-Other	41.60	5,643.00	319.63	0.00	0.00	5.7	5,323.37
99999 Budget Contingency	0.00	103,331.00	0.00	0.00	0.00	.0	103,331.00
71000 Transfer Out	1,170,697.09	14,753,985.00	9,958,203.71	134,576.98	134,576.98	68.4	4,661,204.31
	0.00	566,000.00	40,286.26	0.00	0.00	7.1	525,713.74
01 Education Fund	1,170,697.09	15,319,985.00	9,998,489.97	134,576.98	134,576.98	66.1	5,186,918.05

Richland Community College
ACCOUNT SUMMARY
FEB 1516

Fund: Operations & Maint Acct Description	Month		Full Year Budget	Year to Date		Encumbered	Pct	Variance
	Actual			Actual				
51100 Administrative Staff Sal	3,074.36		67,992.00	37,553.16	0.00	0.00	55.2	30,438.84
51200 Professional/Tech Salary	2,442.51		26,810.00	19,540.03	0.00	0.00	72.9	7,269.97
51400 Supervisory Staff Salary	7,921.88		117,172.00	72,587.13	0.00	0.00	61.9	44,584.87
51610 F/T Classified Salary	2,183.48		26,202.00	10,223.88	0.00	0.00	39.0	15,978.12
51700 Custodial/Maint Stf Sal	12,110.80		168,551.00	107,417.89	0.00	0.00	63.7	61,133.11
51918 Overtime Wages	553.68		6,000.00	3,642.05	0.00	0.00	60.7	2,357.95
52080 SURS-RetireeHealthContri	141.43		2,034.00	1,261.80	0.00	0.00	62.0	772.20
52101 Group Medical Ins	7,175.76		94,079.00	64,023.88	0.00	0.00	68.1	30,055.12
52102 Group Dental Ins	259.77		3,814.00	2,342.37	0.00	0.00	61.4	1,471.63
52104 Group Life Ins	114.06		1,660.00	1,019.48	0.00	0.00	61.4	640.52
52105 Group LTD Ins	69.88		1,017.00	624.49	0.00	0.00	61.4	392.51
52750 Staff/Family Waivers	0.00		0.00	5,057.00	0.00	0.00	.0	-5,057.00
53400 Equip Repair/Maint Agree	9,557.81		80,000.00	45,221.20	4,966.88	4,966.88	62.7	29,811.92
53405 Telephone Maint Agree	610.67		11,000.00	3,475.75	3,852.29	3,852.29	66.6	3,671.96
53410 Custodial Services	60,438.42		369,880.00	245,823.48	124,012.26	124,012.26	100.0	44.26
53415 Security	919.28		9,890.00	6,604.90	3,285.10	3,285.10	100.0	0.00
53420 Building Repair/Maint	0.00		2,500.00	0.00	0.00	0.00	.0	2,500.00
53900 Contractual-Other	0.00		21,305.00	10,925.85	600.00	600.00	54.1	9,779.15
53910 Pest Control	810.00		13,700.00	7,409.33	3,240.00	3,240.00	77.7	3,050.67
53915 Snow/Grounds	130.00		10,500.00	6,009.66	170.00	170.00	58.9	4,320.34
54101 Office Supplies	40.89		1,300.00	915.57	0.00	0.00	70.4	384.43
54104 Maintenance Supplies	6,328.39		106,900.00	46,535.14	19,279.43	19,279.43	61.6	41,085.43
54105 Vehicle Expense	1,456.52		18,000.00	10,625.24	4,863.25	4,863.25	86.0	2,511.51
54107 Wind Turbine Maintenance	0.00		11,000.00	6,646.62	0.00	0.00	60.4	4,353.38
54200 Printing	12.47		850.00	317.06	0.00	0.00	37.3	532.94
54400 Materials	-220.60		400.00	192.89	0.00	0.00	48.2	207.11
54402 Postage	0.00		370.00	91.64	0.00	0.00	24.8	278.36
54408 Computer Software	0.00		30.00	29.95	0.00	0.00	99.8	0.05
54600 Publications & Dues	20.00		1,095.00	890.00	0.00	0.00	81.3	205.00
54700 Advertising	0.00		300.00	65.41	0.00	0.00	21.8	234.59
54910 Uniforms	263.19		6,000.00	1,642.27	1,039.91	1,039.91	44.7	3,317.82
55100 Meeting Expense	0.00		125.00	115.66	0.00	0.00	92.5	9.34
55200 Travel-In State	0.00		225.00	32.40	0.00	0.00	14.4	192.60
56100 Facility Rental	10,949.25		132,855.00	89,094.00	43,797.00	43,797.00	100.0	-36.00
56200 Equipment Rental	0.00		1,300.00	478.60	0.00	0.00	36.8	821.40
56600 Install Pymt Lease/Purch	6,667.80		79,764.00	53,325.06	26,653.86	26,653.86	100.3	-214.92
56750 Property Taxes	0.00		15,450.00	16,086.54	0.00	0.00	104.1	-636.54
57150 Propane	0.00		7,500.00	304.90	0.00	0.00	4.1	7,195.10
57300 Electricity and Nat Gas	30,346.48		361,300.00	227,970.48	0.00	0.00	63.1	133,329.52
57400 Water,Sewage	2,366.71		29,300.00	20,361.30	0.00	0.00	69.5	8,938.70
57500 Telephone	3,094.13		44,300.00	31,373.14	228.00	228.00	71.3	12,698.86
57600 Refuse Disposal	1,467.38		20,500.00	12,734.80	5,962.46	5,962.46	91.2	1,802.74
57700 Telecommunications	224.00		3,000.00	1,466.45	0.00	0.00	48.9	1,533.55
58400 Building Improvements	1,483.68		7,559.00	1,483.68	2,404.00	2,404.00	51.4	3,671.32
58700 Equipment-Service	0.00		6,380.00	6,363.73	0.00	0.00	99.7	16.27
99999 Budget Contingency	0.00		66,000.00	0.00	0.00	0.00	.0	66,000.00
71000 Transfer Out	173,014.08		1,955,909.00	1,179,905.86	244,354.44	244,354.44	72.8	531,648.70
02 Operations & Maint	173,014.08		1,955,909.00	1,179,905.86	244,354.44	244,354.44	72.8	531,648.70

