

# BOARD OF TRUSTEES

November 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 Board of Trustees

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## CHAIRMAN

Tom Ritter

## VICE CHAIRMAN

Dr. David Cooprider

## SECRETARY

Bishop Wayne Dunning

Bruce Campbell

Dale Colee

Randy Prince

Jim Underwood

Lee Trimble - Student Trustee

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

**November 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 October 17, 2017***
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
  - College Activities/Marketing Report
  - Personnel Update
- V. Report of the Audit Committee
- VI. Special Reports
  - A. Audit Presentation – May, Cocagne, & King, P.C.
  - B. College Spotlight – Heartland Technical Academy and Richland Community College – Student Success – Bret Hitchings
  - C. Monitoring Report – Financial Monitoring Report – Greg Florian
  - D. Construction Report
  - E. Report of ICCTA

F. Report of Student Trustee

G. Foundation Report

VII. Consent Agenda

A. ***Authorization in compliance with 5 Illinois compiled Statutes 120/2.06***

B. ***Time and Place for 2018 Regular meeting of the Board of Trustees***

VIII. Old Business

A. ***FY17 Annual Financial Report***

B. ***Purchase of Ammunition for MCLETC***

IX. New Business

A. ***Intergovernmental Agreement Regarding Exelon Settlement***

X. Board Policies, Proposals, and Changes

A. Section 5 – General Policies – First Reading

XI. Financial Report

A. ***Treasurer's Report and Financial Statement***

B. ***Bills and Travel Expenditures for Ratification***

XII. Report of the President

XIII. Items from the Board

XIV. Executive Session

XV. 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





**College 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
- Diversity

**Richland Community College Strategic Plan 2015-2018 (REV 10/16)**

**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.

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

- Strategy A: Improve the college and career readiness of Richland students.
- Strategy B: Establish and maintain a strategic enrollment management plan and process.
- Strategy C: Engage students in the development of their plan of study.
- Strategy D: Implement student success strategies to address momentum points.

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

- Strategy A: Establish and maintain partnerships to advance community development.
- Strategy B: Identify and implement new career and technical education programs of study and workforce development programs reflecting community economic development initiatives.
- Strategy C: Strengthen legislative and government relations that serve to further Richland's mission.
- Strategy D: Proactively engage media to highlight cast portfolio of offerings available to District residents.

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

- Strategy A: Develop and implement a working capital model that addresses the College's deficiency of working capital.
- Strategy B: Establish a Fund Balance Policy providing a framework and process to identify appropriate Fund Balances and actions that lead to and provide support of a strong financial position within a designated time frame.
- Strategy C: Conduct a comprehensive study of organizational structure and adjust based on findings.
- Strategy D: Conduct a comprehensive study of facilities and equipment to address current needs and accommodate the College's core business.

**Higher Learning Commission Academic Quality Improvement Program (AQIP)**

Strategic Plan

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Implementation and Performance

Public Accountability

Dashboard

Annual Performance Report

Implementation and Performance

Public Accountability

## 2016 Richland Community College Strategic Plan Priorities

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1. Complete canvassing of foundations and corporations of gift prospects to support the Carroll School of Business.
  2. Continue implementation of design and development of the Carroll School of Business.
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## **Goal 4: Ensure a Sustainable Organization.**

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

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

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

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

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

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

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

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

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

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

**CONVENING OF THE REGULAR MEETING**

**MINUTES OF THE REGULAR MEETING ON OCTOBER 17, 2017**

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

**October 17, 2017**

**CONVENING OF THE MEETING**

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, October 17, 2017, in NS121/122 of NSEC by Chairman Ritter. Chairman Ritter recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Coopridier, Jim Underwood, Bishop Wayne Dunning, Dale Colee, Randy Prince, and Lee Trimble

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

**MINUTES OF PREVIOUS MEETING**

The minutes of the regular meeting of September 19, 2017, and minute of the Special Board meeting of October 5, 2017 had been distributed to the Board prior to this meeting.

**Campbell moved to approve the minutes of the regular meeting of September 19, 2017 and the Special Board Meeting on October 5, 2017. Coopridier seconded. Voice vote being all ayes, Chairman Ritter declared the motion carried.**

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

Dr. Valdez and the Board of Trustees welcomed Ryan Voyles, Herald and Review, Cassandra Smith, WSOY, and Daniel McAlpine, Richland Veterans Affairs Coordinator.

**WRITTEN COMMUNICATIONS**

College Activities Report

- Retention Workshop – October 17, 19, 20, 23, 24
- Private Illinois College Fair – October 19 – 9:00 a.m. – Mueller Student Center
- Chili Cook – Off – October 23 – 11:00 a.m. – Café
- Meridian Parents Night – November 1 – 6:00 – 7:00 p.m. – C141
- Kitchen Warriors – November 2 – 5:00 p.m. – Shilling Salons
- Veteran's Recognition Program – November 9 – 10:00 a.m. – Shilling Salons
- Heartland Tech Academy Tours – November 15 – 8:00 a.m. – Shillings Salons

- Heartland Tech Academy Open House – November 16 – 5:00 p.m. – Shilling Salons
- Board of Trustees Meeting – located in NS 121 at 5:30 p.m. – November 21, 2017
- Other activities listed in the Board Book

#### Personnel Update

##### Retirements, Resignations, and Terminations

- Richard Carter, Welding Faculty, effective September 8, 2017

##### New Employees

- Theresa Ragan, Admissions and Records Representative, Student Success/Enrollment Services, effective September 11, 2017
- Thomas Schneider, Interim Deputy Commander, MCLETC, effective September 25, 2017
- Dale Reeves, Food Service Worker, Part-time, effective September 29, 2017
- Susan Montague, HCCTP Administrative Assistant, Workforce and Community Education, effective October 2, 2017

##### Changes

- Brandon Clark, Temporary Diesel Medium/Heavy Truck Tech Faculty, Full-time, effective August 21, 2017
- Aidan Tierney, Temporary Welding Faculty, Full-time, effective September 1, 2017

#### **SPECIAL REPORTS**

1. Leanne Brooks presented the College Spotlight – Bridging the Gap 2015 and 2016 – Long Term Results
2. Dr. Denise Crews, Vice President of Academic Services, presented the Monitoring Report – Academic Profile
3. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

## **REPORT OF ICCTA**

Bruce Campbell reminded trustees of the next ICCTA meeting on November 9, 10, and 11 in Lisle, Illinois

## **REPORT OF STUDENT TRUSTEE**

Student Trustee Lee Trimble presented the Student Government Report. Her report is listed in the Board Book.

## **AGREEMENTS/CONTRACT AUTHORIZED AND SIGNED BY DR. VALDEZ**

Dr. Valdez signed the Career and Technical Education Perkins Postsecondary Grant Agreement between The State of Illinois, Illinois Community College Board and Richland Community College.

Dr. Valdez signed the agreement between Richland Community College and the Office of the Secretary of State, Illinois State Library regarding Project READ.

## **FOUNDATION REPORT**

Julie Melton reminded the Board of Trustees of upcoming events Alumni and Foundation events.

- Alumni Night at the Avon Theater – October 26
- National Day of Giving – November 28
- Christmas Walk – Tap Root – December 6
- Joint Boards Dinner – South Side Country Club – December 12

## **CONSENT AGENDA**

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the March 15, 2016, closed session audio tape.

It was recommended that the Board of Trustees appoint Todd Walker as Director of Security effective October 23, 2017.

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

## **NEW BUSINESS**

### **AUTHORIZATION TO ISSUE FUNDING BONDS**

A recommendation was made to the Board of Trustees to approve the resolution authorizing the sale of the Funding Bonds, as presented.

**Campbell moved to allow the College to approve the resolution authorizing the sale of the Funding Bonds, as presented. Coopriider seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

### **PRESIDENTIAL EMPLOYEMENT CONTRACT RESTATED**

A recommendation was made to the Board of Trustees to extend the term of the President's contract from June 30, 2019 to June 30, 2020 and grant a one-time bonus of three percent of his base contract, as presented.

**Campbell moved to extend the term of the President's contract from June 30, 2019 to June 30, 2020 and grant a one-time bonus of three percent of his base contract. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

### **APPROVAL OF BID FOR CARGO VAN**

A recommendation was made to the Board of Trustees to allow College Administration to purchase a 2017 Ram ProMaster 2500 with Aluminum Ramp for \$30,028.15, as presented.

**Prince moved to allow College Administration to purchase a 2017 Ram ProMaster 2500 with Aluminum Ramp for \$30,028.15, as presented. Bishop Dunning second. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

### **RESOLUTION 18-2: APPROVAL AND EXECUTION OF CLINTON STATION REAL PROPERTY TAX ASSESSMENT SETTLEMNT AGREEMENT**

A recommendation was made to the Board of Trustees to approve Resolution No. 18-2: Authorizing Approval and Execution of Clinton Station Real Property Tax Assessment Settlement Agreement and authorize the agreement, as presented.

**Dr. Coopriider moved to approve Resolution No. 18-2: Authorizing Approval and Execution of Clinton Station Real Property Tax Assessment Settlement Agreement and authorize the agreement, as presented. Prince second. Roll call vote being all ayes, Chairman Ritter declared the emotion carried.**

## **FINANCIAL REPORT**

### **BILLS AND TRAVEL EXPENDITURES PAYABLE**

The September 2017 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,406,788.56 for September 2017 was distributed to the Board prior to the meeting.

**Prince moved to ratify the September bills and travel expenditures paid and approve the Financial Statement subject to audit. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

### **REPORT OF THE PRESIDENT**

- The January Board of Trustees meeting will be held at the MCLETC. More details to come.
- Dr. Valdez met with the Teamsters and Pipefitters to discuss creating two new apprenticeship programs in the Fall of 2018 on the Richland's campus.
- There will be a manufacture's roundtable on November 29 at 11:30 a.m. in NSEC – Exhibit Hall.
- Dr. Valdez will be attending the November Board of Trustees meeting via conference phone.
- Dr. Valdez gave a presentation to the Board of Trustee sharing the Executive Report from National Community College Benchmark Project. A number of different data points were reviewed, along with strengths and opportunities for improvement at Richland Community College.

### **ITEMS FROM THE BOARD**

- Chairman Ritter let the Trustees know that we will be having a Winter Board Retreat in January. Madonna will pulse the Trustees regarding the date.
- Chairman Ritter shared information regarding Parkland Trustee, Jim Ayers, who has been appointed to the Illinois Community College Board.
- Bruce Campbell shared that Tad Williams, Commander of the MCLETC presented information at the Noon Kiwanis that was very informative. Commander Williams will also be the speaker for the November Chamber Breakfast.

### **EXECUTIVE SESSION**

**None**

**ADJOURNMENT**

**Prince moved and Colee seconded to adjourn the meeting at 7:22 p.m.**

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Bishop Wayne Dunning, Secretary

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

## WRITTEN COMMUNICATIONS

TO: Dr. Cris Valdez  
FROM: Tracy Withrow  
DATE: November 21, 2017  
SUBJECT: College Activities Report

Following is *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.

### **November 2017**

- 23-24 Thanksgiving  
College Closed
- 28 HOPE African Item Sale  
7 a.m. – 6 p.m.  
Main Entrance
- 29 Blood Drive  
10 a.m. – 3 p.m.  
Parking Lot A
- 29 Stuff It (Student Engagement Event)  
10 a.m. and 4:30 p.m.  
Main Entrance
- 30 Art Bazaar  
10 a.m. – 3 p.m.  
Main Entrance

### **December 2017**

- 5 Grad Fair  
11 a.m. – 3 p.m.  
Main Entrance
- 6 Cookie Event (Student Engagement)  
10 a.m. – 1p.m.  
Main Entrance/Cafeteria
- 6 School Performance of The Nutcracker  
10 a.m.

Shilling Auditorium

- |    |                                                                    |
|----|--------------------------------------------------------------------|
| 8  | The Nutcracker<br>7 p.m.<br>Shilling Auditorium                    |
| 9  | The Nutcracker<br>7 p.m.<br>Shilling Auditorium                    |
| 10 | The Nutcracker<br>2:30 p.m.<br>Shilling Auditorium                 |
| 11 | Finals Week Massages<br>9 a.m. – 11 a.m.<br>Main Entrance          |
| 11 | Finals Week Massages and Yoga<br>12 p.m. – 2 p.m.<br>Main Entrance |

To: Cris Valdez, President  
From: Robin Bollhorst, Director, Payroll and Human Resources   
Date: November 6, 2017  
Subject: Personnel Update

## New Employee

<b>Name</b>	<b>Position</b>	<b>Start Date</b>
Heather Cushing	Staff Accountant	10/16/17
Krista Foxx	Creative Marketing Specialist I	10/30/17

## Changes

<b>Name</b>	<b>Position</b>	<b>Start Date</b>
Karen Lockhart	Career Program Support Coordinator	11/13/17

Richland Community College  
One College Park  
Decatur, Illinois 62521



# MEMORANDUM

# BUSINESS SERVICES

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**To:** Dr. Cris Valdez  
**From:** Greg Florian  
**Date:** November 7, 2017  
**Re:** Construction Project Status

## Current Construction Projects

**Student Success Center** – This project is moving quite well and the contractor expects to be completed in the very near future with the building turned over to the College for use by early January. The remodeling is nearly complete with the flooring being installed this week. The main hall of the Student Success Center will be completed with the exception of the installation of the DIRTT walls in the advising area. In addition, the Financial Aid Office will be subdivided using DIRTT walls. Field measurements for these walls will be done this week with installation scheduled for mid-December. Casework will be in the workroom and at the Cashier's Office, which will be installed soon. The ceiling clouds, electrical, and ductwork are finished. Flooring in the perimeter offices is complete.

The CDB approved a change order to coat the floors with an epoxy coating that will prevent moisture from affecting the floorcovering installation. The coating work is approximately 75% complete and will be finished by the end of this week allowing the project to continue with its very aggressive schedule. The walls are painted with only minor touchup painting to complete. Ceiling grid work is approximately 95% complete with only the hallway left to install. Most of the lighting and ductwork is installed in the office areas. Once the remaining ductwork can be installed in the hallway, the ceiling grid will be installed followed by the light installation. The permanent heating system is scheduled to be started on December 8. The aluminum and glass storefront entrances will be completed by the end of this week. All of the sidewalks and entry walks were installed. The grading and site clean-up has been finished but seeding will be done in the spring.

A move-in schedule has been developed for the staff, which will start in early January and be completed by early February.

**The Carroll Center for Innovative Learning** – This project is rapidly coming to completion. All of the DIRTT walls are in place with approximately 90% of the finish panels in place. The remaining panels will be set once the technology located within the walls is connected. College IT staff are working on the wire terminations and connections to the equipment. They anticipate finishing this work within the next 2 weeks. In addition, once the connections are completed the remaining ceiling tile can be installed.

The stairway portion of the project has been moving slowly due to the staging necessary for field measuring followed by fabrication. Currently the handrail system has been measured and is in final fabrication. The rails are scheduled for installation early next week. New lighting will be installed in the Center Core. The existing fixtures have been removed and the new LED fixtures ordered. Delivery of the fixtures is scheduled for the end of November. Once the light fixtures are in place, the carpeting will be installed. As a cost saving measure, the Richland staff will remove the existing carpet in the Center Core areas. All carpeting will be in place by the end of December.

**Protection, Health, and Safety** – Replacement of the HVAC units for the sewer room was approved by the Board of Trustees at its September meeting. A contract has been signed and the equipment ordered. Installation will be coordinated with on-going work in the Carroll Center.

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

*November 2017*

**Student Trustee: Lee Trimble**

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**President:** Kelsey Gist    **Vice-President:** Eddie Boliard    **Secretary/Treasurer:** Anna Logan

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**Student Activities:**

- 11/29: Build Your Own Stuffed Animal
- 11/30: Annual Art Bazaar
- 12/5: December Graduate Fair
- 12/6: Cookie Celebration
- 12/7: DIY Fidget Spinners
- 12/8: PawPrint Ministries
- 12/11: Massages & Yoga
- 12/12: Pancake Breakfast



**Commitment    Respect    Excellence    Accountability    Diversity**

TO: Richland Community College Board of Trustees  
Dr. Cris Valdez, President

FROM: Julie Melton, Executive Director, Foundation and Development

DATE: November 8, 2017

SUBJECT: Foundation Report

This report will summarize the quarterly meeting of the Foundation Board of Directors held on October 24, 2017 and offer the Board of Trustees an update regarding recent and upcoming Foundation activities.

At their quarterly meeting, Foundation Board of Directors were presented third-quarter financial information showing the Foundation's assets on September 30, 2017. As of that date, total net assets were \$19,741,355.46, compared to \$18,865,795.20 on the same date the previous year. Total transfers to the College were \$825,619, including the transfer of \$719,121 for the renovation of the Carroll Center, \$79,919 for the Macon County Law Enforcement Training Center and \$25,932 to begin payments for fall scholarships.

Cathy Mansur with May, Cocagne and King, presented the June 30, 2017 audit report. Cathy said the firm has issued a clean opinion again this year, but did offer a few recommendations for strengthening internal controls. The statement of financial position shows the Foundation had net assets of \$19,790,321 as of June 30, 2017, which is up from last year. She went on to say the Foundation had total income of \$2,607,864, including \$1,655,553 of investment income, which is also up from the previous year. Expenses totaled \$1,675,643; \$922,791 of which were gifts to the College (an increase from last year), while \$682,328 were for scholarships (slightly down from last year). There was a net decrease in cash and cash equivalents of (\$86,828). Approximately 66% of the Foundation's gifts were provided by contributions from seven contributors. The Finance Committee will review the audit at their next committee meeting and the audit will be presented for approval at the January meeting of the Foundation Board of Directors.

The following fundraising dashboard with a comparison of FY16, FY17 and FY18 through September 30 was shared with the Foundation Board of Directors. This report breaks down Annual, Grants, Capital Campaign and Pledge Payments. For FY17, the Foundation is 77% to our annual goal and ahead of FY16 Annual Revenue by 999%, due to the generosity of the Howard G Buffet Foundation. The number of gifts have increased by 60%. With the closure of the Carroll Center campaign, gifts to the capital campaign & pledge payments continue to decrease – a trend we will continue to see throughout FY18.

**FY18 Richland Community College Foundation Fundraising Dashboard** through 9/30/2017

FY17 Annual Goal	\$1,051,797	YTD Goal Status	76.52%	YTD Gifts	130
YTD Actual	\$804,821	Actual/Prior Year	1099%	Prior Year	81
Prior YTD Actual	\$73,251	YOY	999%	YOY	60%

	\$ Goal (Gross)	FY17 Donations	FY16 Donations	FY15 Donations	YOY	YTD Goal
<b>ANNUAL</b>	\$926,797.00	\$133,091.51	\$71,292.50	\$36,994.90	87%	14%
<b>GRANTS</b>	\$75,000.00	\$654,486.00	\$0.00	\$0.00	100%	873%
<b>CAPITAL CAMPAIGN</b>	\$0.00	\$0.00	\$0.00	\$19,800.00	N/A	0%
<b>PLEDGE PAYMENTS</b>	\$50,000.00	\$17,243.68	\$1,958.30	\$11,016.90	781%	34%
<b>TOTAL</b>	\$1,051,797.00	\$804,821.19	\$73,250.80	\$67,811.80	999%	77%

**ANNUAL:** Includes annual sources of revenue (not including capital campaign & pledge payments)

**GRANTS:** includes one-time major gifts or grants (Howard Buffet Foundation)

**CAPITAL CAMPAIGN:** includes outright gifts to Carroll Center & Major Gifts Campaign

**PLEDGE PAYMENTS:** Includes pledge payments to Endowed Scholarships, Carroll Center & Major Gifts Campaign

Conversion to the new Foundation Database – Raiser’s Edge NXT is underway. We are currently undergoing the first test run of data with the second test run scheduled for December 2017 and completion expected in mid-January 2018. We anticipate going live on January 29, 2018.

The Foundation Board of Directors approved \$5,653.19 in requests from the Schwandt-Albert Professional Development Fund of the \$22,550 available for FY18. The next round of the applications will be reviewed in January 2018.

Tricia Cordulack, Director of Scholarships and Alumni Events, reported that the Scholarship Selection Committee met in June to review scholarship applications. To date, 516 awards have been made for the fall 2017 semester. Applications are now being accepted for the spring 2018 semester with a deadline of February 2, 2018. This early deadline allows us the opportunity the Foundation begin our award process at a time when these students are receiving award notifications from other institutions – encouraging these upcoming graduates to select Richland Community College as their school of choice.

The 2017 Scholarship Recognition Program was held on Thursday, September 28, from 6:00 to 7:30 p.m. in the Shilling Center. The event continues to be very successful, with over 350 scholarship recipients in attendance giving them the opportunity to personally meet and thank their donors or their donor representatives.

In a continuing effort to keep our Alumni engaged with Richland, we use our Facebook page to share posts and pictures that highlight Richland and Foundation events. On October 19, the Alumni Association hosted alumni from the Applied Technology programs during our Manufacturing Week Preview Party. This provided alumni with an opportunity to return to campus to visit with friends and faculty and to tour the facilities to learn about continuing education and employment options.

In an effort to streamline Foundation initiatives and develop accountability to the Foundation Board of Directors, Julie Melton, Executive Director, presented an annual plan to align with the strategic goal of the college for the remainder of FY18. Status

towards annual goals will be reported at Executive Committee and quarterly Foundation Board of Director meetings.

We hope that you will join us for the following events:

- December 6, 2016 at 5:00pm – Christmas Walk Alumni Event at TapRoot Restaurant.
- December 12, 2017 at 5:30pm – Annual Holiday Dinner at South Side Country Club for the Richland Board of Trustees and the Foundation Board of Directors. Invitations will be mailed soon.
- March 24, 2018 at 6pm – Culinary Scholarship Dinner in the Shilling Salons.

**CONSENT AGENDA**

TO: Board of Trustees  
FROM: Dr. Cris Valdez <sup>CV</sup>  
DATE: November 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. Authorization in compliance with 5 Illinois compiled Statutes 120/2.06
- B. Time and Place for 2018 Regular Meetings

Thank you.

AUTHORIZATION IN COMPLIANCE WITH 5 ILLINOIS COMPILED STATUTES  
120/2.06

TO: Board of Trustees  
FROM: Dr. Cris Valdez   
DATE: November 21, 2017  
SUBJECT: Authorization in compliance with 5 Illinois Compiled Statutes 120/2.06  
(Destruction of Closed Session Audio Recordings)

Mr. Chairman, Members of the Board, Section 120/2.06 of the Illinois Open Meetings Act states that the verbatim record of a closed session may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded.

In addition, the Act states that the verbatim record may be destroyed only after the public body approves the destruction of a particular recording and the public body approves minutes of the closed session that complies with requirements for written minutes.

At this time, the verbatim recording of the closed session held May 17, 2016 has met the required 18-month period.

**Therefore, it is recommended that the Board of Trustees authorize the destruction of the verbatim record of the May 17, 2016 closed session.**

TO: Board of Trustees  
FROM: Cris Valdez *CV*  
DATE: November 21, 2017  
SUBJECT: Time and Place for 2018 Regular Meetings

Mr. Chairman, Members of the Board, Section 2.02 (a) of the Open Meetings Act requires every public body to give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and shall state the regular dates, times, and places of such meetings.


Below are the proposed dates for the calendar year 2018. Meetings will be held at 5:30 p.m. in the National Sequestration Education Center, room NS 121 of the College, unless otherwise noted.

Tuesday, January 16, 2018 – to be held at MCLETC  
Tuesday, February 20, 2018  
Tuesday, March 20, 2018  
Tuesday, April 17, 2018  
Tuesday, May 15, 2018  
Tuesday, June 19, 2018  
Tuesday, July 17, 2018  
Tuesday, August 21, 2018  
Tuesday, September 18, 2018  
Tuesday, October 16, 2018  
Tuesday, November 20, 2018  
Tuesday, December 18, 2018

**Therefore, it is recommended that the Board of Trustees set the time and place of its regular monthly meetings to be the third Tuesday of each month (unless otherwise noted) to be convened at 5:30 p.m. in the National Sequestration Education Center, room NS 121 of the College, as presented.**

Thank you.

**OLD BUSINESS**

TO: Board of Trustees  
FROM: Dr. Cris Valdez   
DATE: November 21, 2017  
SUBJECT: FY17 Annual Financial Report

Mr. Chairman, Member of the Board, you received copies of the Fiscal Year 2017 Annual Financial Report prepared by May, Cocagne, & King P.C. The Audit Committee has met with MCK to review a copy of the completed Audit. A presentation by the auditors will be made at the November meeting of the Board.

***Therefore, it is recommended that the Board of Trustees accept the FY2017 Annual Financial Report, as presented.***

Thank you.



## MEMORANDUM

**TO:** Dr. Cris Valdez  
**FROM:** Tad Williams *TAW*  
**DATE:** 11/09/17  
**SUBJECT:** Ammunition purchase request

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The first Basic Law Enforcement Academy (BLEA) at the new Macon County Law Enforcement Training Center (MCLETC) begins Sunday evening, January 7, 2018. The firearm-training portion of this academy requires a 40 hour state certification course consisting of hundreds of rounds of ammunition per student. MCLETC was able to obtain another quote for the ammunition through Ray O'Herron Inc. located in Danville, Illinois. This quote, similar to the Basic Corrections Academy purchase, includes several calibers already on state bid through Central Management Services.

As Commander of the training academy, I will ensure issuance and usage of spent ammunition is tracked for fiscal, safety, and range purposes.

The purchase price of the ammunition is \$20,126.00. Ray O'Herron Inc. is one of two vendors on state contract for the purchase of firearm ammunition and have submitted this bid.

***Therefore, it is my recommendation that the Board of Trustees approve the purchase of ammunition for the Macon County Law Enforcement Training Center for \$20,126.00 from Ray O'Herron Inc. Danville IL.***

Thank you in advance for your consideration. Please let me know if you have any questions or concerns.



