BOARD OF TRUSTEES

February 21, 2017

REGULAR MEETING 5:30 P.M. | RICHLAND COMMUNITY COLLEGE ROOM NS121



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

February 21, 2017

AGENDA

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

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

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

I. Convening of the Regular Meeting – 5:30 p.m.

   A. Call to Order

   B. Roll Call

II. ***Minutes of the Regular Meeting on January 17, 2017 and minutes of the Special Board Meeting on January 31, 2017***

III. Appearance of Citizens and Introduction of Guests

IV. Written Communications

   - College Activities Report
   - Personnel Update

V. Special Reports

   A. Construction Report

   B. Report of ICCTA

   C. Report of Student Trustee

   D. Agreements/Contracts authorized and signed by Dr. Valdez for the month of January

VI. Consent Agenda (PINK COLOR)

A. ***Recommendation for Granting Tenure – Resolution Nos. 17-4, 17-5, 17-6, 17-7***
B. ***Recommendation for Continuance***

VII. New Business (IVORY COLOR)

A. ***Recommendation for Approval of Tuition Rates for Fiscal Year 2018***
B. ***Recommendation for Approval of General and Course Fees for Fiscal year 2018***
C. ***Transfer of Working Cash – Resolution No. 17-8***
D. ***Recommendation for Faculty Promotions in Rank – Resolution Nos. 17-9, 17-10, 17-11***

VIII. Financial Report (GREEN COLOR)

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

IX. Report of the President

X. Items from the Board

XI. Executive Session (IVORY COLOR)

XII. Adjournment

Bold and Italics Denotes Action Items

JANUARY 2017

Reports

Consent Agenda

College Legal Contractual Agreements

New Business

Trustee Training

FEBRUARY 2017

Reports

Consent Agenda

New Business

Recommendations for Tenure

Recommendation for Approval of Fees

Strategic Plan Priorities

Monitoring Report: Community Partnership

MARCH 2017

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

Monitoring Report: Staff Profile

APRIL 2017

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 2017

Reorganization of Board of Trustees

Reports

Consent Agenda

New Business

Tentative Budget

Other

RCC Commencement

ICCTA Lobby Day

Monitoring Report: Budget

JUNE 2017

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

Monitoring Report: Planning and IE

JULY 2017

Reports

Consent Agenda

Monitoring Report: Student Profile

AUGUST 2017

Reports

Institutional year Book Program Review Presentation

Consent Agenda

Monitoring Report: Marketing/Government & Community Affairs

SEPTEMBER 2017

Reports

Consent Agenda

Annual Foundation Board Meeting

Monitoring Report: Physical Plant/Facilities

OCTOBER 2017

Reports

Consent Agenda

Distribution of audit Reports – RCC & Brush College, LLC

Strategic Plan Quarterly Update

Monitoring Report: Academic Profile

NOVEMBER 2017

Reports

Audit Presentation

Consent Agenda

Calendar of Regular Meeting of Board of Trustees

Old Business

Financial Report

Monitoring Report: Enrollment and Financial

DECEMBER 2017

Reports

Consent Agenda

Old Business

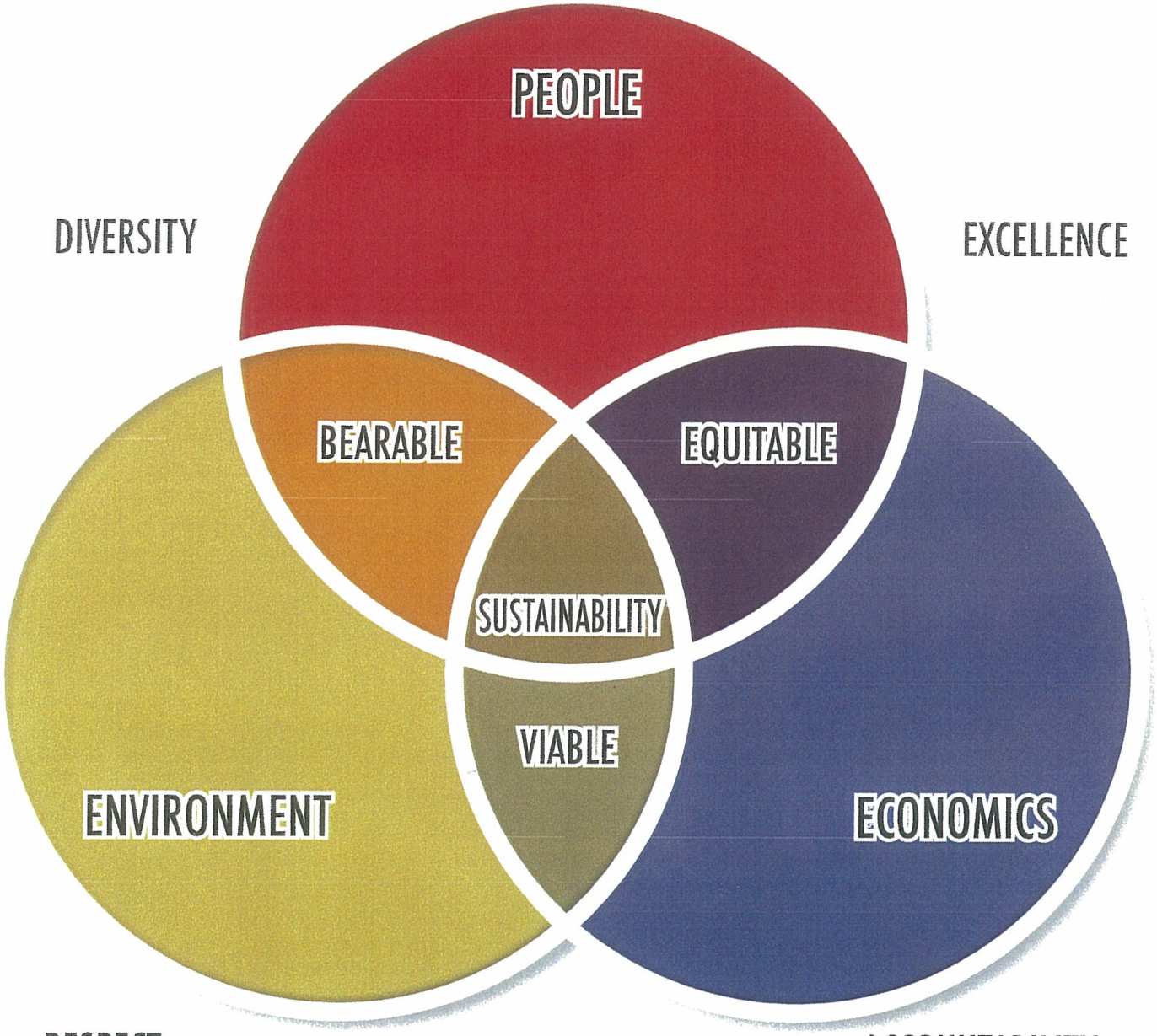
Resolution for Fiscal Year Tax Levy

Review of Minutes of Previous Executive Sessions

Winter Board Retreat

Strategic Plan Priorities Results Report

PRINCIPLES OF SUSTAINABILITY



Richland
COMMUNITY COLLEGE

Higher Learning Commission Academic Quality Improvement Program (AQIP)

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.

Implementation and Performance

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Implementation and Performance

Public Accountability

Dashboard

Annual Priorities

Public Accountability

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

Richland Community College

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.

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

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

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

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

Goal 3: Create and Advance Workforce Development Partnerships.

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

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

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

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

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

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

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

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

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

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

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

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

Goal 4: Ensure a Sustainable Organization.

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

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

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

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

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

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

Strategy D: Identify and secure alternative revenue streams.

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

Strategy E: Align facility utilization with established program needs.

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

CONVENING OF THE REGULAR MEETING

MINUTES OF THE REGULAR MEETING ON JANUARY 17, 2017 AND THE SPECIAL BOARD MEETING ON JANUARY 31, 2017

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

January 17, 2017

CONVENING OF THE MEETING

Call to Order The regular meeting was called to order at 5:32 p.m. Tuesday, January 17, 2017, in NS 121 by Chairman Campbell. Chairman Campbell also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dale Colee, Dr. David Cooprider, Dr. Larry Osborne, Randy Prince, Bishop Wayne Dunning, Ashley Ronda

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of December 20, 2016 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of December 20, 2016. Dr. Osborne seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Valerie Wells from the Herald and Review, and Anthony Wilder from WSOY.

WRITTEN COMMUNICATIONS

- A Thank you letter was received from Northeast Community Fund for the donation of $197.30 for feeding families in need.

College Activities Report:

- Convocation – 2:00 p.m. - Shilling Salons – January 10
- WHOW 1520AM – "Around Central Illinois" – 8:40 a.m. – 9:00 a.m. and Pharmacy Facts with Friends – WSOY 1340AM – 5:00 p.m. – January 10
- Martin Luther King, Jr. Birthday – College Closed – January 16
- Spring Semester Classes begin – January 17

- Worldwide Youth in Science and Engineering (WYSE) Competition – Shilling Education Center – 8:00 a.m. – 1:30 p.m. – February 1
- Board of Trustees Winter Board Retreat – 9:00 a.m. – February 3 – CSI, Innovations Lab
- President's Day – College closed – February 20
- Board of Trustees Meeting – located in NS121 at 5:30 p.m. – February 21

Personnel Update

New Employee

- Andrew Blackburn, Assistant Teacher, Early Childhood Education Center, effective January 9, 2017

SPECIAL REPORTS

1. Greg Florian, Vice President of Finance and Administration, presented the Construction Report. BLDD presented updates to the Carroll Center for Innovative Learning.

REPORT OF ICCTA

Dale Colee reminded the Trustees that the ICCTA Board of Representative meeting would be a teleconference on February 11, 2017. The Governor's budget address will be held at the State Capitol in Springfield on February 15, 2017.

REPORT OF STUDENT TRUSTEE

Student Trustee Ashley Ronda reported on the activities listed in the Board book.

OLD BUSINESS

RECOMMENDATION FOR LEGAL REPRESENTATION AGREEMENT

A recommendation to approve the Legal Representation Agreement between Richland Community College and Franczek & Radlett, PC, and Samuels Miller Law Firm, effective January 18, 2017, was proposed for adoption to the Board.

Prince moved to approve the Legal Representation Agreement between Richland Community College and Franczek & Radlett, PC, and Samuels Miller Law Firm, effective January 18, 2017, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

BOARD POLICES, PROPOSALS, AND CHANGES

Board Policy 2.6.1.1 – Illinois Business Enterprise for Minorities, Females, and Persons, with Disabilities Act Aspirations was presented to the Board for Third Reading and Adoption.

The language will meet the intent of the legislation and has been reviewed by the College's policy committee.

Dr. Osborne moved to approve Board Policy 2.6.1.1 – Illinois Business Enterprise for Minorities, Females and Person, with Disabilities Act Aspirations, as presented. Prince seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Board Policy Section 1 – Board of Trustees was presented for Third Reading and Adoption.

Section 1 has been reviewed by IEG and Cabinet.

Chairman Campbell chose to table Board Policy Section 1 – Board of Trustees until the complete section has been reviewed by the Board of Trustees.

Ritter moved to table Board Policy Section 1 – Board of Trustees, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

Board Policy Sections 3.6.1 – Salaried Status; 3.6.2 – Overtime Pay; 3.6.5.8 – Vacation Leave; 3.6.5.4 – Eligibility for Leave; 3.6.5.6 – Sick Leave; 3.6.5.7 – Bereavement Leave; 3.6.5.7.5 – Bereavement Leave All Employees was presented to the Board for Third Reading and Adoption.

Dr. Cooprider moved to approved Board Policy Sections 3.6.1 – Salaried Status; 3.6.2 Overtime Pay; 3.6.5.8 – Vacation Leave; 3.6.5.4 – Eligibility for Leave; 3.6.5.6 – Sick Leave; 3.6.5.7 – Bereavement Leave; 3.6.5.7.5 – Bereavement Leave All Employees, as presented. Dr. Osborne seconded. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

FINANCIAL REPORT

BILLS PAYABLE

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

A list of bills paid in the amount of $701,317.93 for December 2016 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

Dr. Valdez reminded the Trustees that the Winter Board Retreat will be held on February 3, 2017 at 9:00 a.m. at the Center for Sustainability and Innovations in the Innovations Lab. A copy of the draft agenda was sent to all Trustees and any input from them is welcome.

Dr. Valdez provided the Trustees with additional updates to Board Policy Section 1. It is time for the Board to review Section 1 and make any necessary updates that they feel is necessary. There will be more discussion at the Board Retreat.

ITEMS FROM THE BOARD

Dr. Osborne wanted to publicly thank the Richland Community College Family for the hard work and dedication that was put into the memorial service for Larry Klugman.

Bishop Dunning thanked Dr. Valdez and the staff for the prompt work that was put in to resolve an issue with a student.

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 the purpose of discussing collective negotiation 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 Sectioon2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Meeting convened into closes session at 6:33 p.m.

Meeting reconvened into open session at 7:37 p.m.

ADJOURNMENT

Prince moved and Dr. Osborne seconded to adjourn the meeting at 7:38 p.m.

_____
Dr. David Cooprider, Secretary

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

January 31, 2017

CONVENING OF THE MEETING

Call to Order The special meeting was called to order at 5:31 a.m. Tuesday, January 31, 2017, in NS 121 by Chairman Campbell. Chairman Campbell also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dale Colee, Dr. David Cooprider, Randy Prince, Ashley Ronda, Bishop Wayne Dunning

Trustees Absent: Dr. Larry Osborne

Also present: Dr. Valdez and other staff

APPROVAL OF THE FACULTY VOLUNTARY SEPARATION INCENTIVE AGREEMENT

It was recommended that the Board of Trustees approve the Letter of Agreement with the Richland Federation of Teachers Local # 4262 for the 2017 Voluntary Separation Incentive Plan, effective February 1, 2017.

Prince moved to approve the recommendation that the Board of Trustees approve the Letter of Agreement with the Richland Federation of Teachers Local # 4262 for the 2017 Voluntary Separation Incentive Plan, effective February 1, 2017, as presented. Ritter second. Roll call vote being all ayes, Chairman Campbell declared the motion carried.

VOLUNTARY SEPARATION INCENTIVE PROGRAM

It was recommended that the Board of Trustees approve the Voluntary Separation Incentive Plan for Full-Time employees, effective February 1, 2017.

Prince moved to approve the recommendation that the Board of Trustees approve the Voluntary Separation Incentive Plan for Full-Time employees, effective February 1, 2017, as presented. Dunning seconded. Roll Call Vote being all ayes, Chairman Campbell declared the motion carried.

Board of Trustees Special Meeting
January 31, 2017

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 the purpose of discussing collective negotiation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2(c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Campbell declared the motion carried.

Meeting convened into closed session at 5:45 p.m.

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

ADJOURNMENT

Prince moved and Ritter seconded to adjourn the meeting at 6:52 p.m.

_____
Dr. David Cooprider, Secretary

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

Northeast
COMMUNITY FUND
825 N. Water St. - Decatur, Illinois 62523

Jerome C. Pelz - Director David Hinkle - Assistant Director
Jim German - Director of Micro Finance Program
Karol Schaefer - Director of Food Operations
Diane Maddox - Director of Clothing and Household Goods
Amy Schneider - Director of Family Investment Program
Office - 217-429-5846 or 217-422-2412 Fax - 217-429-7510
www.northeastcommunityfund.org

Mission Statement - *"To assist Needy Families with the Resources Available in a Caring and Christ-like Manner"*

Richland Community College
One College Park
Decatur, IL. 62521

JAN 17 2017

December 31, 2016

Dear Friends,

Thank you for your investment in the future of the Northeast Community Fund. Your gift of $1,367.00 will assist in the construction and furnishing of our new facility in the Wabash Crossing area. Our building will join Crossing Healthcare in the area and become the second piece of a project to make that area a viable social service campus for our community.

The city has been gracious to deed the land to the Community Fund. That was a huge blessing. The location is near perfect being just a couple blocks east of our present location. The issues surrounding parking, privacy, storage, receiving goods, distribution, logistics, and safety will all be addressed with the new facility. Your investment will assist us in continuing to provide quality services to our clients for years to come.

What started in 1969 as a small humble venture to assist a few families has grown and prospered into an agency that monthly provides services to thousands in our community. Thank you for partnering with us as we move forward to better serve our community.

Sincerely,

Jerome C. Pelz

Jerome C. Pelz
Director

Thank you for your gift to assist with our new building. The trivia night was a big hit all the way around. We are honored to have you as a community partner

No goods or services have been given by the Northeast Community Fund in exchange for this gift. This gift is fully tax deductible. The Northeast Community Fund is a 501(C) 3 corporation under the IRS Code

Richland Community College

TO: Dr. Cris Valdez and the Board of Trustees

FROM: Tracy Withrow

DATE: February 9, 2017

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.

February 2017

6, 8 – 9 Cap and Gown Ordering
10:30 a.m. – 12:30 p.m.
Mueller Student Center

6 - 10 Richland Media Students Social Media Takeover
Facebook, Instagram, SnapChat, Twitter

7 Student Engagement Soul Food Tasting – Black History Month
11 a.m – 1 p.m.
Mueller Student Center

9 PRIDE Club Bake Sale
11 a.m. – 1 p.m.
Mueller Student Center

9 Breakfast in the Bistro with CA115
8:30 a.m. – 10 a.m.
Bistro Five Thirty Seven

13 Methodist College of Unity Point Table
10 a.m. – 1 p.m.
Mueller Student Center

13 Hot Dog Giveaway
10 a.m. – 2 p.m.
Mueller Student Center

14 Student Engagement Valentine's Day Pinterest Party
11 a.m. – 1 p.m.
Mueller Student Center

15 Nursing Club Bake Sale

Noon – 2 p.m.
Mueller Student Center

15 Lincoln College Table
11 a.m. – 2 p.m.
Mueller Student Center

16 Student Engagement ART Trivia Game Show – Black History Month
11 a.m. – 2 p.m.
Mueller Student Center

16 PRIDE Club Bake Sale
9 a.m. – 2 p.m.
Mueller Student Center

21 PRIDE Game Day
11 a.m. – 3 p.m.
Mueller Student Center

22 Planned Parenthood Table
9 a.m. – 9:30 a.m.
Mueller Student Center

23 Articulation Breakfast
7:45 a.m. – 10:30 a.m.
Shilling Community Education Center

23 Blackburn College Table
10 a.m – 12:30 p.m.
Mueller Student Center

27 Career Week Fashion Show by Career Services
11 a.m.
Mueller Student Center

27 Career Week Browsing Fair by Career Services
11:30 a.m. – 1:30 p.m.
Mueller Student Center

27 - 28 Western Illinois University Table
11 a.m. – 1 p.m.
Mueller Student Center

28 Air Force Recruitment Table
Noon – 1 p.m.
Mueller Student Center

28 Professional Development Day
8 a.m. – 4p.m.
Shilling Community Education Center

March 2017

1	Pancake and Sausage Breakfast 7:30 a.m. – 10 a.m. Cafeteria
1	Career Week Sessions hosted by Career Services 9:00 a.m. – 5 p.m. LRC4
1	International Lunch Buffet 11 a.m. – 1 p.m. Bistro Five Thirty Seven
1 - 10	Nursing Club St. Pat's Raffle Basket 8:00 – 8:30 a.m. Mueller Student Center
2	Career Week Dinner Etiquette Luncheon by Career Services 1:30 a.m. – 1 p.m. Bistro Five Thirty Seven
2	Career Week Sessions hosted by Career Services 10 a.m. – 2:30 p.m. Shilling Salons
2	PRIDE Club Game Day 11 a.m. – 3 p.m. Mueller Student Center
3	Career Week Mock Interview Workshops by Career Services 9 a.m. – 5 p.m. Career Services Office
3	Student Engagement Free Movie Night – "Sing" 6 p.m. Mueller Student Center
9	Upper Iowa University Table 11 a.m. – 1 p.m. Mueller Student Center
10	Mid-Term Treat by Alumni Association 11 a.m. – 1 p.m. Mueller Student Center
13 - 15	Nursing Club St. Pat's Raffle Basket 8:00 – 8:30 a.m. Mueller Student Center
13 – 18	Spring Break

14	PRIDE Club Bake and Art Sale 9 a.m. - 2 p.m. Mueller Student Center
20	Campus Visit Night – Health Professions Programs 5:30 p.m. Schrodt Health Education Center
21	Campus Visit Night – Career Ready Programs 5:30 p.m. Mueller Student Center
22	Lincoln College Table 11 a.m. – 2 p.m. Mueller Student Center
23	Campus Visit Night – Transfer Ready Programs 5:30 p.m. Mueller Student Center
25	Culinary Scholarship Dinner 6 p.m. Shilling Community Education Center
28	MacMurray College Table 10 a.m. – 1 p.m. Mueller Student Center
29	Planned Parenthood Table 9 a.m. – 9:30 a.m. Mueller Student Center
29	Western Illinois University Table 11 a.m. – 1 p.m. Mueller Student Center
30	Conversation on Race Student Summit 6 p.m. – 8 p.m. MacArthur High School
31	Transgender Day of Visibility 11 a.m. – 3 p.m. Mueller Student Center

Richland Community College

To: Cris Valdez, President

From: Greg Florian, Vice President, Finance and Administration

Date: February 10, 2017

Subject: Personnel Update

Retirements, Resignations, and Terminations

Name	Position	Last Day
Jerry Cole	Prevention Specialist, Decatur Community Partnership	12/16/16
Darin Richardson	Instructor, Medium/Heavy Duty Diesel Technology, Continuing and Professional Education	01/17/17

Changes

Name	Position	Start Date
Cheryl Swigert	Administrative Assistant, Highway Construction Careers Training Program and Adult Education	02/01/17
Tammy Wilson	Literacy Specialist, Full-time, Temporary Assignment, Project READ	02/01/17
Corey Conroy	Literacy Assistant, Part-time, Project READ	02/06/17

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM

BUSINESS SERVICES

To: Dr. Cris Valdez and Board of Trustees

From: Greg Florian

Date: February 9, 2017

Re: Construction Project Status

Current Construction Projects

Student Success Center – All of the change orders for the re-start of the project have been approved. The Richland requested modifications to the original design have been finalized will be sent to the contractors for pricing on February 10th. These requested changes will provide for a more efficient facility that better matches the current needs for space. Additional funding for these modifications is available in the contingency funding. Once the change orders for the requested changes are approve a project schedule will be developed and work can start. We are still hopeful that the project will see some action in March.