Richland Community College
 Expenditure Summary by Cost Center
 For the month of February
 67% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 02/29/2016	%	Encumbered	*** Unencumbered ****	%
Fund: Education Fund						
DOC General Studies	46,900.00	20,880.00	44.52	.00	26,020.00	55.48
Costs for Continuing & Prof Ed						
Automotive-Tech Occ	114,095.00	73,231.00	64.18	1,679.56	39,184.44	34.34
Collision Repair Tech	88,438.77	66,242.95	74.90	2,107.20	20,088.62	22.71
Diesel Med/Hvy Trk Tech	74,060.00	49,704.71	67.11	771.15	23,584.14	31.84
Heating/Vent,AC-Tech Occ	96,892.00	54,508.73	56.26	.00	42,383.27	43.74
Welding-Technical Occ	189,579.00	131,669.92	69.45	3,438.11	54,470.97	28.73
Total Continuing & Prof Ed	563,064.77	375,357.31	66.66	7,996.02	179,711.44	31.92
Costs for Office of Academic Svcs						
Honors Program	3,540.00	1,575.70	44.51	.00	1,964.30	55.49
Online Learning	134,016.00	89,981.57	67.14	.00	44,034.43	32.86
Academic Success	349,465.00	217,453.74	62.22	2,428.30	129,582.96	37.08
Math Enrichment Center	94,675.00	41,781.14	44.13	.00	52,893.86	55.87
Diversity	4,855.00	1,200.00	24.72	.00	3,655.00	75.28
Total Office of Academic Srvc	586,551.00	351,992.15	60.01	2,428.30	232,130.55	39.58
Costs for Business and Technology						
Dean-Business/Technology	137,193.23	81,164.11	59.16	.00	56,029.12	40.84
Costs for Liberal Arts						
Dean-Liberal Arts	160,955.00	98,602.58	61.26	1,000.00	61,352.42	38.12
Art-Baccalaureate	143,322.00	97,296.32	67.89	135.05	45,890.63	32.02
Erlanson Art Gallery	9,172.00	4,457.29	48.60	.00	4,714.71	51.40
African Amer Stu-Baccal	44,564.00	41,216.46	92.49	.00	3,347.54	7.51
Engl/Human/Journal-Bacca	918,987.00	505,626.05	55.02	.00	413,360.95	44.98
Foreign Lang-Baccal	74,971.00	54,417.12	72.58	.00	20,553.88	27.42
Music-Baccalaureate	23,374.00	19,118.09	81.79	.00	4,255.91	18.21
Dance-Baccalaureate	513.00	1,035.00	201.75	.00	-522.00	-101.75
Philosophy-Baccalaureate	125,548.00	73,564.82	58.59	.00	51,983.18	41.41
Speech/Forensic/Drama	127,754.00	98,639.27	77.21	.00	29,114.73	22.79
EarlyChildhoodEduc-AAS	86,242.00	64,328.13	74.59	.00	21,913.87	25.41
Education-Baccalaureate	38,103.00	16,119.87	42.31	.00	21,983.13	57.69
History-Baccalaureate	191,402.00	126,724.28	66.21	.00	64,677.72	33.79
Political Sci-Baccal	26,087.00	15,738.29	60.33	.00	10,348.71	39.67
Psychology-Baccalaureate	221,463.00	147,712.84	66.70	.00	73,750.16	33.30
Sociology-Baccalaureate	121,834.00	71,563.36	58.74	.00	50,270.64	41.26
Total Liberal Arts	2,314,291.00	1,436,159.77	62.06	1,135.05	876,996.18	37.89

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered	**** %
Costs for Math, Science & Business						
Dean-Math/Science	140,242.00	99,406.84	70.88	915.00	39,920.16	28.47
Accounting/Business	272,817.00	202,803.19	74.34	.00	70,013.81	25.66
Information Tech-OccTech	226,832.00	178,637.37	78.75	.00	48,194.63	21.25
Office Tech-Bus Occ	127,314.00	71,544.79	56.20	.00	55,769.21	43.80
Drafting/DesignEngineer	68,664.00	46,896.63	68.30	.00	21,767.37	31.70
Math-Baccalaureate	566,666.00	391,660.19	69.12	.00	175,005.81	30.88
Phys Sci/Physic-Baccal	67,962.00	41,032.66	60.38	.00	26,929.34	39.62
General Science	22,031.00	9,481.87	43.04	.00	12,549.13	56.96
Biology-Baccalaureate	424,161.00	281,318.03	66.32	449.54	142,393.43	33.57
Chemistry-Baccalaureate	121,474.00	74,820.97	61.59	.00	46,653.03	38.41
Earth Science-Baccal	15,586.00	11,293.35	72.46	.00	4,292.65	27.54
Economics-Baccalaureate	71,757.00	54,933.19	76.55	.00	16,823.81	23.45
Health Ed/Rec-Baccal	5,670.00	3,126.75	55.15	.00	2,543.25	44.85
CriminalJustice-Tech Occ	34,030.00	25,564.41	75.12	.00	8,465.59	24.88
Total Math, Science & Business	2,165,206.00	1,492,520.24	68.93	1,364.54	671,321.22	31.00
Costs for Health Professions						
Dean-Health Professions	218,208.00	135,010.07	61.87	.00	83,197.93	38.13
Allied Health	199,215.00	130,609.49	65.56	357.36	68,248.15	34.26
Human Simulator	81,854.00	48,118.89	58.79	257.82	33,477.29	40.90
Radiology Tech-Hlth Occ	215,575.00	152,764.00	70.86	1,434.79	61,376.21	28.47
Surgical Tech-Health Occ	243,751.00	146,009.19	59.90	2,881.80	94,860.01	38.92
Fire Science-Tech Occ	63,321.00	40,959.01	64.68	485.00	21,876.99	34.55
Nursing LPN -Health Occ	133,093.00	82,046.72	61.65	1,080.56	49,965.72	37.54
Health Information Tech	155,226.00	90,355.87	58.21	.00	64,870.13	41.79
AAS Nursing -Health Occ	829,827.00	479,598.36	57.79	1,441.81	348,786.83	42.03
Total Health Professions	2,140,070.00	1,305,471.60	61.00	7,939.14	826,659.26	38.63
Costs for Workforce Development						
GED-AB & ASE	30,210.00	10,561.63	34.96	.00	19,648.37	65.04
Culinary Arts	218,719.00	155,819.85	71.24	8,447.36	54,451.79	24.90
Engineering-Baccal	25,958.00	16,156.85	62.24	.00	9,801.15	37.76
Horticulture-Bus Occup	145,412.00	102,376.80	70.40	.00	43,035.20	29.60
Engineering Technology	237,238.00	152,680.40	64.36	39.85	84,517.75	35.63
Total Workforce Development	657,537.00	437,595.53	66.55	8,487.21	211,454.26	32.16
Costs for Student Success						
Admission & Recruitment	286,926.00	162,864.09	56.76	.00	124,061.91	43.24
Advising and Records	275,122.00	187,301.18	68.08	.00	87,820.82	31.92
Counseling Services	197,045.00	135,677.49	68.86	.00	61,367.51	31.14
Career Services	4,380.00	25,161.42	574.46	.00	-20,781.42	-474.46
Student Engagement	48,581.00	34,311.53	70.63	.00	14,269.47	29.37
Fin Aid & Vet Affairs	322,924.00	200,810.25	62.18	.00	122,113.75	37.82
Student Life	42,509.00	30,384.00	71.48	.00	12,125.00	28.52
Total Student Success	1,177,487.00	776,509.96	65.95	.00	400,977.04	34.05

