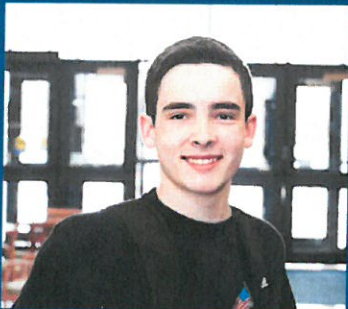




# BOARD OF TRUSTEES

March 20, 2018

REGULAR MEETING 5:30 P.M. | RICHLAND COMMUNITY COLLEGE BOARD ROOM, N154



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 Coopriders

SECRETARY

Bishop Wayne Dunning

Bruce Campbell

Dale Colee

Randy Prince

Jim Underwood

Lee Trimble - Student Trustee

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

March 20, 2018

AGENDA

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

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

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

- I. Convening of the Regular Meeting – 5:30 p.m.
  - A. Call to Order
  - B. Roll Call
- II. ***Minutes of the Regular Meeting on February 20, 2018***
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
  - College Activities/Marketing Report
  - College Spotlight
  - Personnel Update
- V. Special Report
  - A. Report of ICCTA
  - B. Report of Student Trustee
  - C. Report of Agreements/Contracts signed by President Valdez for the month of February 2018
  - D. Monitoring Report – Robin Bollhorst – Staff Profile
  - E. Foundation Report

- VI. Consent Agenda
  - A. ***Authorization in compliance with 5 Illinois compiled Statutes 120/2.06***
- VII. Board Policies, Proposals, and Changes
  - A. Board Policy Section 3 – Personnel – Second Reading
- VIII. New Business
  - A. ***Recommendation for Faculty Promotions in Rank – Resolution Nos. 18-9, and 18-10***
  - B. ***Tabled Motion from February 20, 2018 Board of Trustee Meeting to Adopt the Fall 2018 through Summer 2021 Academic Calendar***
  - C. ***Adoption of College Academic Calendar for Fall 2018 through Summer 2019***
  - D. ***Recommendation for Approval of Tuition Rates for Fiscal Year 2019***
  - E. ***Recommendation for Approval of General and Course Fees for Fiscal Year 2019***
- IX. Financial Report
  - A. ***Treasurer’s Report and Financial Statement***
  - B. ***Bills and Travel Expenditures for Ratification***
- X. Report of the President
- XI. Items from the Board
- XII. Executive Session
- XIII. Adjournment

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

**JANUARY 2018**

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

**FEBRUARY 2018**

**Reports**  
**Consent Agenda**  
**New Business**  
Recommendations for Tenure  
Recommendation for Approval of Fees  
**Strategic Plan Priorities**  
Monitoring Report: Community Partnership

**MARCH 2018**

**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 2018**

**President's Evaluation**  
**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 2018**

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

**JUNE 2018**

**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 2018**

**Reports**

**Consent Agenda**

Monitoring Report:  
Student Profile

**AUGUST 2018**

**Reports**

Institutional year Book  
Program Review  
Presentation

**Consent Agenda**

Monitoring Report:  
Marketing/Government  
& Community Affairs

**SEPTEMBER 2018**

**Reports**

**Consent Agenda**

Annual Foundation  
Board Meeting

Monitoring Report:  
Physical Plant/Facilities

**OCTOBER 2018**

**Reports**

**Consent Agenda**

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

Strategic Plan Quarterly  
Update

Monitoring Report:  
Academic Profile

**NOVEMBER 2018**

**Reports**

Audit Presentation

**Consent Agenda**

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

Old Business

**Financial Report**

Monitoring Report:  
Enrollment and  
Financial

**DECEMBER 2018**

**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

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**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)**

Implementation and Performance

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Dashboard

Annual Performance Report

Public Accountability

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.
- 

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**CONVENING OF THE REGULAR MEETING**

**MINUTES OF THE REGULAR MEETING ON FEBRUARY 20, 2018**

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

**February 20, 2018**

**CONVENING OF THE MEETING**

Call to Order

The regular meeting was called to order at 6:05 p.m. Tuesday, February 20, 2018, in the Board Room by Chairman Ritter. Chairman Ritter also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Coopriider, 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 January 16, 2018 had been distributed to the Board prior to this meeting.

**Campbell moved to approve the minutes of the regular meeting of January 16, 2018. Dr. Coopriider seconded. Roll call 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

**WRITTEN COMMUNICATIONS**

College Activities Report

- Ribbon Cutting – Carroll School of Innovative Learning and Student Success Center – February 22, 2018 – 5:00 p.m.
- Career Week – February 26 – March 2
- State University of Illinois Transfer Day – March 1, 2018 – 10:30 a.m. – 1:00 p.m. – Mueller Student Center
- Severe Weather Seminar – March 3, 2018 - 8:30 a.m. - 4:15 p.m. – Shilling Salons

- True Black History Museum – March 7, 2018 – 9:00 a.m. – 3:00 p.m. – Mueller Student Center
- Articulation Breakfast – March 8, 2018 – 8:00 a.m. – Shilling Salons
- Spring Break – March 12-17 – College Closed
- Board of Trustees Meeting – March 20, 2018 – 5:30 p.m.
- Other activities listed in the Board Book

#### Marketing Report

- Ellie Tomey presented information regarding the Surgical Tech program

#### College Spotlight

- Bill Mertell presented CAD and VR Technology

#### Personnel Update

##### New Employees

- Paige Sturley, Math and Academic Specialist, ASC, effective January 22, 2018
- John Smith, Training Coordinator, CDL Program, effective January 22, 2018

##### Retirements, Resignations, and Terminations

- David McLaughlin, Horticulture Faculty, effective January 9, 2018

#### **SPECIAL REPORTS**

1. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

#### **REPORT OF ICCTA**

None

#### **REPORT OF STUDENT TRUSTEE**

Student Trustee Lee Trimble presented the Student Government Report.

#### **FOUNDATION REPORT**

Julie Melton presented the Foundation Report, which summarized the quarterly meeting of the Foundation Board of Directors held on January 23, 2018. Upcoming Foundation event includes the Culinary Scholarship Dinner on March 24, 2018 6:00 p.m. in the Shilling Salons.

## **CONSENT AGENDA**

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the July 19, 2016, closed session audio tape.

It was recommended that the board of Trustees approve the Full-time employment of Dean Hazen as Director of Security, effective February 21, 2018.

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

## **BOARD POLICES, PROPOSALS, AND CHANGES**

Modifications of the Board of Trustees Policy Section 3.6.4 Payroll and Section 3.6.5 – Paid and Unpaid Time Off was presented to the Board for first reading. No action is necessary at this time.

## **NEW BUSINESS**

### **TENURE RECOMMENDATIONS**

A recommendation was made to the Board of Trustees to adopt the following Resolutions for the individuals listed: 18-6; Granting Tenure to Karl Evans; 18-7; Granting Tenure to Kent Mears; 18-8; Granting Tenure to Chris Senger, as presented.

**Dr. Coopriider moved to adopt Resolutions 18-6; Granting Tenure to Karl Evans; 18-7; Granting Tenure to Kent Mears; 18-8; Granting Tenure to Chris Senger, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

### **ADOPTION OF COLLEGE ACADEMIC CALENDAR FOR FALL 2018 THROUGH SUMMER 2021**

A recommendation was made to the Board of Trustees to adopt the 2018-2021 College Calendar, as presented

After discussion of the Trustees regarding a change in policy due to adjustments made to the Calendar, Prince moved to amend the action and adopt only the Fall 2018 through Summer 2019 Calendar. Campbell seconded. Roll call vote six ayes, two nays.

**More discussion from Bishop Wayne Dunning and Randy Prince regarding Board Policy Changes led to the action by Prince to table the motion of adopting the Fall 2018 through Summer 2019 Calendar until a special meeting could be called. Colee seconded, Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

## **RESOLUTIONS REDUCING THE NUMBER OF FACULTY**

A recommendation was made to the Board of Trustees to approve resolutions reducing the number of faculty pursuant to the requirements of the Public Community College Act and the Collective Bargaining Agreement with the Richland Federation of Teachers Local 4262 for the academic year beginning August 2018, as presented.

**Prince moved to approve the resolution regarding the service of Gary O'Connor, as a tenured faculty member pursuant to the requirements of the Public Community College Act and the Collective Bargaining Agreement with the Richland Federation of Teachers Local 4262 for the academic year beginning August 2018. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

**Prince moved to approve the resolution regarding the service of Bradley Hemenway, as a tenured faculty member pursuant to the requirements of the Public Community College Act and the Collective Bargaining Agreement with the Richland Federation of Teachers Local 4262 for the academic year beginning August 2018. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

## **FINANCIAL REPORT**

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

The January 2018 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,373,182.55 for January 2018 was distributed to the Board prior to the meeting.