The Carroll Center for Innovative Learning – The design has been completed and the 100% bid document review is underway. Bid advertisements announcing the project and plans will be available on February 17th. A bid date of March 16th has been set. If the bids are within budget, a recommendation to approve a contract will be presented to the Board at its March 21st meeting.

The Richland Foundation has approved total funding that includes the restroom renovations and the stairway in the Center Core. An allowance of $520,000 for technology and $250,000 for furniture is included in the budget.

The project is still on the projected timelines with final design in January, bids to be received in February and construction starting May 14th.

Protection, Health, and Safety – These projects were approved and college staff is working with the architects and engineers on project design contracts. Several of the projects will be incorporated into the Carroll Center while the others will be developed and bid separately.

Richland *Community College*
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

February 2017

Student Trustee: Ashley Ronda

President*:** Kelsey Gist ***Vice-President: Jason Brooks ***Secretary/Treasurer*:** Jordyn Eads

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Student Engagement Activities:

- 3/3: Family Movie Night--*Sing*
- 3/13-3/31: Women's History Month Contest

Other:

- 3/1: Pancake & Sausage Breakfast
- 2/27-3/3: Career Week Activities
- 3/10: ICCB-SAC Meeting
- 3/17: 2017-2018 Student Government Association Applications Due

SGA
Richland Community College
STUDENT GOVERNMENT ASSOCIATION

***C*ommitment *R*espect *E*xcellence *A*ccountability *D*iversity

MONTHLY REPORT OF RICHLAND COMMUNITY COLLEGE AGREEMENTS/CONTRACTS

AUTHORIZED BY PRESIDENT VALDEZ FOR THE MONTH OF

JANUARY 2017

1/12/2017	Dr. Valdez signed the General Services Administration Public Building Service Lease Amendment between Macon County USDA Service Center and Richland Community College.

CONSENT AGENDA

TO: Board of Trustees

FROM: Dr. Cris Valdez CV

DATE: February 21, 2017

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 the items from the consent agenda to be acted upon separately. Supporting documentation for the consent agenda items are attached.

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

A. Recommendation for the Granting of Tenure – Brenda Hubner, Bill Mertell, Jarmese Sherrod, Travis White

   1. Resolution Nos. 17-4, 17-5, 17-6, and 17-7

B. Recommendation for Continuance – Karl Evans, Chris Senger, Kent Mears

Thank you.

Richland Community College

TO: Dr. Cristobal Valdez, President

FROM: Dr. Denise Crews, Vice President Academic Services

SUBJECT: Tenure Recommendation

DATE: January 19, 2017

On behalf of the faculty, Deans, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty members be granted tenure with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

A tenure review committee composed of tenured faculty members and the appropriate division Dean have worked with the candidates listed below to assure that the excellence for which Richland teaching faculty are known is met as evidenced through the faculty members' syllabi, course content, classroom techniques, institutional and community responsibilities, and professional growth.

The following faculty members are being recommended for tenure:

Brenda Hubner, Instructor, Health Information Technology (RHIT, American Health Information Management Association). Date of employment in a tenure track position with the College is August 2014.

Bill Mertell, Instructor, Drafting and Design Engineering (AS, Richland Community College). Date of employment in a tenure track position with the College is August 2014.

Jarmese Sherrod, Assistant Professor, Developmental Writing, (BA, Southern Illinois University; MS, Roosevelt University; PhD, University of Illinois at Chicago). Date of employment in a tenure track position with the College is August 2014.

Travis White, Instructor, Mathematics (AA, AS, Danville Area Community College BA, MA, Eastern Illinois University). Date of employment in a tenure track position with the College is August 2014.

Attached please find a letter of recommendation from the appropriate Dean for the faculty member listed above. Please contact me if you have questions.

Thank you.

c: Ellen Colbeck
Andy Hynds
John Cordulack
Greg Florian

Richland Community College
Health Professions
Memorandum

Core Values: Commitment – Respect – Excellence – Accountability - Diversity

TO: Dr. Denise Crews, VP Academic Services

FROM: Ellen Colbeck, Dean of Health Professions

SUBJECT: Tenure Recommendation – Brenda Hubner

DATE: January 4, 2017

Since Benda Hubner joined the faculty in August 2014, her tenure committee members (Crystal Kitchens, Jill Feinstein, Kristi Palmer, and chair Jack Adwell) evaluated her performance, provided guidance and support, and monitored her professional growth activities and College service. In January 2016, I took over as chair of Brenda's committee and the process continued. After the latest tenure meeting on December 5, 2016, each committee member completed a tenure criteria check list noting documenting evidence. The completed tenure criteria forms are in her tenure file maintained in the Health Professions division.

All committee members concluded that Ms. Hubner meets all the required criteria and recommend she be granted tenure by the Board of Trustees. The following summary provides highlights of Brenda's accomplishments during the tenure process.

Teaching and Learning:

A) Classroom Performance/Visitation: Tenure committee members agreed that Brenda listened to their feedback and incorporated many of the suggestions they made. Examples include adding lecture videos with the PowerPoint presentations, incorporating case studies, adding discussions, and creating a syllabus quiz for each course. Following are comments from the tenure criteria forms completed by the members.

- "All of these elements were very clearly demonstrated in both the online and hybrid classes I observed."
- "I have enjoyed working with Brenda over the course of this tenure experience and she has shown excellent teaching skills, professionalism, and a willingness to listen to others for suggestions on how she can always improve. She is truly an asset to Richland and I'm proud to have been one of her tenure committee members."

Student feedback concurs with the committee. Evidence of Brenda meeting the teaching and learning criteria and her knowledge of HIT content are evidenced by LFS results of 34 student responses in the five courses taught in fall 2016.

- *Learning material for course were helpful* – 51.4% Strongly Agree, 42.9% Agree, 5.7% Disagree, 0.0% Strongly Disagree
- *Provided adequate and timely feedback on assignments, quizzes, exams, and grades*– 48.6% Strongly Agree, 48.6% Agree, 2.9% Disagree, 0% Strongly Disagree
- *Course and instructor were well organized* – 48.6% Strongly Agree, 42.9% Agree, 8.6% Disagree, 0% Strongly Disagree
- *Fosters environment in which students feel comfortable participating* – 60% Strongly Agree, 40% Agree, 0% Disagree, 0% Strongly Disagree
- *Willing to help and answer questions* – 57.1% Strongly Agree, 37.1% Agree, 5.7% Disagree, 0% Strongly Disagree

B) Materials Preparation/Material Relevancy:

Throughout the tenure process, Brenda presented her committee with updated materials. Those included updating course syllabi and Canvas content for new and revised textbooks, incorporating lecture scripts HIT 115 and 143, and adding a syllabus quiz to all courses. In the December 2016 meeting, she gave the committee a copy of her Online Course Peer Review Summary for HIT 143-V1.

C) Recordkeeping and Instructional Management:
Brenda always complies with contractual obligations. Grades are entered on time as are book orders and syllabi are submitted each semester.

Professional Growth:

Brenda continues to work part-time as a Certified Coding Specialist at an area hospital. She fulfills her continuing education requirements for AHIMA membership with a variety of webinars, Illinois Health Information Management Association Annual Conference, HCPro OnLine ICD-10-CM/PCS Boot Camp, and AHIMA Faculty 1.0 Online Course for Educators. In addition, as mentioned above, Brenda participated in the online peer review process. She also attended or reviewed online courses of faculty members on the tenure committee and submitted reports on each observation.

College and Community Service:

Brenda developed and presented a 2-day Coding Workshop for the CPED division. She served on Quality Council, was a SLOA Cross-disciplinary outcomes artifact reviewer, organized a meet and greet for HIT and HD programs, presenting HIT and HD programs at the Health Professions Showcase, attended Phi Theta Kappa Induction for HIT students, participated in WSOY Radio Show with Crystal Kitchens representing HIT/HD programs, and presented to high school students showcasing HIT/HD fields and opportunities.

As outlined above, Brenda Hubner is an asset to Richland Community College as documented by her performance in improving teaching, learning, and student relationships; participating in College activities; volunteering her expertise; and continuing her education. The committee enjoyed assisting Brenda throughout the process and know she will continue to improve courses to enhance student learning.

RICHLAND COMMUNITY COLLEGE

MATHEMATICS, SCIENCE, AND BUSINESS DIVISION

Commitment • Respect • Excellence • Accountability • Diversity

Dean: Andy Hynds	ACCT	CHEM	ECON	P ED
Administrative Assistant: Jody Chambers	ADMIN ASST	CRJ	ENGR	P REL
Criminal Justice Coordinator: Amy Cleary	ASTRO	CS	IT	PHY S
STEM Coordinator: Jill Feinstein	BIOL	DRAFT	MATH	PHYS
	BUS	EASCI	OT	SCI

TO: **Dr. Denise Crews, Vice President of Academic Services**

FROM: **Andy Hynds**

SUBJECT: **Bill Mertell – Tenure Recommendation and Report**

DATE: **January 13, 2017**

I am recommending that Bill Mertell be granted tenure. In Bill's first semester of full-time employment at the College in Fall 2014, Jack Adwell (retired Dean of Business and Technology) appointed a tenure committee consisting of the Dean, Sean Gallagher, Marcella Cremer, and Evyonne Hawkins. This committee has fulfilled (with documentation) all of the requirements of the Tenure Review Procedure currently at use at the College:

- Each semester the Dean visited Bill's classes
- Each semester all committee members visited Bill's classes
- Each semester Bill visited the classes of select committee members, along with other full-time faculty appointed by the committee
- Each semester Sean Gallagher (Bill's mentor) reviewed his course materials and classroom performance
- Each semester the committee reviewed his end-of-term student feedback
- Each year Bill submitted a self-evaluation and met with the Dean to discuss it and to outline goals for the next year
- The committee met every semester to go over goals and outcomes

The tenure committee evaluated Bill's classroom performance, his relationship with students and colleagues, and his contributions to the College and the community.

Bill entered his full-time employment with previous experience, both as an adjunct instructor teaching welding and drafting courses and with extensive experience in the field of drafting and design. From the beginning, Bill has worked tirelessly to teach a

wide variety of drafting and design courses in a way that helps students to better understand and apply the skills needed. Early on, he noticed that lecturing about drafting and AutoCAD was ineffective; students only learn these skills by doing. As such, he revamped every one of his courses to provide students the chance to view the material on their own and use class time to work on their assignments and projects. The Drafting and Design Engineering program has to be taught in a stacked format, with multiple courses meeting at the same time. Bill is effective at managing this many students and courses at once, helping each individual student with their own project. The committee members noted that he has a calm personality, which is helpful in a technology-based course. Students tend to get frustrated when technology doesn't work the way they want it to, and Bill is effective at helping students when they are having issues.

Bill teaches many classes that use a diverse set of software programs. Those programs are often being updated and new versions are often released. Bill is faithful to learn new technologies as they develop. He is not content to learn one version and stick with it; he makes sure that students are using the latest version of each software. In the drafting lab, there is a sign written by Bill warning the students that they will become as outdated as the technology if they are not always learning new things. He then models that by learning new technology on his own.

Dr. Gallagher, as Bill's tenure mentor, notes that Bill was working with him even as an adjunct professor about course scheduling and course content, and that working relationship continued into his full-time employment. Bill has spent the past few years coming up with new ways to help students.

Bill has been active in the College during the tenure process. He served on two CIP teams in 2015. CIP Team 2-15C examined enrollment strategies pertaining to marketing, and he shared his experience in marketing the Drafting and Design Engineering program. Later that year, he served in CIP Team 3-15, which examined and redesigned the New Employee Orientation process. His expertise as a recent new full-time hire lent a good voice to the conversation. Over the past year, Bill has served in the creation of the Carroll Center for Innovative Learning by participating in exemplar tours of other modern learning spaces, providing his experience with technology in the classroom to the discussion. He participated in the Active Learning Faculty Academy sessions during the Fall 2016 semester.

Bill is involved in the community through his business partnerships. He works with business partners throughout the Decatur area to promote the Drafting and Design Engineering program. This has helped to grow the program through increased exposure to the local industry. Bill leads the Drafting and Design Engineering advisory committee meetings every December, bringing business partners to campus to learn more about the program. He maintains connections in the community through face-to-face interaction and student recruitment, and he created a Facebook page for the program

that has showcased student work, connected students to employment opportunities, and attracted new students to the program.

The committee unanimously agrees that Bill Mertell is deserving of tenure. I am available to answer any questions you might have and to provide any necessary documentation.

Sincerely,

Andy Hynds
Dean, Mathematics, Science, and Business

Dr. John Cordulack
Interim Dean
C160 – ext. 6342

Lori McKenzie
Administrative Assistant
C162 – ext. 6386

Disciplines

African-American Studies

Anthropology

Art

Communication

Dance

Early Childhood

Education

Education

English

Graphic Arts

History

Humanities

Languages:
Am. Sign Language
Arabic
Chinese
French
German
Japanese
Spanish

Media

Music

Philosophy

Political Science

Psychology

Sociology

Theatre

Erlanson Art Gallery

217.875.7211

Richland COMMUNITY COLLEGE

Liberal Arts
Memorandum

TO: Dr. Denise Crews, Vice President of Academic Services

FROM: Dr. John Cordulack, Interim Dean John Cordulack

SUBJECT: Dr. Jarmese Sherrod – Tenure Recommendation and Report

DATE: January 11, 2017

I am recommending that **Dr. Jarmese Sherrod** be granted tenure. In fall 2014 upon the hiring of Dr. Sherrod, the Dean of Liberal Arts appointed a tenure committee consisting of the Dean, Evyonne Hawkins, Dr. Rick Tomlinson, and Jill Feinstein. The committee has fulfilled its requirements as set forth in the College's Tenure Review Procedure:

- Each semester the Dean visited Jarmese's classes.
- Each semester two tenure committee members visited Jarmese's classes.
- Each semester Jarmese visited the classes of one or two tenure committee members.
- Each semester Evyonne Hawkins, Jarmese's mentor, met with her to review her progress and classroom performance.
- Each year Jarmese submitted, and the Dean reviewed, a self-evaluation that examine the year's accomplishments and looked forward to the next years achievements.
- The committee met twice a year to evaluate Jarmese's tenure progress and make suggestions for improvement.

The tenure committee has evaluated Jarmese's classroom performance, relationships with students and colleagues, and her contributions to the college and the community. The following is a brief summary of the above areas:

- Classroom Performance:

  Jarmese prides herself on her classroom accomplishments. She makes all students feel welcome and motivates them to find success. She incorporates a hands-on, active learning approach by including a variety of activities such as in-class writing assignments, group grammar work, discussions, songs and rhymes, grammar "throw-down's" with small prizes to the winners, and PowerPoint grammar games. Her classes are very goal oriented with weekly outcomes clearly outlined for the students. Each lesson features a

brainstorming session, an outline, and clear techniques to build an introduction and conclusion. The students often times peer-edit their papers to gain the insights of others. In addition Jarmese reviews all their work and makes suggestions to strengthen their writing skills. She incorporates a variety of teaching approaches to accommodate different learning styles. She is more than willing to meet with students outside of class and regularly schedules extra office time for tutoring sessions. She feels that attendance is very important to college success and contacts students when they go missing for more than one session. Her student success rates in developmental English are among the best in the division, and she strives to better them.

- Relationships with Students and Colleagues:

  Jarmese worked very hard with the Dean and English instructors to pioneer a new way of approaching developmental English. She feels very strongly the most effective way to attack English remediation is a criterion-based exit exam that clearly demonstrates competency in the skills necessary to succeed in English 101. With the encouragement of the Dean, she developed such a program in English 097 during her second year at the college and is demonstrating success with it. Her student evaluations are full of praise for her efforts:

  - Dr. Sherrod provided us with a lot of helpful material and provided examples.
  - This instructor made the class as fun as possible. She also was very organized, and she told her class what they needed to do not just to pass 097 but 101 and 102.
  - She gave us guidelines for our papers and it really helped me when I was lost writing my paper
  - Loved the relaxed working environment.
  - I loved all her little songs she would come up with. I am not going to lie. When I was typing a paper, I would sometimes sing them in my head to remember something that she taught.
  - Dr. Sherrod's teaching method and technique are very organized and easy to understand. Her feedback has been quick and helpful for completing/improving each assignment.
  - Dr. Sherrod used various learning styles such as visual and interactive.
  - The journals that we do in class. I enjoyed doing them and it helped my computer skills improve.
  - She is a very friendly, open professor.

- Contributions to the College and the Community:

  The Media program was nonexistent when Jarmese started at Richland; the *Communicatur*, as well, had ceased publication. Amazingly, a month after Jarmese started to teach, she recruited some 20 members into a Media Club. Via pizza sales to fund activities, the club has taken on a prominent on and off campus presence, with activities, such as
  Media Day, visits to local radio/TV stations and EIU's media program, as well as participation at parades and charity events. Integrated into the Media curriculum, the club also supports the *Communicatur*, now publishing monthly in full color, to provide practice opportunities for career skills, such as in interviewing and writing, as well as a showcase for exemplary student activities, work, project based learning, and student engagement at Richland. She held Media Days in 2015 and 2016 which featured live broadcasts from the College with the cooperation of Neuhoff media. She took fifteen students to Washington DC on field trip in 2015. She has been active on college committees such as the Graduation committee in 2014, Co-chair of the Academic Standards Committee in 2016, and Lead Co-chair of the Academic Standards Committee in 2017. Jarmese has been particularly active in the community, speaking at and participating in many events in the 2 ½ years that she has been at the college. She has been active in such professional organizations as the National Association of Developmental Education, attending conferences and delivering a paper in 2016. Jarmese was an integral part of the Bridging the Gap Grant in 2015, working especially hard to develop a developmental English summer bridge program and aligning our curriculum with the high schools. That work continues today and will culminate in another bridge program during the summer of 2017.

At the end of this thorough and lengthy tenure process, the committee unanimously recommends and the Dean endorses the granting of tenure to Dr. Jarmese Sherrod.

RICHLAND COMMUNITY COLLEGE

MATHEMATICS, SCIENCE, AND BUSINESS DIVISION

Commitment • Respect • Excellence • Accountability • Diversity

Dean: Andy Hynds	ACCT	CHEM	ECON	P ED
Administrative Assistant: Jody Chambers	ADMIN ASST	CRJ	ENGR	P REL
Criminal Justice Coordinator: Amy Cleary	ASTRO	CS	IT	PHY S
STEM Coordinator: Jill Feinstein	BIOL	DRAFT	MATH	PHYS
	BUS	EASCI	OT	SCI

TO: **Dr. Denise Crews, Vice President of Academic Services**

FROM: **Andy Hynds**

SUBJECT: **Travis White – Tenure Recommendation and Report**

DATE: **January 13, 2017**

I am recommending that Travis White be granted tenure. In his first semester of full-time employment at the College in Fall 2014, I appointed a tenure committee consisting of the Dean, Jason Smith, Crystal Kitchens, and Chris Ferrill. This committee has fulfilled (with documentation) all of the requirements of the Tenure Review Procedure currently at use at the College:

- Each semester the Dean visited Travis' classes
- Each semester all committee members visited Travis' classes
- Each semester Travis visited the classes of select committee members, along with other full-time faculty appointed by the committee
- Each semester Jason Smith (Travis' mentor) reviewed his course materials and classroom performance
- Each semester the committee reviewed both his midterm and end-of-term student feedback
- Each year Travis submitted a self-evaluation and met with the Dean to discuss it and to outline goals for the next year
- The committee met every semester to go over goals and outcomes

The tenure committee evaluated Travis' classroom performance, his relationship with students and colleagues, and his contributions to the College and the community.

From the beginning, the committee was impressed at Travis' content knowledge and ability to deliver content. Travis was an adjunct professor of math at Richland prior to his full-time appointment, and came to Richland with years of experience teaching math

at a high school. This experience helped him to transition well to his current position. His calm demeanor helps students to feel welcome in the classroom. Travis has mostly taught developmental math classes, and students come to developmental math classes with high anxiety about math. It's important to have a calm and patient instructor, and that is what Travis provides.

Student evaluations for Travis were impressive over the past three years. His student evaluations were full of praise:

- "The teacher was very open about any questions asked. As someone with high math anxiety, I did not feel worried about asking him any math related questions I had."
- "The teacher would continually help the same student if they showed signs of trouble understanding a concept, and later would check in on the student to make sure they are understanding it better."
- "The engagement and environment the Professor White created made this course a treat to be a part of. He treated us with respect and nearly as peers, we were an awesome great crew and it was all really fun."
- "He always gave great handouts and explained everything very well."
- "He was friendly, approachable, and very understanding when someone needed help or had an emergency that required accommodations."

The committee noted that Travis has been a great colleague. He has been willing to teach mainly developmental coursework, which sometimes can be a strain. He has done this without complaint. Committee members commented that he is a team player and has been receptive to suggestions for improvement during every semester of the process. One major area of growth was his transition from teacher-centered to learner-centered instruction, taking the committee's suggestions to make sure the students were more actively involved in each class period.

Travis has been active in College during the whole tenure process. He served in the Employee Appreciation Relations and Development Committee (EARDC) from 2015-2016 and has also been involved in the IAI math panel. Travis agreed to serve in the Academic Standards Committee, beginning a two-year term in January 2017. Academically, Travis has led the transition from hybrid developmental math classes to classes that use defined class time in the Math Enrichment Center, and he recently organized a meeting with all adjunct MATH 098 instructors to answer any questions and make sure there is consistency in content. His involvement in a number of initiatives has led him to be quite familiar with the operation of the College after just a few years.

Travis' community involvement has included serving as an elder and youth ministry leader at Northwest Christian Church. Besides the obvious support that his involvement brings to the community, it has also helped current and potential Richland students. Travis helps fellow church members with math, and I have personally received praise from members of the community about his involvement in their academics.

At the end of the tenure process, the committee unanimously agrees that Travis is deserving of tenure. I am available to answer any questions you might have and to provide any necessary documentation.