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 02/29/2016	%	Encumbered	*** Unencumbered ****	%
Costs for Auxiliary Services						
Copy Center	97,849.00	65,893.10	67.34	.00	31,955.90	32.66
Costs for Academic Support-LRC						
LRC Audio Visual	11,500.00	6,839.33	59.47	2,183.40	2,477.27	21.54
LRC	279,074.00	206,225.59	73.90	2,899.90	69,948.51	25.06
Total Academic Support-LRC	290,574.00	213,064.92	73.33	5,083.30	72,425.78	24.93
Costs for Technical Services Supp						
Networking Support	108,649.00	106,476.25	98.00	1,328.00	844.75	.78
Academic Lab Support	42,664.00	34,099.47	79.93	.00	8,564.53	20.07
Technical Services Suprt	233,796.00	167,785.50	71.77	.00	66,010.50	28.23
Total Technical Services Supp	385,109.00	308,361.22	80.07	1,328.00	75,419.78	19.58
Costs for Institutional Support						
VP Student Success	161,782.00	111,376.55	68.84	.00	50,405.45	31.16
Fairview Park Plaza	21,970.00	16,984.32	77.31	.00	4,985.68	22.69
Clinton Center	51,011.00	17,716.15	34.73	.00	33,294.85	65.27
Administrative Info Syst	430,355.00	358,347.75	83.27	.00	72,007.25	16.73
VP Economic Development	148,821.00	96,035.91	64.53	.00	52,785.09	35.47
Board of Trustees	41,429.00	29,022.76	70.05	.00	12,406.24	29.95
Presidents Office	544,370.00	399,140.10	73.32	2,696.51	142,533.39	26.18
Business Office	343,483.00	235,949.12	68.69	.00	107,533.88	31.31
Vice Pres Fin & Admin	184,369.00	117,325.88	63.64	63.25	66,979.87	36.33
VP Academic Services	302,976.00	201,597.57	66.54	408.00	100,970.43	33.33
General Expenses	342,495.00	139,677.53	40.78	7,656.81	195,160.66	56.98
Copiers	38,000.00	19,445.56	51.17	20,889.50	-2,335.06	-6.14
Graphics	112,887.00	68,261.87	60.47	.00	44,625.13	39.53
Marketing	368,340.00	160,907.88	43.68	61,965.83	145,466.29	39.49
Employee Relations	500.00	498.29	99.66	.00	1.71	.34
Human Resources	192,598.00	131,076.48	68.06	218.52	61,303.00	31.83
Institutl Effectiveness	158,359.00	106,554.92	67.29	.00	51,804.08	32.71
Faculty/Staff Developmt	1,615.00	1,053.50	65.23	.00	561.50	34.77
Foundation & Development	218,462.00	149,114.61	68.26	.00	69,347.39	31.74
Total Institutional Support	3,663,822.00	2,360,086.75	64.42	93,898.42	1,209,836.83	33.02
Costs for Scholarship and Waivers						
Waivers	395,000.00	722,036.21	182.79	.00	-327,036.21	-82.79
Chargeback	30,000.00	11,110.84	37.04	.00	18,889.16	62.96
Total Scholarship and Waivers	425,000.00	733,147.05	172.51	.00	-308,147.05	-72.51

Richland Community College
 Expenditure Summary by Cost Center
 For the month of February
 67% of Fiscal Year 1516

Budget 1516	** Actual Expended ** 02/29/2016	Encumbered %	*** Unencumbered ***	**** %
566,000.00	40,286.26	7.12	.00	92.88
103,331.00	.00	.00	103,331.00	100.00
15,319,985.00	9,998,489.97	65.26	129,659.98	33.89
Total Education Fund				

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 02/29/2016	%	Encumbered	*** Unencumbered ****	%
Fund: Operations & Maint						
Costs for Maintenance						
Renovations / Remodeling	7,559.00	2,865.33	37.91	2,404.00	2,289.67	30.29
Maintenance	409,388.00	252,568.03	61.69	21,831.45	134,988.52	32.97
Custodial	366,500.00	227,142.72	61.98	106,996.03	32,361.25	8.83
Grounds	35,784.00	24,126.38	67.42	8,693.86	2,963.76	8.28
Security	23,154.00	14,433.55	62.34	3,285.10	5,435.35	23.47
College Vehicle	18,000.00	10,836.76	60.20	4,863.25	2,299.99	12.78
Utilities	406,700.00	247,902.11	60.95	9,573.89	149,224.00	36.69
Administration O & M	241,759.00	153,370.17	63.44	.00	88,388.83	36.56
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	78,472.03	72.15	29,259.43	1,023.54	.94
Fairview Plaza O&M	69,850.00	45,330.09	64.90	21,703.68	2,816.23	4.03
CSI Building O&M	10,450.00	8,715.32	83.40	.00	1,734.68	16.60
Macon Co Soil & Water Bd	68,680.00	44,183.65	64.33	19,760.00	4,736.35	6.90
Sequestration Bldg O&M	23,680.00	14,770.55	62.38	4,400.00	4,509.45	19.04
Workforce Development Ct	90,200.00	49,319.48	54.68	11,413.75	29,466.77	32.67
Total Maintenance	1,889,909.00	1,179,905.86	62.43	244,184.44	455,818.70	24.65
Contingency	66,000.00	.00	.00	.00	66,000.00	100.00
Total Operations & Maint	1,955,909.00	1,179,905.86	60.33	244,184.44	531,818.70	27.19

Richland Community College
 Expenditure Summary by Cost Center
 For the month of February
 67% of Fiscal Year 1516

Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered	*** %
Fund: Oper & Maint Restricted					
31,000.00	9,928.25	32.03	952.00	20,119.75	64.90
1,145,000.00	753,102.13	65.77	6,809.00	385,088.87	33.63
Total Oper & Maint Restricted	763,030.38	64.88	7,761.00	405,208.62	34.46

Fund: Bond & Interest Fund					
Costs for Bond and Interest					
2,423,088.00	2,048,066.25	84.52	.00	375,021.75	15.48
Total Bond & Interest Fund	2,423,088.00	84.52	.00	375,021.75	15.48

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered	*** %
Fund: Auxiliary Enterprises					
Costs for Continuing & Prof Ed					
Credit	321,911.00	59.31	16,456.51	114,523.49	35.58
NonCredit	280,122.00	56.33	2,179.50	120,158.89	42.90
Continuing&ProfEdAdmin	157,091.00	67.17	.00	51,579.99	32.83
Total Continuing & Prof Ed	759,124.00	59.84	18,636.01	286,262.37	37.71
Costs for Auxiliary Services					
Child Care Services	205,958.00	67.53	3,849.71	63,028.73	30.60
Theatre Productions	15,600.00	6.42	.00	14,598.90	93.58
CulinaryRestaurant	50,000.00	83.47	426.36	7,839.96	15.68
Coffee House	57,500.00	44.94	8,478.48	23,180.54	40.31
Culinary Events	3,000.00	90.60	55.99	226.02	7.53
Garden Center Ag/Hort	31,525.00	47.44	7,579.73	8,988.77	28.51
Fitness Center	63,690.00	45.71	.00	34,577.84	54.29
Outdoor Exposition SpcEv	212,873.00	50.78	325.68	104,440.25	49.06
Copy Center	71,000.00	63.98	12,565.81	13,011.72	18.33
Total Auxiliary Services	711,146.00	57.37	33,281.76	269,892.73	37.95
Total Auxiliary Enterprises	1,470,270.00	58.64	51,917.77	556,155.10	37.83