# Ray O'Herron CO. INC.

SUPPLIERS OF PUBLIC SAFETY EQUIPMENT SINCE 1964

3549 N. Vermilion Street  
 Danville, IL 61832  
 Phone 1-800-223-2097  
 Fax 1-888-223-3235  
 www.oherron.com  
 bids@oherron.com

TO: Richland Community College -Macon County Law Enforcement Training Center  
 ADDRESS: 1 College Park  
 Decatur, IL 62521

CONTACT: Jennifer Peterson  
 PHONE: 217-875-721  
 EXT:  
 E MAIL: jpeterso@richland.edu  
 FAX: 217-875-6965

11/9/2017

HC

FEIN: 37-0916018

Customer#:00-62521UC

**WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION.**

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE
<b>Winchester</b>					
Q4238	24	1,000rds	40 S&W, 180 Grain, FMJ, 50/Box -State Bid Pricing-	\$241.00	\$5,784.00
Q4172	18	1,000rds	9mm Luger, 115 Grain, FMJ, 50/Box	\$200.00	\$3,600.00
RA12RS15	1	1,000rds	12 GA, RFLD SLUGS, RANGER, 5/Box	\$463.00	\$463.00
RA1200	1	1,000rds	12 GA, 00 BUCK, 9 PELLET, 5/Box -State Bid Pricing-	\$379.00	\$379.00
USA223R1	30	1,000rds	223 Rem, 55 Grain, FMJ, 20/Box	\$330.00	\$9,900.00
Freight Charges Apply					
IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT Hillary Clapp AT 800-223-2097 ext.110 OR BY EMAIL: hclapp@oherron.com Ray O'Herron Co. Inc. 800-223-2097					

**TOTAL: \$20,126.00**

BY: 

PRICING EFFECTIVE 30 DAYS FROM DATE OF QUOTE

TERMS: Net 30 Days

NOTE: If bid/quote is accepted, please send a purchase order marked "BID PRICING".  
 We appreciate the opportunity to bid. We look forward to hearing from you.

**NEW BUSINESS**



# MEMORANDUM

## FINANCE AND ADMINISTRATION

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To: Board of Trustees

From: Greg Florian *Greg Florian*

Date: November 13, 2017

Re: Clinton Power Plant Intergovernmental Agreement

Attached is an intergovernmental agreement that is the next step needed in order to finalize the Property Tax Settlement Agreement with Exelon Generation Corporation and the taxing bodies.

This agreement commits the taxing bodies to the allocation method for the taxes assessed pursuant to the Settlement Agreement. This settlement agreement covers the tax years 2016 through 2020. To limit the tax liability, the agreement establishes a total EAV of \$217,000,000 and a dollar liability of \$11,747,333 to be distributed among the taxing bodies according to their proportion of the average taxes for 2015 and 2016. For Richland, this equates to 10.13% or \$1,190,498 each year 2016 – 2020.

The taxing body's party to the agreement include DeWitt County, Clinton Community Unit School District, Richland Community College, Multi-Township District, Harp Township Road District, Mahomet Valley Water Authority, Vespasian Warner Library District, and Harp Township.

**It is recommended that the Board of Trustees approve the Intergovernmental Agreement.**

**INTERGOVERNMENTAL AGREEMENT REGARDING  
EXELON SETTLEMENT**

This Agreement made this \_\_\_ day of \_\_\_\_\_, 2017, among the County of DeWitt, Clinton Unit School District # 15, DeWitt County Ambulance District, Harp Road District, Harp Township, Multi-Township Assessment District #3 (DE/HA/RU/WI), Richland Community College # 537, Vespasian Warner Public Library District and Mahomet Valley Water Authority (collectively, the "**Taxing Bodies**"); the Supervisor of Assessments of DeWitt County (the "**Supervisor**"); the DeWitt County Collector and Treasurer (the "**Collector**"); the DeWitt County Clerk (the "**County Clerk**"); and the DeWitt County Board of Review (the "**Board of Review**").

**WHEREAS**, each of the Taxing Bodies is a governmental unit which exercises the power of taxation of real property and which depends in part upon tax revenues to carry out its duties and purposes; and

**WHEREAS**, Exelon Generation Company, LLC (hereinafter, the "Taxpayer") has disputed the assessments for the years 2011-2020 of real property with permanent index real estate tax numbers 08-23-300-001 and 08-23-300-008 that is owned by the Taxpayer and situated within the County of DeWitt (hereinafter referred to as "Subject Property"); and

**WHEREAS**, the Taxing Bodies desire to resolve their protracted dispute concerning the assessment of the Subject Property without further litigation, and to establish mutually acceptable procedures for satisfaction of existing and asserted tax refund liability; and

**WHEREAS**, pursuant to a settlement agreement reached with the Taxpayer ("Exelon Settlement") concerning the Taxpayer's current and future taxes, the DeWitt County taxing bodies will receive annual taxes that in the aggregate will not exceed \$11,747,333; and

**WHEREAS**, pursuant to the Exelon Settlement the Subject Property's aggregate equalized assessed valuation shall not exceed \$217,000,000; and

**WHEREAS**, the Exelon Settlement is authorized and will be approved by a Court of competent jurisdiction under Section 9-45 of the Illinois Property Tax Code, 35 ILCS 200/9-45 (2013); and

**WHEREAS**, the Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq., authorizes the Taxing Bodies to enter into this Intergovernmental Agreement.

**NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED** that the Taxing Bodies do hereby enter into this agreement pursuant to the authority provided by the Intergovernmental Corporation Act as follows:

#### **TERMS OF AGREEMENT**

**1. INCORPORATION OF RECITALS**

The Taxing Bodies reaffirm the above Preamble and incorporate them by reference into the terms of this Agreement.

**2. PURPOSE**

The purpose of this agreement is to provide a mutually agreeable procedure by which the Supervisor and the Board of Review shall impose the Subject Property's annual assessment, the Clerk shall calculate the Subject Property's annual Property Tax Bill, the Treasurer shall distribute each Taxing Body's annual tax revenue and the Taxing Bodies shall receive their proportionate share of taxes under the Exelon Settlement.

**3. CALCULATION OF ASSESSMENT AND PROPERTY TAX BILL**

For purposes of this Agreement, the term "**Taxpayer's Property Tax Bill**" means the total amount of real property taxes extended against the Subject Property by the County Clerk for a

particular tax year as a result of the levy of taxes by (i) the Taxing Bodies, and (ii) any other Taxing Body or bodies not a party this Agreement who provide the governmental services now provided by, and who pay the costs of governmental responsibilities or liabilities now borne by, and of the individual Taxing Bodies. For purposes of this Agreement, the term “**Property Tax Distribution**” shall mean a Taxing Body’s total tax revenue received from the Property Tax Bill. For purposes of this Agreement, the term “**Property Tax Levy**” shall mean the total Taxing Body levy request certified and filed with County Clerk for each respective tax year. For purposes of this Agreement, the term “**taxes extended**” shall mean total taxes extended on the Subject Property as a result of the levy of taxes for all purposes, including, but not limited to, general corporate, special assessment, debt service, lease payment, special service area and any other general or special purpose and the term “**aggregate tax rate**” shall mean the total tax rate extended for all such purposes.

Pursuant to the Exelon Settlement, the Taxpayer has agreed to pay, in full satisfaction of its Property Tax Bill, in each of the years 2016, 2017, 2018, 2019 and 2020 property taxes not greater than the following amounts:

<b>Taxpayer’s Maximum Tax Bill</b>	
<b>2016-2020</b>	
<b>Tax Year</b>	Taxpayer’s Maximum Tax Bill
<b>2016</b>	\$11,747,333
<b>2017</b>	\$11,747,333
<b>2018</b>	\$11,747,333
<b>2019</b>	\$11,747,333
<b>2020</b>	\$11,747,333

For purposes of this Agreement, the term “**Taxpayer’s Maximum Tax Bill**” means the maximum annual total Property Tax Bill that the Taxpayer has agreed to pay for the year at issue.

The Supervisor and the Board of Review agree to impose an assessment, not to exceed \$217,000,000 that will generate a Property Tax Bill that, to the extent possible, generates the Taxpayer’s Maximum Tax Bill.

4. **AGREED PROPORTIONATE ANNUAL PROPERTY TAXES**

This Section contains the method of distribution of the Subject Property’s taxes amongst the Taxing Bodies. The Taxing Bodies agree that the average of the Tax Year 2015 pay 2016 and Tax Year 2016 pay 2017 Property Tax Distributions resulted in a property tax payment from the Taxpayer pursuant to which each Taxing Body received tax revenue from the Taxpayer in the following proportions:

<b>Taxing Bodies’ Proportionate Share of Taxes Based on Average of Tax Years 2015 and 2016 Taxes Extended</b>	
<b>Taxing Body</b>	<b>Percentage of Total Tax Bill</b>
<b>Clinton Unit School District No. 15</b>	66.4593%
<b>DeWitt County</b>	15.0924%
<b>DeWitt County Ambulance District</b>	1.8643%
<b>Harp Road District</b>	1.6076%
<b>Harp Township</b>	.2946%
<b>Multi Township Assessment District # 3</b>	.0729%
<b>Richland Jr. College No. 537</b>	10.1342%
<b>Vespasian Warner Public Library District</b>	4.3783%
<b>Mahomet Valley Water Authority</b>	.0964%
<b>TOTAL</b>	100%

The Taxing Bodies agree that during the course of this Agreement, each Taxing Body shall be entitled to request through the levy process, at a minimum, a Property Tax Distribution that is at least the same proportionate share as the average of the Tax Year 2015 pay 2016 and Tax Year 2016 pay 2017 Property Tax Distributions shown above. The Taxing Bodies agree that the annual proportionate share of taxes for each Taxing Body based on the Taxpayer’s Maximum Tax Bill would be as follows:

<b>Baseline Tax Amount</b>	
<b>Taxing Body</b>	<b>Tax Years 2016-2020</b>
<b>Clinton Unit School District No. 15</b>	\$7,807,193
<b>DeWitt County</b>	\$1,772,952
<b>DeWitt County Ambulance District</b>	\$219,011
<b>Harp Road District</b>	\$188,845
<b>Harp Township</b>	\$34,607
<b>Multi Township Assessment District # 3</b>	\$8,561
<b>Richland Jr. College No. 537</b>	\$1,190,498
<b>Vespasian Warner Public Library District</b>	\$514,337
<b>Mahomet Valley Water Authority</b>	\$11,330
<b>TOTAL</b>	<b>\$11,747,333</b>

For purposes of this Agreement, the term “**Baseline Tax Amount**” means the proportionate share of the Property Tax Bill to which each Taxing Body is entitled.

On an annual basis, the County Clerk shall calculate the aggregate tax rate based on each

Taxing Body's Property Tax Levy. If the aggregate tax rate for any given year would result in a Property Tax Bill that exceeds the Taxpayer's Maximum Property Tax Bill, the County Clerk shall temporarily abate each Taxing Body's Property Tax Distribution to the lesser of (a) the Taxing Body's Baseline Tax Amount or (b) the taxes extended as the result of the respective Taxing Body's Property Tax Levy. If any Taxing Body's Property Tax Levy results in a tax that is less than the Taxing Body's Baseline Tax Amount, then that Taxing Body shall receive that lesser amount of taxes.

If, after temporarily abating each Taxing Body's Property Tax Distribution to (a) the lesser of the Taxing Body's Baseline Tax Amount or (b) the taxes extended as the result of the Taxing Body's Property Tax Levy, the taxes extended would result in a Property Tax Bill that is less than the Taxpayer's Maximum Property Tax Bill, the County Clerk shall proportionately increase the Property Tax Distribution to any Taxing Body that has not received its full Property Tax Levy. The County Clerk will continue to distribute all funds until each Taxing Body receives its full Property Tax Levy or until the remaining available funds are distributed in full.

**Exhibit A** contains examples and illustrations of the pro rata distribution of taxes.

**5. DURATION OF AGREEMENT**

This agreement shall become effective upon the date of its approval by the governing bodies of each of the Taxing Bodies which are parties hereto. It shall remain in effect in full force and effect until December 31, 2020.

**6. ADVICE OF COUNSEL**

The parties acknowledge and agree that they have read and understood the terms of this Agreement and enter into it voluntarily, with advice of legal counsel and without any duress or undue influence on the part of or on behalf of any party.

**7. COMPLETE AGREEMENT**

This Agreement represents the full and complete understanding of the parties and all prior Agreements, whether oral or written, which pertain to any of the subject matters expressed herein, are hereby deemed merged into this Agreement and superseded by the terms and conditions expressed herein.

**8. AMENDMENT OF AGREEMENT**

This Agreement may only be modified in writing signed by a duly authorized representative of each of the signatory parties.

**9. BINDING ON SUCCESSORS AND ASSIGNS**

This Agreement shall be binding on the Taxing Bodies, their officers and administrators, and their successors and assigns.

**10. SAVINGS CLAUSE**

If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

**11. CAPTIONS AND PARAGRAPH HEADINGS.**

Captions and paragraph headings are for convenience only and are not a part of this Agreement and shall not be used in construing it.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be duly executed on the day and year first above written.

DeWitt County Board of Review

By \_\_\_\_\_  
Its \_\_\_\_\_

County of DeWitt

By \_\_\_\_\_  
Its \_\_\_\_\_

Clinton Unit School District #15

By \_\_\_\_\_  
Its \_\_\_\_\_

DeWitt County Ambulance District

By \_\_\_\_\_  
Its \_\_\_\_\_

Harp Road District

By \_\_\_\_\_  
Its \_\_\_\_\_

Harp Township

By \_\_\_\_\_  
Its \_\_\_\_\_

Multi-Township Assessment District #3

By \_\_\_\_\_  
Its \_\_\_\_\_

Richland Community College # 537

By \_\_\_\_\_  
Its \_\_\_\_\_

Vespasian Warner Public Library District

By \_\_\_\_\_  
Its \_\_\_\_\_

Mahomet Valley Water Authority

By \_\_\_\_\_  
Its \_\_\_\_\_

Supervisor of Assessments of DeWitt County

DeWitt County Collector and Treasurer


By \_\_\_\_\_  
Its \_\_\_\_\_

By \_\_\_\_\_  
Its \_\_\_\_\_

DeWitt County Clerk

By \_\_\_\_\_  
Its \_\_\_\_\_

**BOARD POLICIES, PROPOSALS, AND CHANGES**

TO: Board of Trustees  
FROM: Dr. Cris Valdez   
DATE: November 21, 2017  
SUBJECT: Board Policy Section 5 – General Policies

Mr. Chairman, Members of the Board, Section 5 of the Board Policy Manual is presented for the first reading.

A policy section review is completed at least every four years in order to assure that policies and procedures align. A comprehensive review of Board Policy Section 5 – General Policies has been completed.

Section 5 was last reviewed in its entirety in 2014. Cabinet has reviewed Section 5 and the following has been updated:

Policy Section 5.14: **5.14 NAMING OF COLLEGE FACILITIES, ASSETS OR PROGRAMS – 5/5/09**

As a method of recognition of a significant contribution from an individual or organization to the College and its mission, certain College-owned or controlled facilities, assets or programs may be named for the individual or organization. The College President shall present recommendations for naming to the Board of Trustees for acceptance by voice vote. ~~The College President will develop guidelines to be used for naming of College assets.~~ The Foundation Board of Directors will develop procedures to be used for naming rights. With the approval of the College President and Board of Trustees.

Thank you.

**5.1 STATEMENT OF ECONOMIC INTEREST – 5/21/96 – revised 5/5/09; 5/20/14**

Richland Community College will comply with the Illinois Governmental Ethics Act 5 ILCS 420/requiring persons to file written statements of economic interest annually.

**5.2 FREEDOM OF INFORMATION (FOI) – 2/20/07 – revised 5/5/09; 5/20/14**

Richland Community College will comply with the Illinois Freedom of Information ACT 5 ILCS 140.

**5.3 PROHIBITION OF DISCRIMINATION, SEXUAL AND OTHER FORMS OF HARASSMENT – Adopted 6/19/90; 8/16/16. Revised 6/18/02; 5/5/09; 2/28/10****A. Prohibition of Sexual and Other Harassment**

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

Through this policy, it is the intent of the Board of Trustees to comply with the Civil Rights Act of 1964 (Title VII), the Elementary and Secondary Schools Act of 1972 (Title IX), and the Illinois Compiled Statute 155 Preventing Sexual Violence in Higher Education Act.

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

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

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

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

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

A. Definitions

1. Sexual discrimination means:
  - a. Discrimination on the basis of sex, sexual orientation or gender-related identity.
  - b. Sexual discrimination includes sexual harassment, sexual misconduct and sexual violence.
2. Sexual harassment means:
  - a. Unwelcome conduct of a sexual nature which denies or limits, on the basis of sex, gender identity or sexual orientation, a student's ability to participate in or to receive benefits, services, or opportunities in the College's programs or activities.
  - b. Sexual harassment includes any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:
    - (1) submission to such conduct is made, either explicitly or implicitly, a term or condition of employment or education, or
    - (2) submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual, or
    - (3) such conduct has the purpose or effect of substantially interfering with a reasonable individual's work or learning performance or creating an intimidating, hostile, or offensive working or learning environment.
3. Sexual Misconduct includes dating violence, domestic violence, sexual assault, sexual exploitation, sexual violence, and sexually based stalking.
4. Sexual Violence: Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent, due to the person's age, use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, sexual abuse and sexual coercion.
5. Domestic Violence: A violent misdemeanor or felony committed by the victim's current or former spouse or intimate partner, current or former cohabitant, or by a person with whom the victim shares a child in common.

6. Dating Violence: Violence committed by a person who has been in a romantic or intimate relationship with the victim. Whether there was, such relationship will be gauged by its length, type, and frequency of interaction.
7. Gender Based Discrimination: discrimination based on a person's gender or sex, including identity; transgender or sexual orientation
8. Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
9. Consent: at a minimum, recognizes that (i) consent is a freely given agreement to sexual activity, (ii) a person's lack of verbal or physical resistance or submission resulting from the use or threat of force does not constitute consent, (iii) a person's manner of dress does not constitute consent, (iv) a person's consent to past sexual activity does not constitute consent to future sexual activity, (v) a person's consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another, (vi) a person can withdraw consent at any time, and (vii) a person cannot consent to sexual activity if that person is unable to understand the nature of the activity or give knowing consent due to circumstances, including without limitation the following:
  - The person is incapacitated due to the use of influence of alcohol or drugs;
  - The person is asleep or unconscious;
  - The person is under age; or
  - The person is incapacitated due to mental disability.
10. Confidential advisor means a person who is employed or contracted by the college to provide emergency and ongoing support to student survivors of sexual violence with the training, duties, and responsibilities described in Section 20 of the ILCS 155 Act.

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

1. A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student accedes to the request.
2. A student repeatedly sends sexually oriented jokes around on an email list s/he created, even when asked to stop, causing one recipient to avoid the sender on campus.
3. A professor engages students in her class in discussions about their past sexual experiences, yet the conversation is not in any way germane to the subject matter of the class. She probes for explicit details, and demands

that students answer her, though they are clearly uncomfortable and hesitant.

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

C. Other Gender Based Misconduct Offenses can include

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

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

D. Training and Prevention

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

E. Assistance

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

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

Confidential Counseling will be available for individuals who believe they have been a victim of sexual discrimination who wish to speak with

someone confidentially and do not want to pursue an internal complaint. Individuals can contact any of the designated trained “Confidential Advisors” at the college.

F. Confidentiality

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

G. Retaliation

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

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

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

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

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

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

Examples of harassment include:

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

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

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

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

#### **A. Internal Complaint Procedures**

##### **1. Reporting Harassment**

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

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

## 2. Investigation

- a. In the case of an employee complaint or a student non-sexual harassment complaint, the Director of Human Resources or a designee will promptly investigate.
- b. In the case of a student sexual harassment, sexual discrimination, sexual violence or gender based discrimination complaint, the College's Title IX Coordinator or a designee will promptly investigate.
- c. In all cases, the investigation will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

### **5.4 TOBACCO POLICY – 9/20/05 – revised 5/5/09; 5/20/14**

It is the policy of Richland Community College to disallow the use of tobacco products on College owned property, in College vehicles or at events sponsored by the College.

Use of electronic cigarettes are prohibited.

Smoking of cannabis is prohibited on property controlled by the College, at events sponsored by the College, or at events attended while on College business.

### **5.5 TOXIC SUBSTANCES AND HAZARD COMMUNICATION STANDARDS – 5/5/09**

It is the policy of Richland Community College Board of Trustees that all employees have the right to know of health hazards associated with their work. So that RCC employees can make knowledgeable decisions about any personal risks associated with their employment, the Board of Trustees authorizes the College administration to develop and affect procedures that conform to 820 ILCS 2551, Toxic Substances Disclosure to Employees Act, and the U.S. Hazard Communication Standard (29 CFR 1910.1200).

**5.6 SOLICITATION ON CAMPUS – 12/10/94 – revised 5/5/09; 5/20/14**

As an educational institution, Richland Community College provides an environment that focuses on teaching and learning. As such, students, faculty, and staff shall be free from external solicitation and other non-college or non-employee sponsored activities.

Therefore, any solicitation on campus by non-college or non-employee sponsored organizations is not authorized. All events sponsored through the Office of Student Engagement must be approved in advance by the Vice President of Student Success. All other College-sponsored events must be approved in advance by the Vice President of Finance and Administration or designee. Such activities must be conducted according to College procedures.

The distribution of signs, handbills, and advertising related to events sponsored by the Office of Student Engagement must be approved in advance by the Vice President of Student Success.

Any other distribution of such materials must be approved in advance by the Vice President of Finance and Administration or designee. Such distribution must be consistent with the mission of the College.

All approved College or employee-sponsored solicitation must be conducted in a manner that is not disruptive to College operations. The College retains the right to determine when such activities become disruptive.

**5.7 POSSESSION OF WEAPONS – 3/19/96 – revised 5/5/09' 5/20/14**

Possession of weapons on the College campus, on property controlled by the College, at events sponsored by the College, or at events attended while on College business is prohibited unless the individual is a duly authorized law enforcement official/officer in the performance of his/her duty. The College may request current/valid identification of said law enforcement capacity authorizing someone to possess a weapon and reserves the right to confirm the authorization with proper authorities. While the College recognizes that persons other than law enforcement personnel may be permitted to conceal and carry specified weapons under the Illinois Firearm Concealed Carry Act (430 ILCS 66) they are still strictly prohibited on campus. All weapons must be properly stored prior to entering any campus facility vehicle or event.

If a person is determined to pose a clear and present danger to himself, herself, or to others, a law enforcement official or school administrator shall notify the Illinois Department of State Police within 24 hours of making the determination that the person poses a clear and present danger.

A weapon is defined as any instrument or device designed or likely to produce bodily harm or property damage including but not limited to a firearm, dangerous chemical, an explosive device of any description, compressed air guns, pellet guns, BB guns, knives, stun guns, or electric shock devices, metal or brass knuckles, bow and arrows, swords, slingshots or any other item modified from its original purpose to be used as a weapon. The College reserves the right to further determine the definition of a “weapon” and may prohibit other devices on an individual basis.

Legal defensive devices, such as pepper sprays, etc. will be permitted, unless used in an offensive manner.

Any exceptions to this policy must be preapproved through the President’s Office.

Individuals who are found to be in violation of this policy are subject to disciplinary actions up to and including termination of employment, expulsion from the College, and/or being barred from College property.

## **5.8 CONFIDENTIAL AND SENSITIVE INFORMATION – 12/15/09; revised 11/15/11**

Richland Community College is committed to the protection of confidential and sensitive information assets and the resources that support these assets. The Board of Trustees authorizes and delegates to the President of the College the authority to develop Confidential and Sensitive Information Programs and Procedures that are consistent with statutory requirements and consistent with the goals of this policy. Statutory requirements include but are not limited to the Family Education Rights and Privacy Act, the Federal Trade Commission, Fair and Accurate Credit Transactions Act Red Flag Regulations, the Americans with Disabilities Act, the Fair Credit Reporting Act, the Illinois Personal Protection Information Act, the Payment Card Industry Data Security Standard, and other regulations as applicable. Richland Community College programs shall include the appointment of an Information Security Officer, risk assessments, and general employee awareness communications.

### **5.8.1 RESPONSIBLE USE OF INFORMATION TECHNOLOGY – 3/19/96 – revised 6/17/03; 5/5/09; 11/15/11; 5/20/14**

In support of its mission and vision, Richland Community College provides access to information technology resources for students, faculty, and staff within institutional priorities and financial capabilities.

The Policy for Responsible Use of Information Technology at Richland Community College shall be adhered to by all College units as well as all individuals who operate or use the information technology resources of the College. In addition, this policy applies to use of information technology resources that are entrusted to the institution by other organizations. In case of conflict, local, state, or federal laws supersede this policy.

Access to the College's information technology facilities is a privilege, not a right, granted to College students, faculty, and staff. The College reserves the rights to extend, limit, restrict, or deny privileges and access to its information resources. Individuals other than College faculty, staff, and students may be permitted access to information technology in a manner consistent with the College's mission and vision, policy, and guidelines.

All users of the technology systems are bound by applicable local, state, and federal laws and regulations including but not limited to Red Flag Regulations, and the Payment Card Industry Data Security Standard. All people must act ethically, appropriately, and responsibly while using the College's information technology resources. All users of College information systems must respect the rights of other users, maintain the integrity of the resources, and comply with all pertinent licenses and contractual agreements.

Information technology provides important means of communication, both public and private. Users will respect the privacy of person-to-person communication in all forms including, but not limited to, voice (telephone), text (electronic mail, documents, and file transfer), image (graphics), and video (recorded and streaming). Authorized personnel are permitted to view and/or modify any electronic files, including electronic mail messages, as required by law, for any legitimate business reasons, or in the course of diagnosing and resolving system problems and maintaining information integrity.

College facilities and accounts are to be used for the activities or purposes for which they are assigned. College computing resources are not to be used for commercial purposes without written authorization from the College.

This policy provides general guidance and may be supplemented by additional regulations governing particular sub-systems of the College information technology resources. The Board charges the administration with the responsibility, and the Board delegates the administration the authority to develop appropriate guidelines, regulations, and procedures to implement the policy. The College makes no warranties of any kind, expressed or implied, for the technology services it is providing. The College will not be responsible for any actual or perceived damages suffered from the use of its information technology.