Sincerely,

Andy Hynds
Dean, Mathematics, Science, and Business

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

RESOLUTION NO. 17-4: GRANTING OF TENURE TO BRENDA HUBNER

WHEREAS, Brenda Hubner, has been a full-time faculty member at Richland Community College since 2014, and

WHEREAS, Brenda Hubner has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Brenda Hubner is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Brenda Hubner.

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

BY:_____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017

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

RESOLUTION NO. 17-5: GRANTING OF TENURE TO BILL MERTELL

WHEREAS, Bill Mertell, has been a full-time faculty member at Richland Community College since 2014, and

WHEREAS, Bill Mertell has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Bill Mertell is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Bill Mertell.

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

BY:_____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017

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

RESOLUTION NO. 17-6: GRANTING OF TENURE TO JARMESE SHERROD

WHEREAS, Jarmese Sherrod, has been a full-time faculty member at Richland Community College since 2014, and

WHEREAS, Jarmese Sherrod has performed the duties of his position as Assistant Professor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Jarmese Sherrod is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Jarmese Sherrod.

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

BY:_____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017

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

RESOLUTION NO. 17-7: GRANTING OF TENURE TO TRAVIS WHITE

WHEREAS, Travis White, has been a full-time faculty member at Richland Community College since 2014, and

WHEREAS, Travis White has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Travis White is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Travis White.

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

BY:_____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017

Richland Community College

TO: Dr. Cristabol Valdez, President

FROM: Dr. Denise Crews, Vice President
Academic Services

RE: Recommendation for Continuance

DATE: January 20, 2017

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2017-2018 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

A tenure review committee composed of tenured faculty members and the appropriate division Dean have worked with this candidate to assure that the excellence for which Richland teaching faculty are known is met as evidenced through the faculty member's syllabi, course content, classroom techniques, institutional and community responsibilities, and professional growth.

The following faculty will be entering the third year as tenure track, full-time faculty:

Karl Evans, Instructor, Heating, Ventilation, and Air Conditioning, (Certificate, Parkland College). Date of employment in a tenure track position with the College is August 2015.

Chris Senger, Instructor, Electronics Systems, (BS, Southern Illinois University-Edwardsville). Date of employment in a tenure track position with the College is January 2016.

Attached please find a letter from the Dean for each faculty listed above recommending continuance for their tenure. Please contact me if you have questions.

Thank you.

Attachment

c: Darbe D. Brinkoetter
Greg Florian

Richland Community College

Continuing & Professional Education Division
Memorandum

Darbe Brinkoetter
Dean
SC08 – Ext. 239

Lisa Eskew
Administrative Assistant
SC08 – Ext. 240

TO: Dr. Denise Crews, Vice President of Academic Services

FROM: Darbe D. Brinkoetter

DATE: January 13, 2017

RE: Tenure Continuation for Karl Evans for Academic Year 2017-2018

The Tenure Review Committee (Darbe Brinkoetter, David Kirby [Mentor], Deborah Yaden, and Carol Stokes) recommends tenure continuation for Karl Evans as instructor in Heating, Ventilation, Air Conditioning/Refrigeration in the Continuing and Professional Education Division.

Karl began employment with the College in August 2015 and is in his second year of the tenure review process. Karl's prior experience includes 7 years' experience as an HVAC instructor at Parkland College and 10 years' experience as an HVAC/R service and installation technician. He has transferred credits from Parkland, passed proficiency tests and completed several general education classes at Richland with the goal of achieving his HVAC/R Associate in Applied Science degree. Upon successful completion of Math 104 during spring 2017, Karl will be awarded the Associate of Applied Science degree.

Karl led the HVAC/R program toward accreditation with HVAC Excellence for six years in April 2016. He has built 6 refrigeration trainers for HVAC 100 and 230 and updated other pieces of equipment in the HVAC/R lab. His first priority has been to work with his students in practical applications of their knowledge and he receives excellent feedback from students as a result of his work with them in the classroom and lab.

Karl has updated HVAC/R syllabi to meet ICCB standards, and power points, quizzes and tests to match current textbooks. Karl has rearranged classes in a fast-track format to help students accomplish certificates on a path to achieving their degree more quickly. He is working to build a stronger Advisory Committee as a source for curriculum and equipment review and possible internships for his students.

In the judgment of the tenure committee, Karl is addressing all criteria considered for tenure decisions: teaching and learning, professional growth, college service and community service. We recommend his continuation for tenure for 2017-2018.

To: Dr. Cristobal Valdez

From: Douglas Brauer

Date: January 18, 2017

Subject: Contract Renewal—Chris Senger

Mr. Chris Senger started employment with Richland Community College as a Engineering Technology-Electrical Systems Instructor for the Spring 2016 semester. Since that time he has established himself as a strong instructor in both the classroom and laboratory. He continues to develop curricula and recommend laboratory equipment in accordance with the needs of the Engineering Technology Department to support local industry.

I recommend that Chris Senger's teaching contract be renewed for the 2017-2018 academic year.



Douglas C. Brauer, Ph.D.

Richland Community College

TO: Dr. Cristabol Valdez, President

FROM: Dr. Denise Crews, Vice President
Academic Services

RE: Recommendation for Continuance

DATE: January 20, 2017

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2017-2018 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

A tenure review committee composed of tenured faculty members and the appropriate division Dean have worked with this candidate to assure that the excellence for which Richland teaching faculty are known is met as evidenced through the faculty member's syllabi, course content, classroom techniques, institutional and community responsibilities, and professional growth.

The following faculty will be entering an additional fourth year as tenure track, full-time faculty:

Kent Mears, Instructor, Collision Repair Technology, Date of employment in a tenure track position with the College is January 2015.

Attached please find a letter from the Dean for the faculty member listed above recommending continuance for his tenure. Please contact me if you have questions.

Thank you.

Attachment

c: Darbe D. Brinkoetter
Greg Florian

Richland Community College

Continuing & Professional Education Division
Memorandum

Darbe Brinkoetter
Dean
SC08 – Ext. 239

Lisa Eskew
Administrative Assistant
SC08 – Ext. 240

TO: Dr. Denise Crews, Vice President of Academic Services

FROM: Darbe D. Brinkoetter

DATE: January 17, 2017

RE: Recommendation for Additional Year to Achieve Tenure

The Tenure Review Committee (Darbe Brinkoetter, Curtis Happe [Mentor], Sara Richardson and Rick Tomlinson) recommends an additional (fourth) year to achieve tenure for Kent Mears as instructor in Collision Repair Technology in the Continuing and Professional Education Division.

During the spring 2016 and fall 2016 semesters, each member of the tenure committee visited Kent's classes one or more times. The committee also looked at student feedback from the Learning Feedback System, his conferences with the committee during that time and his performance of professional responsibilities outside of the classroom before reaching this decision. The committee finds that while Kent has improved in many areas, an additional year will provide him with more opportunity for professional growth.

On the positive side, Kent has over 20 years prior experience as a collision repair technician and holds numerous industry certifications. He has shown the ability to relate this knowledge to students in the classroom and his first priority is to work with his students in practical applications of their knowledge. Student feedback is very positive. Kent has also worked very hard to promote the Collision Repair Technology program. He reaches out to visit numerous related businesses each year and has marketed the Collision program at I-CON and 8th grade Career Fair. He has also coordinated a successful car show at Richland for the past two years and donated proceeds to various veterans groups.

At the beginning of fall 2016 semester, Kent presented the tenure committee with a list of his goals for the 2016-2017 academic year. This list was reviewed with Kent at his spring 2017 meeting with the tenure committee. The following is a listing of his goals and their completion status:

- Talk to 7th and 8th grade classes and to high schools – *Kent participated in Richland's recent 8th grade Career Fair and plans to make a second visit to Clinton High School's automotive program*
- Add more I-Car classes as per shops request – *He is waiting to hear from I-Car regarding dates*

- Work with shops to get clean-up and detailers to start classes so they can start in shops as body tech's – *Visits shops in the mornings before class*
- Add training for himself in carbon fiber repair summer 2017 in order to start Saturday class for shops in area (no one else teaches this skill) – *Planning to attend in summer 2017*

Additionally, the committee addressed a couple of concerns with Kent:

- Relationship with Colleagues: Kent's past relationship with the Heartland Tech (HTA) Auto Body instructor has been less than positive and their relationship further eroded fall 2016. There were two instances where Kent disliked or disagreed with an approach the HTA instructor was taking. Instead of approaching the Dean, he went to Security in one instance and Operations in another. At a conference held with Kent, Dean Brinkoetter and Dr. Brauer communication concerns were discussed as well as the appropriate approach to these concerns. Kent and the HTA instructor were then brought together to work out a communication plan and the situation is improving.
- Classroom Instruction/Use of Technology: During classroom visits in spring 2016 and fall 2016, Kent's classroom instruction appeared unstructured with no use of technology. Following the Dean's visit in October 2016, Kent was provided with a list of suggestions to improve his instruction. He followed through with these suggestions and his instruction improved when the Dean visited again in November 2016 and when other committee members visited later in the semester.

When the committee addressed Kent with these concerns, he assumed responsibility for past behaviors and provided positive feedback regarding his intent to improve in these areas. However, although improvement has been noted in the above areas and the committee feels Kent has the ability and desire to succeed, it is the consensus of the committee that Kent be provided an additional year so that the committee may be certain that professional growth and improvement is occurring. In summary, the tenure committee recommends that Kent Mears be awarded an additional year toward achieving tenure.

Sincerely,

Darbe D. Brinkoetter

NEW BUSINESS

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian Greg Florian

Date: February 13, 2017

Re: Tuition Increase Fiscal Year 2018

One of the first steps in the development of the FY18 budget is to establish tuition rates. An initial projection of revenue was presented to the Board of Trustees at the most recent Board Retreat. The proposed rates reflect the discussion from the meeting. A recommended 3.1% increase in standard tuition reinforces the College's efforts to maintain affordability.

The following tuition rates are recommended:

Tuition	Current	Proposed	Percent Change	Standard Fee	Total Tuition & Fees
Standard In-District	$ 129	$ 133	3.1%	$ 12	$ 145
Health Professions	$ 155	$ 160	3.2%	$ 12	$ 172
On-Line Classes	$ 163	$ 168	3.1%	$ 12	$ 180
Out-of-District	$ 202	$ 188	-6.9%	$ 12	$ 200
Out-of State	$ 476	$ 469	-1.5%	$ 12	$ 481
Chargeback	$ 281.46	$ 311.69	10.7%	$ 12	$ 323.69

With the substantial uncertainty in State funding, many of the Illinois community colleges are increasing FY18 tuition rates. Proposed and actual increases range from an increase of $2.00 per credit hour to a high of $12.00.

When compared to our neighboring college's tuition and standard fees per credit hour, Richland remains very competitive. A comparison of proposed FY18 standard tuition rates & fees for those colleges is shown in the following table:

College	Tuition	Standard Fees	Total
Richland	$133.00	$12.00	$145.00
Heartland	$146.00	$ 9.00	$155.00
Lake Land	$131.00	$23.80	$154.80

Lincoln Land	$132.00	$11.00	$143.00
Parkland	$162.00	$20.50	$182.50

In Fiscal Year 2016, the Board established a variable tuition rate for all Health Professions classes as provided for in ILCS Section 805/6-4a, at the rate of 120% of the College's standard tuition rate in accordance with residency requirements.

The 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.

Therefore, it is recommended that the Board of Trustees set the standard in-district tuition rate at $133.00 per credit hour, the in-State out-of-district tuition rate at $188.00 per credit hour, the out-of-State tuition rate at $469.00 per credit hour, the Chargeback rate at $311.69, the online tuition rate at $168.00, the variable tuition rate for designated Health Professions classes at $160.00, the standard fee at $12.00 per credit hour, 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.

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian Greg Florian

Date: February 10, 2017

Re: Fiscal Year 2018 General and Course Fees

Attached is the list of fees to be applied to various courses as well as general fees for the 2017-2018 academic year.

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. The course fees are used to support the cost of materials, supplies, or software used in that specific course. The general student fee is allocated as follows: $1.50 Student Life, $1.50 Fitness Center usage, $2.00 infrastructure and $7.00 technology. The $1.50 Fitness Center Usage fee is new for fiscal year 2018. This fee will allow all students to use the Fitness Center at no additional charge.

Therefore, it is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2017 Term.

If you have any questions, please contact me.

Proposed FY 2018 Fees

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
ACCT 205	Small Business Accounting	3	30	30
AGRIC106	Animal Science	4	40	40
AGRIC130	Crop Science	4	40	40
AGRIC200	Weed & Pest Control	4	40	40
AGRIC210	Soil Science	4	40	40
ART 101	**Introduction to Drawing 1**	**3**	**$35**	**$25**
ART 102	**Introduction to Drawing 2**	**3**	**$35**	**$25**
ART 111	**Design 1**	**3**	**$35**	**$25**
ART 112	**Design 2**	**3**	**$35**	**$25**
ART 113	Figure Drawing 1	3	$65	$65
ART 114	Figure Drawing 2	3	$65	$65
ART 115	**Printmaking 1**	**3**	**$65**	**$50**
ART 116	**Printmaking 2**	**3**	**$65**	**$50**
ART 117	**Painting 1**	**3**	**$35**	**$25**
ART 118	**Painting 2**	**3**	**$35**	**$25**
ART 119	**Sculpture 1**	**3**	**$80**	**$55**
ART 120	**Sculpture 2**	**3**	**$80**	**$55**
ART 121	**Ceramics 1**	**3**	**$65**	**$60**
ART 122	**Ceramics 2**	**3**	**$65**	**$60**
ART 123	**Watercolor 1**	**3**	**$35**	**$25**
ART 124	**Watercolor 2**	**3**	**$35**	**$25**
ART 125	Photography 1: Black and White	3	$80	$80
ART 126	Photography 2: Black and White	3	$80	$80
ART 127	Digital Photography 1	3	$98	$98
ART 129	Digital Photography 2	3	$98	$98
ART 131	**Advanced Ceramics 1**	**3**	**$65**	**$60**
ART 145	Typography	3	$98	$98
ART 151	**Computer Graphics 1**	**3**	**$98**	**0**
ART 152	Computer Graphics 2	3	$98	$98
ART 199	**Topics in the Fine and AppliedArts**	**1 to 3**	**$55**	**0**
ART 251	Computer Graphics 3	3	$98	$98
ART 252	Graphic Arts 4	3	$98	$98
ART 260	Game Content Creation	3	$98	$98
ART 261	**Illustration**	**3**	**$98**	**$75**
ART 262	Advanced Game Content Creation	3	$98	$98
ART 264	3D Character Rigging andAnimation	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 Alignment	4	60	60
AUTO 202	Heating and Air Conditioning	4	45	45
AUTO 203	Fuel and Emission Systems	4	60	60

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
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	Adv. Driveability ProblemDiagnosis	4	60	60
BIOL 101	**Concepts of Biology 1**	**4**	**20**	**22**
BIOL 102	**Concepts of Biology 2**	**4**	**20**	**22**
BIOL 201	**Human Anatomy & Physiology 1**	**4**	**20**	**22**
BIOL 202	**Human Anatomy and Physiology 2**	**4**	**20**	**22**
BIOL 210	**Environmental Biology**	**4**	**20**	**22**
BIOL 220	Microbiology	4	32	32
CA 101	Intro To Culinary Arts	2	70	70
CA 105	Culinary Fundamentals	4	200	200
CA 115	Culinary Applications	4	200	200
CA 120	Baking and Pastry Fundamentals	4	200	200
CA 200	Meat, Poultry, and Fish	3	200	200
CA 210	Garde Manger	3	200	200
CA 220	Advanced Baking and Pastry	4	200	200
CA 230	International Cuisine	4	200	200
CA 250	Restaurant Fundamentals	5	150	150
CDL 1000	Tractor/Trailer Driver Training	7	3,750	3750
CDL 1001	Class "B" License Training	2	1,200	1200
CDL 1002	CDL Refresher - 8 hours	0.5	500	500
CDL 1003	CDL Refresher - 16 hours	1	900	900
CDL 1004	CDL Refresher - 40 hours	2	1,500	1500
CDL 1005	CDL Permit	1	475	475
CDL 1006	Passenger Vehicle Lic. Trng. (Buses)	1	660	660
CDL 1012	CDL Tanker Vehicle Training	2	2,000	2000
CHEM 100	Concepts of Chemistry	4	20	20
CHEM 106	**Chemistry in Everyday Life**	**4**	**90**	**135**
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
CIS 110	Computer Business Applications	3	21	21
CRT 100	Introduction to Collision Repair	4	45	45
CRT 105	Damage Estimating & CustomerService	2	60	60
CRT 110	Painting & Refinishing 1	4	75	75
CRT 120	Non-Structural CollisionRepair 1	4	60	60
CRT 130	Structural Collision Repair 1	4	60	60
CRT 135	Paint Preparation & Detail	2	60	60
CRT 205	Mechanical Systems	3	60	60

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
CRT 210	Painting & Refinishing 2	4	75	75
CRT 220	Nonstructural Collision Repair 2	4	60	60
CRT 230	Structural Collision Repair 2	4	60	60
CRT 235	Stationary & Rolling Glass	2	30	30
CS 105	Foundations of Info Technology	3	21	21
CS 230	Event-Driven Programming	4	30	30
CS 251	Object-Oriented Programming	4	40	40
CS 281	Adv. Object-Oriented Programming	4	40	40
DMHT 101	Truck Preventative Maintenance	4	75	75
DMHT 110	Basic Electrical Systems	4	75	75
DMHT 115	Advanced Electrical Systems	4	50	50
DMHT 120	Diesel Fuel and Emissions	4	75	75
DMHT 125	Diesel Driveability Diagnosis	4	75	75
DMHT 130	Diesel Engine Repair	4	75	75
DMHT 135	Diesel Truck Transmissions	4	75	75
DMHT 200	Medium/Heavy HVAC	4	50	50
DMHT 210	Truck Steering, Suspension &Alignment	4	50	50
DMHT 211	Truck Drive Train System	4	75	75
DMHT 212	Medium/Heavy Truck Brakes	4	75	75
DRAFT 101	**Drafting Fundamentals**	**4**	**40**	**0**
DRAFT 103	**AutoCAD, Introductory**	**3**	**0**	**30**
DRAFT 104	**AutoCAD, Intermediate**	**3**	**0**	**40**
DRAFT 106	**MicroStation, Introductory**	**3**	**0**	**30**
DRAFT 107	**MicroStation, Intermediate**	**3**	**0**	**30**
DRAFT 110	Technical Design	3	40	40
DRAFT 120	**Technical Graphics**	**2**	**20**	**0**
DRAFT 130	**Tool Design Drafting**	**4**	**40**	**0**
DRAFT 190	**Industrial Drafting**	**4**	**0**	**40**
DRAFT 195	**Tool Design Drafting**	**4**	**0**	**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 237	**Graphical Design**	**2**	**0**	**60**
DRAFT 239	**Intro to Structural, Civil, and Pipe**	**3**	**0**	**60**
DRAFT 242	Commercial Architecture	3	60	60
DRAFT 243	Structural Steel Detailing	3	60	60
DRAFT 245	Residential Architecture	3	45	45
EASCI 210	**Physical Geography**	**4**	**25**	**0**
EASCI 220	**Intro to Physical Geology**	**4**	**25**	**0**
EASCI 230	**Intro to Meteorology**	**4**	**25**	**0**
ELTRN110	Intro to Electricity &Electronics	2	14	14
ELTRN111	Circuit Analysis	3	21	21
ELTRN140	Solid State Fund. for Electronic	3	21	21
ELTRN160	Digital Electronics	4	28	28
EMT 120	Emergency Medical Technology	6	99	99

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
EMT 140	Advanced EMT 1	7	70	70
EMT 150	Advanced EMT 2	4	40	40
EMT 200	Paramedic 1	7	109	109
EMT 220	Paramedic 2	6	60	60
EMT 240	Paramedic 3	9	90	90
EMT 260	Paramedic 4	7	70	70
ENGT 100	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 (MSSC-1)	3	100	100
ENGT 107	BioFuel ManufacturingFundamentals	3	21	21
ENGT 111	Motor Control Applications	4	40	40
ENGT 120	Process Control Fundamentals	3	40	40
ENGT 125	BioProcess OperationFundamentals	2	14	14
ENGT 131	Maintenance Fundamentals	4	60	60
ENGT 150	Machining Fundamentals	2	50	50
ENGT 151	Cutting & Workholding	2	50	50
ENGT 160	Metrology and Quality Control	3	50	50
ENGT 210	PLC Fundamentals	4	40	40
ENGT 211	PLC Applications & Data Acquisiton	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 OperationApplications	4	28	28
ENGT 226	BioProcess Operation Systems	3	28	28
ENGT 230	Power Transmission Applications	3	21	21
ENGT 231	Piping Fundamentals	2	14	14
ENGT 233	Lubrication Systems	2	14	14
ENGT 234	Pump Applications	2	14	14
ENGT 235	Industrial Machinery Repair	2	14	14
ENGT 240	Hydraulic Applications	3	21	21
ENGT 241	Pneumatic Applications	3	21	21
ENGT 242	Fluid Power Systems	3	30	30
ENGT 250	CNC Turning	3	60	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	20
FIRE 111	Techniques of Firefighting 1(Module B)	4	20	20
FIRE 112	Techniques of Firefighting 2(Module C)	4	20	20
FIRE 113	Techniques of Firefighting 3(Module C Extensio	3	20	20