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered	**** %
Fund: Restricted Purposes Fd						
Costs for Grants						
Commercial Custodial	10,556.80	29,770.45	282.00	.00	-19,213.65	-182.00
Career Technologies	40,140.11	82,126.89	204.62	.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	4,250.00	5,091.00	119.79	.00	-841.00	-19.79
Math Enrichment Center	10,000.00	1,674.29	16.74	.00	8,325.71	83.26
8th Grade Career Fair	475.00	336.44	70.83	.00	138.56	29.17
Partner's Salute	4,450.00	171.44	3.85	.00	4,278.56	96.15
YouthleadershipInstitute	3,100.00	2,447.90	78.96	260.00	392.10	12.65
College Fair	4,055.00	2,927.11	72.19	.00	1,127.89	27.81
PIE-Career On Wheels	600.00	.00	.00	.00	600.00	100.00
PIE Admin	74,162.00	44,019.41	59.36	.00	30,142.59	40.64
Dean-Liberal Arts	2,000.00	1,717.16	85.86	.00	282.84	14.14
Erlanson Art Gallery	1,000.00	1,115.83	111.58	.00	-115.83	-11.58
Information Tech-OccTech	1,750.00	342.38	19.56	.00	1,407.62	80.44
Biology-Baccalaureate	2,000.00	2,072.83	103.64	.00	-72.83	-3.64
GED-AB & ASE	1,500.00	595.67	39.71	.00	904.33	60.29
Culinary Arts	750.00	536.26	71.50	.00	213.74	28.50
Horticulture-Bus Occup	20,926.00	38,318.79	183.12	.00	-17,392.79	-83.12
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	18,731.85	469.10	.00	-14,738.70	-369.10
Fin Aid & Vet Affairs	3,000.00	1,984.41	66.15	.00	1,015.59	33.85
Student Life	2,350.00	2,387.15	101.58	.00	-37.15	-1.58
Child Care Services	2,000.00	1,214.83	60.74	.00	785.17	39.26
Theatre Productions	1,200.00	319.69	26.64	.00	880.31	73.36
CulinaryRestaurant	750.00	856.92	114.26	.00	-106.92	-14.26
Coffee House	10,515.00	12,177.02	115.81	.00	-1,662.02	-15.81
Fitness Center	2,000.00	2,439.95	122.00	.00	-439.95	-22.00
LRC	2,740.00	3,254.82	118.79	.00	-514.82	-18.79
Academic Lab Support	2,000.00	6,339.68	316.98	.00	-4,339.68	-216.98
Technical Services Suprt	22,780.00	10,311.64	45.27	124.80	12,343.56	54.19
VP Student Success	6,050.00	4,620.07	76.36	.00	1,429.93	23.64
Business Office	8,000.00	5,604.01	70.05	.00	2,395.99	29.95
General Expenses	37,570.03	76,417.24	203.40	.00	-38,847.21	-103.40
Administration General	56,529.90	109,496.95	193.70	3,095.00	-56,062.05	-99.17
Faculty/Staff Developmt	17,375.00	14,999.37	86.33	.00	2,375.63	13.67
Foundation & Development	1,500.00	1,370.39	91.36	.00	129.61	8.64
Grant-Administration	269,040.77	156,439.35	58.15	.00	112,601.42	41.85
Grant-Non-Administration	14,677.00	7,857.16	53.53	.00	6,819.84	46.47
Grants-Training	15,077.00	12,909.10	85.62	.00	2,167.90	14.38
Grant-SupportServices	160,971.00	13,514.31	8.40	1,210.86	146,245.83	90.85
Family Literacy	7,743.83	8,322.98	107.48	.00	-579.15	-7.48
Adult Literacy	43,805.12	32,959.30	75.24	.00	10,845.82	24.76
Instruction-Other	103,549.00	33,094.27	31.96	9,460.25	60,994.48	58.90
Student Servs-Counseling	160,291.20	93,610.59	58.40	.00	66,680.61	41.60

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended ** 02/29/2016	Encumbered %	*** Unencumbered *** %
CommunityService	251,109.97	93,798.87	37.35	146,050.57 58.16
Student Activities	147,076.19	88,975.61	60.50	58,100.58 39.50
Sequestration Proj	85,966.50	63,992.20	74.44	952.33 24.45
Instruction	79,742.98	45,628.75	57.22	34,114.23 42.78
Total Grants	1,859,775.98	1,363,060.85	73.29	26,363.77 470,351.36 25.29
Costs for Financial Aid				
Illinois Veterans Grant	120,000.00	39,773.00	33.14	.00 80,227.00 66.86
Post 9/11 Veterans Grant	110,000.00	97,930.70	89.03	.00 12,069.30 10.97
FoundationsScholarships	575,000.00	304,575.43	52.97	.00 270,424.57 47.03
Direct Loans	1,500,000.00	1,242,546.00	82.84	.00 257,454.00 17.16
PELL	4,300,000.00	2,471,043.79	57.47	.00 1,828,956.21 42.53
Federal Work Study	6,055.00	2,033.66	33.59	.00 4,021.34 66.41
SEOG	30,954.00	27,803.78	89.82	.00 3,150.22 10.18
MAP	400,000.00	.00	.00	.00 400,000.00 100.00
Workforce Investment Sol	300,000.00	166,533.78	55.51	.00 133,466.22 44.49
IL National Guard Grant	27,000.00	8,773.00	32.49	.00 18,227.00 67.51
Total Financial Aid	7,369,009.00	4,361,013.14	59.18	.00 3,007,995.86 40.82
Total Restricted Purposes Fd	9,228,784.98	5,724,073.99	62.02	26,363.77 3,478,347.22 37.69

Richland Community College
Expenditure Summary by Cost Center
For the month of February
67% of Fiscal Year 1516

	Budget 1516	** Actual Expended 02/29/2016	** %	Encumbered	*** Unencumbered	**** %
Fund: Working Cash Fund						
Transfer Out	3,000.00	.00	.00	.00	3,000.00	100.00
Total Working Cash Fund	3,000.00	.00	.00	.00	3,000.00	100.00
Fund: Trust & Agency Fund						
Costs for Trust and Agency						
Club Expenses	75,500.00	58,754.17	77.82	3,321.28	13,424.55	17.78
Transfer Out	.00	780.00	.00	.00	-780.00	.00
Total Trust & Agency Fund	75,500.00	59,534.17	78.85	3,321.28	12,644.55	16.75
Fund: Audit Fund						
Costs for Institutional Support						
Business Office	15,378.00	10,783.81	70.12	.00	4,594.19	29.88
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	56,583.81	78.86	.00	15,165.19	21.14
Fund: Liab, Protect, Settle						
Liab Protection & Settle	1,325,433.00	868,881.74	65.55	131,919.80	324,631.46	24.49
Total Liab, Protect, Settle	1,325,433.00	868,881.74	65.55	131,919.80	324,631.46	24.49

Richland Community College
 Bills Presented for Ratification
 FEB 1516

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
AFLAC		AFLAC				
ARC/STSA	Surgical Tech-Health	Publications & Dues	676.40	676.40		
AT&T	Utilities	Telephone	2,000.00	2,000.00		
AT&T	Utilities	Telephone	650.48		650.48	
AT&T	Utilities	Telephone	732.06		732.06	
AT&T	Fairview Plaza O&M	Telecommunications	112.00		112.00	
AT&T	Fairview Plaza O&M	Telephone	18.52		18.52	
AT&T	Utilities	Telephone	566.98		566.98	
AT&T	Fairview Plaza O&M	Telephone	169.92		169.92	
AT&T	CommunityService	Telephone	90.38			90.38
AT&T	Fairview Plaza O&M	Telecommunications	112.00		112.00	
AT&T	Fairview Plaza O&M	Telephone	207.59		207.59	
AT&T	Utilities	Telecommunications	1,318.24		1,318.24	
AT&T Long Distance	Utilities	Telephone	25.77	25.77		
Advanced Disposal Services	Utilities	Refuse Disposal	424.85	424.85		
Airgas-Mid America	Collision Repair Tech	Instructional Supplie	33.90	33.90		
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	1,535.00		1,535.00	
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	20.93		20.93	
Airweld Industrial Gases	Welding-Technical Occ	Instructional Supplie	100.47		100.47	
Altorfer Inc	Maintenance	Equip Repair/Maint Ag	40.77		40.77	
AmerenIP	Utilities	Electricity and Nat G	443.55		443.55	
AmerenIP	Utilities	Electricity and Nat G	65.87		65.87	
AmerenIP	Utilities	Electricity and Nat G	327.05		327.05	
AmerenIP	Utilities	Electricity and Nat G	4,786.96		4,786.96	
AmerenIP	Workforce Development	Electricity and Nat G	280.84		280.84	
AmerenIP	Utilities	Electricity and Nat G	113.85		113.85	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	106.29		106.29	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	3,612.01		3,612.01	
AmerenIP	Utilities	Electricity and Nat G	4,523.99		4,523.99	
AmerenIP	Utilities	Telephone	23.33		23.33	
AmerenIP	Clinton Center O&M	Electricity and Nat G	75.31		75.31	
AmerenIP	Clinton Center O&M	Electricity and Nat G	226.39		226.39	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	233.72		233.72	
AmerenIP	Utilities	Electricity and Nat G	106.24	106.24		
American Express	Utilities	Credit Card Pmt Clear	2,000.00	2,000.00		
American Health Information Mana	Health Information Te	Computer Software	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	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	43.45		43.45	
Aramark Corporation	Child Care Services	Meals	1,130.93			1,130.93
Aramark Corporation	Child Care Services	Meals	1,080.44			1,080.44
Arbico Organics	Garden Center Ag/Hort	Materials	7.20			7.20
Arbico Organics	Garden Center Ag/Hort	Materials	55.90			55.90
Arbico Organics	Garden Center Ag/Hort	Materials	13.20			13.20
Arbico Organics	Garden Center Ag/Hort	Materials	55.90			55.90
Arbico Organics	Garden Center Ag/Hort	Materials	13.20			13.20
Arbico Organics	Garden Center Ag/Hort	Materials	65.70			65.70
Arbico Organics	Garden Center Ag/Hort	Materials	65.70			65.70
PAGE TOTALS				28,480.83	20,635.12	2,578.55