Violations of this policy shall be cause for discipline. Alleged violations of this policy shall be subject to the College's disciplinary procedures. Illegal activities by users of the College technology including but not limited to illegal downloading and file sharing are prohibited.

In accordance with Illinois law, any depiction of child pornography discovered by members of the College's information technology staff will be immediately reported to law enforcement authorities.

**5.9 COPYRIGHT POLICY – 5/21/96 – revised 5/5/09; 5/20/14**

It is the policy of the Board of Trustees of Richland Community College to adhere to the provisions of the Copyright Act of 1976 (17 U.S.C. Sec.101 et seq) The College recognizes and respects intellectual property rights and academic freedom. Faculty, staff, and students of Richland Community College are directed to avoid violation of any and all federal laws protecting copyright and to follow the guidelines recommending the best practices of the use of intellectual property in higher education.

Faculty, staff, and students will be made aware of the laws and guidelines through professional development opportunities and distributed materials. Faculty, staff, and students should consult the following publications for direction on permissible copying and other copyright issues: *Guidelines for Classroom Copying in Nonprofit Educational Institutions*; the *Technology, Education, and Copyright Harmonization (TEACH) Act*, the *Fair Use Guidelines for Educational Multimedia*, *The Code of Best Practices in Fair Use for Academic and Research Libraries*; and the *Digital Millennium Copyright Act of 1998*.

Individuals found to be intentionally in noncompliance with this policy may receive discipline up to and including termination or expulsion.

**5.10 RETENTION AND DISPOSAL OF COLLEGE RECORDS – 9/17/96 – revised 5/5/09**

College records shall be retained and disposed of as stipulated in the Illinois Local Records Act 50 ILCS 205. Such records may be disposed of (1) after their retention period is complete, (2) if all local, state, and federal audit requirements have been met, (3) if they are not needed for any pending or anticipated litigation, and (4) if they have been approved for disposition by the Local Records Commission.

**5.11 ART ACQUISITION AND PLACEMENT – 8/19/97 – revised 5/5/09**

The College recognizes that the display of works of art provides both aesthetic and educational benefits to the District, whether the works are part of the College's permanent collection or are intended for temporary display.

Though the College's collections and display primarily provide educational support material and promote the development of artistic talent and aesthetic awareness, the permanent collection should strive to represent Illinois art contemporary with the College buildings. Acceptance and display of art must fall within the stated mission of the College.

## **5.12 STATEMENT OF NONDISCRIMINATION AND EQUAL OPPORTUNITY – 1/19/99 – revised 2/20/07; 5/5/09; 5/20/14**

Richland Community College subscribes to the principles and laws of the State of Illinois and the Federal Government pertaining to civil rights and equal opportunity, including applicable Executive Orders.

Richland Community College policy prohibits discrimination on the basis of race, color, religion, sex, marital or parental status, national origin or ancestry, age, mental and/or physical disabilities (except where they are bona fide occupational qualifications), sexual orientation, gender identity, military or veteran status, or other legally protected characteristics or conduct.

The College's nondiscrimination policy applies to the admission and retention of students, recruitment, employment, and retention of faculty and staff, and access to and treatment in the College's programs and activities.

Complaints alleging violations of this policy should be immediately reported to the Equal Employment Opportunity (EEO) Officer, as designated by the President. Complaints reported to the EEO Officer will be promptly investigated. In all cases, the investigator will make reasonable attempts to determine the facts pertinent to the complaint by interviewing the parties involved, including the alleged harasser. If the accused is a College employee who is a member of a bargaining unit, the employee may request union representation during the investigation. At the conclusion of the investigation, a written report of findings will be prepared and forwarded to the President.

### **No Retaliation**

The College will not retaliate against any person for making a good faith complaint under this policy. Similarly, the College will not retaliate against or discipline any person (other than a person who is found to have violated this policy) who provides truthful information in connection with an investigation. Any employee of the College who retaliates against another employee or student for utilizing the procedure in this policy will be subject to discipline, up to and including termination.

If any employee believes that he or she has been retaliated against for exercising his or her rights under this policy, the employee should report such conduct immediately to the EEO Officer. Any employee who makes a complaint that he or she knows to be false will be subject to disciplinary action, up to and including termination.

## **5.13 ACADEMIC FREEDOM STATEMENT – 5/5/09**

Academic freedom is the freedom of faculty to teach the truth in their fields without fear of reprisal. It is the student's right to hear the truth as faculty perceives it in their areas of expertise. Academic freedom implies equal consideration of all sides of a question. Therefore, academic freedom is fundamental for the protection of the rights of the faculty in teaching and of the student to freedom in learning. Along with academic freedom are duties correlative with rights. These duties include adherence to all College policies, procedures, rules, and practices.

Faculty are citizens, mentors of a learned profession, and officers of an educational institution. When they write or speak as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As persons of learning, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate. They should respect the fact that others have the right to their own opinions, and should make every effort to indicate that they are not speaking for or representing the institution when they write or speak as citizens.

#### **5.14 NAMING OF COLLEGE FACILITIES, ASSETS OR PROGRAMS – 5/5/09**

As a method of recognition of a significant contribution from an individual or organization to the College and its mission, certain College-owned or controlled facilities, assets or programs may be named for the individual or organization. The College President shall present recommendations for naming to the Board of Trustees for acceptance by voice vote. ~~The College President will develop guidelines to be used for naming of College assets.~~ The Foundation Board of Directors will develop procedures to be used for naming rights. With the approval of the College President and Board of Trustees.

#### **5.15 PUBLICATIONS AND PUBLICITY – 5/5/09**

The President or designee shall be responsible for disseminating public information about the College including; coordinating all contacts with and inquiries from the news media regarding College programs, services, activities, and special events; preparing and distributing all news releases and public service announcements distributed to the news media; and arranging for all appearances on talk shows and news programs.

The preparation of all official publications of the College intended for distribution to the general public will be supervised and released under the direction of the President of the College or designee.

#### **5.16 INTELLECTUAL PROPERTY – 9/20/11**

It is the intent of Richland Community College (RCC) to foster an environment in which innovative and creative activity is encouraged for the practical benefit to the

public, while maintaining and protecting the intellectual property interests of the creator, the College, and the District. For purposes of this policy, the creator may be an author, an inventor, or a team responsible for making contributions toward the creation of intellectual property and may include faculty, staff, students, and/or community members.

The College recognizes the use of copyrights, trademarks, and patents as typical methods of intellectual property protection. Trade secrets can also be protected using nondisclosure or confidential disclosure agreements.

The College recognizes traditional scholarly works as exempted copyrightable works. These may include class notes; books and other articles; courseware; musical, dramatic, or artistic works. Ownership of exempted copyrightable works resides with the creator.

Ownership of intellectual property resides with the creator, except when *any* of the following exception conditions are met.

1. Under or subject to agreement between RCC and a third party
2. Significant directed financial support from RCC for a specific project
3. Commissioned by RCC
4. Significant RCC nonfinancial resources are required to develop the work
5. Use of RCC name, logos, or insignias for commercial use
6. Subject to contractual obligations by a third party

Absent a negotiation and prior agreement, all rights in copyrights, trademarks, patents, industrial design, and trade secrets shall reside with the creator. Should any of the exception conditions exist, absent prior agreement, the intellectual property resides with the College.

Unless agreed upon by both parties, right of use of intellectual property resides with the owner. Ownership cannot be wrested by any third party without prior agreement by the owner. In addition, in instances where applicable exception conditions are not clear, it is the responsibility of the creator to disclose and clarify ownership to the applicable Richland Vice President at the earliest possible point to avoid possible outside intellectual property claims.

In addition, the College reserves the right at any time to transfer or abandon its intellectual property rights under this policy. Any such transfer or abandonment must be in writing and signed by the President. The College also reserves the right at any time to cease its financial support for developing, protecting, or commercializing any of its intellectual property.

#### **5.17 Official College Sponsored Social Media – 9/18/12**

It is the policy of the Board of Trustees of Richland Community College to acknowledge that social media plays an important role in the lives of the community, students, faculty, and staff. Richland Community College will maintain official social media sites to support the College in accomplishing its mission and vision, achieving its goals and objectives, and advancing the College's Core Values.

The President or designees shall be responsible for disseminating public information about the College through the use of official College sponsored social media.

Richland Community College encourages feedback and comments from our followers, which include prospective students, current students, alumni, staff and members of the community. We remain committed to maintaining these sites as a safe and family-friendly forum for sharing information.

In the spirit of maintaining a positive environment to our site visitors, Richland Community College reserves the right to remove any comments or wall postings from official college-sponsored pages that are inappropriate, inflammatory or damaging to Richland Community College or any individual.

#### **5.18 – Liquor Control – Delivery of Alcoholic Beverages – Adopted 9/19/17**

The Board of Trustees will regulate the delivery of alcoholic beverages in all College facilities.


This Policy is pursuant to Section 5/16-15 of the *Liquor Contract Act*, 235 ILCS 5/1-1 et seq.

Alcoholic liquors may be served or sold on property under the control of the Board of Trustees of the College for events that the Board of Trustees of that may determine are public events and not student-related activities.

The Board of Trustees delegates its authority and charges the President of the College to establish criteria and guideline and to review and approve an activity, event, reception, meeting, or other social or educational activity, public or private event where alcoholic beverages may be distributed, sold, given, and or consumed on College owned and controlled property.

Culinary Program - In conjunction with the Richland Community College culinary program, the Board of Trustees authorizes the delivery and sale of alcohol beverages that are included for educational purposes associated with the program and for fund raising events for the College Foundation.

## FINANCIAL REPORT

TO: Board of Trustees  
FROM: Cris Valdez   
DATE: November 21, 2017  
SUBJECT: Financial Report

Mr. Chairman, members of the Board, attached are the Treasurer's Report, Financial Statement and the Bills and Travel Expenditures 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 October 2017 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.**

Thank you.

# Treasurer's Report

10/31/2017

<b>Fund</b>	<b>Balance 10/1/2017</b>	<b>Receipts for Month</b>	<b>Disbursements for Month</b>	<b>Balance 10/31/2017</b>	<b>Int Bearing Accounts</b>	<b>Separate Inv Instruments</b>
Education Fund	\$8,329,849.36	\$2,818,740.43	(\$3,785,296.62)	\$7,363,293.17	\$6,813,293.17	\$550,000.00
Oper & Maint Restricted	\$2,075,144.02	\$355,291.87		\$2,430,435.89	\$2,430,435.89	\$0.00
Bond & Interest Fund	\$1,216,211.80	\$1,107.59		\$1,217,319.39	\$1,217,319.39	\$0.00
Auxiliary Enterprises	\$2,173,502.51	\$13,020.42	(\$200.72)	\$2,186,322.21	\$2,186,322.21	\$0.00
Restricted Purposes	\$1,601,926.95	\$1,417,156.13	(\$1,406,008.19)	\$1,613,074.89	\$1,308,613.19	\$304,461.70
Working Cash Fund	\$6,993,865.44	\$5,624.30		\$6,999,489.74	\$5,998,705.20	\$1,000,784.54
Trust & Agency Fund	\$384,342.08	\$5,517.91		\$389,859.99	\$389,859.99	\$0.00
Audit Fund	\$67,957.83	\$61.89		\$68,019.72	\$68,019.72	\$0.00
Liab,Protect,Settlement	\$1,480,268.12	\$501,578.12		\$1,981,846.24	\$1,881,846.24	\$100,000.00
<b>Totals</b>	<b>\$24,323,068.11</b>	<b>\$5,118,098.66</b>	<b>(\$5,191,505.53)</b>	<b>\$24,249,661.24</b>	<b>\$22,294,415.00</b>	<b>\$1,955,246.24</b>

## Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$300,000.00	CD-Busey	0.10	1/22/2018	6.0
EDUCATION FUND	\$250,000.00	CD-SOY	0.20	1/30/2018	12.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.40	8/10/2018	12.0
WORKING CASH FUND	\$350,000.00	CD-HPB	0.25	11/22/2017	12.0
WORKING CASH FUND	\$117,652.62	CD-Regns	0.01	12/19/2017	7.0
WORKING CASH FUND	\$302,338.61	CD-HPB	0.10	1/22/2018	3.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.60	3/23/2018	12.0
WORKING CASH FUND	\$120,942.35	CD-Regns	0.05	7/21/2018	13.0
LPS FUND	\$100,000.00	CD-Busey	0.10	1/22/2018	6.0

## Revenues & Expenses by Fund

	Actual 10/31/2017	Budget 1718	%	Actual 10/31/2016	Prior Year To Date
<b>Fund 01-Education Fund</b>					
Revenue	\$10,263,132.69	\$13,736,894.00	74.71	\$10,644,535.91	\$16,516,101.64
Transfers	\$0.00	(\$95,850.00)	0	\$0.00	(\$399,840.21)
Expenses	(\$3,891,370.25)	(\$13,519,626.00)	28.78	(\$4,407,713.46)	(\$14,226,945.83)
	<b>\$6,371,762.44</b>	<b>\$121,418.00</b>		<b>\$6,236,822.45</b>	<b>\$1,889,315.60</b>
<b>Fund 02-Operations &amp; Maintenance</b>					
Revenue	\$1,237,274.31	\$2,098,188.00	58.97	\$1,167,141.12	\$1,798,663.49
Expenses	(\$517,410.47)	(\$2,097,059.00)	24.67	(\$615,281.39)	(\$1,801,109.10)
	<b>\$719,863.84</b>	<b>\$1,129.00</b>		<b>\$551,859.73</b>	<b>(\$2,445.61)</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>					
Revenue	\$1,742,110.66	\$3,638,722.00	47.88	\$519.62	\$1,067,685.88
Expenses	(\$1,164,539.59)	(\$3,638,722.00)	32	(\$639.50)	(\$781,499.15)
	<b>\$577,571.07</b>	<b>\$0.00</b>		<b>(\$119.88)</b>	<b>\$286,186.73</b>
<b>Fund 04-Bond &amp; Interest Fund</b>					
Revenue	\$3,113,411.83	\$3,338,926.00	93.25	\$3,152,309.34	\$3,299,144.86
Expenses	(\$2,590,017.50)	(\$3,338,926.00)	77.57	(\$912,596.25)	(\$3,288,856.11)
	<b>\$523,394.33</b>	<b>\$0.00</b>		<b>\$2,239,713.09</b>	<b>\$10,288.75</b>
<b>Fund 05-Auxiliary Enterprises</b>					
Revenue	\$428,277.00	\$1,119,097.00	38.27	\$381,940.16	\$1,385,276.37
Expenses	(\$370,802.93)	(\$1,119,097.00)	33.13	(\$365,924.27)	(\$1,120,980.03)
	<b>\$57,474.07</b>	<b>\$0.00</b>		<b>\$16,015.89</b>	<b>\$264,296.34</b>
<b>Fund 06-Restricted Purposes Fund</b>					
Revenue	\$2,858,246.69	\$7,974,604.71	35.84	\$2,895,948.58	\$8,273,861.53
Transfers	\$0.00	\$0.00	0	\$0.00	(\$171,484.59)
Expenses	(\$3,358,886.79)	(\$7,974,604.66)	42.12	(\$3,549,250.27)	(\$8,102,844.23)
	<b>(\$500,640.10)</b>	<b>\$0.05</b>		<b>(\$653,301.69)</b>	<b>(\$467.29)</b>
<b>Fund 07-Working Cash Fund</b>					
Revenue	\$21,018.12	\$15,000.00	140.12	\$5,711.60	\$31,241.45
Transfers	\$0.00	(\$15,000.00)	0	\$0.00	(\$31,241.45)
	<b>\$21,018.12</b>	<b>\$0.00</b>		<b>\$5,711.60</b>	<b>\$0.00</b>
<b>Fund 10-Trust &amp; Agency Fund</b>					
Revenue	\$60,212.34	\$97,479.00	61.77	\$19,403.28	\$91,102.63
Transfers	(\$2,000.00)	(\$2,000.00)	100	\$0.00	(\$15,994.73)
Expenses	(\$33,344.93)	(\$95,479.00)	34.92	(\$26,407.19)	(\$75,035.69)
	<b>\$24,867.41</b>	<b>\$0.00</b>		<b>(\$7,003.91)</b>	<b>\$72.21</b>
<b>Fund 11-Audit Fund</b>					
Revenue	\$59,794.49	\$64,258.00	93.05	\$81,831.78	\$85,900.68
Expenses	(\$39,696.02)	(\$60,800.00)	65.29	(\$44,447.47)	(\$61,867.69)
	<b>\$20,098.47</b>	<b>\$3,458.00</b>		<b>\$37,384.31</b>	<b>\$24,032.99</b>
<b>Fund 12-Liab,Protect,Settlement</b>					
Revenue	\$1,485,245.03	\$1,598,220.00	92.93	\$1,593,487.06	\$1,678,457.52
Expenses	(\$420,228.15)	(\$1,496,882.00)	28.07	(\$534,030.27)	(\$1,499,572.14)
	<b>\$1,065,016.88</b>	<b>\$101,338.00</b>		<b>\$1,059,456.79</b>	<b>\$178,885.38</b>
<b>Total</b>	<b>\$8,880,426.53</b>	<b>\$227,343.05</b>		<b>\$9,486,538.38</b>	<b>\$2,650,165.10</b>

## Operating Funds Revenue

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Investment Revenue</b>					
Investment Revenue	\$5,592.73	\$4,000.00	139.82	\$2,268.32	\$7,130.81
	<u>\$5,592.73</u>	<u>\$4,000.00</u>	139.82	<u>\$2,268.32</u>	<u>\$7,130.81</u>
<b>Local Government Sources</b>					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$366,617.00
Current Taxes	\$6,635,375.99	\$7,085,367.00	93.65	\$6,735,454.45	\$7,043,154.02
Interest on Taxes	\$9.04	\$700.00	1.29	\$1.58	\$810.70
	<u>\$6,635,385.03</u>	<u>\$7,086,067.00</u>	93.64	<u>\$6,735,456.03</u>	<u>\$7,410,581.72</u>
<b>Other Revenue</b>					
Facility Rental	\$109,207.22	\$277,475.00	39.36	\$104,421.00	\$239,818.00
Other Revenue	\$100,213.98	\$830,902.00	12.06	\$107,808.96	\$631,225.44
Transfer In	\$0.00	\$15,000.00	0	\$0.00	\$65,587.19
	<u>\$209,421.20</u>	<u>\$1,123,377.00</u>	18.64	<u>\$212,229.96</u>	<u>\$936,630.63</u>
<b>State Government Sources</b>					
ICCB CTE Formula Grant	\$0.00	\$187,135.00	0	\$0.00	\$408,234.00
ICCB Credit Hour Grants	\$687,032.14	\$0.00	0	\$728,766.66	\$1,927,790.00
ICCB Equalization Grant	\$16,666.68	\$0.00	0	\$0.00	\$41,230.00
Replacement Taxes	\$53,888.72	\$443,000.00	12.16	\$78,268.06	\$521,858.83
	<u>\$757,587.54</u>	<u>\$630,135.00</u>	120.23	<u>\$807,034.72</u>	<u>\$2,899,112.83</u>
<b>Student Tuition &amp; Fees</b>					
Chargeback	\$0.00	\$0.00	0	\$0.00	\$2,533.14
Tuition-Credit	\$3,453,784.50	\$6,262,620.00	55.15	\$3,619,998.00	\$6,293,807.00
Various Fees	\$438,636.00	\$728,883.00	60.18	\$434,690.00	\$764,969.00
	<u>\$3,892,420.50</u>	<u>\$6,991,503.00</u>	55.67	<u>\$4,054,688.00</u>	<u>\$7,061,309.14</u>
<b>Total Revenue</b>	<b>\$11,500,407.00</b>	<b>\$15,835,082.00</b>	<b>72.63</b>	<b>\$11,811,677.03</b>	<b>\$18,314,765.13</b>

# Operating Funds Expenses

	Actual Expenses YTD 10/31/2017	Budget 1718	%	Actual Expenses YTD 10/31/2016	Prior Year Expenses 6/30/2017
<b>Salaries</b>					
Academic Support Salary	\$59,209.69	\$204,162.00	29	\$55,608.96	\$179,716.19
Academic Support-PT	\$40,617.50	\$83,203.00	48.82	\$68,155.81	\$153,311.22
Administrative Staff Sal	\$408,688.72	\$1,443,017.00	28.32	\$475,294.00	\$1,446,728.29
Car Allowance	\$2,769.28	\$9,000.00	30.77	\$2,250.00	\$8,250.00
Clinical Risk Stipends	\$10,500.25	\$32,500.00	32.31	\$11,037.80	\$34,060.15
Custodial, Maint Stf Sal	\$47,473.98	\$76,807.00	61.81	\$36,080.72	\$121,723.69
Custodial, Maint-PT	\$0.00	\$38,160.00	0	\$0.00	\$0.00
Custodial, Maint-Temp	\$1,843.65	\$2,500.00	73.75	\$0.00	\$0.00
F/T Classified Salary	\$164,489.32	\$606,404.00	27.13	\$311,855.44	\$882,496.23
F/T Faculty Salary	\$883,962.14	\$3,918,848.00	22.56	\$889,901.35	\$4,002,224.11
F/T Faculty-Summer Sal	\$260,145.25	\$304,947.00	85.31	\$271,344.41	\$272,851.91
Faculty Curriculum Dev	\$0.00	\$0.00	0	\$0.00	\$2,400.00
Faculty Tutors Salary	\$1,864.64	\$81,000.00	2.3	\$19,130.60	\$50,263.36
Independent Study Salary	\$3,550.00	\$9,070.00	39.14	\$8,052.50	\$33,570.00
Interpreter Salary	\$250.00	\$75,000.00	0.33	\$8,857.50	\$51,732.30
LabFacilitators	\$4,688.42	\$18,702.00	25.07	\$5,412.75	\$15,149.24
Overload Salary	\$115,656.62	\$472,735.00	24.47	\$125,149.58	\$485,525.86
Overtime Wages	\$3,043.66	\$5,600.00	54.35	\$2,531.85	\$4,428.51
P/T Classified Salary	\$17,209.21	\$65,000.00	26.48	\$15,247.40	\$43,589.63
P/T Faculty Salary	\$225,329.56	\$796,393.00	28.29	\$213,204.57	\$743,274.21
P/T Faculty-Summer Sal	\$50,813.70	\$59,185.00	85.86	\$42,911.67	\$42,911.67
Professional/Tech Salary	\$183,244.25	\$702,128.00	26.1	\$224,454.95	\$656,243.41
Professional/Tech-PT	\$16,821.91	\$59,900.00	28.08	\$21,237.76	\$51,402.78
Proficiency Exam Salary	\$0.00	\$0.00	0	\$183.75	\$183.75
Severance Payments	\$0.00	\$0.00	0	\$0.00	\$240,605.90
Student Workers Salary	\$4,242.61	\$43,260.00	9.81	\$4,188.99	\$17,490.44
Subs Instructors Salary	\$3,954.78	\$4,250.00	93.05	\$2,320.60	\$7,939.68
Supervisory Staff Salary	\$120,194.32	\$382,705.00	31.41	\$198,378.86	\$592,889.43
Test Proctor Salary	\$5,974.74	\$23,000.00	25.98	\$1,751.90	\$12,175.60
Voluntary Separation Prg	\$0.00	\$0.00	0	\$0.00	\$271,860.26
	<u>\$2,636,538.20</u>	<u>\$9,517,476.00</u>	<u>27.7</u>	<u>\$3,014,543.72</u>	<u>\$10,424,997.82</u>
<b>Employee Benefits</b>					
EmployeeBenefitsTotal	\$2,089.30	\$13,465.00	15.52	\$162.50	\$31,302.01
FICA-Social Security	\$0.00	\$0.00	0	\$0.00	\$0.00
Grants Share of SURS	\$14.76	\$0.00	0	\$0.00	\$0.00
Group Dental Ins	\$16,434.16	\$51,128.00	32.14	\$19,528.69	\$58,752.93
Group LTD Ins	\$5,647.19	\$18,242.00	30.96	\$6,300.40	\$19,076.16
Group Life Ins	\$9,215.93	\$29,775.00	30.95	\$10,285.58	\$31,139.79
Group Medical Ins	\$540,293.09	\$1,911,517.00	28.27	\$523,582.38	\$1,909,933.63
Medicare	\$0.00	\$0.00	0	\$0.00	\$0.00
SURS-RetireeHealthContri	\$12,965.89	\$39,961.00	32.45	\$15,001.76	\$45,042.88
Staff/Family Waivers	\$12,823.00	\$50,000.00	25.65	\$24,043.50	\$41,896.50
	<u>\$599,483.32</u>	<u>\$2,114,088.00</u>	<u>28.36</u>	<u>\$598,904.81</u>	<u>\$2,137,143.90</u>
<b>Contractual Services</b>					
Accreditation Fees	\$8,104.04	\$24,650.00	32.88	\$2,875.00	\$11,475.00
Admin Computer-Maint	\$210,271.23	\$224,070.00	93.84	\$191,467.58	\$212,179.02
Building Repair/Maint	\$2,359.88	\$25,283.00	9.33	\$0.00	\$16,697.61
Consultants/Workshops	\$0.00	\$16,900.00	0	\$0.00	\$6,370.00
Contractual-Other	\$24,307.48	\$127,735.00	19.03	\$13,009.28	\$40,265.71
Custodial Services	\$92,791.50	\$370,010.00	25.08	\$134,215.75	\$400,607.25
Diversity Initiatives	\$0.00	\$5,000.00	0	\$0.00	\$0.00
Employee Awards	\$0.00	\$0.00	0	\$60.00	\$60.00
Employee Recognition EAT	\$749.35	\$1,000.00	74.94	\$880.00	\$948.20
Equip Repair/Maint Agree	\$42,631.99	\$121,210.00	35.17	\$34,155.49	\$88,908.30
Faculty Development	\$1,220.50	\$1,200.00	101.71	\$0.00	\$0.00
Grounds Maintenance	\$1,773.25	\$4,400.00	40.3	\$1,278.80	\$4,922.38
Legal Services-Admin	\$0.00	\$100,000.00	0	\$6,619.60	\$45,723.77
Meals	\$175.00	\$1,000.00	17.5	\$0.00	\$0.00
Pest Control	\$2,550.00	\$13,300.00	19.17	\$3,581.00	\$13,362.64
Professional Fees	\$5,374.25	\$7,200.00	74.64	\$5,376.25	\$7,168.25
Security	\$2,203.84	\$9,500.00	23.2	\$2,448.03	\$9,012.53