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
FIRE 120	Fire Prevention Principles 1	3	20	20
FIRE 130	Fire Service Laws and Regulations	3	20	20
FIRE 140	Fire Service Instructor-Basic	3	20	20
FIRE 170	Rescue/Roadway Extrication	3	20	20
FIRE 180	Building Construction for theFirefighter	3	20	20
FIRE 200	Tactics and Strategy	3	20	20
FIRE 210	Tactics and Strategy II	3	20	20
FIRE 220	Fire Instructor II	3	20	20
FIRE 230	Fire Service Hydraulics	4	20	20
FIRE 250	Hazardous Materials	3	20	20
FIRE 260	Fire Investigation	3	20	20
FIRE 270	Fire Management 1	3	20	20
FIRE 280	Fire Management 2	3	20	20
FIRE 285	Fire Management 3	3	20	20
FIRE 286	Fire Management 4	3	20	20
FIRE 297	Fire Science Technologies	3	20	20
HIT 101	Intro to Hlth InformationTechnology	3	30	30
HIT 115	Computers in Healthcare	3	30	30
HIT 118	Intro to HealthcareDocumentation	3	30	30
HIT 140	Medical Terminology	3	30	30
HIT 141	Anatomy and PhysiologyFundamentals	3	30	30
HIT 142	Healthcare Documentation 1	4	45	45
HIT 143	Basic ICD Coding	3	130	130
HIT 210	Advanced Coding	3	30	30
HIT 215	Electronic Health Records	3	30	30
HIT 220	Classification & IndexingSystems	3	30	30
HIT 241	Pharmacology Fundamentals	3	0	0
HIT 242	Healthcare Documentation 2	4	45	45
HIT 243	Basic CPT Coding	3	0	0
HIT 245	Health Info Law & Ethics	3	30	30
HIT 248	Pathophysiology	3	30	30
HIT 250	Reimbursement Principles inHealthcare	3	30	30
HLTH 040	Nurse Assistant Competency Skills Assessment	0.5	5	5
HLTH 110	Cardio Pulmonary Resuscitation	0.5	10	10
HLTH 130	Phlebotomy	5	89	89
HLTH 140	Medical Terminology	3	30	30
HLTH 141	Nurse Assistant Training	8	184	184
HLTH 197	Special Topics in Healthcare	1 to 3	10	10
HLTH 297	Advanced Topics in Healthcare	1 to 3	10	10
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

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
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 and Plant Production	3	30	30
HORT 235	Small Farm Business Management	3	30	30
HVAC 100	**Refrigeration Fundamentals**	**3**	99	**135**
HVAC 107	HVAC Installation	3	45	45
HVAC 130	Electricity Fundamentals	3	45	45
HVAC 132	Control Applications	3	45	45
HVAC 140	Troubleshooting Air ConditioningSystems	3	45	45
HVAC 202	Residential and Self-ContainedRefrigeration	3	30	30
HVAC 204	Commercial Refrigeration	3	30	30
HVAC 206	Troubleshooting RefrigerationSystems	3	45	45
HVAC 230	Motors and Controls	3	30	30
HVAC 240	Residential Air Conditioning	3	45	45
HVAC 242	Residential Heating Systems	3	30	30
HVAC 251	Commercial Heating & Air Conditionaing	3	40	40
IT 116	Windows Client Operating Systems	3	30	30
IT 120	**Spreadsheet Applications**	**3**	**21**	**25**
IT 130	**Word Processor Applications**	**3**	**21**	**25**
IT 131	Programming Logic	3	30	30
IT 135	**Data Management Applications**	**3**	**0**	**30**
IT 141	Networking Fundamentals	4	60	60
IT 153	Web Development	4	30	30
IT 173	A+ Computer Technologies	4	80	80
IT 221	Database Design Using SQL	3	30	30
IT 231	**Office Management Software**	**3**	**0**	**30**
IT 241	Network Routing Technologies	4	48	48
IT 242	**Wireless Networking**	**3**	**0**	**48**
IT 245	Network Security	3	48	48
IT 246	Voice Over IP Fundamentals	3	48	48
IT 247	**Virtualization Fundamentals**	**3**	**0**	**48**
IT 253	**Mobile Apps Development**	**4**	**0**	**48**
IT 271	Windows Server Operating Systems	3	48	48

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
IT 273	Managing Windows Networks	3	48	48
IT 280	Systems Development Project	4	48	48
IT 282	Dynamic Web Development	4	48	48
IT 285	Systems Analysis and Design	4	48	48
IT 205	Help Desk Techniques	3	21	21
NURS 111	Introduction to Nursing	1	10	10
NURS 112	**Medical-Surgical Nursing IConcepts Basic to Nu**	**9**	**122**	**348**
NURS 152	**Psychiatric Mental HealthNursing**	**4**	**171**	**172**
NURS 154	Pharmacological Principles forNursing Practice	3	30	30
NURS 155	**Medical-Surgical Nursing IICare of the Chronica**	**5**	**137**	**263**
NURS 203	**LPN Bridge Course**	**6**	**241**	**143**
NURS 206	**Family Health Nursing**	**6**	**166**	**316**
NURS 250	**Medical-Surgical IIICare of the Surgical Client**	**5**	**82**	**207**
NURS 252	**Medical-Surgical IVCare of the Acutely Ill Client**	**5**	**81**	**206**
NURS 254	**Transition from Education toPractice**	**6**	**178**	**330**
OT 114	**Word Processing/Keyboarding**	**3**	**21**	**25**
OT 170	**Professional Office Procedures**	**3**	**21**	**0**
OT 205	**Voicing & Transcription**	**3**	**21**	**0**
OT 215	**Document Production**	**3**	**21**	**0**
OT 217	**Advanced Administrative Office Applications**	**3**	**0**	**25**
OT 230	**Legal Terminology and Writing**	**3**	**0**	**25**
P ED 110	**Personal Fitness**	**1**	**20**	**0**
P GEN101	Intro to Power Plant Systems 1	4	28	28
P GEN102	Intro to Power Plant Systems 2	4	28	28
PHRMT155	Pharmacy Technician	6	60	60
PHRMT156	Pharmacy Technician Work Experience	2	40	40
PHRMT157	**Pharmacy Technician Certification Review**	**1**	**178**	**158**
PHY S105	Physics of Sound and Light	4	20	20
PHYS 101	Introduction to Physics 1	4	20	20
PHYS 102	Introduction to Physics 2	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
PN 101	Transitions I Introduction toPractical Nursing	1	10	10
PN 102	**Wellness Across the Lifespan I**	**6**	**60**	**210**
PN 103	**Wellness Across the Lifespan II**	**4**	**10**	**140**
PN 104	Transitions II Trends and Issues	1	10	10
PN 105	**Alterations Across the LifespanI**	**7**	**70**	**245**
PN 106	**Alterations Across the LifespanII**	**6**	**115**	**265**
PN 113	**PN Licensure Preparation**	**1**	**61**	**65**
RADT 101	Introduction to Radiography	3	30	30
RADT 102	Radiologic Patient Care	3	169	169
RADT 108	**Radiographic Procedures I**	**3**	**155**	**165**
RADT 110	Principles of Radiography I	3	30	30

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
RADT 115	Radiography Clinical I	3	60	60
RADT 116	Radiation Physics	3	30	30
RADT 118	Radiographic 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	Radiographic Procedures IV	3	130	130
RADT 219	Radiation Protection & Radiobiology	2	70	70
RADT 225	Radiography Clinical V	4	75	75
RADT 228	Radiographic Image Analysis	1.5	65	65
RADT 230	Radiography Seminar	3	436	444
SCI 101	Integrated Science 1	4	20	20
SCI 102	Integrated Science 2	4	20	20
SURGT110	Introduction to Surgical Technology	2	94	94
SURGT120	Principles of Surgical Technology I	4	45	45
SURGT125	Fundamentals of Surgical Technology	3	80	80
SURGT128	Intro to the Clinical Experience	1	20	20
SURGT130	Principles of Surgical Technology II	3	35	35
SURGT135	Surgical Procedures I	2	40	40
SURGT138	Basic Surgical Technology Clinical I	3	60	60
SURGT240	Principles of Surgical Technology III	6	65	65
SURGT245	Surgical Procedures II	2	40	40
SURGT248	Int. Surgical Technology Clinical II	6	120	120
SURGT250	Principles of Surgical Technology IV	2	75	75
SURGT255	Surgical Procedures III	2	20	20
SURGT258	Adv. Surgical Tech Clinical III	6	120	120
SURGT259	Professional Seminar	1	200	200
SURGT290	Internship in Surgical Technology	5	50	50
WELD 100	**Welding Fundamentals**	**2**	**50**	**100**
WELD 101	Shielded Metal Arc Welding	4	125	125
WELD 120	Intermediate Shielded Metal Arc Welding	3	125	125
WELD 125	**Gas Metal Arc/Flux Core ArcWelding (Mig)**	**3**	**50**	**100**
WELD 130	**Gas Tungsten Arc Welding**	**3**	**75**	**100**
WELD 135	**Advanced Shielded Metal Arc Welding**	**3**	**75**	**125**
WELD 140	Pipe Welding	3	100	100
WELD 145	**Welding Tools & Safety**	**3**	**75**	**100**
WELD 190	**Maintenance Repair Welding**	**2**	**50**	**100**
WELD 195	**Industrial Welding Fundamentals**	**3**	**75**	**100**
WELD 201	Gas Metal Arc/Flux Core ArcWelding (Mig)	2	-	-
WELD 202	**Welder Certification**	**2**	**50**	**100**
WELD 208	**Pipefitting Fundamentals**	**3**	**75**	**100**

Class	Course Description	Credit Hours	FY17 (Current Yr)	Proposed FY18
WELD 215	Pipefitting Appllications	3	100	100
WELD 243	Aluminum & Stainless Steel Welding	4	100	100
WELD 245	**GMAW/FCAW Pipe**	**3**	**75**	**100**
Test Fee	Placement Re-Testing Fee		$15	$15
Test Fee	CLEP/Dantes		$25	$25
Test Fee	University Test Monitor		$25	$25
Test Fee	Proficiency Exam		1/2 of Tuition	1/2 of Tuition
Test Fee	Portfolio Review		1/2 of Tuition	1/2 of Tuition
Test Fee	Credit by Advance Course Completion		$1 per Cr. Hr	$20 per Cr. Hr
Test Fee	Strong Interest Inventory		$15	$15
Test Fee	MBTI		$15	$15
Test Fee	**Nelson Denny Retest**		**$10**	**$15**
Misc. Fees	**Replacement Dipoloma**		**$5**	**$25**
Misc. Fees	Identification Card Replacement Fee		$5	$5
Misc. Fees	Registration	Per Cr Hr	$2	$2
General Fee	**Academic/Technology/Infrastructure/Student Life Fee/Fitness Center**		**$10**	**$12**
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
Test Fee	PSB Surg Tech Placement Test		$20	$25
Test Fee	**Pre CNA Retest**		**$0**	**$15**
Misc. Fees	Evaluation of Course Syllabi for Transfer Credit		$35 Per Course	$35 Per Course
Misc. Fees	Human Simulator - Use in Clinical Settings - Hours to be stated up front		$20/Hr or $35/Hr for faculty time	$20/Hr or $35/Hr for faculty time

Class	Course Description	Credit Hours	FY17 Total Fee	FY18 Total Fee
EMT 120	Emergency Medical Technology	6	99	99
EMT 140	Advanced EMT 1	7	70	70
EMT 150	Advanced EMT 2	4	40	40
EMT 200	Paramedic 1	7	109	109
EMT 220	Paramedic 2	6	60	60
EMT 240	Paramedic 3	9	90	90
EMT 260	Paramedic 4	7	70	70
FIRE 110	Introduction to Fire Science(Module A)	4	20	20
FIRE 111	Techniques of Firefighting 1(Module B)	4	20	20
FIRE 112	Techniques of Firefighting 2(Module C)	4	20	20
FIRE 113	Techniques of Firefighting 3(Module C Extension)	3	20	20
FIRE 120	Fire Prevention Principles 1	3	20	20
FIRE 130	Fire Service Laws and Regulations	3	20	20
FIRE 140	Fire Service Instructor-Basic	3	20	20
FIRE 170	Rescue/Roadway Extrication	3	20	20
FIRE 180	Building Construction for theFirefighter	3	20	20
FIRE 200	Tactics and Strategy	3	20	20
FIRE 210	Tactics and Strategy II	3	20	20
FIRE 220	Fire Instructor II	3	20	20
FIRE 230	Fire Service Hydraulics	4	20	20
FIRE 250	Hazardous Materials	3	20	20
FIRE 260	Fire Investigation	3	20	20
FIRE 270	Fire Management 1	3	20	20
FIRE 280	Fire Management 2	3	20	20
FIRE 285	Fire Management 3	3	20	20
FIRE 286	Fire Management 4	3	20	20
FIRE 297	Fire Science Technologies	3	20	20
HIT 101	Intro to Hlth InformationTechnology	3	30	30
HIT 115	Computers in Healthcare	3	30	30
HIT 118	Intro to HealthcareDocumentation	3	30	30
HIT 140	Medical Terminology	3	30	30
HIT 141	Anatomy and PhysiologyFundamentals	3	30	30
HIT 142	Healthcare Documentation 1	4	45	45
HIT 143	Basic ICD Coding	3	130	130
HIT 210	Advanced Coding	3	30	30
HIT 215	Electronic Health Records	3	30	30
HIT 220	Classification & IndexingSystems	3	30	30
HIT 241	Pharmacology Fundamentals	3	0	0
HIT 242	Healthcare Documentation 2	4	45	45
HIT 243	Basic CPT Coding	3	0	0
HIT 245	Health Info Law & Ethics	3	30	30
HIT 248	Pathophysiology	3	30	30
HIT 250	Reimbursement Principles inHealthcare	3	30	30
HLTH 040	Nurse Assistant Competency Skills Assessment	0.5	5	5
HLTH 110	Cardio Pulmonary Resuscitation	0.5	10	10
HLTH 130	Phlebotomy	5	89	89
HLTH 140	Medical Terminology	3	30	30

HLTH 141	Nurse Assistant Training	8	184	184
HLTH 197	Special Topics in Healthcare	1 to 3	10	10
HLTH 297	Advanced Topics in Healthcare	1 to 3	10	10
NURS 111	Introduction to Nursing	1	10	10
NURS 112	Medical-Surgical Nursing IConcepts Basic to Nursing Practice	9	122	348
NURS 152	Psychiatric Mental HealthNursing	4	171	172
NURS 154	Pharmacological Principles forNursing Practice	3	30	30
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NURS 203	LPN Bridge Course	6	241	143
NURS 206	Family Health Nursing	6	166	316
NURS 250	Medical-Surgical IIICare of the Surgical Client	5	82	207
NURS 252	Medical-Surgical IVCare of the Acutely Ill Client	5	81	206
NURS 254	Transition from Education toPractice	6	178	330
PHRMT155	Pharmacy Technician	6	60	60
PHRMT156	Pharmacy Technician Work Experience	2	40	40
PHRMT157	Pharmacy Technician Certification Review	1	178	158
PN 101A	Transitions I Introduction toPractical Nursing	1	10	10
PN 102A	Wellness Across the Lifespan I	6	60	210
PN 103A	Wellness Across the Lifespan II	4	10	140
PN 104A	Transitions II Trends and Issues	1	10	10
PN 105	Alterations Across the LifespanI	7	70	245
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RADT 108	Radiographic Procedures I	3	155	165
RADT 110	Principles of Radiography I	3	30	30
RADT 115	Radiography Clinical I	3	60	60
RADT 116	Radiation Physics	3	30	30
RADT 118	Radiographic Procedures II	3	100	100
RADT 120	Principles of Radiography II	3	30	30
RADT 125	Radiography Clinical II	3	161	161
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SURGT138	Basic Surgical Technology Clinical I	3	60	60
SURGT240	Principles of Surgical Technology III	6	65	65

SURGT245	Surgical Procedures II	2	40	40
SURGT248	Int. Surgical Technology Clinical II	6	120	120
SURGT250	Principles of Surgical Technology IV	2	75	75
SURGT255	Surgical Procedures III	2	20	20
SURGT258	Adv. Surgical Tech Clinical III	6	120	120
SURGT259	Professional Seminar	1	200	200
SURGT290	Internship in Surgical Technology	5	50	50

Richland Community College
One College Park
Decatur, Illinois 62521

Richland
COMMUNITY COLLEGE

MEMORANDUM **BUSINESS SERVICES**

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian Greg Florian

Date: February 9, 2017

Re: Transfer of Working Cash Funds Authorization

Conservative cash flow analysis indicates that the College will need to utilize its Working Cash Fund to meet current cash needs. A Working Cash Transfer has been utilized each of the last several years. The authorization requested in the attached resolution is anticipated to meet cash flow needs through the end of the fiscal year unless unanticipated expenses are incurred.

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

We will continue to monitor our cash flow needs and this authorization will allow us to transfer up to $2,500,000. Funds will only be transferred to cover necessary and ordinary expenses.

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

I am available for any questions you have.

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

RESOLUTION NO. 17-8: RESOLUTION TRANSFER OF WORKING CASH FUNDS

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

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

WHEREAS, it is proposed to transfer $2,500,000 of Working Cash Funds of said District to the Educational Purposes and Operations and Maintenance Purposes Funds of this District in anticipation of the collection of the 2017 Illinois Community College Board Operating Grant Funds for such Educational Purposes and Operations and Maintenance Purposes Funds; and

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

Illinois Community College Board Operating Grant Funds $2,500.000 and

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

NOW, THEREFORE, BE IT RESOLVED that the Treasurer of District No. 537 is hereby authorized to transfer from the Working Cash Fund $2,500,000 to the Educational Fund.

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

BY: _____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017 (SEAL)

Richland Community College
Office of the President

TO: Board of Trustees

FROM: Dr. Cris Valdez CV

DATE: February 21, 2017

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 3 faculty members for promotion. The recommendations are as follows:

Susan Grimm	Associate Professor to Professor
Jarmese Sherrod	Assistant Professor to Associate Professor
Carol Hood	Assistant Professor to Associate Professor

Therefore, it is recommended that the Board of Trustees adopt the following resolutions for the individuals as listed: 17-9; Susan Grimm, Associate Professor to Professor; 17-10; Jarmese Sherrod, Assistant professor to Associate Professor, and 17-11; Carol Hood, Assistant Professor to Associate Professor, as presented.

Thank you.

MEMORANDUM

TO: Dr. Cristobal Valdez, President

FROM: Denise Crews, Vice President, Academic Services

RE: Faculty Promotion

DATE: February 6, 2017

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 Andy Hynds, Dean Ellen Colbeck and Dean John Cordulack, it is indeed an honor and privilege to recommend the promotion in rank for the following faculty members:

- Susan Grimm, Associate Professor to Professor
- Jarmese Sherrod, Assistant Professor to Associate Professor
- Carol Hood, Assistant Professor to Associate Professor

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

c: Ellen Colbeck
Andy Hynds
John Cordulack
Greg Florian

February 2, 2017

Dr. Denise Crews, Vice-President
Richland Community College
One College Park
Decatur, IL 62521

Dear Dr. Crews:

The members of the Faculty Promotion Committee, consisting of Gary O'Connor, Kristine Palmer, David Kirby and Sean Gallagher, have reviewed the promotion portfolios of the faculty members requesting promotion.

The committee agrees with the recommending deans that each faculty member listed below should receive the promotion in rank requested:

- Susan Grimm, Associate Professor to Professor
- Jarmese Sherrod, Assistant Professor to Associate Professor
- Carol Hood, Assistant Professor to Associate Professor

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

Sincerely,

Sean M Gallagher

Sean Gallagher
Committee Chair

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

RESOLUTION NO. 17-9 PROMOTION IN ACADEMIC RANK – SUSAN GRIMM

WHEREAS, Susan Grimm is a full-time faculty member at Richland Community College, and

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

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

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

BY: _____
Bruce Campbell, Chairman

ATTEST:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017 (SEAL)

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

RESOLUTION NO. 17-10 PROMOTION IN ACADEMIC RANK – JARMESE SHERROD

WHEREAS, Jarmese Sherrod is a full-time faculty member at Richland Community College, and

WHEREAS, Jarmese Sherrod 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 Jarmese Sherrod 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:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017 (SEAL)

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

RESOLUTION NO. 17-11 PROMOTION IN ACADEMIC RANK – CAROL HOOD

WHEREAS, Carol Hood is a full-time faculty member at Richland Community College, and

WHEREAS, Carol Hood 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 Carol Hood 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:

_____
Dr. David Cooprider, Secretary

DATE: February 21, 2017 (SEAL)

FINANCIAL REPORT

Richland Community College

Office of the President

TO: Board of Trustees

FROM: Cris Valdez CV

DATE: February 21, 2017

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 January 2017 bills paid and approve the Financial Statement to be filed for audit.

Thank you.