Richland Community College
 Bills Presented for Ratification
 FEB 1516

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Arbico Organics	Garden Center Ag/Hort Materials		55.90			55.90
Arbico Organics	Garden Center Ag/Hort Materials		7.20			7.20
Archambault, Margaret	Academic Success	Interpreter Salary	621.00	621.00		
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	59.14		59.14	
Arthur J Gallagher Risk Services	Liab Protection & Set	General Insurance	75.00			75.00
Awards Limited	Dean-Math/Science	WYSE Activities	590.76	590.76		
Barbeck Communications Group Inc	Liab Protection & Set	Equipment-Service	600.00			600.00
Barfield, Seth	Instruction-Other	Stipends	675.00			675.00
Barfield, Seth	Instruction-Other	Stipends	562.50			562.50
BearMail Co	Business Office	Inventory-CentralStor	291.66	291.66		
BearMail Co	Business Office	Postage	108.50	108.50		
Beck's Studio	Inventory-CentralStor	Postage	31.40	31.40		
Behm and Hagemann Inc	Garden Center Ag/Hort Materials	Inventory-CentralStor	1,764.22			1,764.22
Beiler, Delany R	Instruction-Other	Stipends	525.00			525.00
Beiler, Delany R	Instruction-Other	Stipends	675.00			675.00
Blackmore & Glunt	Maintenance	Equip Repair/Maint Ag	-2,460.00		-2,460.00	
Blackmore & Glunt	Maintenance	Equip Repair/Maint Ag	2,460.00		2,460.00	
Bodine Electric Inc	Maintenance	Equip Repair/Maint Ag	2,046.56		2,046.56	
Bodine Electric Inc	Maintenance	Maintenance Supplies	920.16		920.16	
Bodine Electric Inc	Maintenance	Maintenance Supplies	1,853.45		1,853.45	
Bodine Electric Inc	Engineering Technology	Instructional Supplie	-31.00	-31.00		
Bodine Electric Inc	Engineering Technology	Instructional Supplie	50.55	50.55		
Bodine Electric Inc	Maintenance	Equip Repair/Maint Ag	403.45		403.45	
Bonds, Dion A	Instruction-Other	Stipends	675.00			675.00
Bonds, Dion A	Instruction-Other	Stipends	750.00			750.00
BrickStreet Mutual Insurance	Liab Protection & Set	General Insurance	5,550.00			5,550.00
Busey Bank	Macon Co Soil & Water	Install Pynt Lease/Pu	4,490.00		4,490.00	
CC Fire Equipment Co Inc	Maintenance	Equip Repair/Maint Ag	144.00		144.00	
CDS Leasing	Copiers	Equipment Rental	387.63	387.63		
CDS Leasing	Copiers	Equipment Rental	524.12	524.12		
CDS Leasing	Copiers	Equipment Rental	90.00	90.00		
CDS Leasing	Copiers	Equipment Rental	149.14	149.14		
CDS Leasing	Copiers	Equipment Rental	280.00	280.00		
CDS Leasing	Copiers	Equipment Rental	60.00	60.00		
CDS Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Leasing	Copiers	Equipment Rental	150.00	150.00		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Leasing	Copiers	Equipment Rental	194.00	194.00		
CDS Leasing	Copiers	Equipment Rental	117.00	117.00		
CDS Office Technologies	Copiers	Printing	1,198.88	1,198.88		
CDS Office Technologies	Copiers	Printing	47.76	47.76		
CDS Office Technologies	Copiers	Printing	3.18	3.18		
CDS Office Technologies	Copiers	Printing	860.33	860.33		
CDS Office Technologies	Copiers	Printing	80.04	80.04		
CDS Office Technologies	Copiers	Printing	51.86	51.86		
CDS Office Technologies	Copiers	Printing	18.14	18.14		
CDS Office Technologies	Copiers	Printing	140.09	140.09		
CDS Office Technologies	Copiers	Printing	306.90	306.90		
CDWG Government Inc	Academic Lab Support	Materials	515.20	515.20		
Cardinal, Matthew S	Radiology Tech-Hlth O	Travel-In State Milea	28,925.49	7,093.91	9,916.76	11,914.82
		PAGE TOTALS				

Richland Community College
Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	242.71	242.71		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	406.33	406.33		
Carolina Biological Supply Co	Biology-Baccalaureate	Instructional Supplie	107.95	107.95		
Chestnut Global Partners		Prepaid Expenses	2,955.00	2,955.00		
Chestnut Global Partners	Human Resources	Contractual-Other	2,955.00	2,955.00		
City of Decatur		Accrued Sales Tax	56.99			56.99
City of Decatur		Accrued Sales Tax	60.48			60.48
City of Decatur IL	Utilities	Water, Sewage	136.49		136.49	
City of Decatur IL	Macon Co Soil & Water	Water, Sewage	144.32		144.32	
City of Decatur IL	Utilities	Water, Sewage	162.05		162.05	
City of Decatur IL	Sequestration Bldg O&M	Water, Sewage	137.50		137.50	
City of Decatur IL	Utilities	Water, Sewage	57.91		57.91	
City of Decatur IL	Utilities	Water, Sewage	261.15		261.15	
City of Decatur IL	Utilities	Water, Sewage	1,031.99		1,031.99	
City of Decatur IL	Utilities	Materials	162.18		162.18	
City of Decatur IL	Fairview Plaza O&M	Water, Sewage	52.52		52.52	
Collins, Timothy J	Diversity	Contractual-Other	1,200.00	1,200.00		
Comcast	LRC Audio Visual	Materials	35.91			
Confidential On-Site Paper	General Expenses	Contractual-Other	589.38	589.38		
Consociate Group	Human Resources	Contractual-Other	309.75	309.75		
Consolidated Communications	Utilities	Telephone Maint Agree	610.67		610.67	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	3,487.29		3,487.29	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	1,392.10		1,392.10	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	1,173.20		1,173.20	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	153.95		153.95	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	166.25		166.25	
Crews, Denise, Dr	VP Academic Services	Telecommunications	60.00	60.00		
Cromwell Radio Group Inc	Marketing	Advertising	403.32	403.32		
Cromwell Radio Group Inc	Marketing	Advertising	100.00	100.00		
DMH Corporate Health Services	Maintenance	Maintenance Supplies	85.00		85.00	
DeWitt County Collector	Board of Trustees	Legal Services-Admin	7,422.00	7,422.00		
Don's Paint Company	Maintenance	Maintenance Supplies	2.16		2.16	
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	535.98	535.98		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	212.25	212.25		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	-130.59	-130.59		
Dust & Son Auto Supply	Collision Repair Tech	Instructional Supplie	127.59	127.59		
Dynagraphics Inc	Engineering Technology	Printing	35.05	35.05		
Elan Corporate Payment Systems		Credit Card Pmt Clear	15,567.35	15,567.35		
Eisevier Inc		Fees Pass Thru Nursin	59.00	59.00		
Eskew, Lisa D	Continuing&ProfEdAdmi	Travel-In State	112.70			112.70
Evergreen FS-Stephens #24	Credit	Vehicle Expense	320.53			320.53
Evergreen FS-Stephens #24	Credit	Vehicle Expense	155.88			155.88
Evergreen FS-Stephens #24	Credit	Vehicle Expense	146.78			146.78
Evergreen FS-Stephens #24	College Vehicle	Vehicle Expense	1,453.10		1,453.10	
FREDEX	VP Economic Developme	Postage	7.22	7.22		
Fairview Park Plaza LLC	Fairview Plaza O&M	Facility Rental	4,615.92		4,615.92	
Fastenal Industrial Supply Co	Maintenance	Maintenance Supplies	9.68		9.68	
Fidelity Investments		Misc Deductions	300.00	300.00		
Firm Systems		Fees Pass Thru Backgr	35.00	35.00		
		PAGE TOTALS	49,684.99	33,536.20	15,295.43	853.36