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

## **REPORT OF THE PRESIDENT**

- Cris reported to the Trustees that as of today 26 applications have been received for the Vice President of Student Services opening and three applications have been received for the Institutional Effectiveness opening. The first review of these applications will begin on February 26, 2018.
- Cris will participate in Interest Based Bargaining Training on March 2 and March 3.
- Cris reported to the Trustees about his trip to the National Legislative Summit in Washington D.C. He had the opportunity to meet with staff from both Senator Durbin and Congressman Davis' office. He provided resolutions to both for the work that they do in the agriculture industry. Cris was able to meet with other leaders and discuss higher education, agriculture and a general grant pertaining to conservation.

## **ITEMS FROM THE BOARD**

- Dale Colee wanted to let the Trustees know what a positive spin there is on the MCLETC and its relationship with Richland Community College.
- Jim Underwood congratulated everyone that was involved in the completion of the Carroll School of Innovative Learning and the Student Success Center.
- Dr. Coopriider confirmed that Richland would host Rotary on April 2, 2018 in the Shilling Salons.
- Chairman Ritter reminded everyone about the Chamber Ribbon Cutting on Thursday February 22, 2018 at 5:00 p.m.
- Chairman Ritter reminded the Trustees that Madonna would be sending out the 2018 Presidential Evaluation on February 21. The survey should be completed by March 7, 2018 so that results can be reviewed at the march Board meeting.
- Randy Prince thanked those that were involved in the completion of the Carroll School of Innovating Learning and the Student Success Center. He also thanked Bill Mertell, John Oliver, and Julie Melton for their presentations and the good work that they are doing at Richland.
- Bruce Campbell had a conversation with an employee of Bodine Electric that was working in his office today. This person was a graduate of Richland Community College and wanted to stress the importance of promoting the Computer Science Networking program.

## **EXECUTIVE SESSION**

None

## **ADJOURNMENT**

**Prince moved and Campbell seconded to adjourn the meeting at 8:04 p.m.**

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Bishop Wayne Dunning, Secretary

**APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS**

TO: Dr. Cris Valdez  
FROM: Tracy Withrow  
DATE: March 7, 2018  
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.

## **March 2018**

- 21 Student Leaders in the Community Bike-a-thon to benefit Big Brothers Big Sisters  
8:00 a.m.  
MSC
- 22 Scarf Painting  
12:00 p.m.  
Cafeteria Atrium
- 24 Boy Scouts Derby  
8:00 a.m.  
NSEC117
- 24 Culinary Scholarship Dinner  
6:00 p.m.  
Shilling Salons
- 26 Health Professions Campus Visit Night  
5:30 p.m.  
Schrodt Health Education Center
- 27 Title IX Training  
2:00 p.m.  
LRC1, 2, 3
- 28 Student Leaders in the Community Car Wash  
Time TBD  
Location TBD
- 28 Surgical Technology Spring Bake Sale and Raffle  
10:00 a.m. – 3:00 p.m.  
MSC
- 29 Alpha Delta Nu Bake Sale

10:00 a.m. – 1:30 p.m.  
MSC

- 29 Career Fair  
11:00 a.m. – 2:30 p.m.  
Shilling Salons

**April 2018**

- 2 Current Student Registration Begins
- 4 Blood Drive  
9:30 a.m. – 3:00 p.m.  
Parking Lot A
- 5 Youth Leadership Institute  
8:00 a.m.  
NSEC117
- 7 Super Saturday Registration Event  
10 a.m.  
Student Success Center
- 9 New and Returning Student Registration Begins
- 10 Jen Kober (Student Engagement)  
11:30 a.m. – 12:30 p.m.  
MSC
- 10 Conversation on Race  
4:00 p.m.  
Shilling Salons
- 11 HOPE Club Amateur Photography Contest and African Item Sale  
9:00 a.m. – 6:00 p.m.  
MSC
- 12 Diversity Forum – The Faces of the Community College  
2:00 p.m.  
LRC1, 2, 3  
N161
- 17 Tenure and Promotion Dinner  
3:00 p.m.  
Bistro Five Thirty Seven

To: Cris Valdez, President

From: Robin Bollhorst, Director, Payroll and Human Resources



Date: March 5, 2018

Subject: Personnel Update

**New Employee**

<b>Name</b>	<b>Position</b>	<b>Start Date</b>
Dean Hazen	Director of Security	02/21/2018

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

*March 2018*

**Student Trustee: Lee Trimble**

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**President:** Eddie Boliard    **Vice-President:** Doniquea Luter    **Secretary/Treasurer:** Anna Logan

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**Student Activities:**

- 3/21: Art in The Café- Silk Scarf Painting
- 4/2-4/4: 2018-2019 SGA Elections
- 4/4: Blood Drive
- 4/10: Comedian- Jen Kober
- 4/11: HOPE Club Amateur Photo Contest
- 4/12: Student Advocacy Day in Springfield

Summer/Fall Registration begins April 2<sup>nd</sup>



**Commitment    Respect    Excellence    Accountability    Diversity**

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

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


**FEBRUARY 2018**

02/26/2018

Dr. Valdez signed a Memorandum of Understanding for tuition discount program between Benedictine University and Richland Community College.

**CONSENT AGENDA**

TO: Board of Trustees

FROM: Dr. Cris Valdez 

DATE: March 20, 2018

SUBJECT: Consent Agenda

Mr. Chairman, Members of the Board of Trustees, the following item is presented as a consent agenda to be acted upon within the same motion. Any Board member may remove 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

Thank you.

**AUTHORIZATION IN COMPLIANCE WITH 5 ILLINOIS COMPILED STATUTES  
120/2.06**

TO: Board of Trustees  
FROM: Dr. Cris Valdez *CV*  
DATE: March 20, 2018  
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 September 20, 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 September 20, 2016 closed session.**

**BOARD POLICIES, PROPOSALS, AND CHANGES**



# MEMORANDUM

# FINANCE AND ADMINISTRATION

To: Board of Trustees  
Dr. Cris Valdez

From: Greg Florian *Greg Florian*  
Robin Bollhorst

Date: March 20, 2018

Re: Modification of Board of Trustees Policy Section 3.6.4 Payroll and Section 3.6.5 – Paid and Unpaid Time Off – Second Reading

Section 3.6.4 Payroll needs to be modified in order to match the payroll shift from semi-monthly pay to the bi-weekly pay for non-faculty positions. Non-exempt (hourly) and exempt (salaried) employees were transitioned to the bi-weekly payroll system with the implementation of electronic timesheets. This Section establishes beginning pay periods as Sunday and that a standard pay period is 80 hours. Additionally, this section establishes that improperly reported time and attendance may result in discipline up to and including termination.

### Section 3.6.5 Paid/Unpaid Time Off

Every three-year period, a committee of faculty and staff develop a proposed academic calendar that establishes teaching days each semester as required by the Illinois Community College Board. The current academic calendar ends upon graduation in May 2018. The Committee has developed a calendar that would require the College to remain open on days that were previously recognized as holidays. The proposed calendar would keep the College open to hold classes on days that are currently stated as holidays in the fall and spring semesters. In order to accommodate this shift, this policy would need to be modified to provide for "College Designated" holidays. As an example, this would allow the College to remain open on Veterans Day, creating a proper time to honor our Nation's veterans. Additionally, this shift would allow for each semester to hold approximately the same number of Monday, Tuesday, Wednesday, Thursday, and Friday classes through a semester. The holiday would be moved to the Wednesday before Thanksgiving. The proposed annual calendar would shift two holidays each semester. This schedule provides for a more even class distribution and leaves staff with the same number of days off.

The proposed changes are shown below:

### 3.6.4 Payroll

Richland Community College non-faculty employees ~~Employees~~ are paid on a bi-weekly basis. ~~the 15<sup>th</sup> and the last day of every month or on the last working day preceding a holiday or weekend.~~ A payroll period is a two week (80 hours) period beginning on ~~Saturday~~Sunday and ending on a ~~Friday~~Saturday. A standard workweek for non-exempt employees is 40 hours. ~~ends on the 15<sup>th</sup> and the last day of each month.~~

All bi-weekly employees who are full time and are exempt from Fair Labor Standards Act requirements ("exempt") ordinarily are scheduled to be paid for eighty (80) hours per bi-weekly period, unless they move into an unpaid leave or disciplinary status in accordance with College policy. Accurate and contemporaneous reporting of nonexempt employee time and attendance is the responsibility of the employee and his/her immediate supervisor. Employees and/or supervisors found improperly reporting time and attendance information are subject to disciplinary action, up to and including termination.

Faculty, including adjunct faculty, non-credit, and adult education instructors will be paid on a semi-monthly basis typically on the 15<sup>th</sup> of the month and the last day of the month, per the terms of their contract. Overload, extra-duty, and other non-scheduled pay will be paid on a semi-monthly basis typically on the 15<sup>th</sup> and last day of the month.

Upon separation from the College, an employee's earned and unused vacation and compensatory time will be paid out during the next regularly scheduled payroll period after the employee's termination date.