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

Richland Community College

Financial Report
January, 2017

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Richland Community College
Treasurer's Report
January 31,2017

Fund	Balance 01/01/17	Receipts for Month	Disbursements for Month	Balance 01/31/17	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	3,406,531.27	1,778,833.67	(2,348,574.89)	2,836,790.05	2,286,790.05	550,000.00
Oper & Maint Restricted	628,342.05	257.80	.00	628,599.85	628,599.85	.00
Bond & Interest Fund	745,733.51	337.52	.00	746,071.03	746,071.03	.00
Auxiliary Enterprises	219,379.47	18,409.85	(31.89)	237,757.43	237,757.43	.00
Restricted Purposes Fd	941,103.67	362,757.83	(379,024.64)	924,836.86	603,801.13	321,035.73
Working Cash Fund	6,988,621.25	2,778.75	.00	6,991,400.00	5,990,784.34	1,000,615.66
Trust & Agency Fund	258,765.91	33,369.78	(33,220.00)	258,915.69	258,915.69	.00
Audit Fund	53,344.39	24.14	.00	53,368.53	53,368.53	.00
Liab,Protect,Settle	1,819,047.80	778.04	.00	1,819,825.84	1,719,825.84	100,000.00
Totals	15,060,869.32	2,197,547.38	(2,760,851.42)	14,497,565.28	12,525,913.89	1,971,651.39

SEPARATE INVESTMENT INSTRUMENTS

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	300,000.00	CD-Busey	0.10	01/22/2017	6.0
EDUCATION FUND	250,000.00	CD-SOY	0.20	01/30/2017	12.0
RESTR-PARTNER'S IN ED	16,565.79	CD-PNC	0.10	01/30/2017	6.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2017	12.0
WORKING CASH FUND	110,000.00	CD-HPB	0.25	03/23/2017	12.0
WORKING CASH FUND	302,077.84	CD-HPB	0.10	04/27/2017	3.0
WORKING CASH FUND	117,645.82	CD-Regns	0.01	05/22/2017	7.0
WORKING CASH FUND	120,892.00	CD-Regns	0.05	06/21/2017	13.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2017	12.0
LPS FUND	100,000.00	CD-Busey	0.10	03/27/2017	6.0

Richland Community College
Revenue Summary-Education Fund
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Fund: 01 Education Fund						
Local Government Sources						
Current Taxes	6,074,905.60	6,077,181.63	100.0	6,209,722.00	6,148,836.98	99.0
Chargeback	4,221.90	6,227.12	67.8	6,200.00	.00	.0
Interest on Taxes	300.08	300.08	100.0	500.00	707.75	141.6
Local Government Sources	6,079,427.58	6,083,708.83	99.9	6,216,422.00	6,149,544.73	98.9
State Government Sources						
ICCB Credit Hour Grants	.00	433,399.90	.0	.00	728,766.66	.0
ICCB Equalization Grant	.00	50,000.01	.0	.00	.00	.0
ICCB CTE Formula Grant	.00	.00	.0	.00	187,134.00	.0
Replacement Taxes	241,963.45	445,777.61	54.3	442,000.00	219,242.29	49.6
State Government Sources	241,963.45	929,177.52	26.0	442,000.00	1,135,142.95	256.8
Student Tuition & Fees						
Tuition-Credit	5,528,279.34	5,597,079.17	98.8	6,336,854.00	6,047,913.55	95.4
Fees	774,353.50	751,593.50	103.0	729,335.00	706,920.77	96.9
Student Tuition & Fees	6,302,632.84	6,348,672.67	99.3	7,066,189.00	6,754,834.32	95.6
Other Revenue/Sources						
Investment Revenue	752.24	2,009.97	37.4	2,000.00	5,050.27	252.5
Other Revenue	110,627.09	334,872.71	32.1	309,600.00	110,719.59	35.2
Transfer In	.00	9,712.84	.0	5,000.00	.00	.0
Other Revenue/Sources	111,379.33	346,595.52	32.1	316,600.00	115,769.86	36.6
Total Revenue	12,735,403.20	13,708,154.54	92.9	14,041,211.00	14,155,291.86	100.8

Richland Community College
Revenue Summary-Operations & Maint
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Fund: 02 Operations & Maint						
Local Government Sources						
Current Taxes	882,801.53	883,800.59	99.9	894,350.00	894,317.04	100.0
Interest on Taxes	43.57	43.57	100.0	500.00	102.95	20.6
Local Government Sources	882,845.10	883,844.16	99.9	894,850.00	894,419.99	100.0
State Government Sources						
ICCB Credit Hour Grants	.00	47,133.38	.0	.00	54,853.34	.0
State Government Sources	.00	47,133.38	.0	.00	54,853.34	.0
Student Tuition & Fees						
Tuition-Credit	536,934.82	538,371.49	99.7	222,446.00	203,887.95	91.7
Fees	53,716.00	102,392.00	52.5	96,000.00	57,550.23	59.9
Student Tuition & Fees	590,650.82	640,763.49	92.2	318,446.00	261,438.18	82.1
Facility Rental						
Facility Rental	161,910.10	237,232.40	68.2	293,608.00	166,227.30	56.6
Other Revenue/Sources						
Other Revenue	79,405.12	404,455.92	19.6	292,103.00	74,347.10	25.5
Other Revenue/Sources	241,315.22	641,688.32	37.6	585,711.00	240,574.40	41.1
Total Revenue	1,714,811.14	2,213,429.35	77.5	1,799,007.00	1,451,285.91	80.7

Richland Community College
Revenue Summary-Operating Funds
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Total Operating Funds						
Local Government Sources						
Current Taxes	6,957,707.13	6,960,982.22	100.0	7,104,072.00	7,043,154.02	99.1
Chargeback	4,221.90	6,227.12	67.8	6,200.00	.00	.0
Interest on Taxes	343.65	343.65	100.0	1,000.00	810.70	81.1
Local Government Sources	6,962,272.68	6,967,552.99	99.9	7,111,272.00	7,043,964.72	99.1
State Government Sources						
ICCB Credit Hour Grants	.00	480,533.28	.0	.00	783,620.00	99.1
ICCB CTE Formula Grant	.00	.00	.0	.00	187,134.00	.0
Replacement Taxes	241,963.45	445,777.61	24.8	442,000.00	219,242.29	49.6
State Government Sources	241,963.45	976,310.90	24.8	442,000.00	1,189,996.29	269.2
Student Tuition & Fees						
Tuition-Credit	6,065,214.16	6,135,450.66	98.9	6,559,300.00	6,251,801.50	95.3
Fees	828,069.50	853,985.50	97.0	825,335.00	764,471.00	92.6
Student Tuition & Fees	6,893,283.66	6,989,436.16	98.6	7,384,635.00	7,016,272.50	95.0
Facility Rental						
Facility Rental	161,910.10	237,232.40	68.2	293,608.00	166,227.30	56.6
Other Revenue/Sources						
Investment Revenue	752.24	2,009.97	37.4	2,000.00	5,050.27	252.5
Other Revenue	345,747.31	963,196.03	35.9	878,811.00	341,048.99	38.8
Transfer In	.00	9,712.84	.0	5,000.00	.00	.0
Other Revenue/Sources	346,499.55	974,918.84	35.5	885,811.00	346,099.26	39.1
Total Revenue	14,605,929.44	16,145,451.29	90.5	16,117,326.00	15,762,560.07	97.8

Richland Community College
Revenue Summary-Other Funds
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Fund: 03 Oper & Maint Restricted						
Interest on Investments	.00	517.32	.0	100.00	29.90	29.9
Int on Cash/IL Funds Acc	325.25	683.52	47.6	500.00	1,181.17	236.2
Gifts/Donations	.00	435,386.00	.0	535,000.00	.00	.0
FundBalanceAppropriation	.00	.00	.0	95,800.00	.00	.0
Reimbursed Expenditures	.00	13,032.00	.0	.00	.00	.0
Total Revenue/Sources	325.25	449,618.84	.1	631,400.00	1,211.07	.2
Fund: 04 Bond & Interest Fund						
Current Taxes	2,403,247.98	2,403,247.98	100.0	3,295,396.00	3,294,896.93	100.0
Interest on Taxes	118.61	118.61	100.0	100.00	379.89	379.9
Int on Cash/IL Funds Acc	233.04	512.13	45.5	100.00	2,453.09	2453.1
Total Revenue/Sources	2,403,599.63	2,403,878.72	100.0	3,295,596.00	3,297,729.91	100.1
Fund: 05 Auxiliary Enterprises						
CPED Credit Revenue	192,194.46	342,422.96	56.1	327,000.00	215,419.54	65.9
NonCredit Revenue	105,846.22	142,147.52	74.5	162,000.00	90,592.29	55.9
ContractNoncreditRevenue	32,131.38	62,323.39	51.6	53,900.00	28,956.22	53.7
ICCB Credit Hour Grants	.00	29,016.72	.0	.00	.00	.0
Fitness Tuition	19,160.00	19,160.00	100.0	32,000.00	13,112.00	41.0
Fitness Membership Fees	11,071.67	21,599.17	51.3	20,000.00	10,700.00	53.5
Special Event Revenue	48,303.12	98,732.22	48.9	81,276.00	36,042.80	44.3
Clubs and Organizations	69,230.79	139,539.06	49.6	160,000.00	57,510.65	35.9
Int on Cash/IL Funds Acc	58.14	373.68	15.6	.00	579.19	.0
Shilling Community Cntr	19,748.75	34,396.25	57.4	35,000.00	16,783.50	48.0
Child Care Revenue	68,127.50	114,059.00	59.7	105,000.00	55,226.50	52.6
CCRS Paid Revenue	4,832.73	11,011.94	43.9	22,000.00	6,391.96	29.1
Child Care Transfer Rev	31,500.00	83,162.00	37.9	70,000.00	35,200.00	50.3
Copy Center Fees	25,683.02	72,514.56	35.4	36,000.00	21,762.79	60.5
Transfer In	.00	101,295.00	.0	75,000.00	.00	.0
Reimbursed Expenditures	47,959.72	47,959.72	100.0	.00	.00	.0
Revenue-Contractual	3,461.00	5,390.00	64.2	3,500.00	2,283.00	65.2
Revenue-Misc/OtherSource	5,968.02	11,050.85	54.0	11,700.00	4,109.46	35.1
Total Revenue/Sources	685,276.52	1,336,154.04	51.3	1,194,376.00	594,669.90	49.8

Richland Community College
Revenue Summary-Other Funds
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Fund: 06 Restricted Purposes Fd						
Financial Aid	3,631,678.84	7,259,244.76	50.0	7,014,892.00	3,465,584.89	49.4
Interest on Investments	119.54	902.32	13.2	.00	84.24	.0
Int on Cash/IL Funds Acc	52.08	119.18	43.7	.00	127.30	.0
Sale of Equipment	.00	12,414.00	.0	.00	.00	.0
(PIE) College Fair Rev	7,287.80	7,602.11	95.9	.00	.00	.0
(PIE) Partners Salute	1,500.00	6,310.00	23.8	.00	.00	.0
(PIE) Youth Leadership	6,600.00	6,600.00	100.0	.00	.00	.0
Grants Revenue	425,942.17	1,196,619.11	35.6	1,541,671.47	515,388.72	33.4
Gifts/Donations	40,215.63	99,687.49	40.3	43,709.00	33,270.30	76.1
Transfer In	40,286.26	113,499.55	35.5	.00	.36	.0
FundBalanceAppropriation	1,198.38	71,538.97	1.7	43,093.00	.00	.0
Revenue-Contractual	.00	220,565.25	.0	8,000.00	7,989.00	99.9
Revenue-Misc/OtherSource	6,850.00	9,400.00	72.9	1,500.00	8,075.00	538.3
Total Revenue/Sources	4,161,730.70	9,004,502.74	46.2	8,652,865.47	4,030,519.81	46.6
Fund: 07 Working Cash Fund						
Bond Proceeds	.00	3,000,000.00	.0	.00	.00	.0
Interest on Corp Cash	2,488.46	9,462.43	26.3	5,000.00	12,886.66	257.7
Total Revenue/Sources	2,488.46	3,009,462.43	.1	5,000.00	12,886.66	257.7
Fund: 10 Trust & Agency Fund						
Club Revenue	19,403.00	30,682.47	63.2	28,100.00	16,615.85	59.1
Int on Cash/IL Funds Acc	30.31	149.72	20.2	.00	337.26	.0
(PIE) College Fair Rev	.00	.00	.0	3,900.00	3,575.00	91.7
(PIE) Partners Salute	.00	.00	.0	3,600.00	.00	.0
(PIE) Youth Leadership	.00	.00	.0	2,900.00	2,900.00	100.0
Transfer In	490.00	980.00	50.0	.00	1,775.00	.0
Contributions	25,250.00	50,500.00	50.0	48,000.00	24,000.00	50.0
Total Revenue/Sources	45,173.31	82,312.19	54.9	86,500.00	49,203.11	56.9

Richland Community College
Revenue Summary-Other Funds
For the month of January
1617

	Actual Rev 01/31/16	Actual Rev 06/30/16	%	Budget 1617	Actual Rev 01/31/17	%
Fund: 11 Audit Fund						
Current Taxes	71,575.98	71,560.35	100.0	85,658.00	85,621.62	100.0
Interest on Taxes	3.53	3.53	100.0	10.00	9.84	98.4
Int on Cash/IL Funds Acc	18.60	64.76	28.7	45.00	113.35	251.9
Total Revenue/Sources	71,598.11	71,628.64	100.0	85,713.00	85,744.81	100.0
Fund: 12 Liab,Protect,Settle						
Current Taxes	1,448,204.57	1,448,204.57	100.0	1,656,986.00	1,656,757.32	100.0
Interest on Taxes	71.50	121.36	58.9	200.00	190.76	95.4
Insurance-StudentFees	16,184.00	16,920.00	95.7	20,000.00	12,964.00	64.8
Interest on Investments	.00	26.03	.0	50.00	24.38	48.8
Int on Cash/IL Funds Acc	360.50	1,215.15	29.7	800.00	3,365.87	420.7
Total Revenue/Sources	1,464,820.57	1,466,487.11	99.9	1,678,036.00	1,673,302.33	99.7

Richland Community College
Expenditure Summary by Major Function
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered Amount	*** %
Fund: Education Fund						
Continuing & Prof Ed	545,128.99	283,768.35	52.06	3,748.38	257,612.26	47.26
Office of Academic Srvcs	405,218.75	229,196.41	56.56	.00	176,022.34	43.44
Liberal Arts	2,219,956.26	1,189,471.91	53.58	515.00	1,029,969.35	46.40
Math, Science & Business	2,135,743.04	1,163,800.29	54.49	.00	971,942.75	45.51
Health Professions	2,081,893.02	1,093,095.51	52.50	6,684.44	982,113.07	47.17
Workforce Development	633,555.99	328,057.62	51.78	9,600.32	295,898.05	46.70
Student Success	1,164,068.22	656,828.73	56.43	.00	507,239.49	43.57
Auxiliary Services	98,246.00	56,139.92	57.14	.00	42,106.08	42.86
Academic Support-LRC	413,367.13	245,790.99	59.46	268.61	167,307.53	40.47
Technical Services Supp	413,568.00	279,039.48	67.47	2,534.29	131,994.23	31.92
Institutional Support	3,138,465.60	1,824,866.81	58.15	91,006.86	1,222,591.93	38.96
Scholarship and Waivers	707,000.00	535,537.83	75.75	.00	171,462.17	24.25
Transfer Out	85,000.00	.00	.00	.00	85,000.00	100.00
Total Education Fund	14,041,211.00	7,885,593.85	56.16	114,357.90	6,041,259.25	43.03
Fund: Operations & Maint						
Maintenance	1,799,007.00	1,064,708.08	59.18	270,135.17	464,163.75	25.80
Total Operations & Maint	1,799,007.00	1,064,708.08	59.18	270,135.17	464,163.75	25.80
Fund: Oper & Maint Restricted						
Protection,Health,Safety	592,000.00	129,897.40	21.94	179,764.10	282,338.50	47.69
Maintenance	39,400.00	.00	.00	.00	39,400.00	100.00
Liability Protection	.00	.00	.00	.00	.00	.00
Total Oper & Maint Restricted	631,400.00	129,897.40	20.57	179,764.10	321,738.50	50.96
Fund: Bond & Interest Fund						
Bond and Interest	3,295,596.00	2,906,723.61	88.20	.00	388,872.39	11.80
Total Bond & Interest Fund	3,295,596.00	2,906,723.61	88.20	.00	388,872.39	11.80
Fund: Auxiliary Enterprises						
Continuing & Prof Ed	139,957.00	76,111.94	54.38	.00	63,845.06	45.62
Instructional Programs	535,588.00	317,325.21	59.25	14,586.72	203,676.07	38.03
Auxiliary Services	518,831.00	247,814.55	47.76	41,433.92	229,582.53	44.25
Total Auxiliary Enterprises	1,194,376.00	641,251.70	53.69	56,020.64	497,103.66	41.62

Richland Community College
Expenditure Summary by Major Function
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered Amount	*** %
Fund: Restricted Purposes Fd						
Grants	1,699,773.47	827,249.98	48.67	53,230.71	819,292.78	48.20
Financial Aid	6,953,092.00	3,683,674.90	52.98	.00	3,269,417.10	47.02
Transfer Out	.00	.36	.00	.00	-.36	.00
Total Restricted Purposes Fd	8,652,865.47	4,510,925.24	52.13	53,230.71	4,088,709.52	47.25
Fund: Working Cash Fund						
Transfer Out	5,000.00	.00	.00	.00	5,000.00	100.00
Total Working Cash Fund	5,000.00	.00	.00	.00	5,000.00	100.00
Fund: Trust & Agency Fund						
Office of Academic Srvcs	3,900.00	2,365.66	60.66	.00	1,534.34	39.34
Student Success	6,500.00	1,050.17	16.16	.00	5,449.83	83.84
Student Engagement	76,100.00	41,891.07	55.05	2,284.26	31,924.67	41.95
Transfer Out	.00	1,775.00	.00	.00	-1,775.00	.00
Total Trust & Agency Fund	86,500.00	47,081.90	54.43	2,284.26	37,133.84	42.93
Fund: Audit Fund						
Institutional Support	16,033.00	9,553.41	59.59	.00	6,479.59	40.41
Audit	45,200.00	45,200.00	100.00	.00	.00	.00
Contingency	24,480.00	.00	.00	.00	24,480.00	100.00
Total Audit Fund	85,713.00	54,753.41	63.88	.00	30,959.59	36.12
Fund: Liab,Protect,Settle						
Liability Protection	1,604,103.00	906,423.89	56.51	177,591.06	520,088.05	32.42
Contingency	73,933.00	.00	.00	.00	73,933.00	100.00
Total Liab,Protect,Settle	1,678,036.00	906,423.89	54.02	177,591.06	594,021.05	35.40

Richland Community College
Expenditure Summary-Operating Funds
For the month of January
58% of Fiscal Year 1617

	Actual Exp 01/31/16	** Actual Expense ** 06/30/16	%	Budget 1617	*** Actual Expense ** 01/31/17	%	Encumbered	*** Unencumbered ***	%
Fund: Education Fund									
Salaries	6,099,588.77	10,582,707.74	57.6	10,101,081.00	5,429,282.34	53.7	.00	4,671,798.66	46.3
Employee Benefits	1,212,382.00	1,980,621.08	61.2	1,872,557.00	1,114,355.06	59.5	.00	758,201.94	40.5
Contractual Services	240,565.23	303,960.16	79.1	319,535.00	257,696.84	80.6	13,006.47	48,831.69	15.3
Commodities	463,424.03	672,662.18	68.9	671,687.00	393,554.76	58.6	72,111.75	206,020.49	30.7
Travel	32,948.33	76,852.04	42.9	65,451.00	55,386.79	84.6	6,679.84	3,384.37	5.2
Fixed Charges	42,869.09	89,317.53	48.0	88,400.00	36,159.07	40.9	22,497.84	29,743.09	.3
Capital Outlay	.00	.00	.0	.00	.00	.0	.00	.00	.0
Other	565,393.86	921,993.87	61.3	837,500.00	599,158.99	71.5	62.00	238,279.01	28.5
Transfer Out	40,286.26	214,794.43	18.8	85,000.00	.00	.0	.00	85,000.00	100.0
Contingency	.00	.00	.0	.00	.00	.0	.00	.00	.0
Total Expenditures	8,697,457.57	14,842,909.03	58.6	14,041,211.00	7,885,593.85	56.2	114,357.90	6,041,259.25	43.0
Fund: Operations & Maint									
Salaries	222,677.43	354,319.33	62.8	282,708.00	151,124.73	53.5	.00	131,583.27	46.5
Employee Benefits	66,568.12	105,303.95	63.2	84,278.00	50,187.46	59.5	.00	34,090.54	40.5
Contractual Services	253,003.99	487,793.35	51.9	528,111.00	315,663.04	59.8	192,551.96	19,896.00	3.8
Commodities	60,050.93	136,211.86	44.1	120,050.00	44,011.57	36.7	8,593.92	67,444.51	56.2
Travel	148.06	320.65	46.2	950.00	191.48	20.2	.00	758.52	79.8
Fixed Charges	398,079.52	733,099.66	54.3	780,835.00	501,454.80	64.2	68,989.29	210,390.91	.3
Capital Outlay	6,363.73	269,399.14	2.4	2,075.00	2,075.00	100.0	.00	.00	.0
Contingency	.00	.00	.0	.00	.00	.0	.00	.00	.0
Total Expenditures	1,006,891.78	2,086,447.94	48.3	1,799,007.00	1,064,708.08	59.2	270,135.17	464,163.75	25.8
Total Operating Funds									
Salaries	6,322,266.20	10,937,027.07	57.8	10,383,789.00	5,580,407.07	53.7	.00	4,803,381.93	46.3
Employee Benefits	1,278,950.12	2,085,925.03	61.3	1,956,835.00	1,164,542.52	59.5	.00	792,292.48	40.5
Contractual Services	493,569.22	791,753.51	62.3	847,646.00	573,359.88	67.6	205,558.43	68,727.69	8.1
Commodities	523,474.96	808,874.04	64.7	791,737.00	437,566.33	55.3	80,705.67	273,465.00	34.5
Travel	33,096.39	77,172.69	42.9	66,401.00	55,578.27	83.7	6,679.84	4,142.89	6.2
Fixed Charges	440,948.61	822,417.19	53.6	869,235.00	537,613.87	61.8	91,487.13	240,134.00	27.6
Capital Outlay	6,363.73	269,399.14	2.4	2,075.00	2,075.00	100.0	.00	.00	.0
Other	565,393.86	921,993.87	61.3	837,500.00	599,158.99	71.5	62.00	238,279.01	28.5
Transfer Out	40,286.26	214,794.43	18.8	85,000.00	.00	.0	.00	85,000.00	100.0
Total Expenditures	9,704,349.35	16,929,356.97	57.3	15,840,218.00	8,950,301.93	56.5	384,493.07	6,505,423.00	41.1

Auxiliary Enterprises Fund
Instructional Programs
Statement of Revenue and Expense
Cash Basis
JAN 1617

		Actual	Budget
Continuing and Professional Education			
Revenues:			
	Fitness Center	23,812.00	52,000.00
6000	CPED Admininstration	17,252.47	22,000.00
6001	CDL	122,750.00	206,000.00
6002	Computer & Technology	4,066.75	16,400.00
6003	Dance	32,140.39	55,100.00
6004	Hobby & Leisure	22,326.00	43,000.00
6007	Safety-Industrial	92,441.94	131,100.00
6008	Shilling Rentals	16,783.50	35,000.00
6013	Culinary Arts	9,896.50	18,000.00
6027	Manufacturing Camp	20,000.00	15,000.00
Total Revenues		361,469.55	593,600.00
Expenses:			
	Fitness Center	24,165.67	44,850.00
6000	CPED Admininstration	72,851.88	139,957.00
6001	CDL	104,441.33	170,232.00
6002	Computer & Technology	7,848.00	19,795.00
6003	Dance	27,225.34	47,012.00
6004	Hobby & Leisure	39,220.78	70,285.00
6007	Safety-Industrial	78,422.68	143,054.00
6008	Shilling Rentals	10,295.78	20,236.00
6013	Culinary Arts	6,100.22	12,830.00
6027	Manufacturing Camp	20,000.00	15,000.00
Total Expenses		390,571.68	683,251.00
	Net Income (Loss)	(29,102.13)	(89,651.00)