Richland Community College
 Bills Presented for Ratification
 FEB 1516

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
FirstEnergy Solutions	Utilities	Electricity and Nat G	13,773.39		13,773.39	
FirstEnergy Solutions	Fairview Plaza O&M	Electricity and Nat G	133.50		133.50	
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	
Fought, Patrick W	Clinton Center O&M	Custodial Services	157.50		157.50	
Frontier	Clinton Center O&M	Telephone	160.34		160.34	
GeoSeed	Garden Center Ag/Hort Materials	Telephone	668.88			668.88
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Goodman, Vivian T	CommunityService	Travel-In State	51.89			51.89
Goodman, Vivian T	CommunityService	Travel-In State	57.44			57.44
Government Finance Officers Assn	Business Office	Publications & Dues	150.00	150.00		
Granger Inc	Automotive-Tech Occ	Instructional Supplie	31.27	31.27		
Green Media Service Inc	Marketing	Advertising	5,986.00	5,986.00		
Greg Hahn Heating and Air Condit	Maintenance	Equip Repair/Maint Ag	780.00		780.00	
Greg Hahn Heating and Air Condit	Maintenance	Equip Repair/Maint Ag	1,295.32		1,295.32	
Greg Hahn Heating and Air Condit	Maintenance	Equip Repair/Maint Ag	157.89		157.89	
Gregory, Lisa M	Presidents Office	Travel-In State	46.35	46.35		
Grey, Thomas	Instructional-Other	Contractual-Other	640.00		640.00	
HTE Decatur Parker Store	Maintenance	Maintenance Supplies	750.00		750.00	
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	27.88			27.88
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	13,671.16			13,671.16
Hoelting & Co	Culinary Arts	Instructional Supplie	64.39	64.39		
Hughes, Laurie Beth	RCC Foundation A/R	RCC Foundation A/R	320.82	320.82		
IBM Corporation	Prepaid Expenses	Prepaid Expenses	869.00			869.00
IBM Corporation	Prepaid Expenses	Prepaid Expenses	1,209.45	1,209.45		
IBM Corporation	Administrative Info S	Equip Repair/Maint Ag	2,078.46	2,078.46		
IBM Corporation	Radiology Tech-Hlth O	Instructional Supplie	525.00	525.00		
IBM Corporation	CommunityService	Publications & Dues	20.00		20.00	
IL Dept of Ag Bureau of Evnir Pr	Maintenance	Contractual-Other	15.00			15.00
Illinois Charity Bureau Fund	Liab Protection & Set	Unemployment Insuranc	1,920.00			1,920.00
Illinois Dept of Empl Security	Liab Protection & Set	Unemployment Insuranc	2,275.00	2,275.00		
Illinois Federation of Teachers	Union Dues-RFT	Union Dues-RFT	49.43	49.43		
Illinois Federation of Teachers	Union Dues - Adjunct	Union Dues - Adjunct	42.32	42.32		
Illinois Federation of Teachers	Union Dues - Adjunct	Union Dues - Adjunct	2,275.00	2,275.00		
Jan Master Cleaning Services Inc	Custodial Services	Custodial Services	2,197.12		2,197.12	
Jan Master Cleaning Services Inc	Custodial Services	Custodial Services	24,300.00		24,300.00	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Workforce Development	Custodial Services	1,850.00		1,850.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	2,700.00			2,700.00
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	244.13			244.13
Jan Master Cleaning Services Inc	Custodial Services	Custodial Services	2,211.30		2,211.30	
Jan Master Cleaning Services Inc	Macon Co Soil & Water	Custodial Services	24,300.00		24,300.00	
Jan Master Cleaning Services Inc	Sequestration Bldg O&	Custodial Services	450.00		450.00	
Jan Master Cleaning Services Inc	Workforce Development	Custodial Services	1,100.00		1,100.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	1,850.00		1,850.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	245.70			245.70
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	116,463.43	15,053.49	77,508.86	23,901.08
	PAGE TOTALS					