An employee's termination date shall be established by the College.

### 3.6.5 Paid/Unpaid Time Off

Paid/unpaid time off for consideration includes the following:

#### 3.6.5.1 Holidays

The College recognizes the following 8 Customary Holidays:

New Year's Day	Labor Day
M.L. King's Birthday	<del>Columbus Day</del>
<del>President's Day</del>	<del>Veterans Day</del>
Spring Holiday after	Thanksgiving Day and day after
Memorial Day	Christmas Day
Independence Day	

The College also recognizes 4 College Designated Holidays annually. These days will be determined annually at the beginning of each year.

Customary Holidays will be observed on the calendar days on which they fall. However, holidays occurring on either Saturday or Sunday may be observed on the preceding day that the College is in operation or the following Monday.


Full-time, non-contractual employees will be compensated at their normal rate of pay for the holidays noted above. Part-time employees who normally would have been scheduled to work on the day the holiday falls will be paid for the hours they normally would have worked. Paid holiday hours are not included in the calculation of overtime.

Due to operational needs, some employees will be required to work on College holidays.

To be eligible for holiday pay, an eligible staff member must be 1) actively employed by the College both before and after the campus holiday and 2) must have worked or been on approved paid leave (e.g. vacation leave) during the pay period in which the campus holiday occurs. A staff member who is on leave without pay for the full pay period during which the campus holiday occurs is not eligible for holiday pay.

**NEW BUSINESS**

**MEMORANDUM**

**TO:** Dr. Cristobal Valdez, President   
**FROM:** Dr. Denise Crews, Vice President, Academic Services  
**RE:** Faculty Promotion  
**DATE:** February 23, 2018

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

- Dr. Jarmese Sherrod, Associate Professor to Professor
- Dr. Srinivasan Durairaj, Associate Professor to Professor

Congratulations to these faculty members for sharing their expertise and dedication with the Richland Community College community.

c: Andy Hynds  
John Cordulack  
Greg Florian



## **RICHLAND COMMUNITY COLLEGE**

**MATHEMATICS, SCIENCE, AND BUSINESS DIVISION**

*Commitment • Respect • Excellence • Accountability • Diversity*

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<p>Dean: Andy Hynds Administrative Assistant: Jody Chambers Director of Sequestration: Dr. David Larrick Director of Skilled Trades: Robert Brice</p>	
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**TO:** Dr. Denise Crews, VP of Academic Services  
Promotion Committee  
Dr. Cris Valdez, President  
Board of Trustees of Richland Community College

**FROM:** Andy Hynds   
Dean, Mathematics, Science, and Business

**SUBJECT:** Dr. Srinivasan Durairaj, Promotion to Professor

**DATE:** January 12, 2018

I am recommending that Dr. Srinivasan Durairaj be promoted to the rank of Professor.

Dr. Durairaj (we know him as Srin) began teaching at Richland in Fall 2012, primarily in the field of Microbiology. He comes to Richland with more than 15 years of teaching and research experience centered on biology, microbiology, and related fields. His teaching duties over the past six years have included three sections each of Microbiology courses in the fall and spring semesters, along with sections of Biology 101.

Srin is an effective presence in the classroom. Microbiology is a difficult subject. His students in Microbiology courses are usually taking the course to attain admission to a competitive Health Professions program, leading to a lot of stress. When I've observed Srin, I've noticed that he works hard to ease fears. He demonstrates great knowledge of the content, but can explain it in a way that makes sense to students. He also shows a good sense of humor and brevity in the classroom, easing the tension that this subject can cause. Srin has high standards for his students, and he provides the needed support for students to be successful.

The students appreciate Srini's approach, commenting in their evaluations:

- "Dr. D was very timely in grading assignments."
- "He always gave a verbal confirmation on what the next class period would be like and also gave us announcements in Canvas for major events such as tests."
- "He used life examples and related the information he was discussing to everyday life."
- "I like how he jokes around and isn't always serious. He tries to make learning fun."

Srini has been active in the life of the College through her participation in committee work and participation in Professional Development activities. He was involved in one of the assessment subcommittees for the Student Learning Outcomes Assessment committee and frequently attends Professional Development activities. Recently, Srini has presented at Faculty Academy sessions, helping his colleagues to learn more about teaching and learning. In 2016, Srini volunteered his time to serve in Richland's graduation committee. Srini was involved in the process to open the new Carroll Center for Innovative Learning. In the Spring 2018 semester, he is using a Carroll Center classroom as part of a research project to measure the impact of specific teaching styles in both Microbiology and Biology 101 courses.

Other College service includes the maintenance of the microbiology lab, which includes assistance for a student worker, along with his assistance for two students to earn scholarships.

Srini continues to conduct research in the field to improve his teaching and content knowledge. He presented a paper regarding active learning methods at the 2016 NISOD conference, earning the NISOD Excellence Award in Teaching. He also works as a reviewer for Cappucino and Sherman's Microbiology Lab Manual (10<sup>th</sup> edition) and reviews Ph.D thesis submissions to Bharathiar University in India.

Srini remains active in the community. He is an executive committee member for the Illinois Community College Faculty Association and recently was elected to the Chatham school board. He also provides his expertise at regional science competitions for elementary and secondary students.

Srini is a real asset to Richland Community College. He is a true professional in the field, assists many students, and is a reliable colleague. It is with great enthusiasm that I recommend his promotion to Professor.

Sincerely,



Andy Hynds

February 10, 2018

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

Dear Dr. Crews:

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

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

- Dr. Jarmese Sherrod, Associate Professor to Professor
- Dr. Srinivasan Durairaj, Associate Professor to Professor

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

Sincerely,

  
Sean Gallagher  
Committee Chair

# Deans Recommendation & Faculty Evaluation

**TO:** Promotion Committee, 2018

**FROM:** Dr. John Cordulack, Interim Dean

**SUBJECT:** Recommendation of Dr. Jarmese Sherrod to Full Professor



**DATE:** January 11, 2018

Dr. Sherrod is an instructor who is truly committed to Richland Community College. The totality of her work is demonstrated in the following document and in the executive summary. She has not only excelled in the classroom but has also given much effort to service in the college and been very active in the community. She is always experimenting with her classes to bring out the best efforts of the students. While demanding, she understands that not all students have the same capacities and she tailors her approach so that even some of the most challenged pupils stay on task to finish the class. In reviewing her recent student evaluations in the Learning Feedback System, she had overwhelmingly positive reactions – a continuation of her former evaluations. Here is a brief sample of the student comments.

- People say she's [too tough] but I will say that she gets you where you need to be and the right way. It's good to have a teacher constantly trying to make you not just a better student but an overall better person. Dr. Sherrod always looked like a diva and she always had ways to make your days better. I just want to thank her for everything she has done and will continue to do. Love her ♥.
- I like the way you teach and your personality.
- I believe she prepared me in the best ways for 101.
- I like the fact that you made sure we worked hard all throughout the semester. You have well prepared us for English 101, but at times I felt like I wasn't going to pass. There were times I was ready to quit this class but I kept up!
- This was a great learning experience for me and taught me how to be a better writer, thank you.
- I personally like how she treated us as adults, and was up front about her course.
- I really liked the mood she set for the class and how enthusiastic she was in the classes. She really helped me a lot throughout the semester. I would definitely recommend her to other peers.
- Great semester with the teacher, many students that will be taking her class next semester will enjoy it as well.
- The instructor was really Nice, she helps me out with all of my questions.

A self-acknowledged hard worker, Jarmese is more than willing to serve on committees, take on additional responsibilities, and to participate in recent efforts to change the culture of the college to one of accountability (Partners in Leadership - PIL). As her Dean I have seen how she has embraced this initiative and worked it to her advantage. She focuses much of her effort toward achieving the key results set forth in the program. She has made time to complete all of the PIL assignments, readings, and assessments in advance of almost all the participants in the College.

Beyond the College, Jarmese has actively worked in many areas of the community. The extensive listing contained in the executive summary gives evidence to her willingness to make our district a better place. At Richland I have seen her early Saturday mornings preparing an event for one group or another that is not directly tied to the College. When discussing this with her at the time, she was always positive, enthusiastic, and cheerful. Truly this was a labor of love and not one of drudgery. Indeed, much of this work is done out of my sight. For example, her commitment to help the women at the local correctional facility is particularly admirable. She's able to relate with them in a positive fashion that helps them understand that they can control their lives from that time forward.

This entire promotion document is a testament to Jarmese's abilities and is a validation of her application for promotion. Of all the faculty that I have recommended in the past, Jarmese occupies a singular position of excellence. Therefore, it is without qualification that I urge the committee to grant her promotion to full professor.