Note: Credit Hour Reimbursement Revenue included above 0.00

Auxiliary Enterprises Fund
Outdoor Events
Statement of Revenue and Expense
Cash Basis
JAN 1617

	Actual	Budget
Revenues:		
6014 Dance Productions	17,214.47	35,000.00
6019 Outdoor Events Admin	0.00	11,963.00
6030 Misc Events	10,785.00	18,600.00
Total Revenues	27,999.47	65,563.00
Expenses:		
6014 Dance Productions	9,953.53	27,362.00
6019 Outdoor Events Admin	18,366.63	36,251.00
6030 Misc Events	510.99	1,950.00
Total Expenses	28,831.15	65,563.00
Net Income (Loss)	(831.68)	.00

Auxiliary Enterprises Fund
Workforce Development
Statement of Revenue and Expense
Cash Basis
JAN 1617

		Actual	Budget
Revenues:			
6009	Traffic Safety	14,114.00	37,000.00
8907	Culinary Restaurant	34,384.96	83,500.00
8908	Coffee Shop	23,234.41	59,500.00
8915	Misc Culinary Events	2,972.00	4,000.00
Total Revenues		74,705.37	184,000.00
Expenses:			
6009	Traffic Safety	23,834.20	37,106.00
8907	Culinary Restaurant	31,058.12	56,600.00
8908	Coffee Shop	24,648.99	54,000.00
8915	Misc Culinary Events	2,036.76	2,900.00
Total Expenses		81,578.07	150,606.00
	Net Income (Loss)	(6,872.70)	33,394.00

Richland Community College
Restricted Purposes Fund-Grants
JAN 1617

	Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
Federally Funded Grants							
11117 ADM Sequestration Grant	07/01/2010 - 12/31/2017	76,020.00	46,717.26	61.45	891.77	28,410.97	37.37
11696 DCP-STOP Act Grnt	09/30/2015 - 09/29/2016	30,756.70	30,756.70	100.00	0.00	0.00	.00
11795 DCP-Strategic Prevention	07/01/2016 - 06/30/2017	150,000.00	54,420.94	36.28	7,477.47	88,101.59	58.73
11615 Intelligent Monitor Sys	10/02/2015 - 09/30/2018	0.00	6,344.16	0.00	0.00	-6,344.16	0.00
11680 TRIO Grant	09/01/2015 - 08/31/2016	64,171.77	63,996.30	99.73	0.00	175.47	.27
11780 TRIO Grant	09/01/2016 - 08/31/2017	291,341.00	114,471.57	39.29	0.00	176,869.43	60.71
Total		612,289.47	316,706.93	51.73	8,369.24	287,213.30	46.91
State Funded Grants							
11654 Adult Ed Performance Grt	07/01/2015 - 12/31/2016	58,025.00	33,298.30	57.39	0.00	24,726.70	42.61
11672 Adult Ed State Basic	07/01/2015 - 12/31/2016	131,500.00	111,572.71	84.85	3,876.60	16,050.69	12.21
11718 Hwy Construct Career Grt	07/01/2016 - 06/30/2017	354,400.00	132,393.82	37.36	1,000.00	221,006.18	62.36
11764 SOS Literacy Grant	07/01/2016 - 06/30/2017	67,000.00	45,213.67	67.48	0.00	21,786.33	32.52
Total		610,925.00	322,478.50	52.79	4,876.60	283,569.90	46.42
Locally Funded Grants							
11681 Bridging The Gap SU16	05/20/2016 - 08/31/2016	9,821.00	1,210.51	12.33	0.00	8,610.49	87.67
8999 Decatur Comm Partnership	10/01/2007 -	39,500.00	3,346.99	8.47	0.00	36,153.01	91.53
Total		49,321.00	4,557.50	9.24	0.00	44,763.50	90.76
Cash/RCC Restricted Programs							
11458 Project READ	07/01/2013 -	40,060.00	31,810.95	79.41	0.00	8,249.05	20.59
EQUI Reserved for Equipment	07/01/2005 -	8,033.00	8,032.94	100.00	0.00	0.06	.00
Total		48,093.00	39,843.89	82.85	0.00	8,249.11	17.15

Richland Community College
Restricted Purposes Fund-Grants
JAN 1617

		Grant Period	Budget	* Actual Expense	% *	Encumbered	** Unencumbered	% **
RCC-Foundation Funded Grants								
11733	Foundation Gifts to RCC	07/01/2016 - 06/30/2017	28,709.00	21,358.02	74.39	0.00	7,350.98	25.61
	Total		28,709.00	21,358.02	74.39	0.00	7,350.98	25.61
Fed Funded through State								
11712	Carl Perkins-ICCB	07/01/2016 - 06/30/2017	181,733.00	72,688.72	40.00	34,549.70	74,494.58	40.99
11732	Federal Adult Ed Basic	07/01/2016 - 06/30/2017	76,109.98	16,129.94	21.19	0.00	59,980.04	78.81
11713	Perkins Leadership Suppl	07/01/2016 - 06/30/2017	10,000.00	4,123.20	41.23	0.00	5,876.80	58.77
11756	Program Improvement Grnt	07/01/2016 - 06/30/2017	20,793.00	7,991.15	38.43	3,082.82	9,719.03	46.74
	Total		288,635.98	100,933.01	34.97	37,632.52	150,070.45	51.99
	Total Grants		1,637,973.45	805,877.85	49.20	50,878.36	781,217.24	47.69

Richland Community College
ACCOUNT SUMMARY
JAN 1617

Fund: Education Fund Acct Description	Month Actual	Full Year Budget	Year to Date Actual	Year to Date Encumbered	Pct	Variance
51100 Administrative Staff Sal	127,074.52	1,512,184.00	845,363.91	0.00	55.9	666,820.09
51200 Professional/Tech Salary	59,051.81	667,396.00	389,929.33	0.00	58.4	277,466.67
51201 Professional/Tech-PT	1,163.27	20,000.00	10,085.70	0.00	50.4	9,914.30
51202 Professional/Tech-PT	1,861.80	28,050.00	22,720.29	0.00	81.0	5,329.71
51310 F/T Faculty Salary	357,392.35	4,005,927.00	1,958,414.78	0.00	48.9	2,047,512.22
51315 F/T Faculty-Summer Sal	0.00	323,324.00	284,064.41	0.00	87.9	39,259.59
51320 P/T Faculty Salary	39,287.87	920,445.00	421,441.73	0.00	45.8	499,003.27
51325 P/T Faculty-Summer Sal	0.00	82,785.00	42,911.67	0.00	51.8	39,873.33
51340 Overload Salary	21,921.99	477,918.00	273,606.59	0.00	57.2	204,311.41
51345 Clinical Risk Stipends	1,777.79	35,700.00	19,837.83	0.00	55.6	15,862.17
51350 Independent Study Salary	675.00	32,257.50	19,245.00	0.00	59.7	13,012.50
51353 Proficiency Exam Salary	0.00	0.00	183.75	0.00	.0	-183.75
51356 Subs Instructors Salary	74.02	5,705.38	3,620.41	0.00	63.5	2,084.97
51360 LabFacilitators	175.84	20,000.00	7,448.81	0.00	37.2	12,551.19
51362 Faculty Tutors Salary	369.09	90,000.00	27,815.29	0.00	30.9	62,184.71
51400 Supervisory Staff Salary	43,712.75	516,637.00	304,603.30	0.00	59.0	212,033.70
51500 Academic Support Salary	14,975.18	179,702.00	97,280.19	0.00	54.1	82,421.81
51502 Academic Support-PT	8,827.03	106,000.00	104,570.18	0.00	98.7	1,429.82
51610 F/T Classified Salary	76,356.84	940,750.12	534,314.08	0.00	56.8	406,436.04
51620 P/T Classified Salary	2,476.49	50,300.00	25,050.34	0.00	49.8	25,249.66
51800 Student Workers Salary	365.07	26,500.00	6,148.38	0.00	23.2	20,351.62
51906 Interpreter Salary	3,742.91	30,000.00	18,358.19	0.00	61.2	11,641.81
51912 Test Proctor Salary	1,186.48	6,000.00	5,678.87	0.00	94.6	321.13
51918 Overtime Wages	746.95	3,500.00	2,089.31	0.00	59.7	1,410.69
51930 Car Allowance	750.00	8,250.00	4,500.00	0.00	54.5	3,750.00
51935 SURS Fringe Benefit	0.00	11,750.00	0.00	0.00	.0	11,750.00
52080 SURS-RetireeHealthContri	3,544.30	43,601.00	25,852.84	0.00	59.3	17,748.16
52100 EmployeeBenefitsTotal	28,705.92	35,000.00	31,132.01	0.00	88.9	3,867.99
52101 Group Medical Ins	162,885.52	1,642,407.00	954,945.25	0.00	58.1	687,461.75
52102 Group Dental Ins	5,113.81	60,513.00	34,708.86	0.00	57.4	25,804.14
52104 Group Life Ins	2,639.59	31,641.00	17,852.16	0.00	56.4	13,788.84
52105 Group LTD Ins	1,617.40	19,395.00	10,934.44	0.00	56.4	8,460.56
52750 Staff/Family Waivers	15,918.00	40,000.00	38,929.50	0.00	97.3	1,070.50
53200 Consultants/Workshops	0.00	6,820.00	0.00	6,820.00	100.0	0.00
53205 Admin Computer-Maint	11,546.44	209,600.00	207,416.02	1,744.00	99.8	439.98
53400 Equip Repair/Maint Agree	1,620.00	26,550.00	8,328.75	3,822.00	45.8	14,399.25
53500 Legal Services-Admin	1,627.00	30,000.00	8,576.75	0.00	28.6	21,423.25
53900 Contractual-Other	627.49	19,690.00	12,209.07	620.47	65.2	6,860.46
53975 Professional Fees	0.00	9,000.00	5,376.25	0.00	59.7	3,623.75
53985 Accreditation Fees	2,000.00	15,675.00	14,850.00	0.00	94.7	825.00
53993 Employee Recognition EAT	0.00	1,000.00	880.00	0.00	88.0	120.00
53994 Employee Awards	0.00	600.00	60.00	0.00	10.0	540.00
53998 Student Awards	0.00	600.00	0.00	0.00	.0	600.00
54101 Office Supplies	1,329.76	23,360.52	10,448.05	0.00	44.7	12,912.47
54102 Instructional Supplies	3,800.88	100,700.19	53,145.63	12,991.95	65.7	34,562.61
54200 Printing	2,487.22	32,200.00	13,812.86	10,901.66	76.8	7,485.48
54205 Credit Schedules	0.00	10,000.00	0.00	0.00	.0	10,000.00
54210 Catalog Printing	0.00	6,000.00	2,652.88	0.00	44.2	3,347.12
54400 Materials	2,307.23	41,917.09	12,306.31	222.90	29.9	29,387.88
54401 Audio Visual Materials	0.00	8,300.00	1,815.11	235.00	24.7	6,249.89
54402 Postage	1,815.31	26,185.00	8,652.31	6,576.07	58.2	10,956.62

Richland Community College
ACCOUNT SUMMARY
JAN 1617

Fund: Education Fund	Month	Full Year	Year to Date			
Acct Description	Actual	Budget	Actual	Encumbered	Pct	Variance
54408 Computer Software	3,675.34	145,502.00	122,087.40	0.00	83.9	23,414.60
54413 Transcripts	13,000.00	25,000.00	13,000.00	0.00	52.0	12,000.00
54515 Reference Materials	0.00	1,000.00	0.00	0.00	.0	1,000.00
54520 Books-Library Collection	0.00	11,500.00	4,125.54	0.00	35.9	7,374.46
54600 Publications & Dues	4,251.39	125,855.00	102,407.87	155.00	81.5	23,292.13
54700 Advertising	6,213.00	110,000.00	47,898.70	41,029.17	80.8	21,072.13
54705 Specialities	0.00	167.20	-47.20	0.00	- 28.2	214.40
54710 WYSE Activities	562.86	1,000.00	562.86	0.00	56.3	437.14
54905 Graphic Supplies	13.71	2,500.00	569.82	0.00	22.8	1,930.18
54908 Laundry/Linen Supplies	0.00	500.00	116.62	0.00	23.3	383.38
55100 Meeting Expense	657.33	4,883.88	4,321.09	0.00	88.5	562.79
55150 Registration Fees	0.00	9,163.00	8,168.00	0.00	89.1	995.00
55200 Travel-In State	165.24	10,925.35	2,684.69	185.92	26.3	8,054.74
55204 Travel-In State Mileage	513.00	9,300.00	2,297.75	2,608.20	52.8	4,394.05
55300 Travel-Out of State	0.00	6,178.77	1,992.25	3,885.72	95.1	300.80
55400 Recruitment	0.00	25,000.00	35,923.01	0.00	143.7	-10,923.01
56200 Equipment Rental	3,024.63	30,000.00	13,752.80	16,167.84	99.7	79.36
56800 Credit Card Fees	1,573.88	20,000.00	14,150.06	0.00	70.8	5,849.94
56810 Collection Co Charges	0.00	6,000.00	0.00	0.00	.0	6,000.00
56815 Graduation Expense	0.00	18,000.00	213.61	2,760.00	16.5	15,026.39
57500 Telephone	0.00	600.00	0.00	0.00	.0	600.00
57700 Telecommunications	1,110.04	13,800.00	8,042.60	3,570.00	84.1	2,187.40
59040 Write-Offs	17,423.21	240,000.00	133,711.98	0.00	55.7	106,288.02
59300 Chargeback Expense	0.00	25,000.00	29,989.91	0.00	120.0	-4,989.91
59405 Tuition Waiver	132,512.11	340,000.00	318,562.94	0.00	93.7	21,437.06
59415 Illinois Veterans Grants	26,836.00	72,000.00	32,678.00	0.00	45.4	39,322.00
59416 Unfunded ING/MIA/POW	0.00	30,000.00	20,595.00	0.00	68.7	9,405.00
59901 Contributions	4,000.00	118,000.00	59,200.00	0.00	50.2	58,800.00
59965 Bank Service Charges	523.15	7,500.00	4,000.10	62.00	54.2	3,437.90
59999 Expense-Other	-225.40	5,000.00	421.06	0.00	8.4	4,578.94
	1,229,380.41	13,956,211.00	7,885,593.85	114,357.90	57.3	5,956,259.25
71000 Transfer Out	0.00	85,000.00	0.00	0.00	0.0	85,000.00
01 Education Fund	1,229,380.41	14,041,211.00	7,885,593.85	114,357.90	57.0	6,041,259.25

Richland Community College
ACCOUNT SUMMARY
JAN 1617

Fund: Operations & Maint Acct Description	Month Actual	Full Year Budget	Year to Date Actual	 Encumbered	 Pct	 Variance
51100 Administrative Staff Sal	2,718.66	32,624.00	16,650.70	0.00	51.0	15,973.30
51200 Professional/Tech Salary	1,074.70	12,896.00	6,552.50	0.00	50.8	6,343.50
51400 Supervisory Staff Salary	6,755.00	81,059.00	44,633.95	0.00	55.1	36,425.05
51610 F/T Classified Salary	2,183.48	26,202.00	15,271.76	0.00	58.3	10,930.24
51700 Custodial,Maint Stf Sal	10,482.44	125,927.00	66,398.98	0.00	52.7	59,528.02
51918 Overtime Wages	0.00	4,000.00	1,616.84	0.00	40.4	2,383.16
52080 SURS-RetireeHealthContri	116.06	1,394.00	822.72	0.00	59.0	571.28
52101 Group Medical Ins	7,238.13	72,890.00	44,659.76	0.00	61.3	28,230.24
52102 Group Dental Ins	218.75	2,660.00	1,571.71	0.00	59.1	1,088.29
52104 Group Life Ins	94.72	1,137.00	663.06	0.00	58.3	473.94
52105 Group LTD Ins	58.03	697.00	406.21	0.00	58.3	290.79
52750 Staff/Family Waivers	1,032.00	5,500.00	2,064.00	0.00	37.5	3,436.00
53400 Equip Repair/Maint Agree	15,451.04	84,610.00	49,875.85	13,435.95	74.8	21,298.20
53405 Telephone Maint Agree	0.00	2,000.00	0.00	0.00	.0	2,000.00
53410 Custodial Services	69,440.00	390,780.00	238,375.75	170,572.00	104.6	-18,167.75
53415 Security	1,097.19	9,534.00	4,949.86	3,506.09	88.7	1,078.05
53420 Building Repair/Maint	0.00	2,672.00	2,672.34	0.00	100.0	-0.34
53900 Contractual-Other	2,999.92	19,090.00	9,990.17	0.00	52.3	9,099.83
53910 Pest Control	870.00	12,000.00	6,499.80	4,292.92	89.9	1,207.28
53915 Snow/Grounds	968.97	7,425.00	3,299.27	745.00	54.5	3,380.73
54101 Office Supplies	118.62	1,200.00	721.90	0.00	60.2	478.10
54104 Maintenance Supplies	2,860.72	88,050.00	25,574.47	5,567.68	35.4	56,907.85
54105 Vehicle Expense	440.32	18,600.00	5,836.28	2,595.80	45.3	10,167.92
54107 Wind Turbine Maintenace	0.00	5,500.00	9,015.17	0.00	163.9	-3,515.17
54200 Printing	15.45	450.00	293.48	0.00	65.2	156.52
54400 Materials	0.00	700.00	22.50	0.00	3.2	677.50
54600 Publications & Dues	50.00	450.00	450.00	0.00	100.0	0.00
54700 Advertising	0.00	100.00	46.72	0.00	46.7	53.28
54910 Uniforms	357.50	5,000.00	2,051.05	430.44	49.6	2,518.51
55100 Meeting Expense	0.00	150.00	24.43	0.00	16.3	125.57
55150 Registration Fees	0.00	300.00	150.00	0.00	50.0	150.00
55200 Travel-In State	0.00	500.00	17.05	0.00	3.4	482.95
56100 Facility Rental	11,139.25	133,105.00	77,403.43	55,693.61	100.0	7.96
56200 Equipment Rental	0.00	280.00	278.85	0.00	99.6	1.15
56400 Interest Expense	2,602.18	6,000.00	5,707.18	0.00	95.1	292.82
56600 Install Pymt Lease/Purch	46,431.01	169,880.00	148,167.93	10,732.85	93.5	10,979.22
56750 Property Taxes	0.00	17,400.00	16,327.75	0.00	93.8	1,072.25
57150 Propane	0.00	1,000.00	0.00	0.00	.0	1,000.00
57300 Electricity and Nat Gas	34,219.29	362,890.00	201,439.25	0.00	55.5	161,450.75
57400 Water,Sewage	2,297.03	28,100.00	19,880.57	488.56	72.5	7,730.87
57500 Telephone	4,760.19	37,500.00	22,584.02	1,135.10	63.3	13,780.88
57600 Refuse Disposal	1,517.07	20,480.00	9,588.88	939.17	51.4	9,951.95
57700 Telecommunications	0.00	4,200.00	76.94	0.00	1.8	4,123.06
58700 Equipment-Service	0.00	2,075.00	2,075.00	0.00	100.0	0.00
	229,607.72	1,799,007.00	1,064,708.08	270,135.17	74.2	464,163.75
71000 Transfer Out	0.00	0.00	0.00	0.00	0.0	0.00
02 Operations & Maint	229,607.72	1,799,007.00	1,064,708.08	270,135.17	74.2	464,163.75

Richland Community College
Expenditure Summary by Cost Center
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Education Fund						
Costs for Continuing & Prof Ed						
Automotive-Tech Occ	97,388.13	61,143.80	62.78	609.05	35,635.28	36.59
Collision Repair Tech	85,745.50	43,211.53	50.40	738.22	41,795.75	48.74
Diesel Med/Hvy Trk Tech	87,685.68	35,945.15	40.99	2,302.89	49,437.64	56.38
Heating,Vent,AC-Tech Occ	85,621.55	38,042.03	44.43	.00	47,579.52	55.57
Welding-Technical Occ	188,688.13	105,425.84	55.87	98.22	83,164.07	44.07
Total Continuing & Prof Ed	545,128.99	283,768.35	52.06	3,748.38	257,612.26	47.26
Costs for Office of Academic Srvcs						
Honors Program	.00	1,606.63	.00	.00	-1,606.63	.00
Online Learning	131,317.46	76,090.57	57.94	.00	55,226.89	42.06
Academic Success	324,259.75	184,269.79	56.83	.00	139,989.96	43.17
Math Enrichment Center	80,959.00	43,319.99	53.51	.00	37,639.01	46.49
Total Office of Academic Srvc	536,536.21	305,286.98	56.90	.00	231,249.23	43.10
Costs for Liberal Arts						
Dean-Liberal Arts	128,200.77	52,658.38	41.07	500.00	75,042.39	58.54
Art-Baccalaureate	150,450.35	82,335.38	54.73	.00	68,114.97	45.27
Erlanson Art Gallery	1,200.00	.00	.00	.00	1,200.00	100.00
African Amer Stu-Baccal	66,616.20	37,210.90	55.86	.00	29,405.30	44.14
Engl/Human/Journal-Bacca	822,104.05	421,141.15	51.23	15.00	400,947.90	48.77
Foreign Lang-Baccal	90,184.00	54,868.67	60.84	.00	35,315.33	39.16
Music-Baccalaureate	26,665.00	17,471.79	65.52	.00	9,193.21	34.48
Dance-Baccalaureate	1,979.00	1,035.75	52.34	.00	943.25	47.66
Philosophy-Baccalaureate	128,155.00	63,353.62	49.44	.00	64,801.38	50.56
Speech/Forensic/Drama	137,163.66	97,508.79	71.09	.00	39,654.87	28.91
EarlyChildhoodEduc-AAS	90,174.52	53,802.14	59.66	.00	36,372.38	40.34
Education-Baccalaureate	27,162.00	12,792.71	47.10	.00	14,369.29	52.90
History-Baccalaureate	178,267.47	100,636.14	56.45	.00	77,631.33	43.55
Political Sci-Baccal	22,068.41	11,396.69	51.64	.00	10,671.72	48.36
Psychology-Baccalaureate	242,897.30	121,938.64	50.20	.00	120,958.66	49.80
Sociology-Baccalaureate	106,668.53	61,321.16	57.49	.00	45,347.37	42.51
Total Liberal Arts	2,219,956.26	1,189,471.91	53.58	515.00	1,029,969.35	46.40
Costs for Math, Science & Business						
Dean-Math Science Busine	177,006.89	87,383.31	49.37	.00	89,623.58	50.63
Accounting/Business	337,873.10	175,746.99	52.02	.00	162,126.11	47.98
Information Tech-OccTech	244,929.42	132,272.40	54.00	.00	112,657.02	46.00
Office Tech-Bus Occ	16,318.00	6,138.34	37.62	.00	10,179.66	62.38
Drafting/DesignEngineer	70,859.93	38,547.49	54.40	.00	32,312.44	45.60
Math-Baccalaureate	508,598.49	280,027.07	55.06	.00	228,571.42	44.94
Phys Sci/Physic-Baccal	84,523.12	42,150.03	49.87	.00	42,373.09	50.13
General Science	10,873.00	9,946.48	91.48	.00	926.52	8.52
Biology-Baccalaureate	417,455.58	233,873.57	56.02	.00	183,582.01	43.98
Chemistry-Baccalaureate	133,190.82	73,451.39	55.15	.00	59,739.43	44.85