## Operating Funds Expenses

	Actual Expenses YTD 10/31/2017	Budget 1718	%	Actual Expenses YTD 10/31/2016	Prior Year Expenses 6/30/2017
<b>Contractual Services</b>					
Student Awards	\$0.00	\$725.00	0	\$0.00	\$600.00
Telephone Maint Agree	\$1,283.04	\$18,700.00	6.86	\$0.00	\$0.00
	<u>\$395,795.35</u>	<u>\$1,071,883.00</u>	36.93	<u>\$395,966.78</u>	<u>\$858,300.66</u>
<b>Materials &amp; Supplies</b>					
Advertising	\$6,744.36	\$67,000.00	10.07	\$23,564.74	\$82,907.86
Audio Visual Materials	\$70.49	\$6,000.00	1.17	\$927.41	\$4,403.10
Books-Library Collection	\$2,296.60	\$7,500.00	30.62	\$2,153.01	\$7,043.06
Catalog Printing	\$2,766.50	\$3,000.00	92.22	\$2,652.88	\$5,419.38
Computer Software	\$103,049.26	\$147,321.00	69.95	\$108,888.56	\$132,240.54
Credit Schedules	\$0.00	\$8,000.00	0	\$0.00	\$0.00
Event Expense	\$175.00	\$175.00	100	\$0.00	\$100.00
Graphic Supplies	\$447.54	\$3,000.00	14.92	\$511.07	\$714.76
Instructional Supplies	\$16,839.64	\$106,496.00	15.81	\$21,709.60	\$87,792.11
Laundry/Linen Supplies	\$19.11	\$396.00	4.83	\$33.32	\$216.09
Maintenance Supplies	\$13,109.95	\$73,000.00	17.96	\$13,412.07	\$56,872.05
Materials	\$5,495.52	\$32,650.00	16.83	\$5,023.71	\$25,761.02
Office Supplies	\$7,959.83	\$18,751.00	42.45	\$6,420.64	\$19,349.07
Postage	\$3,743.23	\$18,670.00	20.05	\$4,723.42	\$18,004.81
Printing	\$1,546.81	\$23,716.00	6.52	\$8,520.79	\$22,440.84
Publications & Dues	\$67,440.75	\$129,310.00	52.15	\$89,080.31	\$121,622.29
Reference Materials	\$5.25	\$300.00	1.75	\$0.00	\$0.00
Specialities	\$681.30	\$1,250.00	54.5	(\$214.40)	\$167.20
Transcripts	\$0.00	\$25,000.00	0	\$0.00	\$14,550.00
Uniforms	\$860.50	\$3,000.00	28.68	\$1,193.05	\$3,608.55
Vehicle Expense	\$2,904.14	\$11,900.00	24.4	\$3,166.27	\$11,218.96
WYSE Activities	\$0.00	\$1,017.00	0	\$0.00	\$452.78
Wind Turbine Maintenance	\$0.00	\$9,500.00	0	\$9,015.17	\$9,015.17
	<u>\$236,155.78</u>	<u>\$696,952.00</u>	33.88	<u>\$300,781.62</u>	<u>\$623,899.64</u>
<b>Conference &amp; Meeting Exp</b>					
Board Meeting Meals	\$740.00	\$1,600.00	46.25	\$0.00	\$0.00
Meeting Expense	\$1,806.31	\$6,734.00	26.82	\$2,703.06	\$7,410.07
Recruitment	\$0.00	\$0.00	0	\$35,923.01	\$35,923.01
Registration Fees	\$12,871.08	\$20,174.00	63.8	\$904.00	\$13,453.96
Travel-In State	\$7,840.48	\$14,362.00	54.59	\$988.65	\$11,095.75
Travel-In State Mileage	\$1,587.01	\$10,980.00	14.45	\$866.75	\$5,162.14
Travel-In State-Other	\$91.44	\$0.00	0	\$0.00	\$0.00
Travel-Out of State	\$14,701.87	\$33,230.00	44.24	\$568.48	\$12,636.83
	<u>\$39,638.19</u>	<u>\$87,080.00</u>	45.52	<u>\$41,953.95</u>	<u>\$85,681.76</u>
<b>Fixed Charges</b>					
Collection Co Charges	\$0.00	\$100.00	0	\$0.00	\$16.66
Credit Card Fees	\$11,203.77	\$23,000.00	48.71	\$10,121.40	\$26,042.42
Equipment Rental	\$0.00	\$280.00	0	\$7,518.26	\$14,949.23
Facility Rental	\$44,557.88	\$133,680.00	33.33	\$43,985.68	\$133,099.68
Graduation Expense	\$0.00	\$19,000.00	0	\$213.61	\$19,373.80
Install Pymt Lease/Purch	\$74,955.39	\$156,085.00	48.02	\$97,381.32	\$165,278.93
Interest Expense	\$2,093.58	\$8,005.00	26.15	\$3,105.00	\$6,456.13
Property Taxes	\$16,793.61	\$22,750.00	73.82	\$16,327.75	\$22,752.33
	<u>\$149,604.23</u>	<u>\$362,900.00</u>	41.22	<u>\$178,653.02</u>	<u>\$387,969.18</u>
<b>Utilities</b>					
Electricity and Nat Gas	\$93,721.64	\$357,590.00	26.21	\$107,824.95	\$398,300.12
Internet	\$1,701.00	\$20,078.00	8.47	\$4,862.54	\$16,213.98
Propane	\$0.00	\$500.00	0	\$0.00	\$0.00
Refuse Disposal	\$7,702.60	\$20,300.00	37.94	\$4,626.25	\$17,006.90
Telephone	\$12,636.45	\$40,670.00	31.07	\$12,493.22	\$38,436.09
Water, Sewage	\$11,516.10	\$35,200.00	32.72	\$11,534.62	\$37,720.91
	<u>\$127,277.79</u>	<u>\$474,338.00</u>	26.83	<u>\$141,341.58</u>	<u>\$507,678.00</u>
<b>Capital Outlay</b>					
Equipment-Instructional	\$0.00	\$363,382.00	0	\$0.00	\$0.00
Equipment-Office	\$1,558.00	\$0.00	0	\$0.00	\$137,904.79
Equipment-Service	\$0.00	\$0.00	0	\$2,075.00	\$2,075.00
	<u>\$1,558.00</u>	<u>\$363,382.00</u>	0.43	<u>\$2,075.00</u>	<u>\$139,979.79</u>

## Operating Funds Expenses

	Actual Expenses YTD 10/31/2017	Budget 1718	%	Actual Expenses YTD 10/31/2016	Prior Year Expenses 6/30/2017
<b>Financial Aid Expense</b>					
Financial Aid	\$75,128.43	\$240,000.00	31.3	\$77,987.04	\$208,261.16
	<u>\$75,128.43</u>	<u>\$240,000.00</u>	31.3	<u>\$77,987.04</u>	<u>\$208,261.16</u>
<b>Chargeback Expense</b>					
Chargeback Expense	\$0.00	\$5,000.00	0	\$5,874.20	\$49,795.11
	<u>\$0.00</u>	<u>\$5,000.00</u>	0	<u>\$5,874.20</u>	<u>\$49,795.11</u>
<b>Tuition Adjustments</b>					
Illinois Veterans Grants	\$728.00	\$68,000.00	1.07	\$5,842.00	\$61,872.00
Tuition Waiver	\$59,713.70	\$350,000.00	17.06	\$181,675.33	\$316,422.94
Unfunded ING/MIA/POW	\$15,606.00	\$35,000.00	44.59	\$20,595.00	\$34,456.00
	<u>\$76,047.70</u>	<u>\$453,000.00</u>	16.79	<u>\$208,112.33</u>	<u>\$412,750.94</u>
<b>Other Expense</b>					
Bank Service Charges	\$1,755.24	\$6,720.00	26.12	\$2,491.38	\$6,872.78
Contributions	\$35,572.00	\$142,857.00	24.9	\$23,200.00	\$108,737.61
Expense-Other	\$0.01	\$500.00	0	\$312.80	\$5,547.65
	<u>\$37,327.25</u>	<u>\$150,077.00</u>	24.87	<u>\$26,004.18</u>	<u>\$121,158.04</u>
<b>Total Expenses</b>	<b>\$4,374,554.24</b>	<b>\$15,536,176.00</b>	<b>28.16</b>	<b>\$4,992,198.23</b>	<b>\$15,957,616.00</b>

## Revenues by Fund Summary

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Fund 01-Education Fund</b>					
Local Government Sources	\$5,781,537.19	\$6,185,428.00	93.47	\$5,880,215.48	\$6,516,161.73
State Government Sources	\$757,587.54	\$630,135.00	120.23	\$807,034.72	\$2,899,112.83
Student Tuition & Fees	\$3,657,134.53	\$6,556,071.00	55.78	\$3,886,009.63	\$6,519,732.24
Investment Revenue	\$5,592.73	\$4,000.00	139.82	\$2,268.32	\$7,130.81
Other Revenue	\$61,280.70	\$361,260.00	16.96	\$69,007.76	\$573,964.03
<b>Total Revenue Fund 01</b>	<b>\$10,263,132.69</b>	<b>\$13,736,894.00</b>	<b>74.71</b>	<b>\$10,644,535.91</b>	<b>\$16,516,101.64</b>
<b>Fund 02-Operations &amp; Maintenance</b>					
Local Government Sources	\$853,847.84	\$900,639.00	94.8	\$855,240.55	\$894,419.99
Student Tuition & Fees	\$235,285.97	\$435,432.00	54.04	\$168,678.37	\$541,576.90
Other Revenue	\$148,140.50	\$762,117.00	19.44	\$143,222.20	\$362,666.60
<b>Total Revenue Fund 02</b>	<b>\$1,237,274.31</b>	<b>\$2,098,188.00</b>	<b>58.97</b>	<b>\$1,167,141.12</b>	<b>\$1,798,663.49</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>					
Local Government Sources	\$303,987.66	\$375,100.00	81.04	\$0.00	\$363,383.00
Investment Revenue	\$2,299.32	\$2,000.00	114.97	\$519.62	\$3,038.49
Other Revenue	\$1,435,823.68	\$3,261,622.00	44.02	\$0.00	\$701,264.39
<b>Total Revenue Fund 03</b>	<b>\$1,742,110.66</b>	<b>\$3,638,722.00</b>	<b>47.88</b>	<b>\$519.62</b>	<b>\$1,067,685.88</b>
<b>Fund 04-Bond &amp; Interest Fund</b>					
Local Government Sources	\$3,109,180.77	\$3,336,926.00	93.17	\$3,150,821.83	\$3,295,276.82
Investment Revenue	\$4,231.06	\$2,000.00	211.55	\$1,487.51	\$3,868.04
<b>Total Revenue Fund 04</b>	<b>\$3,113,411.83</b>	<b>\$3,338,926.00</b>	<b>93.25</b>	<b>\$3,152,309.34</b>	<b>\$3,299,144.86</b>
<b>Fund 05-Auxiliary Enterprises</b>					
Local Government Sources	\$223,328.49	\$507,700.00	43.99	\$225,510.61	\$514,941.30
Student Tuition & Fees	\$48,360.00	\$84,629.00	57.14	\$12,248.00	\$30,189.00
Student Organization Rev	\$141,640.64	\$373,218.00	37.95	\$52,786.11	\$194,689.01
Investment Revenue	\$746.99	\$800.00	93.37	\$282.36	\$1,392.17
Other Revenue	\$14,200.88	\$152,750.00	9.3	\$91,113.08	\$644,064.89
<b>Total Revenue Fund 05</b>	<b>\$428,277.00</b>	<b>\$1,119,097.00</b>	<b>38.27</b>	<b>\$381,940.16</b>	<b>\$1,385,276.37</b>
<b>Fund 06-Restricted Purposes Fund</b>					
Financial Aid	\$2,683,525.38	\$6,980,649.00	38.44	\$2,520,224.76	\$6,670,253.19
Investment Revenue	\$268.77	\$0.00	0	\$143.95	\$1,051.84
Other Revenue	\$174,452.54	\$993,955.71	17.55	\$375,579.87	\$1,602,556.50
<b>Total Revenue Fund 06</b>	<b>\$2,858,246.69</b>	<b>\$7,974,604.71</b>	<b>35.84</b>	<b>\$2,895,948.58</b>	<b>\$8,273,861.53</b>
<b>Fund 07-Working Cash Fund</b>					
Investment Revenue	\$21,018.12	\$15,000.00	140.12	\$5,711.60	\$31,241.45
<b>Total Revenue Fund 07</b>	<b>\$21,018.12</b>	<b>\$15,000.00</b>	<b>140.12</b>	<b>\$5,711.60</b>	<b>\$31,241.45</b>
<b>Fund 10-Trust &amp; Agency Fund</b>					
Student Organization Rev	\$11,389.08	\$16,600.00	68.61	\$12,820.69	\$19,611.67
Investment Revenue	\$1,100.88	\$50.00	2201.7	\$107.59	\$0.00
Other Revenue	\$47,722.38	\$80,829.00	59.04	\$6,475.00	\$71,490.96
<b>Total Revenue Fund 10</b>	<b>\$60,212.34</b>	<b>\$97,479.00</b>	<b>61.77</b>	<b>\$19,403.28</b>	<b>\$91,102.63</b>
<b>Fund 11-Audit Fund</b>					
Local Government Sources	\$59,558.07	\$64,108.00	92.9	\$81,778.52	\$85,631.46
Investment Revenue	\$236.42	\$150.00	157.61	\$53.26	\$269.22
<b>Total Revenue Fund 11</b>	<b>\$59,794.49</b>	<b>\$64,258.00</b>	<b>93.05</b>	<b>\$81,831.78</b>	<b>\$85,900.68</b>
<b>Fund 12-Liab,Protect,Settlement</b>					
Local Government Sources	\$1,473,452.14	\$1,581,520.00	93.17	\$1,584,368.37	\$1,656,948.08
Student Tuition & Fees	\$6,696.00	\$13,500.00	49.6	\$7,664.00	\$13,404.00
Investment Revenue	\$5,096.89	\$3,200.00	159.28	\$1,454.69	\$8,105.44
<b>Total Revenue Fund 12</b>	<b>\$1,485,245.03</b>	<b>\$1,598,220.00</b>	<b>92.93</b>	<b>\$1,593,487.06</b>	<b>\$1,678,457.52</b>
<b>Total Revenue</b>	<b>\$21,268,723.16</b>	<b>\$33,681,388.71</b>	<b>63.15</b>	<b>\$19,942,828.45</b>	<b>\$34,227,436.05</b>

## Revenues by Fund

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Fund 01-Education Fund</b>					
<b>Local Government Sources</b>					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$366,617.00
Current Taxes	\$5,781,529.30	\$6,184,828.00	93.48	\$5,880,214.09	\$6,148,836.98
Interest on Taxes	\$7.89	\$600.00	1.32	\$1.39	\$707.75
	<u>\$5,781,537.19</u>	<u>\$6,185,428.00</u>	93.47	<u>\$5,880,215.48</u>	<u>\$6,516,161.73</u>
<b>State Government Sources</b>					
ICCB CTE Formula Grant	\$0.00	\$187,135.00	0	\$0.00	\$408,234.00
ICCB Credit Hour Grants	\$687,032.14	\$0.00	0	\$728,766.66	\$1,927,790.00
ICCB Equalization Grant	\$16,666.68	\$0.00	0	\$0.00	\$41,230.00
Replacement Taxes	\$53,888.72	\$443,000.00	12.16	\$78,268.06	\$521,858.83
	<u>\$757,587.54</u>	<u>\$630,135.00</u>	120.23	<u>\$807,034.72</u>	<u>\$2,899,112.83</u>
<b>Student Tuition &amp; Fees</b>					
Chargeback	\$0.00	\$0.00	0	\$0.00	\$2,533.14
Tuition-Credit	\$3,265,927.53	\$5,922,438.00	55.14	\$3,502,589.63	\$5,861,605.26
Various Fees	\$391,207.00	\$633,633.00	61.74	\$383,420.00	\$655,593.84
	<u>\$3,657,134.53</u>	<u>\$6,556,071.00</u>	55.78	<u>\$3,886,009.63</u>	<u>\$6,519,732.24</u>
<b>Investment Revenue</b>					
Investment Revenue	\$5,592.73	\$4,000.00	139.82	\$2,268.32	\$7,130.81
	<u>\$5,592.73</u>	<u>\$4,000.00</u>	139.82	<u>\$2,268.32</u>	<u>\$7,130.81</u>
<b>Other Revenue</b>					
Other Revenue	\$61,280.70	\$346,260.00	17.7	\$69,007.76	\$508,376.84
Transfer In	\$0.00	\$15,000.00	0	\$0.00	\$65,587.19
	<u>\$61,280.70</u>	<u>\$361,260.00</u>	16.96	<u>\$69,007.76</u>	<u>\$573,964.03</u>
<b>Total Revenue Fund 01</b>	<b>\$10,263,132.69</b>	<b>\$13,736,894.00</b>	<b>74.71</b>	<b>\$10,644,535.91</b>	<b>\$16,516,101.64</b>
<b>Fund 02-Operations &amp; Maintenance</b>					
<b>Local Government Sources</b>					
Current Taxes	\$853,846.69	\$900,539.00	94.82	\$855,240.36	\$894,317.04
Interest on Taxes	\$1.15	\$100.00	1.15	\$0.19	\$102.95
	<u>\$853,847.84</u>	<u>\$900,639.00</u>	94.8	<u>\$855,240.55</u>	<u>\$894,419.99</u>
<b>Student Tuition &amp; Fees</b>					
Tuition-Credit	\$187,856.97	\$340,182.00	55.22	\$117,408.37	\$432,201.74
Various Fees	\$47,429.00	\$95,250.00	49.79	\$51,270.00	\$109,375.16
	<u>\$235,285.97</u>	<u>\$435,432.00</u>	54.04	<u>\$168,678.37</u>	<u>\$541,576.90</u>
<b>Other Revenue</b>					
Facility Rental	\$109,207.22	\$277,475.00	39.36	\$104,421.00	\$239,818.00
Other Revenue	\$38,933.28	\$484,642.00	8.03	\$38,801.20	\$122,848.60
	<u>\$148,140.50</u>	<u>\$762,117.00</u>	19.44	<u>\$143,222.20</u>	<u>\$362,666.60</u>
<b>Total Revenue Fund 02</b>	<b>\$1,237,274.31</b>	<b>\$2,098,188.00</b>	<b>58.97</b>	<b>\$1,167,141.12</b>	<b>\$1,798,663.49</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>					
<b>Local Government Sources</b>					
Bond Proceeds	\$0.00	\$50,000.00	0	\$0.00	\$363,383.00
Current Taxes	\$303,987.26	\$325,000.00	93.53	\$0.00	\$0.00
Interest on Taxes	\$0.40	\$100.00	0.4	\$0.00	\$0.00
	<u>\$303,987.66</u>	<u>\$375,100.00</u>	81.04	<u>\$0.00</u>	<u>\$363,383.00</u>

## Revenues by Fund

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Fund 03-Oper &amp; Maint Restricted</b>					
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$2,299.32	\$2,000.00	114.97	\$489.72	\$3,008.59
Interest on Investments	\$0.00	\$0.00	0	\$29.90	\$29.90
	<u>\$2,299.32</u>	<u>\$2,000.00</u>	114.97	<u>\$519.62</u>	<u>\$3,038.49</u>
<b>Other Revenue</b>					
FundBalanceAppropriation	\$0.00	\$363,383.00	0	\$0.00	\$0.00
Gifts/Donations	\$1,435,823.68	\$2,898,239.00	49.54	\$0.00	\$698,471.39
Grants Revenue	\$0.00	\$0.00	0	\$0.00	\$2,793.00
	<u>\$1,435,823.68</u>	<u>\$3,261,622.00</u>	44.02	<u>\$0.00</u>	<u>\$701,264.39</u>
<b>Total Revenue Fund 03</b>	<b>\$1,742,110.66</b>	<b>\$3,638,722.00</b>	<b>47.88</b>	<b>\$519.62</b>	<b>\$1,067,685.88</b>
<b>Fund 04-Bond &amp; Interest Fund</b>					
<b>Local Government Sources</b>					
Current Taxes	\$3,109,176.69	\$3,336,676.00	93.18	\$3,150,820.57	\$3,294,896.93
Interest on Taxes	\$4.08	\$250.00	1.63	\$1.26	\$379.89
	<u>\$3,109,180.77</u>	<u>\$3,336,926.00</u>	93.17	<u>\$3,150,821.83</u>	<u>\$3,295,276.82</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$4,231.06	\$2,000.00	211.55	\$1,487.51	\$3,868.04
	<u>\$4,231.06</u>	<u>\$2,000.00</u>	211.55	<u>\$1,487.51</u>	<u>\$3,868.04</u>
<b>Total Revenue Fund 04</b>	<b>\$3,113,411.83</b>	<b>\$3,338,926.00</b>	<b>93.25</b>	<b>\$3,152,309.34</b>	<b>\$3,299,144.86</b>
<b>Fund 05-Auxiliary Enterprises</b>					
<b>Local Government Sources</b>					
CPED Contract Revenue	\$19,592.19	\$45,000.00	43.54	\$16,905.48	\$53,041.73
CPED Credit Revenue	\$141,847.50	\$353,000.00	40.18	\$143,951.54	\$343,705.91
CPED Non-Credit Revenue	\$61,888.80	\$109,700.00	56.42	\$64,653.59	\$118,193.66
	<u>\$223,328.49</u>	<u>\$507,700.00</u>	43.99	<u>\$225,510.61</u>	<u>\$514,941.30</u>
<b>Student Tuition &amp; Fees</b>					
Fitness Membership Fees	\$42,087.00	\$71,629.00	58.76	\$5,990.00	\$16,630.00
Fitness Tuition	\$6,273.00	\$13,000.00	48.25	\$6,258.00	\$13,559.00
	<u>\$48,360.00</u>	<u>\$84,629.00</u>	57.14	<u>\$12,248.00</u>	<u>\$30,189.00</u>
<b>Student Organization Rev</b>					
Airline Catering	\$1,763.00	\$2,400.00	73.46	\$0.00	\$0.00
Catering Revenue	\$54,883.18	\$55,500.00	98.89	\$0.00	\$0.00
Sales Revenue	\$71,137.80	\$238,818.00	29.79	\$32,886.24	\$105,051.80
Special Event Revenue	\$11,297.00	\$64,000.00	17.65	\$16,988.33	\$74,488.95
Theatre Ticket Revenue	\$0.00	\$0.00	0	\$0.00	\$1,947.00
Vending Service Revenue	\$2,559.66	\$12,500.00	20.48	\$2,911.54	\$13,201.26
	<u>\$141,640.64</u>	<u>\$373,218.00</u>	37.95	<u>\$52,786.11</u>	<u>\$194,689.01</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$746.99	\$800.00	93.37	\$282.36	\$1,392.17
	<u>\$746.99</u>	<u>\$800.00</u>	93.37	<u>\$282.36</u>	<u>\$1,392.17</u>
<b>Other Revenue</b>					
Facility Rental	\$9,982.50	\$31,800.00	31.39	\$12,112.50	\$28,356.00
CCRS Paid Revenue	\$0.00	\$0.00	0	\$4,356.45	\$11,087.51
Child Care Revenue	\$0.00	\$0.00	0	\$33,275.50	\$89,576.52

## Revenues by Fund

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Fund 05-Auxiliary Enterprises</b>					
<b>Other Revenue</b>					
Child Care Transfer Rev	\$0.00	\$0.00	0	\$23,200.00	\$60,737.61
Copy Center Fees	\$0.00	\$0.00	0	\$13,425.02	\$26,533.10
Customer Appreciation	\$2,771.38	\$0.00	0	\$0.00	\$0.00
Revenue-Contractual	\$1,442.00	\$4,000.00	36.05	\$2,283.00	\$4,546.00
Revenue-Misc/OtherSource	\$5.00	\$9,100.00	0.05	\$2,460.61	\$7,494.52
Transfer In	\$0.00	\$107,850.00	0	\$0.00	\$415,733.63
	<u>\$14,200.88</u>	<u>\$152,750.00</u>	9.3	<u>\$91,113.08</u>	<u>\$644,064.89</u>
<b>Total Revenue Fund 05</b>	<b>\$428,277.00</b>	<b>\$1,119,097.00</b>	<b>38.27</b>	<b>\$381,940.16</b>	<b>\$1,385,276.37</b>
<b>Fund 06-Restricted Purposes Fund</b>					
<b>Financial Aid</b>					
Financial Aid	\$2,683,525.38	\$6,980,649.00	38.44	\$2,520,224.76	\$6,670,253.19
	<u>\$2,683,525.38</u>	<u>\$6,980,649.00</u>	38.44	<u>\$2,520,224.76</u>	<u>\$6,670,253.19</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$184.52	\$0.00	0	\$59.71	\$301.85
Interest on Investments	\$84.25	\$0.00	0	\$84.24	\$749.99
	<u>\$268.77</u>	<u>\$0.00</u>	0	<u>\$143.95</u>	<u>\$1,051.84</u>
<b>Other Revenue</b>					
Gifts/Donations	\$16,647.35	\$30,950.00	53.79	\$16,048.22	\$54,682.42
Grants Revenue	\$157,755.19	\$948,005.71	16.64	\$350,717.65	\$1,340,579.98
Revenue-Contractual	\$0.00	\$0.00	0	\$7,989.00	\$74,981.02
Revenue-Misc/OtherSource	\$50.00	\$0.00	0	\$825.00	\$10,167.65
Sale of Equipment	\$0.00	\$0.00	0	\$0.00	\$900.00
Transfer In	\$0.00	\$15,000.00	0	\$0.00	\$121,245.43
	<u>\$174,452.54</u>	<u>\$993,955.71</u>	17.55	<u>\$375,579.87</u>	<u>\$1,602,556.50</u>
<b>Total Revenue Fund 06</b>	<b>\$2,858,246.69</b>	<b>\$7,974,604.71</b>	<b>35.84</b>	<b>\$2,895,948.58</b>	<b>\$8,273,861.53</b>
<b>Fund 07-Working Cash Fund</b>					
<b>Investment Revenue</b>					
Interest on Working Cash	\$21,018.12	\$15,000.00	140.12	\$5,711.60	\$31,241.45
	<u>\$21,018.12</u>	<u>\$15,000.00</u>	140.12	<u>\$5,711.60</u>	<u>\$31,241.45</u>
<b>Total Revenue Fund 07</b>	<b>\$21,018.12</b>	<b>\$15,000.00</b>	<b>140.12</b>	<b>\$5,711.60</b>	<b>\$31,241.45</b>
<b>Fund 10-Trust &amp; Agency Fund</b>					
<b>Student Organization Rev</b>					
Club Revenue	\$11,389.08	\$16,600.00	68.61	\$12,820.69	\$19,611.67
	<u>\$11,389.08</u>	<u>\$16,600.00</u>	68.61	<u>\$12,820.69</u>	<u>\$19,611.67</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$1,100.88	\$50.00	2201.7	\$107.59	\$0.00
	<u>\$1,100.88</u>	<u>\$50.00</u>	2201.7	<u>\$107.59</u>	<u>\$0.00</u>
<b>Other Revenue</b>					
Contributions	\$35,572.00	\$73,729.00	48.25	\$0.00	\$48,000.00
PIE-8th Grd Career Fair	\$100.00	\$0.00	0	\$0.00	\$0.00
PIE-College Fair Rev	\$6,136.85	\$3,000.00	204.56	\$3,575.00	\$2,365.64
PIE-Partners Salute	\$1,075.89	\$0.00	0	\$0.00	\$2,968.23
PIE-Youth Leadership	\$2,837.64	\$2,100.00	135.13	\$2,900.00	\$2,162.36