The following attachments support my recommendation:

Recommendation for Promotion – Full Professor – Jarmese Sherrod – January 2018 MEMO.pdf

<https://filebox.richland.edu/jirafeau/f.php?h=04OO2rFh> (<https://filebox.richland.edu/jirafeau/f.php?h=04OO2rFh>)

Faculty Self-Evaluation and Administrative Evaluation of Faculty Member - Dr. Jarmese Sherrrod Sp18 - Professor - Dean Comments.pdf

<https://filebox.richland.edu/jirafeau/f.php?h=3HoC1cXw> (<https://filebox.richland.edu/jirafeau/f.php?h=3HoC1cXw>)

Dr. Jarmese Sherrod Promotion Appendix Full Professor.pdf

[https://filebox.richland.edu/jirafeau/f.php?h=3O0t3p\\_g](https://filebox.richland.edu/jirafeau/f.php?h=3O0t3p_g) ([https://filebox.richland.edu/jirafeau/f.php?h=3O0t3p\\_g](https://filebox.richland.edu/jirafeau/f.php?h=3O0t3p_g))

## Page Comments

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

**RESOLUTION NO. 18-9      PROMOTION IN ACADEMIC RANK –  
DR. JARMESE SHERROD**

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

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

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

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

BY: \_\_\_\_\_  
Tom Ritter, Chairman

ATTEST:

\_\_\_\_\_  
Bishop Wayne Dunning, Secretary

DATE: March 20, 2018 (SEAL)

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

**RESOLUTION NO. 18-10 PROMOTION IN ACADEMIC RANK –  
DR. SIRINIVASAN DURAIRAJ**

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

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

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

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

BY: \_\_\_\_\_  
Tom Ritter, Chairman

ATTEST:

\_\_\_\_\_  
Bishop Wayne Dunning, Secretary

DATE: March 20, 2018 (SEAL)

TO: Board of Trustees  
FROM: Dr. Cristobal Valdez *cl*  
DATE: March 20, 2018  
SUBJECT: Adoption of College Academic Calendar for Fall 2018 through Summer 2018

Mr. Chairman, members of the Board, the College Calendar for Fall 2018 through Summer 2018 is presented for adoption. The members of the Calendar Committee are Kona Jones, Chair, Alex Berry, Robin Bollhorst, Jody Burtnett, Ellen Colbeck, Dr. John Cordulack, Dr. Denise Crews, Tony Crystal, Dr. Laurie Hughes, Elizabeth Jackson, Meredith Johnson-Palmer, and James Jones.

The proposed calendar has been reviewed by the Richland Federation of Teachers, Local 4262.

Dr. Denise Crews will be available to answer any questions you may have.

**Therefore, it is recommended that the Board of Trustees adopt the 2018 College Calendar, as presented.**

FALL 2018

AUGUST

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4
6	7	8	9	10	11
13	14	15	16	17	18 Saturday Classes Begin
20 Classes Begin	21	22	23	24	25
27	28	29	30	31	

SEPTEMBER

					1
3 Labor Day College Closed	4	5	6	7	8
10	11	12	13	14	15
17	18	19	20	21	22
24	25	26	27	28	29

OCTOBER

1	2	3	4	5	6
8 Columbus Day College Closed	9	10	11	12	13
15	16	17	18	19	20
22	23	24	25	26	27
29	30	31			

NOVEMBER

			1	2	3
5	6	7	8	9	10
12 Veterans Day Observed – College Closed	13	14	15	16	17
19	20	21	22 Thanksgiving College Closed	23 Thanksgiving College Closed	24 College Closed
26	27	28	29	30	

DECEMBER

					1
3	4	5	6	7	8 Saturday Final Exams
10 Final Exams	11 Final Exams	12 Final Exams	13 Final Exams	14	15
17	18	19	20	21	22
24 College Closed	25 Christmas College Closed	26 College Closed	27 College Closed	28 College Closed	29 College Closed
30 College Closed	31 College Closed				

**SPRING 2019**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
<b>J A N U A R Y</b>		1 New Year's Day College Closed	2	3	4	5
	7	8	9	10	11	12
	14 Classes Begin	15	16	17	18	19 Saturday Classes Begin
	21 Martin Luther King Jr. Birthday College Closed	22	23	24	25	26
	28	29	30	31		
<b>F E B R U A R Y</b>					1	2
	4	5	6	7	8	9
	11	12	13	14	15	16
	18 President's Day – College Closed	19	20	21	22	23
	25	26	27	28		
<b>M A R C H</b>					1 Women in Agriculture No Class	2
	4	5	6	7	8	9
	11 Spring Break No Class	12 Spring Break No Class	13 Spring Break No Class	14 Spring Break No Classes	15 Spring Break No Classes	16 Spring Break No Class
	18	19	20	21	22	23
	25	26	27	28	29	30
<b>A P R I L</b>	1	2	3	4	5	6
	8	9	10	11	12	13
	15	16	17	18	19 Spring Holiday College Closed	20
	22	23	24	25	26	27
	29	30				
<b>M A Y</b>			1	2	3	4
	6	7	8	9	10 Final Exams	11 Saturday Final Exams
	13 Final Exams	14 Final Exams	15 Final Exams	16	17 Graduation	18
	20	21	22	23	24	25
	27 Memorial Day College Closed	28	29	30	31	

**SUMMER 2019**

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Y**

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
					1
3 Classes Begin	4	5	6	7 College Closed	8
10	11	12	13	14 College Closed	15
17	18	19	20	21 College Closed	22
24	25	26	27	28 College Closed	29
1	2	3	4 Independence Day College Closed	5 College Closed	6
8	9	10	11	12 College Closed	13
15	16	17	18	19 College Closed	20
22	23	24 Final Exams	25 Final Exams	26 College Closed	27
29	30	31			



# MEMORANDUM

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To: Board of Trustees  
Dr. Cris Valdez

From: Greg Florian *Greg Florian*  
Megan Moore

Date: March 5, 2018

Re: Tuition Increase Fiscal Year 2019

One of the first steps in the development of the FY19 budget is to establish tuition rates. An initial projection of revenue has been developed based on the following assumptions:

- No State Base Operating or Equalization Grants,
- Enrollment decline of 5%,
- Tax base rise of 1.25 percent,
- Overall expenditure increase of 2%.

These estimates will be modified as the budget development process continues through the adoption of an approved budget in June 2018. These assumptions have been made in our projections model and as a result a recommendation for a 3% increase in standard tuition is proposed to continue the College's efforts to maintain affordability.

The following tuition rates are recommended:

**TABLE 1**

<u>Tuition Type</u>	<u>FY 19</u>	<u>FY 18</u>	<u>Change</u>
Standard	\$137	133	3.0%
On-line	\$170	168	1.2%
Health Professions	\$163	160	1.9%
Out of District	\$173	\$179	-3.5%
Out of State	\$473	\$469	.9%
Chargeback	\$295.98	\$311.69	-5.0%

No change in the standard fee of \$14 is proposed at this time.

When compared to our neighboring college's tuition and standard fees per credit hour, Richland remains very competitive. A comparison of proposed FY19 standard tuition rates & fees for those colleges is shown in the following table:

<b>College</b>	<b>Tuition</b>	<b>Standard Fees</b>	<b>Total</b>
Richland	\$137.00	\$14.00	\$151.00
Heartland	\$142.00	\$11.00	\$153.00
Lake Land	\$105.50	\$31.50	\$137.00
Lincoln Land	\$129.50	\$11.00	\$140.50
Parkland	\$164.00	\$20.50	\$184.50

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

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

**Therefore, it is recommended that the Board of Trustees set the Academic Year 2018-2019 tuition for the standard in-district tuition rate at \$137.00 per credit hour, the in-State out-of-district tuition rate at \$179.00 per credit hour, the out-of-State tuition rate at \$473.00 per credit hour, the Chargeback rate at \$296.00, the online tuition rate at \$170.00, the variable tuition rate for designated Health Professions classes at \$163.00, the standard fee at \$14.00 per credit hour, and reauthorize the practice of charging in-district tuition to students who live out of district and are attending an in-district educational institution.**

If you have any questions, please contact me.

Richland Community College  
One College Park  
Decatur, Illinois 62521



**BUSINESS SERVICES**

## MEMORANDUM

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To: Board of Trustees  
Dr. Cris Valdez

From: Greg Florian *Greg Florian*  
Megan Moore *MM*

Date: March 8, 2018

Re: Fiscal Year 2019 General and Course Fees

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Attached is the list of fees applied to various courses as well as general fees for the 2018-2019 academic year.

The Deans, Business Services staff, and Vice Presidents have reviewed Richland's current programs and course fees. Proposed adjustments to current fees are shown in bold. The course fees are used to support the cost of materials, supplies, or software used in that specific course. The general student fee is allocated as follows: \$1.50 Student Life, \$1.50 Fitness Center usage, \$2.00 infrastructure and \$7.00 technology.

**Therefore, it is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2018 Term.**

If you have any questions, please contact me.