Richland Community College
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	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Earth Science-Baccal	20,721.01	9,821.00	47.40	.00	10,900.01	52.60
Economics-Baccalaureate	76,823.00	51,076.83	66.49	.00	25,746.17	33.51
Health Ed/Rec-Baccal	2,954.50	2,670.75	90.40	.00	283.75	9.60
CriminalJustice-Tech Occ	33,616.18	20,694.64	61.56	.00	12,921.54	38.44
Total Math, Science & Busines	2,135,743.04	1,163,800.29	54.49	.00	971,942.75	45.51
Costs for Health Professions						
Dean-Health Professions	197,565.95	112,667.36	57.03	.00	84,898.59	42.97
Allied Health	199,377.00	115,341.95	57.85	16.56	84,018.49	42.14
Human Simulator	85,559.50	40,419.38	47.24	3,946.68	41,193.44	48.15
Radiology Tech-Hlth Occ	223,542.00	139,252.32	62.29	2,095.20	82,194.48	36.77
Surgical Tech-Health Occ	183,833.57	99,061.97	53.89	.00	84,771.60	46.11
Fire Science-Tech Occ	47,893.00	26,802.27	55.96	.00	21,090.73	44.04
Nursing LPN -Health Occ	151,716.00	64,137.70	42.27	.00	87,578.30	57.73
Health Information Tech	211,434.00	122,135.50	57.77	.00	89,298.50	42.23
AAS Nursing -Health Occ	780,972.00	373,277.06	47.80	513.00	407,181.94	52.14
Total Health Professions	2,081,893.02	1,093,095.51	52.50	6,571.44	982,226.07	47.18
Costs for Workforce Development						
GED-AB & ASE	16,542.69	4,055.60	24.52	.00	12,487.09	75.48
Culinary Arts	228,690.59	138,779.46	60.68	9,600.32	80,310.81	35.12
Engineering-Baccal	26,924.00	9,706.95	36.05	.00	17,217.05	63.95
Horticulture-Bus Occup	137,216.08	62,883.35	45.83	.00	74,332.73	54.17
Engineering Technology	224,182.63	112,632.26	50.24	.00	111,550.37	49.76
Total Workforce Development	633,555.99	328,057.62	51.78	9,600.32	295,898.05	46.70
Costs for Student Success						
Admission & Recruitment	237,037.76	111,548.45	47.06	.00	125,489.31	52.94
Advising and Records	281,140.07	160,876.14	57.22	.00	120,263.93	42.78
Counseling Services	192,144.00	116,295.13	60.52	.00	75,848.87	39.48
Career Services	55,971.50	33,867.19	60.51	.00	22,104.31	39.49
Student Engagement	50,308.00	28,490.08	56.63	.00	21,817.92	43.37
Fin Aid & Vet Affairs	301,702.89	179,352.28	59.45	.00	122,350.61	40.55
Student Life	45,764.00	26,399.46	57.69	.00	19,364.54	42.31
Total Student Success	1,164,068.22	656,828.73	56.43	.00	507,239.49	43.57
Costs for Auxiliary Services						
Copy Center	98,246.00	56,139.92	57.14	.00	42,106.08	42.86
Costs for Academic Support-LRC						
LRC Audio Visual	8,300.00	1,736.30	20.92	.00	6,563.70	79.08
LRC	273,749.67	167,964.12	61.36	235.00	105,550.55	38.56
Total Academic Support-LRC	282,049.67	169,700.42	60.17	235.00	112,114.25	39.75

Richland Community College
Expenditure Summary by Cost Center
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Costs for Technical Services Supp						
Networking Support	113,582.00	106,133.02	93.44	2,345.00	5,103.98	4.49
Academic Lab Support	58,734.00	31,025.97	52.82	189.29	27,518.74	46.85
Technical Services Suprt	241,252.00	141,880.49	58.81	.00	99,371.51	41.19
Total Technical Services Supp	413,568.00	279,039.48	67.47	2,534.29	131,994.23	31.92
Costs for Institutional Support						
VP Student Success	178,063.83	99,129.19	55.67	50.00	78,884.64	44.30
Fairview Park Plaza	25,604.39	15,023.96	58.68	.00	10,580.43	41.32
Clinton Center	25,635.00	15,058.40	58.74	.00	10,576.60	41.26
Administrative Info Syst	382,114.45	305,442.68	79.93	6,820.00	69,851.77	18.28
VP Economic Development	131,378.79	80,665.92	61.40	1,054.00	49,658.87	37.80
Board of Trustees	43,000.00	16,601.40	38.61	.00	26,398.60	61.39
Presidents Office	469,419.86	311,854.24	66.43	3,142.64	154,422.98	32.90
Business Office	344,237.28	198,686.54	57.72	.00	145,550.74	42.28
Vice Pres Fin & Admin	102,769.20	57,412.29	55.87	.00	45,356.91	44.13
VP Academic Services	241,471.00	138,634.30	57.41	300.00	102,536.70	42.46
General Expenses	325,737.21	144,907.72	44.49	9,497.55	171,331.94	52.60
Copiers	36,331.79	15,016.08	41.33	27,069.50	-5,753.79	-15.84
Graphics	112,489.00	66,955.65	59.52	.00	45,533.35	40.48
Marketing	249,998.00	118,746.55	47.50	41,029.17	90,222.28	36.09
Employee Relations	1,700.00	840.51	49.44	.00	859.49	50.56
Human Resources	158,851.00	91,547.93	57.63	.00	67,303.07	42.37
Institutl Effectiveness	85,891.60	47,167.90	54.92	.00	38,723.70	45.08
Faculty/Staff Developmt	2,267.20	1,900.55	83.83	.00	366.65	16.17
Foundation & Development	221,506.00	99,275.00	44.82	300.00	121,931.00	55.05
Total Institutional Support	3,138,465.60	1,824,866.81	58.15	89,262.86	1,224,335.93	39.01
Costs for Scholarship and Waivers						
Waivers	682,000.00	505,547.92	74.13	.00	176,452.08	25.87
Chargeback	25,000.00	29,989.91	119.96	.00	-4,989.91	-19.96
Total Scholarship and Waivers	707,000.00	535,537.83	75.75	.00	171,462.17	24.25
Transfer Out	85,000.00	.00	.00	.00	85,000.00	100.00
Total Education Fund	14,041,211.00	7,885,593.85	56.16	112,467.29	6,043,149.86	43.04

Richland Community College
Expenditure Summary by Cost Center
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Operations & Maint						
Costs for Maintenance						
Renovations / Remodeling	8,673.00	8,672.26	99.99	.00	.74	.01
Maintenance	360,520.00	181,154.04	50.25	18,616.38	160,749.58	44.59
Custodial	369,000.00	234,786.80	63.63	170,592.56	-36,379.36	-9.86
Grounds	34,900.00	20,118.77	57.65	10,732.85	4,048.38	11.60
Security	15,663.00	9,886.27	63.12	3,506.09	2,270.64	14.50
College Vehicle	18,600.00	5,836.28	31.38	2,595.80	10,167.92	54.67
Utilities	382,430.00	213,830.84	55.91	540.00	168,059.16	43.95
Administration O & M	246,126.00	175,581.67	71.34	.00	70,544.33	28.66
Clinton Center O&M	121,955.00	69,527.68	57.01	34,531.74	17,895.58	14.67
Fairview Plaza O&M	67,250.00	38,312.82	56.97	24,186.95	4,750.23	7.06
CSI Building O&M	5,260.00	3,522.23	66.96	998.12	739.65	14.06
Macon Co Soil & Water Bd	67,880.00	51,577.57	75.98	369.50	15,932.93	23.47
Sequestration Bldg O&M	22,730.00	10,778.60	47.42	.00	11,951.40	52.58
Workforce Development Ct	78,020.00	41,122.25	52.71	3,465.18	33,432.57	42.85
Total Maintenance	1,799,007.00	1,064,708.08	59.18	270,135.17	464,163.75	25.80
Total Operations & Maint	1,799,007.00	1,064,708.08	59.18	270,135.17	464,163.75	25.80

Richland Community College
Expenditure Summary by Cost Center
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Oper & Maint Restricted						
Renovations / Remodeling	630,900.00	129,397.40	20.51	179,764.10	321,738.50	51.00
Maintenance	500.00	500.00	100.00	.00	.00	.00
Total Oper & Maint Restricted	631,400.00	129,897.40	20.57	179,764.10	321,738.50	50.96
Fund: Bond & Interest Fund						
Costs for Bond and Interest						
Bond & Interest	3,295,596.00	2,906,723.61	88.20	.00	388,872.39	11.80
Total Bond & Interest Fund	3,295,596.00	2,906,723.61	88.20	.00	388,872.39	11.80

Richland Community College
Expenditure Summary by Cost Center
For the month of January
58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Auxiliary Enterprises						
Costs for Continuing & Prof Ed						
Credit	296,891.00	173,364.66	58.39	10,278.23	113,248.11	38.14
NonCredit	238,697.00	143,960.55	60.31	4,308.49	90,427.96	37.88
Continuing&ProfEdAdmin	139,957.00	76,111.94	54.38	.00	63,845.06	45.62
Total Continuing & Prof Ed	675,545.00	393,437.15	58.24	14,586.72	267,521.13	39.60
Costs for Auxiliary Services						
Child Care Services	195,431.00	92,164.63	47.16	627.30	102,639.07	52.52
Theatre Productions	1,500.00	1,419.93	94.66	.00	80.07	5.34
CulinaryRestaurant	56,600.00	31,058.12	54.87	.00	25,541.88	45.13
Coffee House	54,000.00	24,648.99	45.65	4,198.15	25,152.86	46.58
Culinary Events	2,900.00	2,126.68	73.33	.00	773.32	26.67
Garden Center Ag/Hort	27,025.00	5,061.59	18.73	9,553.62	12,409.79	45.92
Fitness Center	44,850.00	24,165.67	53.88	.00	20,684.33	46.12
Outdoor Exposition SpcEv	65,525.00	28,894.27	44.10	.00	36,630.73	55.90
Copy Center	71,000.00	38,274.67	53.91	27,054.85	5,670.48	7.99
Total Auxiliary Services	518,831.00	247,814.55	47.76	41,433.92	229,582.53	44.25
Total Auxiliary Enterprises	1,194,376.00	641,251.70	53.69	56,020.64	497,103.66	41.62

Richland Community College
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58% of Fiscal Year 1617

	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Restricted Purposes Fd						
Costs for Grants						
Continuing&ProfEdAdmin	6,000.00	6,000.00	100.00	.00	.00	.00
Automotive-Tech Occ	700.00	700.00	100.00	.00	.00	.00
Collision Repair Tech	700.00	699.76	99.97	.00	.24	.03
Heating,Vent,AC-Tech Occ	13,989.00	10,299.90	73.63	2,242.66	1,446.44	10.34
Online Learning	7,800.00	5,634.79	72.24	.00	2,165.21	27.76
Information Tech-OccTech	3,500.00	321.75	9.19	.00	3,178.25	90.81
Biology-Baccalaureate	3,500.00	853.88	24.40	.00	2,646.12	75.60
Human Simulator	2,353.00	.00	.00	2,352.35	.65	.03
Horticulture-Bus Occup	5,000.00	2,165.64	43.31	.00	2,834.36	56.69
Engineering Technology	68,426.00	5,236.96	7.65	35,261.86	27,927.18	40.81
Student Services Records	36,235.85	11,956.42	33.00	.00	24,279.43	67.00
Career Services	3,334.00	3,333.33	99.98	.00	.67	.02
Student Life	4,000.00	245.45	6.14	.00	3,754.55	93.86
Child Care Services	6,500.00	938.92	14.44	.00	5,561.08	85.56
Coffee House	6,500.00	3,646.53	56.10	.00	2,853.47	43.90
LRC	22,000.00	12,867.58	58.49	.00	9,132.42	41.51
Technical Services Suprt	6,225.00	6,213.61	99.82	.00	11.39	.18
VP Student Success	8,000.00	3,066.97	38.34	.00	4,933.03	61.66
Presidents Office	2,033.00	2,032.94	100.00	.00	.06	.00
Business Office	8,000.00	4,184.07	52.30	.00	3,815.93	47.70
Institutl Effectiveness	375.00	375.00	100.00	.00	.00	.00
Faculty/Staff Developmt	25,081.00	13,689.62	54.58	.00	11,391.38	45.42
Foundation & Development	5,000.00	2,855.12	57.10	.00	2,144.88	42.90
Renovations / Remodeling	8,775.00	139.58	1.59	.00	8,635.42	98.41
Grant-Administration	342,084.61	162,950.20	47.63	128.00	179,006.41	52.33
Grant-Non-Administration	22,009.00	11,994.10	54.50	.00	10,014.90	45.50
Grants-Training	26,709.00	11,932.36	44.68	.00	14,776.64	55.32
Grant-SupportServices	161,975.00	61,559.45	38.01	1,000.00	99,415.55	61.38
Instruction-Other	116,726.00	42,903.74	36.76	.00	73,822.26	63.24
Student Servs-Counseling	185,233.42	86,173.61	46.52	.00	99,059.81	53.48
CommunityService	220,256.70	88,524.63	40.19	7,477.47	124,254.60	56.41
Student Activities	159,009.99	117,064.08	73.62	.00	41,945.91	26.38
Sequestration Proj	76,020.00	53,061.42	69.80	891.77	22,066.81	29.03
Instruction	135,722.88	93,628.57	68.99	3,876.60	38,217.71	28.16
Total Grants	1,699,773.45	827,249.98	48.67	53,230.71	819,292.76	48.20
Costs for Financial Aid						
Illinois Veterans Grant	100,000.00	33,202.00	33.20	.00	66,798.00	66.80
Post 9/11 Veterans Grant	120,000.00	81,345.60	67.79	.00	38,654.40	32.21
FoundationScholarships	575,000.00	317,192.01	55.16	.00	257,807.99	44.84
Trade Recovery Act Aid	25,000.00	22,300.79	89.20	.00	2,699.21	10.80
Direct Loans	1,450,000.00	710,944.00	49.03	.00	739,056.00	50.97
PELL	4,200,000.00	2,375,721.38	56.56	.00	1,824,278.62	43.44
Federal Work Study	4,000.00	1,963.50	49.09	.00	2,036.50	50.91
SEOG	46,550.00	19,174.00	41.19	.00	27,376.00	58.81
MAP	112,542.00	.00	.00	.00	112,542.00	100.00

Richland Community College
Expenditure Summary by Cost Center
For the month of January
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	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Workforce Investment Sol	300,000.00	105,005.62	35.00	.00	194,994.38	65.00
IL National Guard Grant	20,000.00	16,826.00	84.13	.00	3,174.00	15.87
Total Financial Aid	6,953,092.00	3,683,674.90	52.98	.00	3,269,417.10	47.02
Transfer Out	.00	.36	.00	.00	-.36	.00
Total Restricted Purposes Fd	8,652,865.45	4,510,925.24	52.13	53,230.71	4,088,709.50	47.25

Richland Community College
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	Budget 1617	** Actual Expended ** 01/31/2017	%	Encumbered	*** Unencumbered ****	%
Fund: Working Cash Fund						
Transfer Out	5,000.00	.00	.00	.00	5,000.00	100.00
Total Working Cash Fund	5,000.00	.00	.00	.00	5,000.00	100.00
Fund: Trust & Agency Fund						
Costs for Trust and Agency						
College Fair	3,900.00	2,365.66	60.66	.00	1,534.34	39.34
8th Grade Career Fair	.00	49.00	.00	.00	-49.00	.00
Partner's Salute	3,600.00	13.30	.37	.00	3,586.70	99.63
YouthLeadershipInstitute	2,900.00	987.87	34.06	.00	1,912.13	65.94
Total Student Success	6,500.00	1,050.17	16.16	.00	5,449.83	83.84
Club Expenses	76,100.00	41,891.07	55.05	2,284.26	31,924.67	41.95
Transfer Out	.00	1,775.00	.00	.00	-1,775.00	.00
Total Trust & Agency Fund	86,500.00	47,081.90	54.43	2,284.26	37,133.84	42.93
Fund: Audit Fund						
Costs for Institutional Support						
Business Office	16,033.00	9,553.41	59.59	.00	6,479.59	40.41
Costs for Audit						
Audit	45,200.00	45,200.00	100.00	.00	.00	.00
Contingency	24,480.00	.00	.00	.00	24,480.00	100.00
Total Audit Fund	85,713.00	54,753.41	63.88	.00	30,959.59	36.12
Fund: Liab,Protect,Settle						
Liab Protection & Settle	1,604,103.00	906,423.89	56.51	177,591.06	520,088.05	32.42
Total Liab,Protect,Settle	1,604,103.00	906,423.89	56.51	177,591.06	520,088.05	32.42

Richland Community College
Bills Presented for Ratification
JAN 1617

Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
AFLAC		AFLAC	790.66	790.66		
AT&T	Utilities	Telephone	766.51		766.51	
AT&T	Utilities	Telephone	660.81		660.81	
AT&T	Fairview Plaza O&M	Telephone	28.99		28.99	
AT&T	CommunityService	Telephone	40.00			40.00
AT&T	Utilities	Telephone	619.05		619.05	
AT&T	Fairview Plaza O&M	Telephone	169.55		169.55	
AT&T	Utilities	Telephone	757.82		757.82	
AT&T	CommunityService	Telephone	40.00			40.00
AT&T	CommunityService	Telephone	45.30			45.30
AT&T Long Distance	Utilities	Telephone	102.90		102.90	
Advanced Disposal Services	Utilities	Refuse Disposal	1,363.28		1,363.28	
Altorfer Inc	Workforce Development	Equip Repair/Maint Ag	1,403.82		1,403.82	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	137.93		137.93	
AmerenIP	Utilities	Electricity and Nat G	26.32		26.32	
AmerenIP	Utilities	Electricity and Nat G	136.35		136.35	
AmerenIP	Sequestration Bldg O&	Electricity and Nat G	266.40		266.40	
AmerenIP	Utilities	Telephone	64.33		64.33	
AmerenIP	Workforce Development	Electricity and Nat G	40.09		40.09	
AmerenIP	Clinton Center O&M	Electricity and Nat G	92.11		92.11	
AmerenIP	Clinton Center O&M	Electricity and Nat G	305.78		305.78	
AmerenIP	Utilities	Electricity and Nat G	323.56		323.56	
AmerenIP	Fairview Plaza O&M	Electricity and Nat G	109.57		109.57	
AmerenIP	Utilities	Electricity and Nat G	309.43		309.43	
AmerenIP	Macon Co Soil & Water	Electricity and Nat G	118.99		118.99	
AmerenIP	Utilities	Electricity and Nat G	2,371.33		2,371.33	
AmerenIP	Utilities	Electricity and Nat G	4,370.94		4,370.94	
AmerenIP	Workforce Development	Electricity and Nat G	1,622.24		1,622.24	
AmerenIP	Workforce Development	Electricity and Nat G	44.01		44.01	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	71.50		71.50	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	71.50		71.50	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	71.50		71.50	
Aramark - AUS St Louis MC Lockbo	Maintenance	Uniforms	71.50		71.50	
Aramark Corporation	Child Care Services	Meals	1,059.31			1,059.31
Area Disposal Service Inc	Clinton Center O&M	Refuse Disposal	63.79		63.79	
BearMail Co		Other Receivables	21.86	21.86		
BearMail Co		RCC Foundation A/R	33.60	33.60		
BearMail Co	Advising and Records	Postage	208.43	208.43		
BearMail Co	Fin Aid & Vet Affairs	Postage	14.81	14.81		
BearMail Co	Grant-Administration	Postage	0.93			0.93
BearMail Co	Grant-Administration	Postage	11.16			11.16
BearMail Co	NonCredit	Postage	146.01			146.01
BearMail Co	Outdoor Exposition Sp	Postage	56.51			56.51
BearMail Co	Admission & Recruitme	Postage	56.49	56.49		
BearMail Co	Child Care Services	Postage	0.93			0.93
BearMail Co	Business Office	Postage	1,098.33	1,098.33		
BearMail Co	Marketing	Postage	0.66	0.66		
BearMail Co	General Expenses	Postage	244.61	244.61		
BrickStreet Mutual Insurance	Liab Protection & Set	General Insurance	5,544.00			5,544.00
		PAGE TOTALS	25,975.50	2,469.45	16,561.90	6,944.15