## Revenues by Fund

	Actual Revenue YTD 10/31/2017	Budget 1718	%	Actual Revenue YTD 10/31/2016	Prior Year Revenue 6/30/2017
<b>Fund 10-Trust &amp; Agency Fund</b>					
<b>Other Revenue</b>					
Transfer In	\$2,000.00	\$2,000.00	100	\$0.00	\$15,994.73
	<u>\$47,722.38</u>	<u>\$80,829.00</u>	59.04	<u>\$6,475.00</u>	<u>\$71,490.96</u>
<b>Total Revenue Fund 10</b>	<b>\$60,212.34</b>	<b>\$97,479.00</b>	<b>61.77</b>	<b>\$19,403.28</b>	<b>\$91,102.63</b>
<b>Fund 11-Audit Fund</b>					
<b>Local Government Sources</b>					
Current Taxes	\$59,557.98	\$64,098.00	92.92	\$81,778.52	\$85,621.62
Interest on Taxes	\$0.09	\$10.00	0.9	\$0.00	\$9.84
	<u>\$59,558.07</u>	<u>\$64,108.00</u>	92.9	<u>\$81,778.52</u>	<u>\$85,631.46</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$236.42	\$150.00	157.61	\$53.26	\$269.22
	<u>\$236.42</u>	<u>\$150.00</u>	157.61	<u>\$53.26</u>	<u>\$269.22</u>
<b>Total Revenue Fund 11</b>	<b>\$59,794.49</b>	<b>\$64,258.00</b>	<b>93.05</b>	<b>\$81,831.78</b>	<b>\$85,900.68</b>
<b>Fund 12-Liab,Protect,Settlement</b>					
<b>Local Government Sources</b>					
Current Taxes	\$1,473,450.14	\$1,581,345.00	93.18	\$1,584,367.80	\$1,656,757.32
Interest on Taxes	\$2.00	\$175.00	1.14	\$0.57	\$190.76
	<u>\$1,473,452.14</u>	<u>\$1,581,520.00</u>	93.17	<u>\$1,584,368.37</u>	<u>\$1,656,948.08</u>
<b>Student Tuition &amp; Fees</b>					
Insurance-StudentFees	\$6,696.00	\$13,500.00	49.6	\$7,664.00	\$13,404.00
	<u>\$6,696.00</u>	<u>\$13,500.00</u>	49.6	<u>\$7,664.00</u>	<u>\$13,404.00</u>
<b>Investment Revenue</b>					
Int on Cash/IL Funds Acc	\$5,072.51	\$3,150.00	161.03	\$1,430.31	\$8,005.44
Interest on Investments	\$24.38	\$50.00	48.76	\$24.38	\$100.00
	<u>\$5,096.89</u>	<u>\$3,200.00</u>	159.28	<u>\$1,454.69</u>	<u>\$8,105.44</u>
<b>Total Revenue Fund 12</b>	<b>\$1,485,245.03</b>	<b>\$1,598,220.00</b>	<b>92.93</b>	<b>\$1,593,487.06</b>	<b>\$1,678,457.52</b>
<b>Total Revenue</b>	<b>\$21,268,723.16</b>	<b>\$33,681,388.71</b>	<b>63.15</b>	<b>\$19,942,828.45</b>	<b>\$34,227,436.05</b>

## Expenses by Fund Summary

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 01-Education Fund</b>							
Salaries	\$9,338,978.00	\$2,569,911.30	\$0.00	\$2,569,911.30	27.52	\$10,172,406.72	28.96
Employee Benefits	\$2,115,458.00	\$604,444.87	\$0.00	\$604,444.87	28.57	\$2,101,603.97	27.9
Contractual Services	\$452,325.00	\$237,044.79	\$3,839.93	\$240,884.72	53.25	\$316,869.29	69.34
Materials & Supplies	\$585,777.00	\$218,888.89	\$71,964.64	\$290,853.53	49.65	\$539,504.76	50.68
Conference & Meeting Exp	\$89,441.00	\$39,638.19	\$10,770.16	\$50,408.35	56.36	\$85,479.28	49.03
Fixed Charges	\$86,030.00	\$30,400.83	\$8,276.04	\$38,676.87	44.96	\$67,069.08	26.2
Utilities	\$3,540.00	\$980.00	\$1,960.00	\$2,940.00	83.05	\$13,342.70	36.44
Capital Outlay	\$0.00	\$1,558.00	\$0.00	\$1,558.00	0	\$138,704.78	0
Financial Aid Expense	\$240,000.00	\$75,128.43	\$0.00	\$75,128.43	31.3	\$208,261.16	37.45
Chargeback Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	11.8
Tuition Adjustments	\$453,000.00	\$76,047.70	\$0.00	\$76,047.70	16.79	\$412,750.94	50.42
Other Expense	\$150,077.00	\$37,327.25	\$0.00	\$37,327.25	24.87	\$121,158.04	21.46
<b>Total Expense Fund 01</b>	<b>\$13,519,626.00</b>	<b>\$3,891,370.25</b>	<b>\$96,810.77</b>	<b>\$3,988,181.02</b>	<b>29.5</b>	<b>\$14,226,945.83</b>	<b>30.98</b>
<b>Fund 02-Operations &amp; Maintenance</b>							
Salaries	\$197,523.00	\$81,886.06	\$0.00	\$81,886.06	41.46	\$270,201.10	30.97
Employee Benefits	\$54,809.00	\$13,765.77	\$0.00	\$13,765.77	25.12	\$87,338.77	32.4
Contractual Services	\$619,558.00	\$158,750.56	\$340,547.96	\$499,298.52	80.59	\$541,649.37	32.54
Materials & Supplies	\$111,210.00	\$17,266.89	\$8,781.95	\$26,048.84	23.42	\$84,406.98	32.44
Conference & Meeting Exp	\$2,189.00	\$0.00	\$0.00	\$0.00	0	\$202.48	20.49
Fixed Charges	\$276,870.00	\$119,203.40	\$104,548.52	\$223,751.92	80.81	\$320,900.10	50.2
Utilities	\$471,518.00	\$126,537.79	\$15,222.14	\$141,759.93	30.06	\$494,335.30	27.61
Capital Outlay	\$363,382.00	\$0.00	\$0.00	\$0.00	0	\$2,075.00	100
<b>Total Expense Fund 02</b>	<b>\$2,097,059.00</b>	<b>\$517,410.47</b>	<b>\$469,100.57</b>	<b>\$986,511.04</b>	<b>47.04</b>	<b>\$1,801,109.10</b>	<b>34.16</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>							
Contractual Services	\$109,707.00	\$18,452.00	\$0.00	\$18,452.00	16.82	\$9,303.67	0
Materials & Supplies	\$0.00	\$1,542.05	\$0.00	\$1,542.05	0	\$0.00	0
Capital Outlay	\$3,529,015.00	\$1,144,545.54	\$903,786.32	\$2,048,331.86	58.04	\$772,195.48	0.08
<b>Total Expense Fund 03</b>	<b>\$3,638,722.00</b>	<b>\$1,164,539.59</b>	<b>\$903,786.32</b>	<b>\$2,068,325.91</b>	<b>56.84</b>	<b>\$781,499.15</b>	<b>0.08</b>
<b>Fund 04-Bond &amp; Interest Fund</b>							
Contractual Services	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Fixed Charges	\$3,333,926.00	\$2,587,517.50	\$0.00	\$2,587,517.50	77.61	\$3,285,856.11	27.74
Financial Aid Expense	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0	\$3,000.00	33.33
<b>Total Expense Fund 04</b>	<b>\$3,338,926.00</b>	<b>\$2,590,017.50</b>	<b>\$0.00</b>	<b>\$2,590,017.50</b>	<b>77.57</b>	<b>\$3,288,856.11</b>	<b>27.75</b>
<b>Fund 05-Auxiliary Enterprises</b>							
Salaries	\$585,392.00	\$176,763.38	\$0.00	\$176,763.38	30.2	\$636,931.85	34.95
Employee Benefits	\$134,883.00	\$36,395.61	\$0.00	\$36,395.61	26.98	\$136,794.22	32.63
Contractual Services	\$82,775.00	\$22,431.64	\$1,873.03	\$24,304.67	29.36	\$76,169.32	27.51
Materials & Supplies	\$250,862.00	\$83,842.56	\$50,419.33	\$134,261.89	53.52	\$182,614.60	28.72
Conference & Meeting Exp	\$2,460.00	\$1,695.81	\$309.00	\$2,004.81	81.5	\$2,294.06	31.81
Fixed Charges	\$29,450.00	\$10,105.44	\$11,545.32	\$21,650.76	73.52	\$71,192.58	33.41
Utilities	\$0.00	(\$32.62)	\$0.00	(\$32.62)	0	\$281.34	19.16
Capital Outlay	\$31,400.00	\$39,189.30	\$813.98	\$40,003.28	127.4	\$10,333.33	0
Financial Aid Expense	\$200.00	\$0.00	\$0.00	\$0.00	0	\$2,682.04	0
Other Expense	\$1,675.00	\$411.81	\$0.00	\$411.81	24.59	\$1,686.69	40.71
<b>Total Expense Fund 05</b>	<b>\$1,119,097.00</b>	<b>\$370,802.93</b>	<b>\$64,960.66</b>	<b>\$435,763.59</b>	<b>38.94</b>	<b>\$1,120,980.03</b>	<b>32.64</b>
<b>Fund 06-Restricted Purposes Fund</b>							
Salaries	\$502,750.51	\$177,030.57	\$0.00	\$177,030.57	35.21	\$723,687.22	33.36
Employee Benefits	\$114,991.63	\$54,128.00	\$0.00	\$54,128.00	47.07	\$207,027.51	30.11
Contractual Services	\$215,951.00	\$46,864.01	\$0.00	\$46,864.01	21.7	\$213,345.42	29.27
Materials & Supplies	\$64,372.00	\$14,668.46	\$6,677.83	\$21,346.29	33.16	\$130,558.78	34.51
Conference & Meeting Exp	\$20,880.67	\$23,731.48	\$850.50	\$24,581.98	117.73	\$40,182.89	44.44
Fixed Charges	\$43,015.85	\$16,692.87	\$0.00	\$16,692.87	38.81	\$66,321.40	27.72
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	33.33
Capital Outlay	\$86,276.00	\$5,606.60	\$0.00	\$5,606.60	6.5	\$79,697.33	14.01

## Expenses by Fund Summary

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 06-Restricted Purposes Fund</b>							
Financial Aid Expense	\$6,926,367.00	\$3,020,164.80	\$0.00	\$3,020,164.80	43.6	\$6,639,802.92	46.54
<b>Total Expense Fund 06</b>	<b>\$7,974,604.66</b>	<b>\$3,358,886.79</b>	<b>\$7,528.33</b>	<b>\$3,366,415.12</b>	<b>42.21</b>	<b>\$8,102,844.23</b>	<b>43.8</b>
<b>Fund 10-Trust &amp; Agency Fund</b>							
Employee Benefits	\$0.00	\$29.25	\$0.00	\$29.25	0	\$0.00	0
Contractual Services	\$52,325.00	\$8,797.87	\$2,428.92	\$11,226.79	21.46	\$24,213.60	40.93
Materials & Supplies	\$30,629.00	\$20,437.55	\$977.55	\$21,415.10	69.92	\$32,691.24	35.3
Conference & Meeting Exp	\$12,525.00	\$3,578.40	(\$2,756.97)	\$821.43	6.56	\$14,110.95	21.01
Fixed Charges	\$0.00	\$156.60	\$0.00	\$156.60	0	\$0.00	0
Other Expense	\$0.00	\$345.26	\$0.00	\$345.26	0	\$4,019.90	49.55
Transfers	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	100	\$3,311.00	0
<b>Total Expense Fund 10</b>	<b>\$97,479.00</b>	<b>\$35,344.93</b>	<b>\$649.50</b>	<b>\$35,994.43</b>	<b>36.93</b>	<b>\$78,346.69</b>	<b>33.71</b>
<b>Fund 11-Audit Fund</b>							
Salaries	\$10,844.00	\$1,999.04	\$0.00	\$1,999.04	18.43	\$13,352.95	33.13
Employee Benefits	\$3,356.00	\$696.98	\$0.00	\$696.98	20.77	\$3,314.74	30.87
Contractual Services	\$46,600.00	\$37,000.00	\$9,600.00	\$46,600.00	100	\$45,200.00	86.28
<b>Total Expense Fund 11</b>	<b>\$60,800.00</b>	<b>\$39,696.02</b>	<b>\$9,600.00</b>	<b>\$49,296.02</b>	<b>81.08</b>	<b>\$61,867.69</b>	<b>71.84</b>
<b>Fund 12-Liab,Protect,Settlement</b>							
Salaries	\$592,183.00	\$136,375.54	\$0.00	\$136,375.54	23.03	\$637,630.47	36.52
Employee Benefits	\$368,569.00	\$81,361.82	\$0.00	\$81,361.82	22.08	\$322,345.21	30.69
Contractual Services	\$270,230.00	\$67,917.29	\$186,444.93	\$254,362.22	94.13	\$297,456.51	19.05
Materials & Supplies	\$7,650.00	\$3,531.46	\$0.00	\$3,531.46	46.16	\$7,859.73	57.64
Conference & Meeting Exp	\$3,250.00	\$1,114.00	\$0.00	\$1,114.00	34.28	\$0.00	0
Fixed Charges	\$250,000.00	\$129,928.04	\$89,302.05	\$219,230.09	87.69	\$234,280.22	60.19
Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
<b>Total Expense Fund 12</b>	<b>\$1,496,882.00</b>	<b>\$420,228.15</b>	<b>\$275,746.98</b>	<b>\$695,975.13</b>	<b>46.49</b>	<b>\$1,499,572.14</b>	<b>35.61</b>
<b>Total Expenses</b>	<b>\$33,343,195.66</b>	<b>\$12,388,296.63</b>	<b>\$1,828,183.13</b>	<b>\$14,216,479.76</b>	<b>42.64</b>	<b>\$30,962,020.97</b>	<b>33.77</b>

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 01-Education Fund</b>							
<b>Salaries</b>							
Academic Support Salary	\$204,162.00	\$59,209.69	\$0.00	\$59,209.69	29	\$179,716.19	30.94
Academic Support-PT	\$87,268.00	\$42,916.66	\$0.00	\$42,916.66	49.18	\$157,286.22	44.76
Administrative Staff Sal	\$1,415,617.00	\$402,596.40	\$0.00	\$402,596.40	28.44	\$1,416,393.19	32.86
Car Allowance	\$9,000.00	\$2,769.28	\$0.00	\$2,769.28	30.77	\$8,250.00	27.27
Clinical Risk Stipends	\$32,500.00	\$10,500.25	\$0.00	\$10,500.25	32.31	\$34,060.15	32.41
F/T Classified Salary	\$605,222.00	\$163,521.43	\$0.00	\$163,521.43	27.02	\$859,083.01	35.28
F/T Faculty Salary	\$3,918,848.00	\$883,962.14	\$0.00	\$883,962.14	22.56	\$4,002,224.11	22.24
F/T Faculty-Summer Sal	\$317,907.00	\$273,105.25	\$0.00	\$273,105.25	85.91	\$285,571.91	99.47
Faculty Curriculum Dev	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,400.00	0
Faculty Tutors Salary	\$81,000.00	\$1,864.64	\$0.00	\$1,864.64	2.3	\$50,263.36	38.06
Independent Study Salary	\$9,070.00	\$3,550.00	\$0.00	\$3,550.00	39.14	\$34,485.00	23.35
Interpreter Salary	\$75,000.00	\$250.00	\$0.00	\$250.00	0.33	\$51,732.30	17.12
LabFacilitators	\$18,702.00	\$4,688.42	\$0.00	\$4,688.42	25.07	\$15,149.24	35.73
Overload Salary	\$472,735.00	\$115,656.62	\$0.00	\$115,656.62	24.47	\$485,525.86	25.78
Overtime Wages	\$2,600.00	\$1,749.43	\$0.00	\$1,749.43	67.29	\$2,551.27	35.86
P/T Classified Salary	\$65,000.00	\$17,209.21	\$0.00	\$17,209.21	26.48	\$43,589.63	34.98
P/T Faculty Salary	\$796,393.00	\$225,329.56	\$0.00	\$225,329.56	28.29	\$743,274.21	28.68
P/T Faculty-Summer Sal	\$59,185.00	\$50,813.70	\$0.00	\$50,813.70	85.86	\$42,911.67	100
Professional/Tech Salary	\$702,128.00	\$183,244.25	\$0.00	\$183,244.25	26.1	\$644,416.59	34.31
Professional/Tech-PT	\$59,900.00	\$16,821.91	\$0.00	\$16,821.91	28.08	\$51,402.78	41.32
Proficiency Exam Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$183.75	100
Severance Payments	\$0.00	\$0.00	\$0.00	\$0.00	0	\$240,605.90	0
Student Workers Salary	\$40,260.00	\$4,242.61	\$0.00	\$4,242.61	10.54	\$17,490.44	23.95
Subs Instructors Salary	\$4,250.00	\$3,954.78	\$0.00	\$3,954.78	93.05	\$7,939.68	29.23
Supervisory Staff Salary	\$339,231.00	\$95,980.33	\$0.00	\$95,980.33	28.29	\$511,864.40	34.07
Test Proctor Salary	\$23,000.00	\$5,974.74	\$0.00	\$5,974.74	25.98	\$12,175.60	14.39
Voluntary Separation Prg	\$0.00	\$0.00	\$0.00	\$0.00	0	\$271,860.26	0
	\$9,338,978.00	\$2,569,911.30	\$0.00	\$2,569,911.30	27.52	\$10,172,406.72	28.96
<b>Employee Benefits</b>							
EmployeeBenefitsTotal	\$13,465.00	\$2,089.30	\$0.00	\$2,089.30	15.52	\$31,302.01	0.52
FICA-Social Security	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Grants Share of SURS	\$0.00	\$14.76	\$0.00	\$14.76	0	\$0.00	0
Group Dental Ins	\$52,020.00	\$16,735.22	\$0.00	\$16,735.22	32.17	\$58,285.20	33.16
Group LTD Ins	\$17,828.00	\$5,534.02	\$0.00	\$5,534.02	31.04	\$18,386.97	33
Group Life Ins	\$29,100.00	\$9,031.30	\$0.00	\$9,031.30	31.04	\$30,014.83	33.01
Group Medical Ins	\$1,913,928.00	\$546,669.65	\$0.00	\$546,669.65	28.56	\$1,880,128.50	27.31
Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
SURS-RetireeHealthContri	\$39,117.00	\$12,579.62	\$0.00	\$12,579.62	32.16	\$43,653.96	33.29
Staff/Family Waivers	\$50,000.00	\$11,791.00	\$0.00	\$11,791.00	23.58	\$39,832.50	57.77
	\$2,115,458.00	\$604,444.87	\$0.00	\$604,444.87	28.57	\$2,101,603.97	27.9
<b>Contractual Services</b>							
Accreditation Fees	\$24,650.00	\$8,104.04	\$0.00	\$8,104.04	32.88	\$11,475.00	25.05
Admin Computer-Maint	\$224,070.00	\$210,271.23	\$0.00	\$210,271.23	93.84	\$212,179.02	90.24
Consultants/Workshops	\$16,900.00	\$0.00	\$0.00	\$0.00	0	\$6,370.00	0
Contractual-Other	\$47,235.00	\$9,169.42	\$3,839.93	\$13,009.35	27.54	\$25,277.30	36.05
Diversity Initiatives	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Employee Awards	\$0.00	\$0.00	\$0.00	\$0.00	0	\$60.00	100
Employee Recognition EAT	\$1,000.00	\$749.35	\$0.00	\$749.35	74.94	\$948.20	92.81
Equip Repair/Maint Agree	\$23,345.00	\$1,981.00	\$0.00	\$1,981.00	8.49	\$7,067.75	47.15
Faculty Development	\$1,200.00	\$1,220.50	\$0.00	\$1,220.50	101.71	\$0.00	0
Legal Services-Admin	\$100,000.00	\$0.00	\$0.00	\$0.00	0	\$45,723.77	14.48
Meals	\$1,000.00	\$175.00	\$0.00	\$175.00	17.5	\$0.00	0
Professional Fees	\$7,200.00	\$5,374.25	\$0.00	\$5,374.25	74.64	\$7,168.25	75
Student Awards	\$725.00	\$0.00	\$0.00	\$0.00	0	\$600.00	0

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 01-Education Fund</b>							
<b>Contractual Services</b>							
	\$452,325.00	\$237,044.79	\$3,839.93	\$240,884.72	53.25	\$316,869.29	69.34
<b>Materials &amp; Supplies</b>							
Advertising	\$66,700.00	\$6,572.30	\$20,409.00	\$26,981.30	40.45	\$82,504.46	28.51
Audio Visual Materials	\$6,000.00	\$70.49	\$0.00	\$70.49	1.17	\$4,403.10	21.06
Books-Library Collection	\$7,500.00	\$2,296.60	\$175.00	\$2,471.60	32.95	\$7,043.06	30.57
Catalog Printing	\$3,000.00	\$2,766.50	\$0.00	\$2,766.50	92.22	\$5,419.38	48.95
Computer Software	\$137,221.00	\$103,049.26	\$3,378.44	\$106,427.70	77.56	\$132,240.54	82.34
Credit Schedules	\$8,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Event Expense	\$175.00	\$175.00	\$0.00	\$175.00	100	\$100.00	0
Graphic Supplies	\$3,000.00	\$447.54	\$0.00	\$447.54	14.92	\$714.76	71.5
Instructional Supplies	\$106,496.00	\$16,839.64	\$14,872.14	\$31,711.78	29.78	\$87,792.11	24.73
Laundry/Linen Supplies	\$396.00	\$19.11	\$175.00	\$194.11	49.02	\$216.09	15.42
Materials	\$32,400.00	\$5,495.52	\$374.98	\$5,870.50	18.12	\$24,577.11	20.35
Office Supplies	\$17,256.00	\$7,748.85	\$0.00	\$7,748.85	44.91	\$18,269.39	33.7
Postage	\$18,670.00	\$3,743.23	\$0.00	\$3,743.23	20.05	\$17,995.18	26.25
Printing	\$23,021.00	\$1,537.55	\$11,679.65	\$13,217.20	57.41	\$21,986.31	37.84
Publications & Dues	\$128,375.00	\$67,440.75	\$20,900.43	\$88,341.18	68.81	\$121,073.29	73.53
Reference Materials	\$300.00	\$5.25	\$0.00	\$5.25	1.75	\$0.00	0
Specialities	\$1,250.00	\$681.30	\$0.00	\$681.30	54.5	\$167.20	0
Transcripts	\$25,000.00	\$0.00	\$0.00	\$0.00	0	\$14,550.00	0
WYSE Activities	\$1,017.00	\$0.00	\$0.00	\$0.00	0	\$452.78	0
	\$585,777.00	\$218,888.89	\$71,964.64	\$290,853.53	49.65	\$539,504.76	50.68
<b>Conference &amp; Meeting Exp</b>							
Board Meeting Meals	\$1,600.00	\$740.00	\$0.00	\$740.00	46.25	\$0.00	0
Meeting Expense	\$6,784.00	\$1,806.31	\$0.00	\$1,806.31	26.63	\$7,385.64	36.27
Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	0	\$35,923.01	100
Registration Fees	\$20,399.00	\$12,871.08	\$2,059.00	\$14,930.08	73.19	\$13,303.96	6.79
Travel-In State	\$14,148.00	\$7,840.48	\$1,672.54	\$9,513.02	67.24	\$11,067.70	8.78
Travel-In State Mileage	\$10,980.00	\$1,587.01	\$0.00	\$1,587.01	14.45	\$5,162.14	16.79
Travel-In State-Other	\$0.00	\$91.44	\$0.00	\$91.44	0	\$0.00	0
Travel-Out of State	\$35,530.00	\$14,701.87	\$7,038.62	\$21,740.49	61.19	\$12,636.83	4.5
	\$89,441.00	\$39,638.19	\$10,770.16	\$50,408.35	56.36	\$85,479.28	49.03
<b>Fixed Charges</b>							
Collection Co Charges	\$100.00	\$0.00	\$0.00	\$0.00	0	\$16.66	0
Credit Card Fees	\$23,000.00	\$11,203.77	\$0.00	\$11,203.77	48.71	\$26,042.42	38.87
Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	0	\$14,670.38	49.35
Graduation Expense	\$19,000.00	\$0.00	\$0.00	\$0.00	0	\$19,373.80	1.1
Install Pymt Lease/Purch	\$39,600.00	\$19,197.06	\$8,276.04	\$27,473.10	69.38	\$6,595.70	0
Interest Expense	\$4,330.00	\$0.00	\$0.00	\$0.00	0	\$370.12	0
	\$86,030.00	\$30,400.83	\$8,276.04	\$38,676.87	44.96	\$67,069.08	26.2
<b>Utilities</b>							
Internet	\$0.00	\$0.00	\$0.00	\$0.00	0	\$13,342.70	36.44
Telephone	\$3,540.00	\$980.00	\$1,960.00	\$2,940.00	83.05	\$0.00	0
	\$3,540.00	\$980.00	\$1,960.00	\$2,940.00	83.05	\$13,342.70	36.44
<b>Capital Outlay</b>							
Equipment-Office	\$0.00	\$1,558.00	\$0.00	\$1,558.00	0	\$138,704.78	0
	\$0.00	\$1,558.00	\$0.00	\$1,558.00	0	\$138,704.78	0
<b>Financial Aid Expense</b>							
Financial Aid	\$240,000.00	\$75,128.43	\$0.00	\$75,128.43	31.3	\$208,261.16	37.45
	\$240,000.00	\$75,128.43	\$0.00	\$75,128.43	31.3	\$208,261.16	37.45