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
AGRIC106	Animal Science	4	\$40	\$40
AGRIC130	Crop Science	4	\$40	\$40
AGRIC200	Weed & Pest Control	4	\$40	\$40
AGRIC210	Soil Science	4	\$40	\$40
AUTO 101	Basic Theory	3	\$60	\$60
AUTO 102	Electrical Systems	4	\$60	\$60
AUTO 201	Suspension & Steering Alignment	4	\$60	\$60
AUTO 202	Heating and Air Conditioning	4	\$45	\$45
AUTO 203	Fuel and Emission Systems	4	\$60	\$60
AUTO 204	Engine Repair	4	\$60	\$60
AUTO 205	Manual Drive Train & Axles	4	\$60	\$60
AUTO 206	Automatic Transmissions/Transaxles	4	\$60	\$60
AUTO 207	Advanced Automotive Electronics	4	\$60	\$60
AUTO 208	Automotive Brakes	4	\$60	\$60
AUTO 209	Adv. Driveability ProblemDiagnosis	4	\$60	\$60
BIOL 101	Concepts of Biology 1	4	\$22	\$22
BIOL 102	Concepts of Biology 2	4	\$22	\$22
BIOL 201	Human Anatomy & Physiology 1	4	\$22	\$22
BIOL 202	Human Anatomy and Physiology 2	4	\$22	\$22
BIOL 210	Environmental Biology	4	\$22	\$22
BIOL 220	Microbiology	4	\$32	\$32
CHEM 100	Concepts of Chemistry	4	\$20	\$20
CHEM 106	Chemistry in Everyday Life	4	\$135	\$135
CHEM 110	Survey of Organic Chemistry	5	\$20	\$20
CHEM 131	General Chemistry 1	4	\$20	\$20
CHEM 132	General Chemistry 2	5	\$20	\$20
CHEM 201	Organic Chemistry 1	5	\$500	\$500
CHEM 202	Organic Chemistry 2	5	\$500	\$500
CIS 110	Computer Business Applications	3	\$21	\$21
CRT 100	Introduction to Collision Repair	4	\$45	\$45
CRT 105	Damage Estimating & CustomerService	2	\$60	\$60
CRT 110	Painting & Refinishing 1	4	\$75	\$75
CRT 120	Non-Structural CollisionRepair 1	4	\$60	\$60
CRT 130	Structural Collision Repair 1	4	\$60	\$60
CRT 135	Paint Preparation & Detail	2	\$60	\$60
CRT 205	Mechanical Systems	3	\$60	\$60
CRT 210	Painting & Refinishing 2	4	\$75	\$75
CRT 220	Nonstructural Collision Repair 2	4	\$60	\$60
CRT 230	Structural Collision Repair 2	4	\$60	\$60
CRT 235	Stationary & Rolling Glass	2	\$30	\$30
CS 105	Foundations of Info Technology	3	\$21	\$21
CS 230	Event-Driven Programming	4	\$30	\$30
CS 251	Object-Oriented Programming	4	\$40	\$40
CS 281	Adv. Object-Oriented Programming	4	\$40	\$40

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
DMHT 101	Truck Preventative Maintenance	4	\$75	\$75
DMHT 110	Basic Electrical Systems	4	\$75	\$75
DMHT 115	Advanced Electrical Systems	4	\$50	\$50
DMHT 120	Diesel Fuel and Emissions	4	\$75	\$75
DMHT 125	Diesel Driveability Diagnosis	4	\$75	\$75
DMHT 130	Diesel Engine Repair	4	\$75	\$75
DMHT 135	Diesel Truck Transmissions	4	\$75	\$75
DMHT 200	Medium/Heavy HVAC	4	\$50	\$50
DMHT 210	Truck Steering, Suspension &Alignment	4	\$50	\$50
DMHT 211	Truck Drive Train System	4	\$75	\$75
DMHT 212	Medium/Heavy Truck Brakes	4	\$75	\$75
DRAFT103	AutoCAD, Introductory	3	\$30	\$30
DRAFT104	AutoCad, Intermediate	3	\$40	\$40
DRAFT106	MicroStation, Introductory	3	\$30	\$30
DRAFT107	MicroStation, Intermediate	3	\$30	\$30
DRAFT110	Technical Design	3	\$40	\$40
DRAFT190	Industrial Drafting	4	\$40	\$40
DRAFT195	Tool Design Drafting	4	\$40	\$40
DRAFT230	AutoCAD, Advanced	3	\$40	\$40
DRAFT231	Introduction to Surveying	3	\$30	\$30
DRAFT235	Solid Modeling 1	3	\$60	\$60
DRAFT236	Solid Modeling 2	4	\$60	\$60
DRAFT237	Graphical Design	2	\$60	\$60
DRAFT239	Intro to Structural, Civil, andPipe	3	\$60	\$60
DRAFT242	Commercial Architecture	3	\$60	\$60
DRAFT243	Structural Architecture	3	\$60	\$60
DRAFT245	Residential Architecture	3	\$45	\$45
ELTRN110	Intro to Electricity &Electronics	2	\$14	\$14
ELTRN111	Circuit Analysis	3	\$21	\$21
ELTRN140	Solid State Fund. for Electronic	3	\$21	\$21
ELTRN160	Digital Electronics	4	\$28	\$28
ENGT 100	Manufacturing Processes	3	\$40	\$40
ENGT 101	Motor Control Fundamentals	4	\$60	\$60
ENGT 103	Fluid Power Fundamentals	3	\$40	\$40
ENGT 104	CNC Fundamentals	3	\$60	\$60
ENGT 105	Occupational Safety (MSSC-1)	3	\$100	\$100
ENGT 107	BioFuel ManufacturingFundamentals	3	\$21	\$21
ENGT 111	Motor Control Applications	4	\$40	\$40
ENGT 120	Process Control Fundamentals	3	\$40	\$40
ENGT 125	BioProcess OperationFundamentals	2	\$14	\$14
ENGT 131	Maintenance Fundamentals	4	\$60	\$60
ENGT 150	Machining Fundamentals	2	\$50	\$50
ENGT 151	Cutting & Workholding	2	\$50	\$50
ENGT 160	Metrology and Quality Control	3	\$50	\$50
ENGT 210	PLC Fundamentals	4	\$40	\$40
ENGT 211	PLC Applications & Data Acquisiton	3	\$30	\$30
ENGT 212	Motor Control Systems	4	\$40	\$40
ENGT 213	Robotic Fundamentals	3	\$30	\$30

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
ENGT 214	Motion Control Applications	3	\$30	\$30
ENGT 215	Motion Control Systems	3	\$30	\$30
ENGT 220	Process Control Applications	3	\$30	\$30
ENGT 225	BioProcess OperationApplications	4	\$28	\$28
ENGT 226	BioProcess Operation Systems	3	\$28	\$28
ENGT 230	Power Transmission Applications	3	\$21	\$21
ENGT 231	Piping Fundamentals	2	\$14	\$14
ENGT 233	Lubrication Systems	2	\$14	\$14
ENGT 234	Pump Applications	2	\$14	\$14
ENGT 235	Industrial Machinery Repair	2	\$14	\$14
ENGT 240	Hydraulic Applications	3	\$21	\$21
ENGT 241	Pneumatic Applications	3	\$21	\$21
ENGT 242	Fluid Power Systems	3	\$30	\$30
ENGT 250	CNC Turning	3	\$60	\$60
ENGT 251	CNC Milling	3	\$60	\$60
ENGT 252	CAM Applications	3	\$45	\$45
ENGT 299	Systems Integration	3	\$60	\$60
HORT 100	Horticulture Science	4	\$40	\$40
HORT 110	Turf Management	3	\$30	\$30
HORT 120	Landscape Plant Identification	3	\$30	\$30
HORT 121	Landscape Design Principles	3	\$30	\$30
HORT 125	Integrated Pest Management	3	\$30	\$30
HORT 128	Small Farm Equipment	3	\$30	\$30
HORT 145	Floral Design Principles	3	\$31	\$31
HORT 146	Contemporary Floral Design	3	\$21	\$21
HORT 200	Perennial Plant Material	3	\$30	\$30
HORT 202	Vegetable Crop Production	3	\$30	\$30
HORT 211	Horticulture Mechanics	3	\$30	\$30
HORT 215	Landscape Design Applications	3	\$30	\$30
HORT 221	Landscape Construction	3	\$30	\$30
HORT 225	Tree & Shrub Maintenance	3	\$30	\$30
HORT 226	Fruit Production	3	\$30	\$30
HORT 230	Greenhouse Operations	3	\$30	\$30
HORT 231	Bedding and Plant Production	3	\$30	\$30
HVAC 100	Refrigeration Fundamentals	3	\$135	\$135
HVAC 107	HVAC/R Installation	3	\$45	\$45
HVAC 130	Electricity Fundamentals	3	\$45	\$45
HVAC 132	Control Applications	3	\$45	\$45
HVAC 140	Troubleshooting Air ConditioningSystems	3	\$45	\$45
HVAC 202	Residential and Self-ContainedRefrigeration	3	\$30	\$30
HVAC 204	Commercial Refrigeration	3	\$30	\$30
HVAC 206	Troubleshooting RefrigerationSystems	3	\$45	\$45
<b>HVAC 230</b>	<b>Motors and Controls</b>	<b>3</b>	<b>\$30</b>	<b>\$45</b>
<b>HVAC 240</b>	<b>Residential Air Conditioning</b>	<b>3</b>	<b>\$45</b>	<b>\$60</b>
<b>HVAC 242</b>	<b>Residential Heating Systems</b>	<b>3</b>	<b>\$30</b>	<b>\$45</b>
HVAC 251	Commercial HVAC/R	3	\$40	\$40
IT 116	Windows Client Operating Systems	3	\$30	\$30
IT 120	Spreadsheet Applications	3	\$25	\$25
IT 130	Word Processor Applications	3	\$25	\$25