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Brush College LLC		Farm Revenue	22,085.00		22,085.00	
Bujack, Abrielle Jean	Club Expenses	Contractual-Other	60.00			60.00
CC Fire Equipment Co Inc	Maintenance	Equip Repair/Maint Ag	821.50		821.50	
CDS Leasing	Copiers	Equipment Rental	387.63	387.63		
CDS Leasing	Copiers	Equipment Rental	90.00	90.00		
CDS Leasing	Copiers	Equipment Rental	280.00	280.00		
CDS Leasing	Copiers	Equipment Rental	524.12	524.12		
CDS Leasing	Copiers	Equipment Rental	139.77	139.77		
CDS Leasing	Copiers	Equipment Rental	150.00	150.00		
CDS Office Technologies	Copiers	Printing	755.93	755.93		
CDS Office Technologies	Copiers	Printing	19.53	19.53		
CDWG Government Inc	Engineering Technolog	Equipment-Instruction	2,735.58			2,735.58
CDWG Government Inc	Engineering Technolog	Equipment-Instruction	840.07			840.07
CDWG Government Inc	Engineering Technolog	Equipment-Instruction	239.48			239.48
CDWG Government Inc	Engineering Technolog	Equipment-Instruction	390.48			390.48
CDWG Government Inc	Instruction	Equipment-Instruction	1,678.08			1,678.08
CDWG Government Inc	Instruction	Equipment-Instruction	1,095.28			1,095.28
CTB McGraw Hill	Instruction	Instructional Supplie	490.20			490.20
CTB McGraw Hill	Instruction	Instructional Supplie	7,455.96			7,455.96
CTB McGraw Hill	Student Services Reco	Materials	236.74			236.74
City of Clinton Water Department	Clinton Center O&M	Water,Sewage	21.44		21.44	
City of Decatur		Accrued Sales Tax	45.06			45.06
City of Decatur		Accrued Sales Tax	70.07			70.07
City of Decatur IL	Utilities	Water,Sewage	176.61		176.61	
City of Decatur IL	Macon Co Soil & Water	Water,Sewage	145.80		145.80	
City of Decatur IL	Utilities	Water,Sewage	1,058.23		1,058.23	
City of Decatur IL	Utilities	Water,Sewage	139.90		139.90	
City of Decatur IL	Utilities	Water,Sewage	213.60		213.60	
City of Decatur IL	Utilities	Water,Sewage	279.03		279.03	
City of Decatur IL	Sequestration Bldg O&	Water,Sewage	144.42		144.42	
City of Decatur IL	CSI Building O&M	Water,Sewage	67.05		67.05	
City of Decatur IL	Fairview Plaza O&M	Water,Sewage	50.95		50.95	
Clay, Joyce A	AAS Nursing -Health O	Travel-In State Milea	513.00	513.00		
Clinton Area Chamber of Commerce	Clinton Center	Publications & Dues	60.00	60.00		
Comcast	LRC Audio Visual	Materials	53.91	53.91		
Comcast	Fairview Plaza O&M	Telephone	144.85		144.85	
Confidential On-Site Paper	General Expenses	Contractual-Other	68.20	68.20		
Consociate Group	Human Resources	Contractual-Other	267.75	267.75		
Consociate Group		Group Insurance	32,962.84	32,962.84		
Consociate Group		Health Insurance	207,790.04	207,790.04		
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	398.33		398.33	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	3,784.87		3,784.87	
Constellation NewEnergy Gas Divi	Utilities	Electricity and Nat G	445.66		445.66	
Constellation NewEnergy Gas Divi	Fairview Plaza O&M	Electricity and Nat G	40.67		40.67	
Constellation NewEnergy Gas Divi	Macon Co Soil & Water	Electricity and Nat G	47.56		47.56	
Constellation NewEnergy Gas Divi	Workforce Development	Electricity and Nat G	181.72		181.72	
Cooke Business Forms Inc	Business Office	Office Supplies	95.25	95.25		
Cooke Business Forms Inc	Business Office	Office Supplies	41.05	41.05		
Crews, Denise,, Dr	VP Academic Services	Telecommunications	60.00	60.00		
		PAGE TOTALS	289,843.21	244,259.02	30,247.19	15,337.00

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Cromwell Radio Group Inc	Marketing	Advertising	400.00	400.00		
Cromwell Radio Group Inc	Marketing	Advertising	743.00	743.00		
Decatur Black Chamber of	Presidents Office	Publications & Dues	250.00	250.00		
Decatur Memorial Hospital	Maintenance	Maintenance Supplies	87.50		87.50	
Dunker Electric	Maintenance	Maintenance Supplies	156.57		156.57	
Dunker Electric	Maintenance	Maintenance Supplies	120.90		120.90	
Dynagraphics Inc		RCC Foundation A/R	66.36	66.36		
Dynagraphics Inc	Fin Aid & Vet Affairs	Printing	35.06	35.06		
Dynagraphics Inc		Other Current Obligat	118.87			118.87
Dynagraphics Inc	Credit	Repair Materials & Su	3,684.30			3,684.30
Dynagraphics Inc	Horticulture-Bus Occu	Printing	35.81	35.81		
Dynagraphics Inc	Career Services	Printing	23.75	23.75		
Dynagraphics Inc	Fin Aid & Vet Affairs	Printing	35.06	35.06		
Dynagraphics Inc	Continuing&ProfEdAdmi	Contractual-Other	6,000.00			6,000.00
EDC of Decatur & Macon County	Presidents Office	Publications & Dues	2,500.00	2,500.00		
Elan Corporate Payment Systems		Credit Card Pmt Clear	21,708.39	21,708.39		
Elsevier Inc		Fees Pass Thru Nursin	62.00	62.00		
Elsevier Inc		Fees Pass Thru Nursin	62.00	62.00		
Elsevier Inc		Fees Pass Thru Nursin	558.00	558.00		
Enterprise	Faculty/Staff Develop	Travel-In State	150.28			150.28
Evergreen FS-Stephens #24	College Vehicle	Vehicle Expense	-282.57		-282.57	
Evergreen FS-Stephens #24	College Vehicle	Vehicle Expense	503.10		503.10	
Evisions Inc		Prepaid Expenses	6,488.00	6,488.00		
Evisions Inc	Administrative Info S	Admin Computer-Maint	3,245.00	3,245.00		
FEDEX	AAS Nursing -Health O	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	4.46		4.46	
Fastenal Industrial Supply Co	Maintenance	Maintenance Supplies	3.83		3.83	
Fidelity Investments		Misc Deductions	300.00	300.00		
FirstEnergy Solutions	Utilities	Electricity and Nat G	33.42		33.42	
FirstEnergy Solutions	Macon Co Soil & Water	Electricity and Nat G	158.81		158.81	
FirstEnergy Solutions	Sequestration Bldg O&	Electricity and Nat G	387.03		387.03	
FirstEnergy Solutions	Utilities	Electricity and Nat G	161.71		161.71	
FirstEnergy Solutions	Workforce Development	Electricity and Nat G	2,010.35		2,010.35	
FirstEnergy Solutions	Fairview Plaza O&M	Electricity and Nat G	111.86		111.86	
FirstEnergy Solutions	Utilities	Electricity and Nat G	14,672.31		14,672.31	
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	74.50	74.50		
Fleet Pride	Diesel Med/Hvy Trk Te	Instructional Supplie	122.61	122.61		
Flinn Scientific Inc	Dean-Math Science Bus	Instructional Supplie	251.65	251.65		
Franczek Radelet	Board of Trustees	Legal Services-Admin	1,627.00	1,627.00		
Frontier	Clinton Center O&M	Telephone	151.54		151.54	
G F I Digital	Sequestration Proj	Printing	125.00			125.00
G F I Digital	Sequestration Proj	Printing	125.00			125.00
Goodman, Vivian T	CommunityService	Telephone	90.00			90.00
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,703.60			1,703.60
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,969.90			1,969.90
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	9,434.30			9,434.30
Hanover Insurance Group Co	Liab Protection & Set	General Insurance	1,053.70			1,053.70
Holmes, Warren,,Jr	Biology-Baccalaureate	Equip Repair/Maint Ag	1,620.00	1,620.00		
		PAGE TOTALS	87,567.10	40,215.41	22,896.74	24,454.95

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Houchen Bindery Ltd	LRC	Materials	125.00	125.00		
Hughes, Laurie Beth	Foundation & Developm	Contractual-Other	350.00			350.00
IBM Corporation		Prepaid Expenses	876.31	876.31		
IBM Corporation	Administrative Info S	Admin Computer-Maint	876.32	876.32		
IBM Corporation		Prepaid Expenses	1,219.62	1,219.62		
IBM Corporation	Administrative Info S	Admin Computer-Maint	1,219.62	1,219.62		
ICCFA	Presidents Office	Publications & Dues	500.00	500.00		
IL Dept of Ag Bureau of Evnir Pr	Maintenance	Pest Control	20.00		20.00	
Illinois Charity Bureau Fund		RCC Foundation A/R	100.00	100.00		
Illinois Federation of Teachers		Union Dues-RFT	2,285.44	2,285.44		
Illinois Federation of Teachers		Union Dues-RFT	2,285.44	2,285.44		
Inceptia	VP Student Success	Publications & Dues	59.40	59.40		
Ingle, Jeffery A		Revenue-Misc/OtherSou	250.00	250.00		
Jan Master Cleaning Services Inc	Custodial	Custodial Services	34,720.00		34,720.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	3,785.00			3,785.00
Jan Master Cleaning Services Inc	Custodial	Custodial Services	34,720.00		34,720.00	
Jan Master Cleaning Services Inc	Liab Protection & Set	Custodial Services	3,785.00			3,785.00
Jenzabar Inc		Prepaid Expenses	4,705.50	4,705.50		
Jenzabar Inc	Administrative Info S	Admin Computer-Maint	1,500.00	1,500.00		
Jenzabar Inc	Administrative Info S	Admin Computer-Maint	4,705.50	4,705.50		
KONE Inc	Maintenance	Equip Repair/Maint Ag	337.13		337.13	
Kaskaskia Broadcasting Inc	Marketing	Advertising	253.00	253.00		
Keystone Homes	Clinton Center O&M	Facility Rental	6,523.33		6,523.33	
LOEX	LRC	Publications & Dues	82.00	82.00		
Lee Enterprises Inc	Human Resources	Advertising	355.00	355.00		
Luckey, Megan E	Academic Success	Interpreter Salary	906.48	906.48		
Luckey, Megan E	Academic Success	Interpreter Salary	1,179.23	1,179.23		
Lucky Peach	LRC	Publications & Dues	24.99	24.99		
MR Systems Wirless	Clinton Center O&M	Telephone	57.00		57.00	
MR Systems Wirless	Clinton Center O&M	Telephone	57.00		57.00	
Main Street Church of the	CommunityService	Facility Rental	250.00			250.00
Mangle Management Systems	Club Expenses	Event Expense	45.60			45.60
Mangle Management Systems	Club Expenses	Event Expense	112.00			112.00
Mangle Management Systems	Presidents Office	Meeting Expense	267.50	267.50		
Mark's Plumbing	Maintenance	Maintenance Supplies	74.14		74.14	
Mark's Plumbing	Maintenance	Maintenance Supplies	-93.37		-93.37	
Mark's Plumbing	Maintenance	Maintenance Supplies	161.08		161.08	
Mark's Plumbing	Maintenance	Maintenance Supplies	35.35		35.35	
Maverik Marketing	Club Expenses	Materials	46.65			46.65
Melton, Julie Lynn	Foundation & Developm	Telecommunications	60.00	60.00		
Menard Inc	Maintenance	Maintenance Supplies	175.90		175.90	
Menard Inc	Maintenance	Maintenance Supplies	118.76		118.76	
Menard Inc	Maintenance	Maintenance Supplies	81.96		81.96	
Menard Inc	Maintenance	Maintenance Supplies	65.48		65.48	
Menard Inc	Maintenance	Maintenance Supplies	34.41		34.41	
Menard Inc	Maintenance	Maintenance Supplies	4.29		4.29	
Menard Inc	Maintenance	Maintenance Supplies	4.17		4.17	
Mid-America Advertising MidWest	Marketing	Advertising	250.00	250.00		
MidAmerica Tire & Performance	College Vehicle	Vehicle Expense	159.84		159.84	
		PAGE TOTALS	109,717.07	24,086.35	77,256.47	8,374.25

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
Midland Paper Company	Copy Center	Materials	384.59			384.59
Midland Paper Company	Copy Center	Materials	118.73			118.73
Midland Paper Company	Copy Center	Materials	157.96			157.96
Midland Paper Company	Copy Center	Materials	237.46			237.46
Midwest Fiber Inc of Decatur	Utilities	Refuse Disposal	90.00		90.00	
Motion Industries	Maintenance	Maintenance Supplies	44.12		44.12	
Neuhoff Media Decatur	Marketing	Advertising	145.60	145.60		
Neuhoff Media Decatur	Marketing	Advertising	145.60	145.60		
Neuhoff Media Decatur	Marketing	Advertising	429.00	429.00		
Neuhoff Media Decatur	Marketing	Advertising	145.60	145.60		
Neuhoff Media Decatur	Marketing	Advertising	145.60	145.60		
Neuhoff Media Decatur	Marketing	Advertising	600.00	600.00		
Neuhoff Media Decatur	Marketing	Advertising	145.60	145.60		
Newman & Ullman Inc	Copy Center	Equipment Rental	99.50			99.50
North Country Business Products		Prepaid Expenses	596.88	596.88		
North Country Business Products	Academic Lab Support	Computer Software	596.88	596.88		
Nutt, Lee_Ann	Faculty/Staff Develop	Contractual-Other	700.00			700.00
Office Depot Inc		Inventory-CentralStor	812.34	812.34		
Office Max		Inventory-CentralStor	992.68	992.68		
Orv Graham Radio Advertising Bro	Marketing	Advertising	160.00	160.00		
P A B Inc		Wage Garnishment Orde	149.84	149.84		
P A B Inc		Wage Garnishment Orde	111.43	111.43		
Parchment	Advising and Records	Transcripts	13,000.00	13,000.00		
Per Mar Security & Research Corp	Security	Security	175.61		175.61	
Per Mar Security & Research Corp	Security	Security	197.01		197.01	
Per Mar Security & Research Corp	Security	Security	170.45		170.45	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,214.50			4,214.50
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,728.02			4,728.02
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,090.58			4,090.58
Per Mar Security & Research Corp	Security	Security	188.41		188.41	
Per Mar Security & Research Corp	Security	Security	8.28		8.28	
Per Mar Security & Research Corp	Liab Protection & Set	Security	198.72			198.72
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,521.65			4,521.65
Per Mar Security & Research Corp		Other Current Obligat	136.87			136.87
Per Mar Security & Research Corp	Security	Security	195.73		195.73	
Per Mar Security & Research Corp	Liab Protection & Set	Security	4,697.50			4,697.50
Per Mar Security & Research Corp	Security	Security	161.70		161.70	
Per Mar Security & Research Corp	Liab Protection & Set	Security	3,880.66			3,880.66
Poland's Inc	CSI Building O&M	Equip Repair/Maint Ag	470.00		470.00	
Pride Cleaners	Culinary Arts	Contractual-Other	37.41	37.41		
Pride Cleaners	Culinary Arts	Contractual-Other	165.12	165.12		
R D McMillen Enterprises	Custodial	Equip Repair/Maint Ag	30.00		30.00	
R D McMillen Enterprises	Custodial	Maintenance Supplies	103.68		103.68	
RCC Bookstore		NonTaxBooks-Scholarsh	175.55	175.55		
RCC-Foundation		Revenue-Misc/OtherSou	25.00	25.00		
RCC-Foundation		Revenue-Misc/OtherSou	100.00	100.00		
RCC-Foundation		Richland Foundation	114.66	114.66		
RCC-Foundation		Credit Card Clearing	25.00	25.00		
RCC-Foundation		Credit Card Clearing	250.00	250.00		
		PAGE TOTALS	49,071.52	19,069.79	1,834.99	28,166.74

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
RCC-Foundation		Credit Card Clearing	50.00	50.00		
RCC-Foundation		Richland Foundation	114.66	114.66		
Raynor Doors & More	Maintenance	Maintenance Supplies	164.00		164.00	
Record-A-Hit	Club Expenses	Contractual-Other	1,200.00			1,200.00
Reliance Standard		Life Insurance	3,269.32	3,269.32		
Reliance Standard		LTD Insurance	2,003.26	2,003.26		
Reliance Standard		Supplemental Life Ins	1,589.23	1,589.23		
Richardson, Darin K	Faculty/Staff Develop	Registration Fees	184.00			184.00
Robert's Sysco Inc	Culinary Arts	Instructional Supplie	446.30	446.30		
Robinson, Kristen Lynn	Human Resources	Travel-In State	165.24	165.24		
Rogers Supply Co		Receivable-BrushColl	36.95	36.95		
Rogers Supply Co		Receivable-BrushColl	665.03	665.03		
Rogers Supply Co	Maintenance	Maintenance Supplies	6.80		6.80	
Rotary Club of Decatur #180	Presidents Office	Meeting Expense	175.00	175.00		
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	2,177.80		2,177.80	
Rush Truck Leasing	Grounds	Install Pymt Lease/Pu	26.88		26.88	
Ruyle Mechanical Services Inc	Maintenance	Equip Repair/Maint Ag	2,865.00		2,865.00	
S J Smith Company Inc	Club Expenses	Contractual-Other	10.20			10.20
S J Smith Company Inc	Club Expenses	Contractual-Other	10.54			10.54
Sam's Club Direct		Inventory-CentralStor	94.62	94.62		
Sam's Club Direct	Maintenance	Maintenance Supplies	170.00		170.00	
Sam's Club Direct		RCC Foundation A/R	329.26	329.26		
Sam's Club Direct		Inventory-CentralStor	191.04	191.04		
Sam's Club Direct	Instruction	Equipment-Instruction	1,296.00			1,296.00
Schwalbe, Barry S	Credit	Travel-In State	56.69			56.69
Scott Fisher Enterprises Inc	Maintenance	Pest Control	656.25		656.25	
Scott Fisher Enterprises Inc	Fairview Plaza O&M	Pest Control	36.75		36.75	
Scott Fisher Enterprises Inc	Macon Co Soil & Water	Pest Control	52.00		52.00	
Scott Fisher Enterprises Inc	Workforce Development	Pest Control	105.00		105.00	
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Secretary of State	Credit	Instructional Supplie	50.00			50.00
Senos Formal Wear	Outdoor Exposition Sp	Materials	350.00			350.00
Sherwin Williams	Maintenance	Maintenance Supplies	268.87		268.87	
Shippers Rental Inc	Credit	Equipment Rental	2,000.00			2,000.00
Showcard Studio	Marketing	Advertising	270.00	270.00		
Sinclair Digital	Marketing	Advertising	1,300.00	1,300.00		
Sloan Implement Company Inc	Grounds	Snow/Grounds	272.18		272.18	
Sloan Implement Company Inc	Grounds	Snow/Grounds	613.51		613.51	
Sloan Implement Company Inc	Grounds	Snow/Grounds	83.28		83.28	
State Universities Retirement		SURS 8%	1,704.56	1,704.56		
State Universities Retirement		SURS 8%	34,568.41	34,568.41		
State Universities Retirement		SURSRetiremtInstallPu	166.13	166.13		
State Universities Retirement		SURS 1/2%	4,184.42	4,184.42		
State Universities Retirement		SURS 8%	919.46	919.46		
State Universities Retirement Sy		EmployeeBenefitsTotal	28,705.92	28,705.92	0.00	0.00
Striglos Office Equipment		Inventory-CentralStor	1,806.84	1,806.84		
Summit Group LLC	Culinary Arts	Materials	406.48	406.48		
The Decatur Club	Presidents Office	Meals	32.99	32.99		
		PAGE TOTALS	95,950.87	83,195.12	7,498.32	5,257.43

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Vendor Name	Function	Object	Invoice Amount	Educational Fund	O & M Fund	Other Fund
The Decatur Club	Presidents Office	Publications & Dues	50.00	50.00		
The Omni Group	General Expenses	Bank Service Charges	10.00	10.00		
Triton Imaging Systems	Culinary Arts	Office Supplies	132.67	132.67		
U S Postmaster		Inventory-CentralStor	200.00	200.00		
U S Postmaster		Inventory-CentralStor	400.00	400.00		
United Parcel Service		Other Rec-Employees	19.33	19.33		
United Parcel Service	Dean-Math Science Bus	Postage	184.76	184.76		
United Parcel Service	Garden Center Ag/Hort	Postage	10.21	10.21		
United Way of Decatur/Macon Cnty		United Way	193.67	193.67		
United Way of Decatur/Macon Cnty		United Way	193.67	193.67		
Valdez, Cristobal O	Presidents Office	Telecommunications	125.00	125.00		
Valdez, Cristobal O	Presidents Office	Meeting Expense	331.73	331.73		
Valdez, Cristobal O	Board of Trustees	Meeting Expense	52.15	52.15		
Valdez, Cristobal O	Presidents Office	Meeting Expense	131.22	131.22		
Verizon Wireless	Utilities	Telephone	256.99		256.99	
Verizon Wireless	Presidents Office	Telecommunications	50.02	50.02		
Verizon Wireless	Utilities	Telephone	238.30		238.30	
WDKR Radio Station	Marketing	Advertising	112.50	112.50		
WXFM	Marketing	Advertising	112.50	112.50		
Wal-Mart	Child Care Services	Snacks and Milk	178.65			178.65
Wal-Mart	Child Care Services	Snacks and Milk	235.16			235.16
Wheels and Deals	Marketing	Advertising	500.00	500.00		
Wiese Inc	Maintenance	Equip Repair/Maint Ag	275.00		275.00	
Wiese Inc	Maintenance	Equip Repair/Maint Ag	275.00		275.00	
Wiese Inc	Maintenance	Equip Repair/Maint Ag	404.96		404.96	
World Point ECC Inc	NonCredit	Instructional Supplie	257.15			257.15
World Point ECC Inc	NonCredit	Instructional Supplie	583.23			583.23
Xerox Corp	Copy Center	Equipment Rental	50.86			50.86
Xerox Corp	Copy Center	Equipment Rental	2,307.74			2,307.74
Xerox Corp	Copy Center	Equipment Rental	2,303.60			2,303.60
Xerox Corp	Copy Center	Equipment Rental	194.99			194.99
Xerox Corp	Copy Center	Equipment Rental	307.11			307.11
Xerox Corporation	Copiers	Equipment Rental	171.36	171.36		
Student Refunds			6,080.84	6,080.84		
		PAGE TOTALS	16,930.37	9,061.63	1,450.25	6,418.49
		AP GRAND TOTAL	675,055.64	422,356.77	157,745.86	94,953.01

ITEMS FROM THE BOARD

EXECUTIVE SESSION

Executive Session- February 21, 2017

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.

ADJOURNMENT