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 01-Education Fund</b>							
<b>Chargeback Expense</b>							
Chargeback Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	11.8
	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$49,795.11</u>	11.8
<b>Tuition Adjustments</b>							
Illinois Veterans Grants	\$68,000.00	\$728.00	\$0.00	\$728.00	1.07	\$61,872.00	9.44
Tuition Waiver	\$350,000.00	\$59,713.70	\$0.00	\$59,713.70	17.06	\$316,422.94	57.42
Unfunded ING/MIA/POW	\$35,000.00	\$15,606.00	\$0.00	\$15,606.00	44.59	\$34,456.00	59.77
	<u>\$453,000.00</u>	<u>\$76,047.70</u>	<u>\$0.00</u>	<u>\$76,047.70</u>	16.79	<u>\$412,750.94</u>	50.42
<b>Other Expense</b>							
Bank Service Charges	\$6,720.00	\$1,755.24	\$0.00	\$1,755.24	26.12	\$6,872.78	36.25
Contributions	\$142,857.00	\$35,572.00	\$0.00	\$35,572.00	24.9	\$108,737.61	21.34
Expense-Other	\$500.00	\$0.01	\$0.00	\$0.01	0	\$5,547.65	5.64
	<u>\$150,077.00</u>	<u>\$37,327.25</u>	<u>\$0.00</u>	<u>\$37,327.25</u>	24.87	<u>\$121,158.04</u>	21.46
<b>Total Expense Fund 01</b>	<b>\$13,519,626.00</b>	<b>\$3,891,370.25</b>	<b>\$96,810.77</b>	<b>\$3,988,181.02</b>	<b>29.5</b>	<b>\$14,226,945.8</b>	<b>30.98</b>
<b>Fund 02-Operations &amp; Maintenance</b>							
<b>Salaries</b>							
Administrative Staff Sal	\$27,400.00	\$6,092.32	\$0.00	\$6,092.32	22.23	\$30,335.10	32.58
Custodial, Maint Stf Sal	\$76,807.00	\$47,473.98	\$0.00	\$47,473.98	61.81	\$121,723.69	29.64
Custodial, Maint-PT	\$38,160.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Custodial, Maint-Temp	\$2,500.00	\$1,843.65	\$0.00	\$1,843.65	73.75	\$0.00	0
F/T Classified Salary	\$1,182.00	\$967.89	\$0.00	\$967.89	81.89	\$23,413.22	37.3
Overtime Wages	\$3,000.00	\$1,294.23	\$0.00	\$1,294.23	43.14	\$1,877.24	86.13
Professional/Tech Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$11,826.82	28.56
Student Workers Salary	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Supervisory Staff Salary	\$43,474.00	\$24,213.99	\$0.00	\$24,213.99	55.7	\$81,025.03	29.61
	<u>\$197,523.00</u>	<u>\$81,886.06</u>	<u>\$0.00</u>	<u>\$81,886.06</u>	41.46	<u>\$270,201.10</u>	30.97
<b>Employee Benefits</b>							
FICA-Social Security	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Group Dental Ins	\$1,309.00	\$432.98	\$0.00	\$432.98	33.08	\$2,613.21	35.03
Group LTD Ins	\$414.00	\$113.17	\$0.00	\$113.17	27.34	\$689.19	33.68
Group Life Ins	\$675.00	\$184.63	\$0.00	\$184.63	27.35	\$1,124.96	33.68
Group Medical Ins	\$51,567.00	\$11,616.72	\$0.00	\$11,616.72	22.53	\$79,458.49	31.81
Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
SURS-RetireeHealthContri	\$844.00	\$386.27	\$0.00	\$386.27	45.77	\$1,388.92	33.72
Staff/Family Waivers	\$0.00	\$1,032.00	\$0.00	\$1,032.00	0	\$2,064.00	50
	<u>\$54,809.00</u>	<u>\$13,765.77</u>	<u>\$0.00</u>	<u>\$13,765.77</u>	25.12	<u>\$87,338.77</u>	32.4
<b>Contractual Services</b>							
Building Repair/Maint	\$25,283.00	\$2,359.88	\$0.00	\$2,359.88	9.33	\$16,697.61	0
Contractual-Other	\$80,500.00	\$15,138.06	\$1,384.00	\$16,522.06	20.52	\$14,988.41	25.99
Custodial Services	\$370,010.00	\$92,791.50	\$302,886.90	\$395,678.40	106.94	\$400,607.25	33.5
Equip Repair/Maint Agree	\$97,865.00	\$40,650.99	\$18,076.40	\$58,727.39	60.01	\$82,058.55	37.56
Grounds Maintenance	\$4,400.00	\$1,773.25	\$2,897.50	\$4,670.75	106.15	\$4,922.38	25.98
Pest Control	\$13,300.00	\$2,550.00	\$8,007.00	\$10,557.00	79.38	\$13,362.64	26.8
Security	\$9,500.00	\$2,203.84	\$7,296.16	\$9,500.00	100	\$9,012.53	27.16
Telephone Maint Agree	\$18,700.00	\$1,283.04	\$0.00	\$1,283.04	6.86	\$0.00	0
	<u>\$619,558.00</u>	<u>\$158,750.56</u>	<u>\$340,547.96</u>	<u>\$499,298.52</u>	80.59	<u>\$541,649.37</u>	32.54
<b>Materials &amp; Supplies</b>							
Advertising	\$300.00	\$172.06	\$0.00	\$172.06	57.35	\$403.40	11.58
Computer Software	\$10,100.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Maintenance Supplies	\$73,000.00	\$13,109.95	\$5,510.01	\$18,619.96	25.51	\$56,872.05	23.58
Materials	\$250.00	\$0.00	\$0.00	\$0.00	0	\$1,183.91	1.9
Office Supplies	\$1,500.00	\$210.98	\$0.00	\$210.98	14.07	\$1,091.78	24.21

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 02-Operations &amp; Maintenance</b>							
<b>Materials &amp; Supplies</b>							
Postage	\$0.00	\$0.00	\$0.00	\$0.00	0	\$9.63	0
Printing	\$725.00	\$9.26	\$0.00	\$9.26	1.28	\$454.53	44.25
Publications & Dues	\$935.00	\$0.00	\$0.00	\$0.00	0	\$549.00	10.93
Uniforms	\$3,000.00	\$860.50	\$1,889.00	\$2,749.50	91.65	\$3,608.55	33.06
Vehicle Expense	\$11,900.00	\$2,904.14	\$1,382.94	\$4,287.08	36.03	\$11,218.96	28.22
Wind Turbine Maintenance	\$9,500.00	\$0.00	\$0.00	\$0.00	0	\$9,015.17	100
	<u>\$111,210.00</u>	<u>\$17,266.89</u>	<u>\$8,781.95</u>	<u>\$26,048.84</u>	23.42	<u>\$84,406.98</u>	32.44
<b>Conference &amp; Meeting Exp</b>							
Meeting Expense	\$200.00	\$0.00	\$0.00	\$0.00	0	\$24.43	100
Registration Fees	\$575.00	\$0.00	\$0.00	\$0.00	0	\$150.00	0
Travel-In State	\$214.00	\$0.00	\$0.00	\$0.00	0	\$28.05	60.78
Travel-Out of State	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$2,189.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$202.48</u>	20.49
<b>Fixed Charges</b>							
Equipment Rental	\$280.00	\$0.00	\$0.00	\$0.00	0	\$278.85	100
Facility Rental	\$133,680.00	\$44,557.88	\$89,115.76	\$133,673.64	100	\$133,099.68	33.05
Install Pymt Lease/Purch	\$116,485.00	\$55,758.33	\$15,432.76	\$71,191.09	61.12	\$158,683.23	61.37
Interest Expense	\$3,675.00	\$2,093.58	\$0.00	\$2,093.58	56.97	\$6,086.01	51.02
Property Taxes	\$22,750.00	\$16,793.61	\$0.00	\$16,793.61	73.82	\$22,752.33	71.76
	<u>\$276,870.00</u>	<u>\$119,203.40</u>	<u>\$104,548.52</u>	<u>\$223,751.92</u>	80.81	<u>\$320,900.10</u>	50.2
<b>Utilities</b>							
Electricity and Nat Gas	\$357,590.00	\$93,721.64	\$0.00	\$93,721.64	26.21	\$398,300.12	27.07
Internet	\$20,078.00	\$1,701.00	\$8,163.00	\$9,864.00	49.13	\$2,871.28	0
Propane	\$500.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Refuse Disposal	\$20,300.00	\$7,702.60	\$5,563.51	\$13,266.11	65.35	\$17,006.90	27.2
Telephone	\$37,850.00	\$11,896.45	\$1,295.95	\$13,192.40	34.85	\$38,436.09	32.5
Water, Sewage	\$35,200.00	\$11,516.10	\$199.68	\$11,715.78	33.28	\$37,720.91	30.58
	<u>\$471,518.00</u>	<u>\$126,537.79</u>	<u>\$15,222.14</u>	<u>\$141,759.93</u>	30.06	<u>\$494,335.30</u>	27.61
<b>Capital Outlay</b>							
Equipment-Instructional	\$363,382.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Equipment-Service	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,075.00	100
	<u>\$363,382.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$2,075.00</u>	100
<b>Total Expense Fund 02</b>	<b>\$2,097,059.00</b>	<b>\$517,410.47</b>	<b>\$469,100.57</b>	<b>\$986,511.04</b>	<b>47.04</b>	<b>\$1,801,109.10</b>	<b>34.16</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>							
<b>Contractual Services</b>							
Building Repair/Maint	\$109,707.00	\$18,452.00	\$0.00	\$18,452.00	16.82	\$9,303.67	0
	<u>\$109,707.00</u>	<u>\$18,452.00</u>	<u>\$0.00</u>	<u>\$18,452.00</u>	16.82	<u>\$9,303.67</u>	0
<b>Materials &amp; Supplies</b>							
Materials	\$0.00	\$1,542.05	\$0.00	\$1,542.05	0	\$0.00	0
	<u>\$0.00</u>	<u>\$1,542.05</u>	<u>\$0.00</u>	<u>\$1,542.05</u>	0	<u>\$0.00</u>	0
<b>Capital Outlay</b>							
Building Improvements	\$2,515,632.00	\$859,330.47	\$26,390.87	\$885,721.34	35.21	\$727,006.98	0
Equipment-Instructional	\$0.00	\$19,548.00	\$187,657.63	\$207,205.63	0	\$0.00	0
Equipment-Office	\$363,383.00	\$31,832.33	\$450,569.46	\$482,401.79	132.75	\$1,743.13	0
Equipment-Service	\$650,000.00	\$233,834.74	\$239,168.36	\$473,003.10	72.77	\$43,445.37	1.47
	<u>\$3,529,015.00</u>	<u>\$1,144,545.54</u>	<u>\$903,786.32</u>	<u>\$2,048,331.86</u>	58.04	<u>\$772,195.48</u>	0.08
<b>Total Expense Fund 03</b>	<b>\$3,638,722.00</b>	<b>\$1,164,539.59</b>	<b>\$903,786.32</b>	<b>\$2,068,325.91</b>	<b>56.84</b>	<b>\$781,499.15</b>	<b>0.08</b>
<b>Fund 04-Bond &amp; Interest Fund</b>							

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 04-Bond &amp; Interest Fund</b>							
<b>Contractual Services</b>							
Contractual-Other	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	0
<b>Fixed Charges</b>							
Defeasance Bonds Payable	\$2,590,000.00	\$2,205,385.00	\$0.00	\$2,205,385.00	85.15	\$2,450,000.00	24.69
Interest Expense	\$743,926.00	\$382,132.50	\$0.00	\$382,132.50	51.37	\$835,856.11	36.68
	<u>\$3,333,926.00</u>	<u>\$2,587,517.50</u>	<u>\$0.00</u>	<u>\$2,587,517.50</u>	77.61	<u>\$3,285,856.11</u>	27.74
<b>Financial Aid Expense</b>							
Financial Aid	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0	\$3,000.00	33.33
	<u>\$0.00</u>	<u>\$2,500.00</u>	<u>\$0.00</u>	<u>\$2,500.00</u>	0	<u>\$3,000.00</u>	33.33
<b>Total Expense Fund 04</b>	<b>\$3,338,926.00</b>	<b>\$2,590,017.50</b>	<b>\$0.00</b>	<b>\$2,590,017.50</b>	<b>77.57</b>	<b>\$3,288,856.11</b>	<b>27.75</b>
<b>Fund 05-Auxiliary Enterprises</b>							
<b>Salaries</b>							
Academic Support-PT	\$0.00	\$1,575.00	\$0.00	\$1,575.00	0	\$2,550.00	58.82
Administrative Staff Sal	\$89,737.00	\$23,263.77	\$0.00	\$23,263.77	25.92	\$118,609.99	33.5
Classified-Temporary	\$0.00	\$951.20	\$0.00	\$951.20	0	\$1,629.38	71.65
F/T Classified Salary	\$97,885.00	\$21,490.18	\$0.00	\$21,490.18	21.95	\$102,264.19	33.18
LabFacilitators	\$16,500.00	\$7,184.08	\$0.00	\$7,184.08	43.54	\$16,621.54	34.91
Overtime Wages	\$0.00	\$260.04	\$0.00	\$260.04	0	\$2,170.44	9.21
P/T Classified Salary	\$40,568.00	\$10,619.01	\$0.00	\$10,619.01	26.18	\$302.38	0
P/T Faculty Salary	\$88,400.00	\$22,537.81	\$0.00	\$22,537.81	25.5	\$83,063.75	26.23
P/T Faculty-Summer Sal	\$7,250.00	\$18,691.00	\$0.00	\$18,691.00	257.81	\$35,883.50	75.95
Professional/Tech Salary	\$135,102.00	\$39,500.31	\$0.00	\$39,500.31	29.24	\$118,984.43	33.99
Professional/Tech-PT	\$0.00	\$0.00	\$0.00	\$0.00	0	\$73,009.27	31.8
Professional/Tech-Temp	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,738.65	0
Student Workers Salary	\$51,450.00	\$9,394.75	\$0.00	\$9,394.75	18.26	\$37,619.27	34.95
Subs Instructors Salary	\$0.00	\$165.00	\$0.00	\$165.00	0	\$593.50	19.12
Supervisory Staff Salary	\$58,500.00	\$21,131.23	\$0.00	\$21,131.23	36.12	\$40,891.56	35.03
	<u>\$585,392.00</u>	<u>\$176,763.38</u>	<u>\$0.00</u>	<u>\$176,763.38</u>	30.2	<u>\$636,931.85</u>	34.95
<b>Employee Benefits</b>							
FICA-Social Security	\$2,995.00	\$571.77	\$0.00	\$571.77	19.09	\$887.67	54.57
Grants Share of SURS	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Group Dental Ins	\$3,515.00	\$982.69	\$0.00	\$982.69	27.96	\$3,572.33	34.3
Group LTD Ins	\$957.00	\$269.46	\$0.00	\$269.46	28.16	\$1,017.22	33.97
Group Life Ins	\$1,559.00	\$440.40	\$0.00	\$440.40	28.25	\$1,680.50	34.35
Group Medical Ins	\$123,366.00	\$32,148.06	\$0.00	\$32,148.06	26.06	\$121,192.07	31.31
Medicare	\$515.00	\$506.15	\$0.00	\$506.15	98.28	\$423.52	55.75
SURS-RetireeHealthContri	\$1,976.00	\$546.08	\$0.00	\$546.08	27.64	\$2,065.91	32.71
Staff/Family Waivers	\$0.00	\$931.00	\$0.00	\$931.00	0	\$5,955.00	52.8
	<u>\$134,883.00</u>	<u>\$36,395.61</u>	<u>\$0.00</u>	<u>\$36,395.61</u>	26.98	<u>\$136,794.22</u>	32.63
<b>Contractual Services</b>							
Contractual-Other	\$55,900.00	\$12,896.21	\$1,753.03	\$14,649.24	26.21	\$46,318.61	25.12
Custodial Services	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	Cannot
Equip Repair/Maint Agree	\$2,150.00	\$4,654.31	\$120.00	\$4,774.31	222.06	\$2,501.06	36.05
Meals	\$7,200.00	\$4,738.25	\$0.00	\$4,738.25	65.81	\$20,681.78	33.78
Royalties	\$0.00	\$0.00	\$0.00	\$0.00	0	\$468.00	0
Snacks and Milk	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,146.50	39.02
Student Development	\$17,525.00	\$142.87	\$0.00	\$142.87	0.82	\$3,053.37	0
	<u>\$82,775.00</u>	<u>\$22,431.64</u>	<u>\$1,873.03</u>	<u>\$24,304.67</u>	29.36	<u>\$76,169.32</u>	27.51
<b>Materials &amp; Supplies</b>							
Advertising	\$13,415.00	\$3,960.26	\$0.00	\$3,960.26	29.52	\$13,043.61	31.44
Computer Software	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 05-Auxiliary Enterprises</b>							
<b>Materials &amp; Supplies</b>							
Food Supply Costs	\$68,673.00	\$49,836.27	\$16,716.46	\$66,552.73	96.91	\$0.00	0
Frequent Purchase Discnt	\$1,000.00	\$351.43	\$0.00	\$351.43	35.14	\$737.57	27.26
Instructional Supplies	\$66,115.00	\$3,096.87	\$23,975.91	\$27,072.78	40.95	\$77,767.54	28.98
Maintenance Supplies	\$0.00	\$185.07	\$0.00	\$185.07	0	\$0.00	0
Materials	\$62,300.00	\$13,962.42	\$9,726.96	\$23,689.38	38.02	\$48,519.90	28.53
Non Consumable Supplies	\$2,500.00	\$599.21	\$0.00	\$599.21	23.97	\$59.96	0
Office Supplies	\$2,710.00	\$480.79	\$0.00	\$480.79	17.74	\$2,599.86	33.51
Postage	\$13,550.00	\$5,636.35	\$0.00	\$5,636.35	41.6	\$18,173.04	31.03
Printing	\$3,524.00	\$560.25	\$0.00	\$560.25	15.9	\$3,182.33	34.17
Publications & Dues	\$5,625.00	\$184.50	\$0.00	\$184.50	3.28	\$6,663.79	15.59
Repair Materials & Suppl	\$1,000.00	\$3.16	\$0.00	\$3.16	0.32	\$4,044.92	0
Vehicle Expense	\$9,450.00	\$4,985.98	\$0.00	\$4,985.98	52.76	\$7,822.08	40.04
	<u>\$250,862.00</u>	<u>\$83,842.56</u>	<u>\$50,419.33</u>	<u>\$134,261.89</u>	<u>53.52</u>	<u>\$182,614.60</u>	<u>28.72</u>
<b>Conference &amp; Meeting Exp</b>							
Meeting Expense	\$0.00	\$121.71	\$0.00	\$121.71	0	\$211.97	0
Registration Fees	\$760.00	\$300.00	\$0.00	\$300.00	39.47	\$535.30	34.62
Travel-In State	\$1,450.00	\$1,227.55	\$309.00	\$1,536.55	105.97	\$1,476.16	36.88
Travel-In State Mileage	\$250.00	\$46.55	\$0.00	\$46.55	18.62	\$70.63	0
	<u>\$2,460.00</u>	<u>\$1,695.81</u>	<u>\$309.00</u>	<u>\$2,004.81</u>	<u>81.5</u>	<u>\$2,294.06</u>	<u>31.81</u>
<b>Fixed Charges</b>							
Credit Card Fees	\$7,850.00	\$2,855.44	\$0.00	\$2,855.44	36.38	\$9,661.51	29.18
Equipment Rental	\$21,600.00	\$7,250.00	\$11,545.32	\$18,795.32	87.02	\$60,083.62	34.9
Install Pymt Lease/Purch	\$0.00	\$0.00	\$0.00	\$0.00	0	\$1,447.45	0
	<u>\$29,450.00</u>	<u>\$10,105.44</u>	<u>\$11,545.32</u>	<u>\$21,650.76</u>	<u>73.52</u>	<u>\$71,192.58</u>	<u>33.41</u>
<b>Utilities</b>							
Oil	\$0.00	(\$32.62)	\$0.00	(\$32.62)	0	\$0.00	0
Refuse Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0	\$281.34	19.16
	<u>\$0.00</u>	<u>(\$32.62)</u>	<u>\$0.00</u>	<u>(\$32.62)</u>	<u>0</u>	<u>\$281.34</u>	<u>19.16</u>
<b>Capital Outlay</b>							
Depreciation-BuildImprov	\$0.00	\$0.00	\$0.00	\$0.00	0	\$10,333.33	0
Equipment-Instructional	\$8,400.00	\$5,000.00	\$0.00	\$5,000.00	59.52	\$0.00	0
Equipment-Service	\$23,000.00	\$34,189.30	\$813.98	\$35,003.28	152.19	\$0.00	0
	<u>\$31,400.00</u>	<u>\$39,189.30</u>	<u>\$813.98</u>	<u>\$40,003.28</u>	<u>127.4</u>	<u>\$10,333.33</u>	<u>0</u>
<b>Financial Aid Expense</b>							
Financial Aid	\$200.00	\$0.00	\$0.00	\$0.00	0	\$2,682.04	0
	<u>\$200.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0</u>	<u>\$2,682.04</u>	<u>0</u>
<b>Other Expense</b>							
Donations/Gifts	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$1,077.00	7.15
Expense-Other	\$425.00	\$0.00	\$0.00	\$0.00	0	\$595.69	100
Sales Tax	\$50.00	\$411.81	\$0.00	\$411.81	823.62	\$14.00	100
	<u>\$1,675.00</u>	<u>\$411.81</u>	<u>\$0.00</u>	<u>\$411.81</u>	<u>24.59</u>	<u>\$1,686.69</u>	<u>40.71</u>
<b>Total Expense Fund 05</b>	<b>\$1,119,097.00</b>	<b>\$370,802.93</b>	<b>\$64,960.66</b>	<b>\$435,763.59</b>	<b>38.94</b>	<b>\$1,120,980.03</b>	<b>32.64</b>
<b>Fund 06-Restricted Purposes Fund</b>							
<b>Salaries</b>							
Administrative Staff Sal	\$7,017.00	\$1,776.93	\$0.00	\$1,776.93	25.32	\$91,854.28	34.62
F/T Classified Salary	\$128,011.16	\$38,251.20	\$0.00	\$38,251.20	29.88	\$113,753.34	26.15
F/T Faculty Salary	\$15,460.00	\$6,594.59	\$0.00	\$6,594.59	42.66	\$49,167.60	33.33
F/T Faculty-Summer Sal	\$8,212.79	\$0.00	\$0.00	\$0.00	0	\$0.00	0
FWSP Workers Salary	\$54,282.00	\$18,443.03	\$0.00	\$18,443.03	33.98	\$42,684.33	31.75
Faculty Tutors Salary	\$14,250.00	\$10,654.02	\$0.00	\$10,654.02	74.77	\$1,545.92	53.43