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
IT 131	Programming Logic	3	\$30	\$30
IT 135	Data Management Applications	3	\$30	\$30
IT 141	Networking Fundamentals	4	\$60	\$60
IT 153	Web Development	4	\$30	\$30
IT 173	A+ Computer Technologies	4	\$80	\$80
IT 205	Help Desk Techniques	3	\$21	\$21
IT 221	Database Design Using SQL	3	\$30	\$30
IT 231	Office Management Software	3	\$30	\$30
IT 241	Network Routing Technologies	4	\$48	\$48
IT 242	Wireless Networking	3	\$48	\$48
IT 245	Network Security	3	\$48	\$48
IT 246	Voice Over IP Fundamentals	3	\$48	\$48
IT 247	Virtualization Fundamentals	3	\$48	\$48
IT 253	Mobile Apps Development	4	\$48	\$48
IT 271	Windows Server Operating Systems	3	\$48	\$48
IT 273	Managing Windows Networks	3	\$48	\$48
IT 280	Systems Development Project	4	\$48	\$48
IT 282	Dynamic Web Development	4	\$48	\$48
IT 285	Systems Analysis and Design	4	\$48	\$48
OT 114	Word Processing/Keyboarding	3	\$25	\$25
OT 217	Advanced Administrative Office Applications	3	\$25	\$25
OT 230	Legal Terminology and Writing	3	\$25	\$25
P ED 110	Personal Fitness	1	\$20	\$30
PHY S105	Physics of Sound and Light	4	\$20	\$20
<b>PHYS 101</b>	<b>Introduction to Physics 1</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>PHYS 102</b>	<b>Introduction to Physics 2</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>PHYS 151</b>	<b>Mechanics and Wave Motion</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>PHYS 152</b>	<b>Electricity and Magnetism</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>PHYS 153</b>	<b>Thermodynamics and Modern Physics</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>SCI 101</b>	<b>Integrated Science 1</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
<b>SCI 102</b>	<b>Integrated Science 2</b>	<b>4</b>	<b>\$20</b>	<b>\$22</b>
WELD 100	Welding Fundamentals	2	\$100	\$100
WELD 101	Shielded Metal Arc Welding	4	\$125	\$125
WELD 120	Intermediate Shielded Metal Arc Welding	3	\$125	\$125
WELD 125	Gas Metal Arc/Flux Core Arc Welding (MIG)	2	\$100	\$100
WELD 130	Gas Tungsten Arc Welding	3	\$100	\$100
WELD 135	Advanced Shielded Metal Arc Welding	3	\$125	\$125
WELD 140	Pipe Welding	4	\$100	\$100
WELD 145	Welding Tools and Safety	3	\$100	\$100
<b>WELD 150</b>	<b>Gas Metal Arc Welding for Auto Body</b>	<b>2</b>	<b>N/A</b>	<b>\$100</b>
WELD 190	Maintenance Repair Welding	2	\$100	\$100
WELD 195	Industrial Welding Fundamentals	3	\$100	\$100
WELD 202	Welder Certification	2	\$100	\$100
WELD 208	Pipefitting Fundamentals	4	\$100	\$100
WELD 215	Pipefitting Applications	4	\$100	\$100
WELD 243	Aluminum & Stainless Steel Welding	4	\$100	\$100
WELD 245	GMAW/FCAW Pipe Welding	3	\$100	\$100
ART 101	Introduction to Drawing 1	3	\$25	\$25

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
ART 102	Introduction to Drawing 2	3	\$25	\$25
ART 111	Design 1	3	\$25	\$25
ART 112	Design 2	3	\$25	\$25
ART 113	Figure Drawing 1	3	\$65	\$65
ART 114	Figure Drawing 2	3	\$65	\$65
ART 115	Printmaking 1	3	\$50	\$50
ART 116	Printmaking 2	3	\$50	\$50
ART 117	Painting 1	3	\$25	\$25
ART 118	Painting 2	3	\$25	\$25
ART 119	Sculpture 1	3	\$55	\$55
ART 120	Sculpture 2	3	\$55	\$55
ART 121	Ceramics 1	3	\$60	\$60
ART 122	Ceramics 2	3	\$60	\$60
ART 123	Watercolor 1	3	\$25	\$25
ART 124	Watercolor 2	3	\$25	\$25
ART 125	Photography 1: Black and White	3	\$80	\$80
ART 126	Photography 2: Black and White	3	\$80	\$80
ART 127	Digital Photography 1	3	\$98	\$98
ART 129	Digital Photography 2	3	\$98	\$98
ART 131	Advanced Ceramics 1	3	\$60	\$60
ART 145	Typography	3	\$98	\$98
ART 152	Computer Graphics 2	3	\$98	\$98
ART 251	Computer Graphics 3	3	\$98	\$98
ART 252	Graphic Arts 4	3	\$98	\$98
ART 261	Illustration	3	\$75	\$75
ART 262	Advanced Game Content Creation	3	\$98	\$98
ART 264	3D Character Rigging and Animation	3	\$98	\$98
ART 270	Introduction to Multimedia	3	\$98	\$98
ART 273	Advanced Multimedia	3	\$98	\$98
CA 101	Intro To Culinary Arts	2	\$70	\$70
CA 105	Culinary Fundamentals	4	\$200	\$200
CA 115	Culinary Applications	4	\$200	\$200
CA 120	Baking and Pastry Fundamentals	4	\$200	\$200
<b>CA 200</b>	<b>Meat, Poultry, and Fish</b>	<b>3</b>	<b>\$200</b>	<b>\$250</b>
CA 210	Garde Manger	3	\$200	\$200
CA 220	Advanced Baking and Pastry	4	\$200	\$200
CA 230	International Cuisine	4	\$200	\$200
CA 250	Restaurant Fundamentals	5	\$150	\$150
EMT 120	Emergency Medical Technology	6	\$99	\$99
EMT 140	Advanced EMT 1	7	\$70	\$70
EMT 150	Advanced EMT 2	4	\$40	\$40
EMT 200	Paramedic 1	7	\$109	\$109
<b>EMT 220</b>	<b>Paramedic 2</b>	<b>6</b>	<b>\$60</b>	<b>\$20</b>
EMT 240	Paramedic 3	9	\$90	\$90
EMT 260	Paramedic 4	7	\$70	\$70
<b>EMT 290</b>	<b>Paramedic 5</b>	<b>5</b>	<b>N/A</b>	<b>\$20</b>
FIRE 110	Introduction to Fire Science(Module A)	4	\$20	\$20
FIRE 111	Techniques of Firefighting 1(Module B)	4	\$20	\$20