Richland Community College
Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Jones, Kali Elizabeth	Instruction-Other	Stipends	600.00			600.00
Jones, Kali Elizabeth	Instruction-Other	Stipends	675.00			675.00
KONE Inc	Maintenance	Equip Repair/Maint Ag	334.02		334.02	
Kaskaskia Broadcasting Inc	Marketing	Advertising	240.00	240.00		
Key Equipment Finance	Administration Genera	Equipment Rental	199.00			199.00
Key Equipment Finance	Administration Genera	Equipment Rental	210.00			210.00
Keystone Homes	Clinton Center O&M	Facility Rental	6,333.33		6,333.33	
LLCC Capital City Center	Marketing	Fees Pass Thru Nursin	2,915.00	2,915.00		
Lee Enterprises Inc	Marketing	Advertising	39.00	39.00		
Lee Enterprises Inc	Marketing	Advertising	255.20	255.20		
Lee Enterprises Inc	Human Resources	Advertising	260.48	260.48		
Lowe's Home Centers Inc	Grant-SupportServices	Participant Supplies	22.07			22.07
Lowe's Home Centers Inc	Grant-SupportServices	Participant Supplies	149.69			149.69
Lowe's Home Centers Inc	Grant-SupportServices	Participant Supplies	92.06			92.06
Luckey, Megan E	Academic Success	Interpreter Salary	130.95	130.95		
MR Systems Wireless	Clinton Center O&M	Telephone	57.00		57.00	
MRE Benefit Admin Systems	Marketing	Group Insurance	28,173.67	28,173.67		
MRE Benefit Admin Systems	Marketing	Health Insurance	181,829.30	181,829.30		
Macon County Circuit Clerk	Marketing	Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk	Marketing	Wage Garnishment Orde	500.00	500.00		
Macon County Circuit Clerk	Marketing	Wage Garnishment Orde	17.64	17.64		
Macon Resources Inc	Allied Health	Laundry/Linen Supplie	150.00			150.00
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	Club Expenses	Event Expense	130.10			130.10
Mangle Management Systems	Board of Trustees	Meeting Expense	28.00	28.00		
Manufacturing Skill Standards Co	Board of Trustees	Meeting Expense	28.00	28.00		
Mark's Plumbing	Maintenance	Instructional Supplie	40.00			40.00
Mark's Plumbing	Maintenance	Maintenance Supplies	136.25		136.25	
Matejka, Michael	Maintenance	Maintenance Supplies	24.75		24.75	
Menard Inc	Instruction-Other	Contractual-Other	500.00			500.00
Menard Inc	Maintenance	Maintenance Supplies	11.02		11.02	
Menard Inc	Maintenance	Maintenance Supplies	78.60		78.60	
Menard Inc	Maintenance	Maintenance Supplies	5.76		5.76	
Menard Inc	Maintenance	Maintenance Supplies	345.64		345.64	
Menard Inc	Maintenance	Maintenance Supplies	11.97		11.97	
Menard Inc	Maintenance	Maintenance Supplies	21.30		21.30	
Menard Inc	Renovations / Remodel	Building Improvements	55.19		55.19	
Menard Inc	Renovations / Remodel	Building Improvements	29.99		29.99	
Menard Inc	Renovations / Remodel	Building Improvements	1,130.43		1,130.43	
Menard Inc	Renovations / Remodel	Building Improvements	138.07		138.07	
Mid-America Advertising MidWest	Marketing	Advertising	250.00	250.00		
Midland Paper Company	Copy Center	Materials	151.84			151.84
Midland Paper Company	Copy Center	Materials	515.06			515.06
Midland Paper Company	Copy Center	Materials	30.00			30.00
Midwest Fiber Inc of Decatur	Utilities	Refuse Disposal	90.00			90.00
Miller, Judy M	Dean-Health Professio	Registrations Fees	75.00	75.00		
N-OADN	AAS Nursing -Health O	Publications & Dues	475.00	475.00		
NBSTSA	AAS Nursing -Health O	Publications & Dues	1,520.00	1,520.00		
		Fees Pass Thru Surg T	230,087.38	217,359.24	8,803.32	3,924.82
		PAGE TOTALS				

Richland Community College
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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	13.04	13.04		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	-5.97	-5.97		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	7.73	7.73		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	97.43	97.43		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	-99.42	-99.42		
Napa Auto Parts	Automotive-Tech Occ	Instructional Supplie	8.14	8.14		
Napa Auto Parts	College Vehicle	Vehicle Expense	3.42		3.42	
Nasco	Biology-Baccalaureate	Instructional Supplie	454.20	454.20		
National Safety Council	NonCredit	Instructional Supplie	818.77			818.77
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	136.80	136.80		
Newman & Ullman Inc		Inventory-CentralStor	17.96	17.96		
Newman & Ullman Inc		Inventory-CentralStor	17.96	17.96		
Newman & Ullman Inc		Inventory-CentralStor	149.50	149.50		
Niemann Foods	Culinary Arts	Instructional Supplie	28.77	28.77		
Niemann Foods	Culinary Arts	Instructional Supplie	157.92	157.92		
Niemann Foods	Culinary Arts	Instructional Supplie	46.34	46.34		
Niemann Foods	Culinary Arts	Instructional Supplie	27.42	27.42		
Niemann Foods	Culinary Arts	Instructional Supplie	19.36	19.36		
Niemann Foods	Culinary Arts	Instructional Supplie	54.73	54.73		
Niemann Foods	Culinary Arts	Instructional Supplie	8.14	8.14		
Niemann Foods	Culinary Arts	Instructional Supplie	43.61	43.61		
Niemann Foods	Culinary Arts	Instructional Supplie	46.71	46.71		
Niemann Foods	Culinary Arts	Instructional Supplie	29.59	29.59		
Niemann Foods	Culinary Arts	Instructional Supplie	37.15	37.15		
Niemann Foods	Culinary Arts	Instructional Supplie	19.63	19.63		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	5.08	5.08		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	119.90	119.90		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	19.98	19.98		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	55.14	55.14		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	15.59	15.59		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	28.99	28.99		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	23.41	23.41		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	-17.96	-17.96		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	46.52	46.52		
O'Reilly Auto Parts	Automotive-Tech Occ	Instructional Supplie	9.15	9.15		
Office Depot Inc	Inventory-CentralStor	Inventory-CentralStor	1,346.93	1,346.93		
Office Max	Inventory-CentralStor	Inventory-CentralStor	1,094.58	1,094.58		
Oliver, Brooke D	Surgical Tech-Health	Travel-In State Milea	165.60	165.60		
Olson, Colleen	Academic Success	Interpreter Salary	223.50	223.50		
Orv Graham Radio Advertising Bro	Marketing	Advertising	240.00	240.00		
Palmer, Kristine R	Club Expenses	Materials	251.00			251.00
Parks Sewer Service	Maintenance	Equip Repair/Maint Ag	180.00		180.00	
Per Mar Security & Research Corp	Security	Security	206.23		206.23	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,949.42		4,949.42	
Per Mar Security & Research Corp	Liab Protection & Set	Security	12,651.99	6,243.15	389.65	6,019.19
		PAGE TOTALS				

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Per Mar Security & Research Corp	Security	Security	268.45		268.45	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,205.64			4,205.64
Per Mar Security & Research Corp	Security	Security	266.76		266.76	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,179.08			4,179.08
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
Pocket Nurse	Nursing LPN -Health O	Instructional Supplie	197.19	197.19		
Pocket Nurse	AAS Nursing -Health O	Instructional Supplie	158.78	158.78		
Pocket Nurse	AAS Nursing -Health O	Instructional Supplie	211.21	211.21		
Pocket Nurse	AAS Nursing -Health O	Instructional Supplie	21.00	21.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	332.00	332.00		
Poindexter, Lynne M	Academic Success	Interpreter Salary	332.00	332.00		
Pride Cleaners	Culinary Arts	Contractual-Other	51.60	51.60		
Pride Cleaners	Culinary Arts	Contractual-Other	51.60	51.60		
Pride Cleaners	Culinary Arts	Contractual-Other	70.95	70.95		
Pride Cleaners	Culinary Arts	Contractual-Other	99.33	99.33		
Pyles, Gregory D	Biolog-Baccalaureate	Instructional Supplie	65.05	65.05		
Pyles, Gregory D	Biolog-Baccalaureate	Instructional Supplie	21.94	21.94		
Pyles, Gregory D	Chemistry-Baccalaurea	Instructional Supplie	25.40	25.40		
Quincy Compressor	Shilling Center - O/M	Maintenance Supplies	380.69		380.69	
R D McMillen Enterprises	Inventory-CentralStor		268.36	268.36		
RCC Bookstore	Books -GSL/UGSL		922.43	922.43		
RCC Bookstore	Pell Taxable Books		441.45	441.45		
RCC Bookstore	Pell Taxable Books		7,712.89	7,712.89		
RCC Bookstore	NonTaxBooks-Scholarsh		118.21	118.21		
RCC Bookstore	NonTaxBooks -Workforc		19,603.85	19,603.85		
RCC-Foundation	Revenue-Misc/OtherSou		25.00	25.00		
RCC-Foundation	Richland Foundation		124.66	124.66		
RCC-Foundation	Credit Card Clearing		2,000.00	2,000.00		
RCC-Foundation	Richland Foundation		124.66	124.66		
Radiation Detection Company	Radiology Tech-Hlth O	Materials	332.40	332.40		
Raincoast Distribution Services	EarlyChildhoodEduc-AA	Instructional Supplie	28.22	28.22		
Raincoast Distribution Services	EarlyChildhoodEduc-AA	Instructional Supplie	-28.22	-28.22		
Reliance Standard	Life Insurance		3,254.23	3,254.23		
Reliance Standard	LTD Insurance		2,044.85	2,044.85		
Reliance Standard	Supplemental Life Ins		1,522.28	1,522.28		
Reserve Account	Inventory-CentralStor		3,000.00	3,000.00		
Ritter Show Removal	Snow/Grounds		130.00		130.00	
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	-23.55	-23.55		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	2,411.85	2,411.85		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	286.21	286.21		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	-62.75	-62.75		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.24		60.24	
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	30.30	30.30		
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	33.21	33.21		
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.24		60.24	
Robert's Sysco Inc	Child Care Services	Snacks and Milk	60.24		60.24	
Robert's Sysco Inc	Child Care Services	Snacks and Milk	58.20		58.20	
Robert's Sysco Inc	Child Care Services	Snacks and Milk	790.00		790.00	
Rogers Supply Co	Maintenance	Maintenance Supplies	60,713.97	45,808.59	2,013.74	12,891.64
		PAGE TOTALS				