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 06-Restricted Purposes Fund</b>							
<b>Salaries</b>							
Interpreter Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
P/T Classified Salary	\$20,000.00	\$9,279.43	\$0.00	\$9,279.43	46.4	\$59,160.38	34.82
P/T Faculty Salary	\$80,733.00	\$35,254.17	\$0.00	\$35,254.17	43.67	\$99,750.11	35.84
Professional/Tech Salary	\$125,680.28	\$37,011.71	\$0.00	\$37,011.71	29.45	\$154,806.48	33.33
Professional/Tech-PT	\$0.00	\$0.00	\$0.00	\$0.00	0	\$8,127.00	77.26
Stipend	\$1,500.00	\$0.00	\$0.00	\$0.00	0	\$2,750.00	100
Student Tutors Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Student Workers Salary	\$3,630.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Subs Instructors Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$440.31	0
Supervisory Staff Salary	\$43,974.28	\$19,765.49	\$0.00	\$19,765.49	44.95	\$99,647.47	32.26
	<u>\$502,750.51</u>	<u>\$177,030.57</u>	<u>\$0.00</u>	<u>\$177,030.57</u>	<u>35.21</u>	<u>\$723,687.22</u>	<u>33.36</u>
<b>Employee Benefits</b>							
FICA-Social Security	\$4,111.00	\$990.81	\$0.00	\$990.81	24.1	\$3,856.10	41.83
Grants Share of SURS	\$32,243.92	\$10,568.41	\$0.00	\$10,568.41	32.78	\$44,416.97	33.25
Group Dental Ins	\$2,648.44	\$1,206.53	\$0.00	\$1,206.53	45.56	\$4,575.18	31.01
Group LTD Ins	\$939.18	\$309.29	\$0.00	\$309.29	32.93	\$1,220.79	31.97
Group Life Ins	\$1,371.84	\$497.44	\$0.00	\$497.44	36.26	\$1,992.60	31.95
Group Medical Ins	\$64,344.16	\$37,046.15	\$0.00	\$37,046.15	57.57	\$133,729.38	28.2
Medicare	\$4,721.32	\$2,181.46	\$0.00	\$2,181.46	46.2	\$9,316.16	33.48
SURS-RetireeHealthContri	\$1,248.49	\$579.00	\$0.00	\$579.00	46.38	\$2,528.05	31.96
Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0	\$900.00	50
Workers Compensation	\$3,363.28	\$748.91	\$0.00	\$748.91	22.27	\$4,492.28	31.53
	<u>\$114,991.63</u>	<u>\$54,128.00</u>	<u>\$0.00</u>	<u>\$54,128.00</u>	<u>47.07</u>	<u>\$207,027.51</u>	<u>30.11</u>
<b>Contractual Services</b>							
Accreditation Fees	\$9,335.00	\$8,818.00	\$0.00	\$8,818.00	94.46	\$0.00	0
Audit Services	\$0.00	\$0.00	\$0.00	\$0.00	0	\$6,850.00	50.36
Contractual-Other	\$54,826.00	\$14,031.28	\$0.00	\$14,031.28	25.59	\$90,326.14	21.83
Contractual-RCC	\$0.00	\$0.00	\$0.00	\$0.00	0	\$500.00	0
Equip Repair/Maint Agree	\$391.00	\$0.00	\$0.00	\$0.00	0	\$109.00	0
Meals	\$800.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Participant Supplies	\$11,199.00	\$0.00	\$0.00	\$0.00	0	\$7,030.26	9.65
Staff Development	\$500.00	\$824.73	\$0.00	\$824.73	164.95	\$493.82	100
Stipends	\$135,000.00	\$22,572.50	\$0.00	\$22,572.50	16.72	\$105,826.20	35.24
Testing	\$3,900.00	\$617.50	\$0.00	\$617.50	15.83	\$2,210.00	36.43
	<u>\$215,951.00</u>	<u>\$46,864.01</u>	<u>\$0.00</u>	<u>\$46,864.01</u>	<u>21.7</u>	<u>\$213,345.42</u>	<u>29.27</u>
<b>Materials &amp; Supplies</b>							
Advertising	\$500.00	\$0.00	\$0.00	\$0.00	0	\$18,752.60	0
Books-Library Collection	\$0.00	\$0.00	\$0.00	\$0.00	0	\$8,295.00	100
Computer Software	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,833.33	68.97
Instructional Supplies	\$47,378.00	\$10,089.17	\$6,677.83	\$16,767.00	35.39	\$60,337.78	10.85
Materials	\$9,222.00	\$2,714.31	\$0.00	\$2,714.31	29.43	\$25,548.98	79.77
Office Supplies	\$1,080.00	\$125.42	\$0.00	\$125.42	11.61	\$1,438.50	69.48
Postage	\$300.00	\$5.98	\$0.00	\$5.98	1.99	\$391.74	7.62
Printing	\$4,092.00	\$233.58	\$0.00	\$233.58	5.71	\$4,110.85	39.71
Publications & Dues	\$1,800.00	\$1,500.00	\$0.00	\$1,500.00	83.33	\$6,850.00	55.99
	<u>\$64,372.00</u>	<u>\$14,668.46</u>	<u>\$6,677.83</u>	<u>\$21,346.29</u>	<u>33.16</u>	<u>\$130,558.78</u>	<u>34.51</u>
<b>Conference &amp; Meeting Exp</b>							
Meeting Expense	\$4,111.67	\$17,891.62	\$0.00	\$17,891.62	435.14	\$9,929.00	60.36
Registration Fees	\$2,400.00	\$1,575.00	\$510.00	\$2,085.00	86.88	\$7,507.00	17.98
Travel-In State	\$2,227.00	\$414.03	\$340.50	\$754.53	33.88	\$15,812.81	14.82
Travel-In State Mileage	\$250.00	\$136.96	\$0.00	\$136.96	54.78	\$0.00	0
Travel-Out of State	\$11,892.00	\$3,713.87	\$0.00	\$3,713.87	31.23	\$6,934.08	117.85

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 06-Restricted Purposes Fund</b>							
<b>Conference &amp; Meeting Exp</b>							
	\$20,880.67	\$23,731.48	\$850.50	\$24,581.98	117.73	\$40,182.89	44.44
<b>Fixed Charges</b>							
Accounting Services	\$300.00	\$0.00	\$0.00	\$0.00	0	\$3,500.00	14.29
Equipment Rental	\$4,000.00	\$1,859.00	\$0.00	\$1,859.00	46.48	\$5,164.34	34.36
Facility Rental	\$19,907.00	\$6,132.00	\$0.00	\$6,132.00	30.8	\$23,169.00	35
Indirect Expense	\$18,808.85	\$8,701.87	\$0.00	\$8,701.87	46.26	\$34,488.06	23.21
	\$43,015.85	\$16,692.87	\$0.00	\$16,692.87	38.81	\$66,321.40	27.72
<b>Utilities</b>							
Telephone	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	33.33
	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	33.33
<b>Capital Outlay</b>							
Equipment-Instructional	\$86,276.00	\$4,927.60	\$0.00	\$4,927.60	5.71	\$75,512.57	12.09
Equipment-Office	\$0.00	\$679.00	\$0.00	\$679.00	0	\$4,184.76	48.58
	\$86,276.00	\$5,606.60	\$0.00	\$5,606.60	6.5	\$79,697.33	14.01
<b>Financial Aid Expense</b>							
Financial Aid	\$6,926,367.00	\$3,020,164.80	\$0.00	\$3,020,164.80	43.6	\$6,639,802.92	46.54
	\$6,926,367.00	\$3,020,164.80	\$0.00	\$3,020,164.80	43.6	\$6,639,802.92	46.54
<b>Total Expense Fund 06</b>	<b>\$7,974,604.66</b>	<b>\$3,358,886.79</b>	<b>\$7,528.33</b>	<b>\$3,366,415.12</b>	<b>42.21</b>	<b>\$8,102,844.23</b>	<b>43.8</b>
<b>Fund 10-Trust &amp; Agency Fund</b>							
<b>Employee Benefits</b>							
Medicare	\$0.00	\$21.75	\$0.00	\$21.75	0	\$0.00	0
SURS-RetireeHealthContri	\$0.00	\$7.50	\$0.00	\$7.50	0	\$0.00	0
	\$0.00	\$29.25	\$0.00	\$29.25	0	\$0.00	0
<b>Contractual Services</b>							
Contractual-Other	\$51,825.00	\$8,272.87	\$2,428.92	\$10,701.79	20.65	\$23,225.32	42.67
Meals	\$500.00	\$525.00	\$0.00	\$525.00	105	\$450.00	0
Student Development	\$0.00	\$0.00	\$0.00	\$0.00	0	\$538.28	0
	\$52,325.00	\$8,797.87	\$2,428.92	\$11,226.79	21.46	\$24,213.60	40.93
<b>Materials &amp; Supplies</b>							
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0	\$29.99	0
Event Expense	\$16,562.18	\$8,782.86	\$0.00	\$8,782.86	53.03	\$13,206.17	26.06
Maintenance Supplies	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Materials	\$8,266.82	\$5,897.41	\$977.55	\$6,874.96	83.16	\$8,881.05	15.48
Office Supplies	\$3,500.00	\$3,224.85	\$0.00	\$3,224.85	92.14	\$696.48	30.36
Postage	\$150.00	\$132.82	\$0.00	\$132.82	88.55	\$454.08	43.41
Printing	\$1,050.00	\$1,340.61	\$0.00	\$1,340.61	127.68	\$6,229.47	96.1
Publications & Dues	\$1,100.00	\$1,059.00	\$0.00	\$1,059.00	96.27	\$3,194.00	10.3
	\$30,629.00	\$20,437.55	\$977.55	\$21,415.10	69.92	\$32,691.24	35.3
<b>Conference &amp; Meeting Exp</b>							
Meeting Expense	\$3,575.00	\$792.95	\$0.00	\$792.95	22.18	\$4,997.08	19.02
Registration Fees	\$4,450.00	\$2,258.00	(\$1,059.00)	\$1,199.00	26.94	\$2,748.00	66.16
Travel-In State	\$500.00	\$314.41	\$391.94	\$706.35	141.27	\$5,922.87	3.32
Travel-Out of State	\$4,000.00	\$213.04	(\$2,089.91)	(\$1,876.87)	-46.92	\$443.00	0
	\$12,525.00	\$3,578.40	(\$2,756.97)	\$821.43	6.56	\$14,110.95	21.01
<b>Fixed Charges</b>							
Credit Card Fees	\$0.00	\$156.60	\$0.00	\$156.60	0	\$0.00	0
	\$0.00	\$156.60	\$0.00	\$156.60	0	\$0.00	0

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 10-Trust &amp; Agency Fund</b>							
<b>Other Expense</b>							
Donations/Gifts	\$0.00	\$345.26	\$0.00	\$345.26	0	\$3,974.90	50.11
Expense-Other	\$0.00	\$0.00	\$0.00	\$0.00	0	\$45.00	0
	<u>\$0.00</u>	<u>\$345.26</u>	<u>\$0.00</u>	<u>\$345.26</u>	0	<u>\$4,019.90</u>	<u>49.55</u>
<b>Transfers</b>							
Transfer Out	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	100	\$3,311.00	0
	<u>\$2,000.00</u>	<u>\$2,000.00</u>	<u>\$0.00</u>	<u>\$2,000.00</u>	100	<u>\$3,311.00</u>	<u>0</u>
<b>Total Expense Fund 10</b>	<b>\$97,479.00</b>	<b>\$35,344.93</b>	<b>\$649.50</b>	<b>\$35,994.43</b>	<b>36.93</b>	<b>\$78,346.69</b>	<b>33.71</b>
<b>Fund 11-Audit Fund</b>							
<b>Salaries</b>							
Administrative Staff Sal	\$6,794.00	\$1,999.04	\$0.00	\$1,999.04	29.42	\$13,352.95	33.13
Professional/Tech Salary	\$4,050.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$10,844.00</u>	<u>\$1,999.04</u>	<u>\$0.00</u>	<u>\$1,999.04</u>	18.43	<u>\$13,352.95</u>	<u>33.13</u>
<b>Employee Benefits</b>							
Group Dental Ins	\$100.00	\$22.04	\$0.00	\$22.04	22.04	\$100.08	33.33
Group LTD Ins	\$27.00	\$5.74	\$0.00	\$5.74	21.26	\$32.97	33.27
Group Life Ins	\$44.00	\$9.39	\$0.00	\$9.39	21.34	\$53.54	33.36
Group Medical Ins	\$3,131.00	\$625.12	\$0.00	\$625.12	19.97	\$2,885.84	30.5
Medicare	\$0.00	\$24.71	\$0.00	\$24.71	0	\$176.06	33.49
SURS-RetireeHealthContri	\$54.00	\$9.98	\$0.00	\$9.98	18.48	\$66.25	33.21
	<u>\$3,356.00</u>	<u>\$696.98</u>	<u>\$0.00</u>	<u>\$696.98</u>	20.77	<u>\$3,314.74</u>	<u>30.87</u>
<b>Contractual Services</b>							
Audit Services	\$46,600.00	\$37,000.00	\$9,600.00	\$46,600.00	100	\$45,200.00	86.28
	<u>\$46,600.00</u>	<u>\$37,000.00</u>	<u>\$9,600.00</u>	<u>\$46,600.00</u>	100	<u>\$45,200.00</u>	<u>86.28</u>
<b>Total Expense Fund 11</b>	<b>\$60,800.00</b>	<b>\$39,696.02</b>	<b>\$9,600.00</b>	<b>\$49,296.02</b>	<b>81.08</b>	<b>\$61,867.69</b>	<b>71.84</b>
<b>Fund 12-Liab,Protect,Settlement</b>							
<b>Salaries</b>							
Administrative Staff Sal	\$298,552.00	\$85,568.64	\$0.00	\$85,568.64	28.66	\$318,536.18	37.94
Custodial,Maint Stf Sal	\$125,005.00	\$22,518.35	\$0.00	\$22,518.35	18.01	\$125,460.68	34.21
Custodial,Maint-Temp	\$0.00	\$1,771.35	\$0.00	\$1,771.35	0	\$0.00	0
F/T Classified Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$1,099.36	36.36
Professional/Tech Salary	\$121,921.00	\$23,671.01	\$0.00	\$23,671.01	19.42	\$127,822.69	36.06
Professional/Tech-PT	\$0.00	\$0.00	\$0.00	\$0.00	0	\$6,559.89	31.14
Supervisory Staff Salary	\$46,705.00	\$2,846.19	\$0.00	\$2,846.19	6.09	\$58,151.67	35.36
	<u>\$592,183.00</u>	<u>\$136,375.54</u>	<u>\$0.00</u>	<u>\$136,375.54</u>	23.03	<u>\$637,630.47</u>	<u>36.52</u>
<b>Employee Benefits</b>							
FICA-Social Security	\$15,000.00	\$2,557.63	\$0.00	\$2,557.63	17.05	\$8,989.42	28.19
Group Dental Ins	\$4,033.00	\$1,034.37	\$0.00	\$1,034.37	25.65	\$4,354.05	34.23
Group LTD Ins	\$1,480.00	\$374.52	\$0.00	\$374.52	25.31	\$1,507.74	35.34
Group Life Ins	\$2,416.00	\$611.29	\$0.00	\$611.29	25.3	\$2,486.49	34.89
Group Medical Ins	\$137,679.00	\$29,096.12	\$0.00	\$29,096.12	21.13	\$128,988.82	32.02
Medicare	\$130,000.00	\$47,019.19	\$0.00	\$47,019.19	36.17	\$157,823.74	32.41
SURS-RetireeHealthContri	\$2,961.00	\$668.70	\$0.00	\$668.70	22.58	\$3,119.85	33.83
Unemployment Insurance	\$75,000.00	\$0.00	\$0.00	\$0.00	0	\$15,075.10	0
	<u>\$368,569.00</u>	<u>\$81,361.82</u>	<u>\$0.00</u>	<u>\$81,361.82</u>	22.08	<u>\$322,345.21</u>	<u>30.69</u>
<b>Contractual Services</b>							
Contractual-Other	\$1,000.00	\$4,978.58	\$5,162.04	\$10,140.62	1014.0	\$2,308.95	32.48
Custodial Services	\$16,350.00	\$10,213.50	\$6,128.10	\$16,341.60	99.95	\$29,138.50	0
Grounds Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,763.60	0
Legal Services-Admin	\$25,000.00	\$0.00	\$0.00	\$0.00	0	\$47,925.83	0

## Expenses by Fund

	Budget 1718	Actual YTD as of 10/31/2017	Encumbered as of 10/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 12-Liab,Protect,Settlement</b>							
<b>Contractual Services</b>							
Security	\$227,880.00	\$52,725.21	\$175,154.79	\$227,880.00	100	\$215,319.63	25.97
	\$270,230.00	\$67,917.29	\$186,444.93	\$254,362.22	94.13	\$297,456.51	19.05
<b>Materials &amp; Supplies</b>							
Computer Software	\$3,250.00	\$3,240.00	\$0.00	\$3,240.00	99.69	\$6,497.08	55.4
Materials	\$4,300.00	\$291.46	\$0.00	\$291.46	6.78	\$1,362.65	68.31
Printing	\$100.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	\$7,650.00	\$3,531.46	\$0.00	\$3,531.46	46.16	\$7,859.73	57.64
<b>Conference &amp; Meeting Exp</b>							
Meeting Expense	\$250.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Registration Fees	\$1,000.00	\$618.00	\$0.00	\$618.00	61.8	\$0.00	0
Travel-In State	\$2,000.00	\$496.00	\$0.00	\$496.00	24.8	\$0.00	0
	\$3,250.00	\$1,114.00	\$0.00	\$1,114.00	34.28	\$0.00	0
<b>Fixed Charges</b>							
General Insurance	\$250,000.00	\$129,928.04	\$89,302.05	\$219,230.09	87.69	\$234,280.22	60.19
	\$250,000.00	\$129,928.04	\$89,302.05	\$219,230.09	87.69	\$234,280.22	60.19
<b>Capital Outlay</b>							
Equipment-Service	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
<b>Total Expense Fund 12</b>	<b>\$1,496,882.00</b>	<b>\$420,228.15</b>	<b>\$275,746.98</b>	<b>\$695,975.13</b>	<b>46.49</b>	<b>\$1,499,572.14</b>	<b>35.61</b>
<b>Total Expenses</b>	<b>\$33,343,195.66</b>	<b>\$12,388,296.63</b>	<b>\$1,828,183.13</b>	<b>\$14,216,479.76</b>	<b>42.64</b>	<b>\$30,962,020.97</b>	<b>33.77</b>

## Restricted Purposes Fund Revenue & Expenses

OCT 1718

			Budget	Actual Revenue	Actual Expenses	Encumbered Expenses	Net
<b>GRANTS</b>							
<b>ICCB</b>							
11754-Adult Ed Performance	7/1/2016	12/31/2017	\$57,210.00	\$57,210.00	\$14,462.92	\$850.50	\$41,896.58
11772-Adult Ed State Basic	7/1/2016	12/31/2017	\$95,770.00	\$95,770.00	\$54,494.65	\$1,608.56	\$39,666.79
<b>RCC Foundation</b>							
11833-Foundation Gifts to RCC	7/1/2017	6/30/2018	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
<b>Richland Community College</b>							
11782-Math Boot Camp SU17	4/1/2017	8/31/2017	\$680.00	\$405.19	\$405.16	\$0.00	\$274.84
11458-Project READ			\$84,450.00	\$15,147.35	\$28,008.61	\$0.00	\$56,441.39
EQUI -Reserved for Equipment			\$0.00	\$308.77	\$0.00	\$0.00	\$0.00
<b>Secretary of State</b>							
11864-SOS Literacy Grant	7/1/2017	6/30/2018	\$67,000.00	\$0.00	\$17,814.95	\$0.00	\$49,185.05
<b>US Department of Education</b>							
11781-Bridging the Gap Grant	11/1/2016	12/31/2017	\$16,803.79	\$0.00	\$4,071.76	\$0.00	\$12,732.03
11812-Carl Perkins-ICCB	7/1/2017	6/3/2018	\$185,458.38	\$0.00	\$14,785.26	\$40,189.00	\$130,484.12
11856-Program Improvement Grnt	7/1/2017	6/30/2018	\$25,050.00	\$0.00	\$1,226.11	\$0.00	\$23,823.89
11780-TRIO Grant	9/1/2016	8/31/2017	\$59,667.24	\$10.00	\$58,955.98	\$0.00	\$711.26
11880-TRIO Grant	9/1/2017	8/31/2018	\$0.00	\$0.00	\$24,646.33	\$0.00	(\$24,646.33)
<b>US Department of Energy</b>							
11117-ADM Sequestration Grant	7/1/2010	12/31/2017	\$8,118.00	\$0.00	\$4,318.20	\$0.00	\$3,799.80
11816-Carbon SAFE Illinois	10/1/2017	9/30/2019	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
11615-Intelligent Monitor Sys	10/2/2015	9/30/2018	\$17,863.25	\$0.00	\$5,767.19	\$0.00	\$12,096.06
<b>US Department of Transportation</b>							
11818-Hwy Construct Career Grt	7/1/2017	6/30/2018	\$354,400.00	\$0.00	\$79,327.28	\$5,127.05	\$269,945.67
<b>United States Department of Agri</b>							
11819-Rural Development Grant	8/12/2017	3/30/2018	\$4,985.00	\$0.00	\$2,257.98	\$0.00	\$2,727.02
<b>Total</b>			<b>\$993,955.66</b>	<b>\$170,351.31</b>	<b>\$312,042.38</b>	<b>\$47,775.11</b>	<b>\$634,138.17</b>

## Auxiliary Enterprises Revenue & Expenses

OCT 1718

	Actual Revenue	Budget Revenue	Actual Expenses	Budget Expenses	Net Actual	Net Budget
<b>Community Events</b>						
6019 -Admin Outdoor Events	\$0.00	\$25,650.00	\$9,682.23	\$34,115.00	(\$9,682.23)	(\$8,465.00)
6014 -Dance Productions	\$7,708.50	\$26,000.00	\$3,667.96	\$21,335.00	\$4,040.54	\$4,665.00
6020 -Farm Progress Show	\$0.00	\$0.00	\$2,575.02	\$10,000.00	(\$2,575.02)	(\$10,000.00)
6030 -Misc Events	\$675.00	\$15,000.00	\$12.50	\$1,200.00	\$662.50	\$13,800.00
	<u>\$8,383.50</u>	<u>\$66,650.00</u>	<u>\$15,937.71</u>	<u>\$66,650.00</u>	<u>(\$7,554.21)</u>	<u>\$0.00</u>
<b>Continuing &amp; Professional Education</b>						
6000 -Administration-CPED	\$11,235.39	\$70,000.00	\$39,303.25	\$111,072.00	(\$28,067.86)	(\$41,072.00)
6001 -CDL	\$105,725.00	\$185,500.00	\$59,466.53	\$159,803.00	\$46,258.47	\$25,697.00
6002 -Computer & Technology	\$2,863.50	\$5,300.00	\$3,675.75	\$16,923.00	(\$812.25)	(\$11,623.00)
6013 -Culinary Arts	\$7,900.00	\$12,500.00	\$4,656.82	\$9,453.00	\$3,243.18	\$3,047.00
6003 -Dance	\$21,672.10	\$48,000.00	\$11,971.08	\$41,589.00	\$9,701.02	\$6,411.00
6004 -Hobby & Leisure	\$13,168.30	\$38,150.00	\$19,228.65	\$68,023.00	(\$6,060.35)	(\$29,873.00)
6027 -Manufacturing Camp	\$15,000.00	\$15,000.00	\$12,155.42	\$15,000.00	\$2,844.58	\$0.00
6007 -Safety-Industrial	\$36,380.00	\$159,000.00	\$33,188.80	\$136,351.00	\$3,191.20	\$22,649.00
6008 -Shilling Rentals	\$9,935.00	\$31,800.00	\$3,299.36	\$20,336.00	\$6,635.64	\$11,464.00
	<u>\$223,879.29</u>	<u>\$565,250.00</u>	<u>\$186,945.66</u>	<u>\$578,550.00</u>	<u>\$36,933.63</u>	<u>(\$13,300.00)</u>
<b>Culinary</b>						
8907 -Bistro 537	\$20,941.04	\$73,000.00	\$19,393.76	\$73,000.00	\$1,547.28	\$0.00
8970 -Cafe	\$101,634.26	\$220,738.00	\$110,038.90	\$220,738.00	(\$8,404.64)	\$0.00
8908 -Coffee House	\$9,582.81	\$36,100.00	\$9,012.27	\$36,100.00	\$570.54	\$0.00
8915 -Misc Culinary Events	\$0.00	\$3,000.00	\$1.50	\$3,000.00	(\$1.50)	\$0.00
	<u>\$132,158.11</u>	<u>\$332,838.00</u>	<u>\$138,446.43</u>	<u>\$332,838.00</u>	<u>(\$6,288.32)</u>	<u>\$0.00</u>
<b>Fitness Center</b>						
0000 -Fitness Center	\$48,360.00	\$84,629.00	\$20,521.24	\$84,629.00	\$27,838.76	\$0.00
	<u>\$48,360.00</u>	<u>\$84,629.00</u>	<u>\$20,521.24</u>	<u>\$84,629.00</u>	<u>\$27,838.76</u>	<u>\$0.00</u>
<b>Horticulture</b>						
4503 -Garden Center	\$100.00	\$21,480.00	\$1,658.53	\$21,480.00	(\$1,558.53)	\$0.00
9099 -Produce Market	\$2,652.75	\$5,500.00	\$1,267.00	\$5,500.00	\$1,385.75	\$0.00
	<u>\$2,752.75</u>	<u>\$26,980.00</u>	<u>\$2,925.53</u>	<u>\$26,980.00</u>	<u>(\$172.78)</u>	<u>\$0.00</u>
<b>Traffic Safety School</b>						
6009 -Traffic Safety	\$9,436.70	\$29,450.00	\$5,761.83	\$29,450.00	\$3,674.87	\$0.00
	<u>\$9,436.70</u>	<u>\$29,450.00</u>	<u>\$5,761.83</u>	<u>\$29,450.00</u>	<u>\$3,674.87</u>	<u>\$0.00</u>