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
FIRE 112	Techniques of Firefighting 2(Module C)	4	\$20	\$20
FIRE 120	Fire Prevention Principles 1	3	\$20	\$20
FIRE 130	Fire Service Laws and Regulations	3	\$20	\$20
FIRE 140	Fire Service Instructor-Basic	3	\$20	\$20
FIRE 170	Rescue/Roadway Extrication	3	\$20	\$20
FIRE 180	Building Construction for theFirefighter	3	\$20	\$20
FIRE 200	Tactics and Strategy	3	\$20	\$20
FIRE 210	Tactics and Strategy II	3	\$20	\$20
FIRE 220	Fire Instructor II	3	\$20	\$20
FIRE 230	Fire Service Hydraulics	4	\$20	\$20
FIRE 250	Hazardous Materials	3	\$20	\$20
FIRE 260	Fire Investigation	3	\$20	\$20
FIRE 270	Fire Management 1	3	\$20	\$20
FIRE 280	Fire Management 2	3	\$20	\$20
FIRE 285	Fire Management 3	3	\$20	\$20
FIRE 286	Fire Management 4	3	\$20	\$20
FIRE 297	Fire Science Technologies	3	\$20	\$20
<b>HIT 101</b>	<b>Intro to Hlth InformationTechnology</b>	<b>3</b>	<b>\$30</b>	<b>\$0</b>
<b>HIT 115</b>	<b>Computers in Healthcare</b>	<b>3</b>	<b>\$30</b>	<b>\$0</b>
HIT 118	Intro to HealthcareDocumentation	3	\$30	\$30
<b>HIT 140</b>	<b>Medical Terminology</b>	<b>3</b>	<b>\$30</b>	<b>\$0</b>
<b>HIT 141</b>	<b>Anatomy and PhysiologyFundamentals</b>	<b>3</b>	<b>\$30</b>	<b>\$0</b>
HIT 142	Healthcare Documentation 1	4	\$45	\$45
HIT 143	Basic ICD Coding	3	\$130	\$130
HIT 210	Advanced Coding	3	\$30	\$30
HIT 215	Electronic Health Records	3	\$30	\$30
HIT 220	Classification & Indexing Systems	3	\$30	\$30
HIT 242	Healthcare Documentation 2	4	\$45	\$45
HIT 245	Health Info Law & Ethics	3	\$30	\$30
HIT 248	Pathophysiology	3	\$30	\$30
HIT 250	Reimbursement Principles in Healthcare	3	\$30	\$30
HLTH 040	Nurse Assistant Competency Skills Assessment	0.5	\$5	\$5
<b>HLTH 110</b>	<b>Cardio Pulmonary Resuscitation</b>	<b>0.5</b>	<b>\$10</b>	<b>\$0</b>
<b>HLTH 130</b>	<b>Phlebotomy</b>	<b>5</b>	<b>\$89</b>	<b>\$39</b>
<b>HLTH 140</b>	<b>Medical Terminology</b>	<b>3</b>	<b>\$30</b>	<b>\$0</b>
<b>HLTH 141</b>	<b>Nurse Assistant Training</b>	<b>8</b>	<b>\$184</b>	<b>\$106</b>
HLTH 197	Special Topics in Healthcare	1 to 3	\$10	\$10
HLTH 290	Health Internship	1 to 3	\$0	\$50
HLTH 297	Advanced Topics in Healthcare	1 to 3	\$10	\$10
<b>MA 121</b>	<b>Patient Care</b>	<b>5</b>	<b>N/A</b>	<b>\$75</b>
NURS 111	Introduction to Nursing	1	\$10	\$10
NURS 112	Medical-Surgical Nursing I	9	\$315	\$315
<b>NURS 152</b>	<b>Psychiatric Mental Health Nursing</b>	<b>4</b>	<b>\$172</b>	<b>\$173</b>
NURS 154	Pharmacological Principles for Nursing Practice	3	\$30	\$30
<b>NURS 155</b>	<b>Medical-Surgical Nursing II</b>	<b>5</b>	<b>\$263</b>	<b>\$230</b>
<b>NURS 206</b>	<b>Family Health Nursing</b>	<b>6</b>	<b>\$316</b>	<b>\$318</b>
<b>NURS 250</b>	<b>Medical-Surgical III</b>	<b>5</b>	<b>\$207</b>	<b>\$175</b>
<b>NURS 252</b>	<b>Medical-Surgical IV</b>	<b>5</b>	<b>\$206</b>	<b>\$175</b>

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
<b>NURS 254</b>	<b>Transition from Education to Practice</b>	<b>6</b>	<b>\$330</b>	<b>\$332</b>
PHRMT155	Pharmacy Technician	6	\$60	\$60
<b>PHRMT156</b>	<b>Pharmacy Technician Work Experience</b>	<b>0</b>	<b>\$40</b>	<b>\$41</b>
PHRMT157	Pharmacy Technician Certification Review	0	\$158	\$158
PHRMT157	<b>Professional Nursing I</b>	<b>1</b>	<b>N/A</b>	<b>\$10</b>
<b>PN 115</b>	<b>Fundamental Nursing Skills</b>	<b>2</b>	<b>N/A</b>	<b>\$20</b>
<b>PN 120</b>	<b>Practical Nursing Concepts I</b>	<b>6</b>	<b>N/A</b>	<b>\$210</b>
<b>PN 125</b>	<b>Pharmacology for Practical Nursing</b>	<b>3</b>	<b>N/A</b>	<b>\$30</b>
<b>PN 126</b>	<b>Professional Nursing II</b>	<b>2</b>	<b>N/A</b>	<b>\$132</b>
<b>PN 140</b>	<b>Practical Nursing Concepts II</b>	<b>7</b>	<b>N/A</b>	<b>\$245</b>
RADT 101	Introduction to Radiography	3	\$30	\$30
RADT 102	Radiologic Patient Care	3	\$169	\$169
RADT 108	Radiographic Procedures I	3	\$165	\$165
RADT 110	Principles of Radiography I	3	\$30	\$30
RADT 115	Radiography Clinical I	3	\$60	\$60
RADT 116	Radiation Physics	3	\$30	\$30
RADT 118	Radiographic Procedures II	3	\$100	\$100
RADT 120	Principles of Radiography II	3	\$30	\$30
RADT 125	Radiography Clinical II	3	\$161	\$161
RADT 126	Imaging Equipment	3	\$30	\$30
RADT 128	Radiographic Procedures III	3	\$100	\$100
RADT 155	Radiography Clinical III	3.5	\$70	\$70
RADT 215	Radiography Clinical IV	4	\$75	\$75
RADT 218	Radiographic Procedures IV	3	\$130	\$130
RADT 219	Radiation Protection & Radiobiology	2	\$70	\$70
RADT 225	Radiography Clinical V	4	\$75	\$75
RADT 228	Radiographic Image Analysis	1.5	\$65	\$65
RADT 230	Radiography Seminar	3	\$444	\$444
<b>SURGT110</b>	<b>Introduction to Surgical Technology</b>	<b>2</b>	<b>\$94</b>	<b>\$114</b>
<b>SURGT120</b>	<b>Principles of Surgical Technology I</b>	<b>4</b>	<b>\$45</b>	<b>\$65</b>
<b>SURGT125</b>	<b>Fundamentals of Surgical Technology</b>	<b>3</b>	<b>\$80</b>	<b>\$180</b>
SURGT128	Intro to the Clinical Experience	1	\$20	\$20
<b>SURGT130</b>	<b>Principles of Surgical Technology II</b>	<b>3</b>	<b>\$35</b>	<b>\$55</b>
<b>SURGT135</b>	<b>Surgical Procedures I</b>	<b>2</b>	<b>\$40</b>	<b>\$115</b>
SURGT138	Basic Surgical Technology Clinical I	3	\$60	\$60
<b>SURGT240</b>	<b>Principles of Surgical Technology III</b>	<b>6</b>	<b>\$65</b>	<b>\$85</b>
<b>SURGT245</b>	<b>Surgical Procedures II</b>	<b>2</b>	<b>\$40</b>	<b>\$90</b>
SURGT248	Int. Surgical Technology Clinical II	6	\$120	\$120
<b>SURGT250</b>	<b>Principles of Surgical Technology IV</b>	<b>2</b>	<b>\$75</b>	<b>\$120</b>
<b>SURGT255</b>	<b>Surgical Procedures III</b>	<b>2</b>	<b>\$20</b>	<b>\$25</b>
SURGT258	Adv. Surgical Tech Clinical III	6	\$120	\$120
SURGT259	Professional Seminar	1	\$200	\$200
<b>SURGT290</b>	<b>Internship in Surgical Technology</b>	<b>5</b>	<b>\$0</b>	<b>\$50</b>
<b>CDL 1000</b>	<b>Tractor/Trailer Driver Training</b>	<b>7</b>	<b>\$3,750</b>	<b>\$3,900</b>
CDL 1001	Class "B" License Training	2	\$1,200	\$1,200
CDL 1002	CDL Refresher - 8 hours	0.5	\$500	\$500
CDL 1003	CDL Refresher - 16 hours	1	\$900	\$900
CDL 1004	CDL Refresher - 40 hours	2	\$1,500	\$1,500

Class	Course Description	Credit Hours	Current Year	
			FY18	Proposed FY19
CDL 1005	CDL Permit	1	\$475	\$475
PASS 150	College Success Math		\$30	\$30
PASS 250	College Success Math		\$50	\$50
Test Fee	Placement Re-Testing Fee		\$15	\$15
Test Fee	CLEP/Dantes		<b>\$25</b>	<b>\$30</b>
Test Fee	University Test Monitor		\$25	\$25
Test Fee	Proficiency Exam		1/2 of Tuition	1/2 of Tuition
Test Fee	Credit Equivalency by Licensure or Certification		1/2 of Tuition	1/2 of Tuition
Test Fee	Credit Equivalency for Professional Training		1/2 of Tuition	1/2 of Tuition
Test Fee	Credit Equivalency for Professional Experience		1/2 of Tuition	1/2 of Tuition
Test Fee	Credit by Advance Course Completion		\$20 per Cr. Hr	\$20 per Cr. Hr
Test Fee	Strong Interest Inventory		\$15	\$15
Test Fee	Nelson Denny Retest		\$10	\$10
Misc. Fees	Replacement Dipoloma		<b>\$5</b>	<b>\$25</b>
Misc. Fees	Identification Card Replacement Fee		\$5	\$5
Misc. Fees	Registration	Per Cr Hr	\$2	\$2
General Fee	Academic/Technology/Infrastructure/Student Life Fee/Fitness Center		\$12	\$12
Hybrid Online	50% - 75% Online Courses/Hybrid	Per Cr Hr	\$5	\$5
Insurance	Fee for Courses as Identified in Course Schedule	Per Sem	\$8	\$8
Hlth Prof	PSB Surg Tech Placement Test		\$20	\$20
Hlth Prof	Evaluation of Course Syllabi for Transfer Credit		\$35 Per Course	\$35 Per Course
Hlth Prof	Human Simulator - Use in Clinical Settings - Hours to be stated up front		\$20/hour & \$35/hour for faculty time	\$20/hour & \$35/hour for faculty time