Richland Community College
 Bills Presented for Ratification
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Rogers Supply Co	Maintenance	Maintenance Supplies	59.76		59.76	
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	2,177.80		2,177.80	
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	255.15	255.15		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	128.89	128.89		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	82.34	82.34		
S J Smith Company Inc	Automotive-Tech Occ	Instructional Supplie	21.08	21.08		
S J Smith Company Inc	Welding-Technical Occ	Instructional Supplie	630.03	630.03		
S J Smith Company Inc	Human Simulator	Instructional Supplie	86.18	86.18		
S J Smith Company Inc	Club Expenses	Contractual-Other	10.54			10.54
Samore, Christine Marie	Academic Success	Interpreter Salary	132.60	132.60		
Samore, Christine Marie	Academic Success	Interpreter Salary	202.60	202.60		
Scherer, Michael	Board of Trustees	Meeting Expense	250.00	250.00		
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	50.00		50.00	
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	Fairview Plaza O&M	Pest Control	100.00		100.00	
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Shaw, John D	Credit	Cash-Busey Bank	-93.50	-93.50		
Shippers Rental Inc	Credit	Equipment Rental	2,000.00			2,000.00
Showcard Studio	Marketing	Advertising	227.50	227.50		
SimplexGrinnell LP	Marketing	Prepaid Expenses	3,693.16	3,693.16		
SimplexGrinnell LP	Maintenance	Equip Repair/Maint Ag	2,637.97		2,637.97	
Siigo Steel	Maintenance	Equip Repair/Maint Ag	84.75	84.75		
Southern Wine & Spirits	Welding-Technical Occ	Instructional Supplie	763.20			763.20
Specialty Paint	CulinaryRestaurant	Instructional Supplie	70.82			70.82
Specialty Paint	Collision Repair Tech	Instructional Supplie	265.28			265.28
Specialty Paint	Collision Repair Tech	Instructional Supplie	126.22			126.22
Specialty Paint	Collision Repair Tech	Instructional Supplie	71.60			71.60
Specialty Paint	Collision Repair Tech	Instructional Supplie	278.01			278.01
Staples, Ronnie	Instruction-Other	Stipends	670.50			670.50
Staples, Ronnie	Instruction-Other	Stipends	750.00			750.00
State Universities Retirement	Instruction-Other	Stipends	2,184.51	2,184.51		
State Universities Retirement	Instruction-Other	Stipends	40,445.11	40,445.11		
State Universities Retirement	Instruction-Other	Stipends	168.50	168.50		
State Universities Retirement	Instruction-Other	Stipends	4,479.32	4,479.32		
State Universities Retirement	Instruction-Other	Stipends	40,736.42	40,736.42		
State Universities Retirement	Instruction-Other	Stipends	2,199.36	2,199.36		
State Universities Retirement	Instruction-Other	Stipends	168.50	168.50		
State Universities Retirement	Instruction-Other	Stipends	4,487.46	4,487.46		
Striglos Office Equipment	Inventory-Central	Stor	96.57	96.57		
Sunbelt	Grant-Support	Services Equipment Rental	291.10			291.10
Sunbelt	Grant-Support	Services Equipment Rental	389.94			389.94
Svendsen Florists Inc	Faculty/Staff Develop	Employee Recognition	57.50	57.50		
Taylor, Sierra Michelle	Hospitality Managemen	Instructional Supplie	-46.88			-46.88
Taylor, Sierra Michelle	Hospitality Managemen	Instructional Supplie	46.88			46.88
The Decatur Club	Presidents Office	Publications & Dues	50.00	50.00		
The Omni Group	General Expenses	Bank Service Charges	10.00	10.00		
The Torch Newspaper	Marketing	Advertising	225.00	225.00		
		PAGE TOTALS	112,481.77	101,820.96	5,685.53	4,975.28

Richland Community College
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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Thiele, Shay C	Culinary Events	Contractual-Other	100.00			100.00
Tommy House Tire Co - NORTH	Credit	Equip Repair/Maint Ag	103.50			103.50
Town & Country Advertising	Marketing	Advertising	130.00	130.00		
Trout, Stephen	NonCredit	Contractual-Other	472.50			472.50
Turner, Melva I	Instruction-Other	Stipends	675.00			675.00
Turner, Melva I	Instruction-Other	Stipends	750.00			750.00
U S Postmaster		Inventory-CentralStor	800.00	800.00		
USA Clean Inc	Custodial	Equip Repair/Maint Ag	43.60		43.60	
United Way of Decatur/Macon Cnty		United Way	170.67	170.67		
United Way of Decatur/Macon Cnty		United Way	170.67	170.67		
Verizon Wireless	Utilities	Telephone	302.12		302.12	
Verizon Wireless	Admission & Recruitme	Telephone	50.02	50.02		
Verizon Wireless	Utilities	Telephone	229.12			229.12
Verizon Wireless	Vice Pres Fin & Admin	Telephone	244.97	244.97		
Verizon Wireless	Marketing	Advertising	345.00	345.00		
WDKR Radio Station	Marketing	Advertising	270.00	270.00		
WXFM		Advertising	166.17			166.17
Wal-Mart	Child Care Services	Snacks and Milk	600.00	600.00		
Wingard, Rachel	Academic Success	Interpreter Salary	600.00	600.00		
Wisconsins Tropical Gardens	Garden Center Ag/Hort	Materials	459.60			459.60
World Point ECC Inc	Credit	Instructional Supplie	204.69			204.69
World Point ECC Inc	Credit	Instructional Supplie	330.05			330.05
World Point ECC Inc	Credit	Instructional Supplie	177.15			177.15
Xerox Corp	Copy Center	Install Pymt Lease/Pu	307.11			307.11
Xerox Corp	Copy Center	Install Pymt Lease/Pu	2,307.74			2,307.74
Xerox Corp	Copy Center	Install Pymt Lease/Pu	3,471.54			3,471.54
Xerox Corporation	Copy Center	Install Pymt Lease/Pu	171.36	171.36		
Student Refunds	Copiers	Equipment Rental	8,796.12	8,796.12		
		PAGE TOTALS	21,848.70	11,748.81	574.84	9,525.05
		AP GRAND TOTAL	661,338.55	443,931.51	140,823.25	76,583.79

ITEMS FROM THE BOARD

ADJOURNMENT