# Bills for Ratification



October 2017

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
AFLAC	AFLAC		\$507.84	\$507.84		
AT&T	Telephone	Utilities	\$768.98		\$768.98	
	Telephone	Utilities	\$692.97		\$692.97	
	Telephone	Fairview Plaza O&M	\$16.34		\$16.34	
	Telephone	Fairview Plaza O&M	\$182.66		\$182.66	
	Telephone	Utilities	\$143.66		\$143.66	
Advanced Disposal Services	Refuse Disposal	Utilities	\$1,455.56		\$1,455.56	
Ahead of Our Time Publishing Inc	Publications & Dues	Presidents Office	\$500.00	\$500.00		
AmerenIP	Electricity and Nat Gas	Sequestration Bldg O&M	\$478.07		\$478.07	
	Electricity and Nat Gas	Utilities	\$276.12		\$276.12	
	Electricity and Nat Gas	Utilities	\$90.27		\$90.27	
	Telephone	Utilities	\$69.83		\$69.83	
	Electricity and Nat Gas	Workforce Development Ct	\$94.57		\$94.57	
	Electricity and Nat Gas	Clinton Center O&M	\$352.80		\$352.80	
	Electricity and Nat Gas	Clinton Center O&M	\$51.26		\$51.26	
	Electricity and Nat Gas	Utilities	\$163.62		\$163.62	
	Electricity and Nat Gas	Fairview Plaza O&M	\$86.07		\$86.07	
	Electricity and Nat Gas	Utilities	\$5,983.21		\$5,983.21	
	Electricity and Nat Gas	Fairview Plaza O&M	\$99.20		\$99.20	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$86.58		\$86.58	
	Electricity and Nat Gas	Utilities	\$532.36		\$532.36	
American Red Cross	Donations/Gifts	Club Expenses	\$195.26			\$195.26
Aramark - AUS St Louis MC	Uniforms	Maintenance	\$44.00		\$44.00	
	Uniforms	Maintenance	\$44.00		\$44.00	
	Uniforms	Maintenance	\$44.00		\$44.00	
	Uniforms	Maintenance	\$44.00		\$44.00	
Architectural Expressions LLP	Equipment-Service	Renovations / Remodeling	\$8,068.75			\$8,068.75
Area Disposal Service Inc	Refuse Disposal	Clinton Center O&M	\$67.31		\$67.31	
Baker, Alana Nicole	Student Tuition Rec		\$700.00	\$700.00		
Baker, Lea Rae	Stipends	Grant-SupportServices	\$685.00			\$685.00
	Stipends	Grant-SupportServices	\$675.00			\$675.00
Battery Specialist Plus Golf	Equipment-Service	Law Enforce Trng Ctr O&M	\$5,500.00			\$5,500.00
Beals, Travis Steven	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$672.50			\$672.50
BearMail Co	Inventory-CentralStores		\$1,234.45	\$1,234.45		
Beck's Studio	Inventory-CentralStores		\$60.00	\$60.00		
Behm and Hagemann Inc	Materials	Garden Center Ag/Hort	\$1,107.29			\$1,107.29
Belur, Revathi	Student Tuition Rec		\$10.00	\$10.00		
Berry, Alex	Travel-In State	Club Expenses	\$55.00			\$55.00
Bradford, Christopher Jalynn	Stipends	Grant-SupportServices	\$740.00			\$740.00
	Stipends	Grant-SupportServices	\$675.00			\$675.00
BrickStreet Mutual Insurance	General Insurance	Liab Protection & Settle	\$5,154.00			\$5,154.00
Brooks, Jacob Andrew	Stipends	Grant-SupportServices	\$750.00			\$750.00
	Stipends	Grant-SupportServices	\$675.00			\$675.00
Brown Seed Sales	Contractual-Other	Grant-Non-Administration	\$440.00			\$440.00
Brown, Carley	Student Tuition Rec		\$286.00	\$286.00		
Brown, Marcus L	Travel-Out of State	Faculty/Staff Relations	\$116.00			\$116.00
Bushue Human Resources Inc	Contractual-Other	Human Resources	\$102.00	\$102.00		

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
CDS Office Technologies					
Printing	Copiers	\$1,697.06	\$1,697.06		
CDWG Government Inc					
Equipment-Instructional	Instruction	\$4,927.60			\$4,927.60
Computer Software	Academic Lab Support	\$15,813.45	\$15,813.45		
Materials	Academic Lab Support	\$29.32	\$29.32		
Equipment-Service	Renovations / Remodeling	\$92.32			\$92.32
Materials	Law Enforce Trng Ctr	\$490.16			\$490.16
Materials	Renovations / Remodeling	\$835.60			\$835.60
Materials	Law Enforce Trng Ctr	\$2,091.90			\$2,091.90
Materials	Academic Lab Support	\$118.64	\$118.64		
Materials	Academic Lab Support	\$669.96	\$669.96		
Equipment-Office	Renovations / Remodeling	\$1,091.43			\$1,091.43
Equipment-Office	Renovations / Remodeling	\$4,584.10			\$4,584.10
Equipment-Office	Renovations / Remodeling	\$18,064.45			\$18,064.45
Materials	Academic Lab Support	\$48.37	\$48.37		
Equipment-Office	Renovations / Remodeling	\$4,532.40			\$4,532.40
Equipment-Service	Renovations / Remodeling	\$5,044.08			\$5,044.08
Cardmember Service					
Equipment-Service	Law Enforce Trng Ctr	\$3,239.95			\$3,239.95
City of Clinton					
Water,Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur					
Accrued Sales Tax		\$77.22			\$77.22
Accrued Sales Tax		\$586.63			\$586.63
Accrued Sales Tax		\$129.22			\$129.22
City of Decatur IL					
Water,Sewage	Utilities	\$327.44		\$327.44	
Water,Sewage	Sequestration Bldg O&M	\$162.73		\$162.73	
Water,Sewage	Utilities	\$1,003.29		\$1,003.29	
Water,Sewage	Utilities	\$186.05		\$186.05	
Water,Sewage	Utilities	\$1,652.02		\$1,652.02	
Water,Sewage	Fairview Plaza O&M	\$71.35		\$71.35	
Water,Sewage	Utilities	\$311.01		\$311.01	
Water,Sewage	Macon Co Soil & Water Bd	\$101.18		\$101.18	
Clark, Eva D.					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Clinton RCC LLC					
Facility Rental	Clinton Center O&M	\$6,523.55		\$6,523.55	
Comcast					
Contractual-Other	Liab Protection & Settle	\$53.91			\$53.91
Telephone	Fairview Plaza O&M	\$144.85		\$144.85	
Confidential On-Site Paper					
Contractual-Other	General Expenses	\$109.93	\$109.93		
Connor Co					
Maintenance Supplies	Maintenance	\$19.74		\$19.74	
Consociate Group					
Group Insurance		\$26,977.42	\$26,977.42		
Health Insurance		\$174,612.54	\$174,612.54		
Contractual-Other	Human Resources	\$241.50	\$241.50		
Constellation NewEnergy Gas					
Electricity and Nat Gas	Utilities	\$333.20		\$333.20	
Electricity and Nat Gas	Workforce Development Ct	\$27.53		\$27.53	
Crews, Denise,, Dr					
Telephone	VP Academic Services	\$60.00	\$60.00		
Curry, Jeremy Joshua					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Custom Services Inc					
Contractual-Other	Outdoor Exposition SpcEv	\$320.00			\$320.00
Davison, Jeffrey L					
Registration Fees	Grant-Administration	\$150.00			\$150.00
Del's Popcorn Shop					
Instructional Supplies	Coffee House	\$5.40			\$5.40
Instructional Supplies	Coffee House	\$8.20			\$8.20
Instructional Supplies	Coffee House	\$8.20			\$8.20
Instructional Supplies	Coffee House	\$15.80			\$15.80
Food Supply Costs	Cafe	\$18.80			\$18.80
Food Supply Costs	Cafe	\$21.60			\$21.60
Instructional Supplies	Coffee House	\$34.68			\$34.68
Food Supply Costs	Cafe	\$40.40			\$40.40
Food Supply Costs	Cafe	\$99.82			\$99.82
Food Supply Costs	Cafe	\$100.52			\$100.52

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Dell Marketing L P					
Equipment-Office	Law Enforce Trng Ctr	\$2,513.56			\$2,513.56
Doss, Anejhia D					
Stipends	Grant-SupportServices	\$675.00			\$675.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Dunker Electric					
Building Improvements	Renovations / Remodeling	\$1,816.39			\$1,816.39
Elan Corporate Payment					
Credit Card Pmt Clearing		\$49,307.76	\$49,307.76		
Enterprise					
Travel-In State	Grant-Administration	\$43.15			\$43.15
Travel-In State	CPED Administration	\$153.91			\$153.91
Travel-In State	Advising and Records	\$183.41	\$183.41		
Evergreen FS-Stephens #24					
Vehicle Expense	Credit	\$630.42			\$630.42
Vehicle Expense	College Vehicle	\$1,468.16		\$1,468.16	
Fairview Park Plaza LLC					
Facility Rental	Fairview Plaza O&M	\$4,615.92		\$4,615.92	
Fidelity Investments					
Misc Deductions		\$400.00	\$400.00		
Flowers, Jaylen Geriel					
Student Tuition Rec		\$716.00	\$716.00		
Frontier					
Telephone	Clinton Center O&M	\$141.44		\$141.44	
Full Compass Systems					
Materials	Renovations / Remodeling	\$706.45			\$706.45
Garrett, Janean A					
Travel-In State Mileage	Admission & Recruitment	\$95.77	\$95.77		
GeoSeed					
Materials	Garden Center Ag/Hort	\$551.24			\$551.24
Greene, Louise					
Other Rec-Employees		\$1,000.00	\$1,000.00		
Greg Hahn Heating and Air					
Equip Repair/Maint Agree	Maintenance	\$15.00		\$15.00	
Equip Repair/Maint Agree	Maintenance	\$160.00		\$160.00	
Grimm, Susan					
Travel-In State Mileage	Radiology Tech-Hlth Occ	\$192.60	\$192.60		
HSHS Medical Group Inc					
Group Medical Ins	General Expenses	\$1,492.81	\$1,492.81		
Group Medical Ins	General Expenses	\$1,690.06	\$1,690.06		
Group Medical Ins	General Expenses	\$1,731.06	\$1,731.06		
Hagen, Joshua Brodie					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Hanover Insurance Group Co					
General Insurance	Liab Protection & Settle	\$9,036.70			\$9,036.70
General Insurance	Liab Protection & Settle	\$1,053.70			\$1,053.70
General Insurance	Liab Protection & Settle	\$1,781.20			\$1,781.20
General Insurance	Liab Protection & Settle	\$1,764.55			\$1,764.55
Harris, Antonio Lamont					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Heartland Bank & Trust					
Bond Issuance Costs	Bond & Interest	\$500.00			\$500.00
Defeasance Bonds Payable	Bond & Interest	\$640,000.00			\$640,000.00
Interest Expense	Bond & Interest	\$90,260.00			\$90,260.00
Bond Issuance Costs	Bond & Interest	\$500.00	\$500.00		
Interest Expense	Bond & Interest	\$201,211.25	\$201,211.25		
Hoelting & Co					
Instructional Supplies	Culinary Arts	\$21.50	\$21.50		
Food Supply Costs	Cafe	\$98.41			\$98.41
Food Supply Costs	Cafe	\$117.95			\$117.95
Food Supply Costs	Cafe	\$126.49			\$126.49
Food Supply Costs	Cafe	\$341.34			\$341.34
Food Supply Costs	Cafe	\$352.75			\$352.75
Food Supply Costs	Cafe	\$511.68			\$511.68
Howard, Garrett A					
Student Tuition Rec		\$707.55	\$707.55		
ICCCA					
Other Current Obligation		\$7,285.07			\$7,285.07
ICCCSSO					
Publications & Dues	VP Student Success	\$50.00	\$50.00		
Illinois Federation of Teachers					

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Illinois Federation of Teachers					
Union Dues-RFT		\$2,273.54	\$2,273.54		
Union Dues-RFT		\$2,273.54	\$2,273.54		
Illinois Valley Community Colleg					
Publications & Dues	Presidents Office	\$250.00	\$250.00		
Jan Master Cleaning Services Inc					
Custodial Services	Clinton Center O&M	\$290.00		\$290.00	
Custodial Services	Custodial	\$30,640.50		\$30,640.50	
Custodial Services	Liab Protection & Settle	\$3,404.50			\$3,404.50
Jason's Lawn Care					
Grounds Maintenance	Clinton Center O&M	\$240.00		\$240.00	
Jeff Anderson Electric Inc					
Equip Repair/Maint Agree	Clinton Center O&M	\$970.50		\$970.50	
Johnson, Debra Lynn					
Materials	Presidents Office	\$194.75	\$194.75		
Johnson, Mercedes Emerl					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Jones, Kona R					
Travel-In State	Online Learning	\$41.94	\$41.94		
KONE Inc					
Equip Repair/Maint Agree	Maintenance	\$352.37		\$352.37	
King-Lar Company					
Equip Repair/Maint Agree	Maintenance	\$4,052.95		\$4,052.95	
Maintenance Supplies	Cafe	\$9,930.00			\$9,930.00
Kirby Risk Electric Supply					
Instructional Supplies	Engineering Technology	\$48.93	\$48.93		
Lee Enterprises Inc					
Publications & Dues	Business Office	\$140.16	\$140.16		
Publications & Dues	Presidents Office	\$180.00	\$180.00		
Advertising	Maintenance	\$52.56		\$52.56	
Advertising	Human Resources	\$39.00	\$39.00		
Advertising	Human Resources	\$120.00	\$120.00		
Advertising	Human Resources	\$334.00	\$334.00		
Legacy United Corp					
Contractual-Other	Club Expenses	\$1,600.00			\$1,600.00
Lincoln Electric Cleveland					
Instructional Supplies	Welding-Technical Occ	\$300.00	\$300.00		
Instructional Supplies	Welding-Technical Occ	\$600.00	\$600.00		
Locke, Donald Lee					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
MJ Kellner					
Equipment-Service	Law Enforce Trng Ctr	\$80.82			\$80.82
Equipment-Service	Law Enforce Trng Ctr	\$152.15			\$152.15
Equipment-Service	Law Enforce Trng Ctr	\$2,415.00			\$2,415.00
Equipment-Service	Law Enforce Trng Ctr	\$4,599.95			\$4,599.95
MR Systems Wireless					
Internet	Clinton Center O&M	\$57.00		\$57.00	
Mark's Plumbing					
Maintenance Supplies	Maintenance	\$38.53		\$38.53	
Marquis Beverage Service					
Instructional Supplies	Coffee House	\$65.95			\$65.95
Instructional Supplies	Coffee House	\$311.00			\$311.00
Instructional Supplies	Coffee House	\$708.95			\$708.95
Matejka, Michael					
Contractual-Other	Instruction-Other	\$500.00			\$500.00
May Cocagne & King PC					
Audit Services	Audit	\$16,000.00			\$16,000.00
Mazzotti Services					
RCC Foundation A/R		\$127.95	\$127.95		
McKinney, Bronwyn Shea					
Student Tuition Rec		\$399.00	\$399.00		
Mehan Financial Education					
Contractual-Other	Instruction-Other	\$480.00			\$480.00
Melton, Julie Lynn					
Telephone	Foundation & Development	\$60.00	\$60.00		
Menard Inc					
Materials	Club Expenses	\$347.18			\$347.18
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$67.56			\$67.56
Maintenance Supplies	Maintenance	\$219.14		\$219.14	
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$89.29			\$89.29
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$192.40			\$192.40

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Menard Inc					
Instructional Supplies	Instruction-Other	\$1,130.73			\$1,130.73
Mercer Cutlery					
Fees Pass Thru Culinary		\$5,040.00	\$5,040.00		
Midwest Fiber Inc of Decatur					
Refuse Disposal	Utilities	\$90.00		\$90.00	
Mosier, Barbara H					
Materials	Outdoor Exposition SpcEv	\$23.17			\$23.17
Niemann Foods					
Food Supply Costs	Cafe	\$56.28			\$56.28
Instructional Supplies	Culinary Arts	\$13.59	\$13.59		
Food Supply Costs	Cafe	\$20.02			\$20.02
Food Supply Costs	Cafe	\$20.15			\$20.15
Instructional Supplies	Culinary Arts	\$20.86	\$20.86		
Food Supply Costs	Cafe	\$22.17			\$22.17
Instructional Supplies	Culinary Arts	\$29.84	\$29.84		
Food Supply Costs	Cafe	\$34.85			\$34.85
Instructional Supplies	Culinary Arts	\$36.25	\$36.25		
Food Supply Costs	Cafe	\$50.92			\$50.92
Food Supply Costs	Cafe	\$61.32			\$61.32
North Country Business					
Equipment-Service	Cafe	\$7,456.56			\$7,456.56
O'Reilly Auto Parts					
Instructional Supplies	Automotive-Tech Occ	\$232.74	\$232.74		
Office Depot Inc					
Inventory-CentralStores		\$802.46	\$802.46		
Ohlwine, Josiah W					
Student Tuition Rec		\$880.00	\$880.00		
Oliver, Brooke D					
Travel-In State Mileage	Surgical Tech-Health Occ	\$308.16	\$308.16		
Per Mar Security & Research					
Security	Liab Protection & Settle	\$627.52			\$627.52
Security	Security	\$33.03		\$33.03	
Security	Liab Protection & Settle	\$3,500.54			\$3,500.54
Security	Security	\$145.86		\$145.86	
Security	Liab Protection & Settle	\$3,750.18			\$3,750.18
Security	Security	\$156.26		\$156.26	
Security	Liab Protection & Settle	\$3,782.70			\$3,782.70
Security	Security	\$157.62		\$157.62	
Perovanovich, Zoran V					
Contractual-Other	NonCredit	\$292.50			\$292.50
Poland's Inc					
Equip Repair/Maint Agree	CSI Building O&M	\$227.00		\$227.00	
Pride Cleaners					
Contractual-Other	Cafe	\$21.00			\$21.00
Contractual-Other	Culinary Arts	\$27.09	\$27.09		
Contractual-Other	Bistro 537	\$38.70			\$38.70
Contractual-Other	Cafe	\$16.77			\$16.77
Contractual-Other	Cafe	\$19.35			\$19.35
Contractual-Other	Culinary Arts	\$21.93	\$21.93		
Contractual-Other	Cafe	\$25.80			\$25.80
Contractual-Other	Culinary Arts	\$28.38	\$28.38		
Contractual-Other	Culinary Arts	\$29.67	\$29.67		
Contractual-Other	Bistro 537	\$30.96			\$30.96
Contractual-Other	Bistro 537	\$76.11			\$76.11
Contractual-Other	Bistro 537	\$166.41			\$166.41
Pyles, Gregory D					
Instructional Supplies	Biology-Baccalaureate	\$1.99	\$1.99		
Instructional Supplies	Biology-Baccalaureate	\$4.35	\$4.35		
RCC Foundation					
Revenue-Misc/OtherSource		\$12,879.50	\$12,879.50		
Richland Foundation		\$222.78	\$222.78		
Credit Card Clearing		\$25.00	\$25.00		
Richland Foundation		\$222.78	\$222.78		
Ray O'Herron Company Inc					
Instructional Supplies	Law Enforce Trng Ctr	\$12,783.30			\$12,783.30
Refreshment Services Pepsi					
Food Supply Costs	Cafe	\$40.17			\$40.17
Food Supply Costs	Cafe	\$292.53			\$292.53
Food Supply Costs	Cafe	\$426.78			\$426.78
Food Supply Costs	Cafe	\$653.48			\$653.48
Reliance Standard					
LTD Insurance		\$1,721.89	\$1,721.89		

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
<b>Reliance Standard</b>					
Life Insurance		\$2,810.12	\$2,810.12		
Supplemental Life Insur		\$1,356.88	\$1,356.88		
<b>Robert's Sysco Inc</b>					
Materials	Cafe	\$67.83			\$67.83
Instructional Supplies	Coffee House	\$85.83			\$85.83
Materials	Cafe	\$86.22			\$86.22
Instructional Supplies	Coffee House	\$94.07			\$94.07
Instructional Supplies	Bistro 537	\$306.21			\$306.21
Materials	Cafe	\$338.51			\$338.51
Food Supply Costs	Cafe	\$942.95			\$942.95
Food Supply Costs	Cafe	\$1,353.82			\$1,353.82
Food Supply Costs	Cafe	\$1,537.26			\$1,537.26
Materials	Culinary Arts	\$29.21	\$29.21		
Instructional Supplies	Culinary Arts	\$48.42	\$48.42		
Materials	Cafe	\$48.97			\$48.97
Materials	Cafe	\$57.64			\$57.64
Materials	Cafe	\$61.52			\$61.52
Materials	Culinary Arts	\$68.49	\$68.49		
Instructional Supplies	Coffee House	\$93.93			\$93.93
Instructional Supplies	Culinary Arts	\$94.68	\$94.68		
Materials	Cafe	\$96.51			\$96.51
Materials	Cafe	\$119.06			\$119.06
Materials	Cafe	\$137.29			\$137.29
Materials	Cafe	\$140.41			\$140.41
Materials	Cafe	\$196.06			\$196.06
Instructional Supplies	Coffee House	\$232.20			\$232.20
Materials	Cafe	\$294.38			\$294.38
Instructional Supplies	Culinary Arts	\$332.06	\$332.06		
Materials	Cafe	\$415.44			\$415.44
Materials	Cafe	\$428.52			\$428.52
Instructional Supplies	Coffee House	\$465.27			\$465.27
Materials	Culinary Arts	\$587.66	\$587.66		
Instructional Supplies	Culinary Arts	\$665.38	\$665.38		
Food Supply Costs	Cafe	\$757.66			\$757.66
Materials	Cafe	\$921.41			\$921.41
Food Supply Costs	Cafe	\$1,082.97			\$1,082.97
Food Supply Costs	Cafe	\$1,189.52			\$1,189.52
Instructional Supplies	Culinary Arts	\$1,343.14	\$1,343.14		
Food Supply Costs	Cafe	\$1,464.33			\$1,464.33
Food Supply Costs	Cafe	\$1,608.29			\$1,608.29
Food Supply Costs	Cafe	\$2,267.53			\$2,267.53
<b>Robinson, Kristen Lynn</b>					
Travel-In State	Human Resources	\$113.48	\$113.48		
<b>Rock Valley College</b>					
Publications & Dues	AAS Nursing -Health Occ	\$30.00	\$30.00		
<b>Rotary Club of Decatur #180</b>					
Publications & Dues	Presidents Office	\$175.00	\$175.00		
<b>Rush Truck Leasing</b>					
Install Pymt Lease/Purch	Grounds	\$2,204.68		\$2,204.68	
<b>Ruyle Mechanical Services Inc</b>					
Equip Repair/Maint Agree	Maintenance	\$2,992.25		\$2,992.25	
Equip Repair/Maint Agree	Maintenance	\$2,967.00		\$2,967.00	
<b>S J Smith Company Inc</b>					
Instructional Supplies	Welding-Technical Occ	\$31.65	\$31.65		
Instructional Supplies	Welding-Technical Occ	\$413.22	\$413.22		
<b>SURS Annuitants Association</b>					
Other Current Obligation		\$60.00			\$60.00
<b>Schoonover, Kelly C</b>					
Travel-In State	Admission & Recruitment	\$36.92	\$36.92		
<b>Schwalbe, Barry S</b>					
Meals	Credit	\$15.00			\$15.00
Instructional Supplies	Credit	\$40.00			\$40.00
Instructional Supplies	Credit	\$96.00			\$96.00
<b>Scrip-Safe</b>					
Printing	Advising and Records	\$521.00	\$521.00		
<b>Secretary of State</b>					
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Maintenance Supplies	Maintenance	\$8.00		\$8.00	

# Bills for Ratification



October 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Seever Farm Drainage Inc					
Materials	Grant-Non-Administration	\$800.00			\$800.00
Shippers Rental Inc					
Equipment Rental	Credit	\$1,750.00			\$1,750.00
Sloan Implement Company Inc					
Equip Repair/Maint Agree	Maintenance	\$288.45		\$288.45	
Maintenance Supplies	Maintenance	\$145.79		\$145.79	
Maintenance Supplies	Maintenance	\$653.48		\$653.48	
Spectrum Janitorial Supply					
Receivable-BrushColl LLC		(\$1,767.68)	(\$1,767.68)		
Maintenance Supplies	Custodial	\$32.67		\$32.67	
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$243.46			\$243.46
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$297.72			\$297.72
Maintenance Supplies	Custodial	\$385.42		\$385.42	
Maintenance Supplies	Custodial	\$417.76		\$417.76	
Maintenance Supplies	Custodial	\$565.38		\$565.38	
Maintenance Supplies	Custodial	\$622.82		\$622.82	
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$754.13			\$754.13
Equipment-Service	Law Enforce Trng Ctr	\$1,400.00			\$1,400.00
State Universities Retirement					
SURS 8%		\$1,410.25	\$1,410.25		
SURS 1/2%		\$1,682.54	\$1,682.54		
SURS 8%		\$14,529.82	\$14,529.82		
SURS 1/2%		\$2,089.28	\$2,089.28		
SURS 8%		\$20,132.45	\$20,132.45		
SURS 8%		\$1,547.31	\$1,547.31		
SURS 1/2%		\$1,710.76	\$1,710.76		
SURS 8%		\$14,787.56	\$14,787.56		
SURS 1/2%		\$2,175.26	\$2,175.26		
SURS 8%		\$21,408.37	\$21,408.37		
Striglos Office Equipment					
Inventory-CentralStores		\$454.71	\$454.71		
Sure Sharp					
Maintenance Supplies	Law Enforce Trng Ctr	\$1,809.93			\$1,809.93
Sutton, Dafabian Lamark					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Taraszewski, Benjamin					
Student Tuition Rec		\$1,000.00	\$1,000.00		
The Decatur Club					
Publications & Dues	Presidents Office	\$65.00	\$65.00		
Publications & Dues	Presidents Office	\$50.00	\$50.00		
The Omni Group					
Contractual-Other	Human Resources	\$5.00	\$5.00		
Todayclassroom.com					
Equipment-Service	Renovations / Remodeling	\$8,456.06			\$8,456.06
Tommy House Tire Co - NORTH					
Equip Repair/Maint Agree	Credit	\$568.86			\$568.86
Top Quality Roofing Company					
Equip Repair/Maint Agree	Maintenance	\$175.00		\$175.00	
United Way of Decatur/Macon					
United Way		\$412.47	\$412.47		
United Way		\$545.66	\$545.66		
United Way		\$247.47	\$247.47		
University of Illinois-Allerton					
Faculty Development	Online Learning	\$853.56	\$853.56		
Valdez, Cristobal O					
Telephone	Presidents Office	\$125.00	\$125.00		
Travel-Out of State	Presidents Office	\$1,070.32	\$1,070.32		
Verizon Wireless					
Telephone	Utilities	\$215.89		\$215.89	
Telephone	Utilities	\$592.54		\$592.54	
Watson, Shanekra Latrease					
Stipends	Grant-SupportServices	\$750.00			\$750.00
Stipends	Grant-SupportServices	\$675.00			\$675.00
Wingard, Rachel					
Interpreter Salary	Academic Success	\$250.00	\$250.00		
Xerox Corp					
Install Pymt Lease/Purch	Copiers	\$1,042.43	\$1,042.43		
Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
Zientara, Penny					
Student Tuition Rec		\$65.00	\$65.00		

# Bills for Ratification



October 2017

*Vendor Account*

*Center*

<i>Amount</i>	<i>Ed Fund</i>	<i>O&amp;M Fund</i>	<i>Other Fund</i>
\$1,641,331.79	\$607,746.36	\$79,143.79	\$954,441.64

## REPORT OF THE PRESIDENT

**ITEMS FROM THE BOARD**

**EXECUTIVE SESSION**

**Executive Session- November 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**