## Operating Funds Expenses

	Actual Expenses YTD 2/28/2018	Budget 1718	%	Actual Expenses YTD 2/28/2017	Prior Year Expenses 6/30/2017
<b>Capital Outlay</b>					
Equipment-Service	\$0.00	\$0.00	0	\$2,075.00	\$2,075.00
	<u>\$10,348.12</u>	<u>\$373,940.00</u>	2.77	<u>\$2,075.00</u>	<u>\$139,979.79</u>
<b>Chargeback Expense</b>					
Chargeback Expense	\$0.00	\$5,000.00	0	\$29,989.91	\$49,795.11
	<u>\$0.00</u>	<u>\$5,000.00</u>	0	<u>\$29,989.91</u>	<u>\$49,795.11</u>
<b>Tuition Adjustments</b>					
Illinois Veterans Grants	\$728.00	\$68,000.00	1.07	\$32,678.00	\$61,872.00
Tuition Waiver	\$141,641.85	\$350,000.00	40.47	\$319,835.94	\$316,422.94
Unfunded ING/MIA/POW	\$23,635.00	\$35,000.00	67.53	\$20,595.00	\$34,456.00
Write-Off	\$169,910.93	\$240,000.00	70.8	\$154,528.66	\$208,261.16
	<u>\$335,915.78</u>	<u>\$693,000.00</u>	48.47	<u>\$527,637.60</u>	<u>\$621,012.10</u>
<b>Other Expense</b>					
Bank Service Charges	\$2,866.98	\$6,720.00	42.66	\$4,547.96	\$6,872.78
Contributions	\$62,110.75	\$142,857.00	43.48	\$63,200.00	\$108,737.61
Expense-Other	\$4,278.92	\$500.00	855.78	\$425.06	\$5,547.65
	<u>\$69,256.65</u>	<u>\$150,077.00</u>	46.15	<u>\$68,173.02</u>	<u>\$121,158.04</u>
<b>Transfers</b>					
Transfer Out	\$7,500.00	\$95,850.00	7.82	\$82,090.75	\$399,840.21
	<u>\$7,500.00</u>	<u>\$95,850.00</u>	7.82	<u>\$82,090.75</u>	<u>\$399,840.21</u>
<b>Total Expenses</b>	<b>\$9,265,561.15</b>	<b>\$15,722,929.00</b>	<b>58.93</b>	<b>\$10,211,683.19</b>	<b>\$16,395,574.67</b>

## Revenues by Fund Summary

	Actual Revenue YTD 2/28/2018	Budget 1718	%	Actual Revenue YTD 2/28/2017	Prior Year Revenue 6/30/2017
<b>Fund 01-Education Fund</b>					
Local Government Sources	\$6,162,306.49	\$6,185,428.00	99.63	\$6,149,544.73	\$6,516,161.73
State Government Sources	\$1,679,395.27	\$630,135.00	266.51	\$1,135,142.95	\$2,899,112.83
Student Tuition & Fees	\$6,449,334.82	\$6,556,071.00	98.37	\$6,794,630.12	\$6,519,732.24
Investment Revenue	\$13,949.71	\$4,000.00	348.74	\$6,058.47	\$7,130.81
Other Revenue	\$192,113.65	\$361,260.00	53.18	\$168,202.87	\$573,964.03
<b>Total Revenue Fund 01</b>	<b>\$14,497,099.94</b>	<b>\$13,736,894.00</b>	<b>105.53</b>	<b>\$14,253,579.14</b>	<b>\$16,516,101.64</b>
<b>Fund 02-Operations &amp; Maintenance</b>					
Local Government Sources	\$908,629.70	\$900,639.00	100.89	\$894,419.99	\$894,419.99
Student Tuition & Fees	\$409,291.43	\$435,432.00	94	\$261,461.02	\$541,576.90
Other Revenue	\$287,235.08	\$762,117.00	37.69	\$256,219.40	\$362,666.60
<b>Total Revenue Fund 02</b>	<b>\$1,605,156.21</b>	<b>\$2,098,188.00</b>	<b>76.5</b>	<b>\$1,412,100.41</b>	<b>\$1,798,663.49</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>					
Local Government Sources	\$404,467.05	\$375,100.00	107.83	\$0.00	\$363,383.00
Investment Revenue	\$6,825.50	\$2,000.00	341.28	\$1,483.42	\$3,038.49
Other Revenue	\$2,260,223.01	\$3,261,622.00	69.3	\$2,793.00	\$701,264.39
<b>Total Revenue Fund 03</b>	<b>\$2,671,515.56</b>	<b>\$3,638,722.00</b>	<b>73.42</b>	<b>\$4,276.42</b>	<b>\$1,067,685.88</b>
<b>Fund 04-Bond &amp; Interest Fund</b>					
Local Government Sources	\$4,047,528.81	\$3,336,926.00	121.3	\$3,295,276.82	\$3,295,276.82
Investment Revenue	\$6,579.44	\$2,000.00	328.97	\$2,750.70	\$3,868.04
<b>Total Revenue Fund 04</b>	<b>\$4,054,108.25</b>	<b>\$3,338,926.00</b>	<b>121.42</b>	<b>\$3,298,027.52</b>	<b>\$3,299,144.86</b>
<b>Fund 05-Auxiliary Enterprises</b>					
Local Government Sources	\$374,520.71	\$507,700.00	73.77	\$372,188.87	\$514,941.30
Student Tuition & Fees	\$83,307.75	\$84,629.00	98.44	\$25,988.00	\$30,189.00
Student Organization Rev	\$324,094.20	\$453,218.00	71.51	\$110,800.19	\$194,689.01
Investment Revenue	\$2,019.32	\$800.00	252.42	\$704.28	\$1,392.17
Other Revenue	\$25,771.70	\$152,750.00	16.87	\$159,919.09	\$644,064.89
<b>Total Revenue Fund 05</b>	<b>\$809,713.68</b>	<b>\$1,199,097.00</b>	<b>67.53</b>	<b>\$669,600.43</b>	<b>\$1,385,276.37</b>
<b>Fund 06-Restricted Purposes Fund</b>					
Financial Aid	\$4,433,126.26	\$6,980,649.00	63.51	\$4,150,238.61	\$6,670,253.19
Investment Revenue	\$414.02	\$0.00	0	\$235.49	\$1,051.84
Other Revenue	\$437,861.20	\$1,684,798.71	25.99	\$775,465.38	\$1,602,556.50
<b>Total Revenue Fund 06</b>	<b>\$4,871,401.48</b>	<b>\$8,665,447.71</b>	<b>56.22</b>	<b>\$4,925,939.48</b>	<b>\$8,273,861.53</b>
<b>Fund 07-Working Cash Fund</b>					
Investment Revenue	\$48,755.99	\$15,000.00	325.04	\$15,288.15	\$31,241.45
<b>Total Revenue Fund 07</b>	<b>\$48,755.99</b>	<b>\$15,000.00</b>	<b>325.04</b>	<b>\$15,288.15</b>	<b>\$31,241.45</b>
<b>Fund 10-Trust &amp; Agency Fund</b>					
Student Organization Rev	\$18,963.00	\$16,600.00	114.23	\$17,428.19	\$19,611.67
Investment Revenue	\$2,505.10	\$50.00	5010.2	\$441.68	\$0.00
Other Revenue	\$74,561.13	\$80,929.00	92.13	\$33,850.00	\$71,490.96
<b>Total Revenue Fund 10</b>	<b>\$96,029.23</b>	<b>\$97,579.00</b>	<b>98.41</b>	<b>\$51,719.87</b>	<b>\$91,102.63</b>
<b>Fund 11-Audit Fund</b>					
Local Government Sources	\$63,378.74	\$64,108.00	98.86	\$85,631.46	\$85,631.46
Investment Revenue	\$524.81	\$150.00	349.87	\$134.64	\$269.22
<b>Total Revenue Fund 11</b>	<b>\$63,903.55</b>	<b>\$64,258.00</b>	<b>99.45</b>	<b>\$85,766.10</b>	<b>\$85,900.68</b>
<b>Fund 12-Liab,Protect,Settlement</b>					
Local Government Sources	\$1,567,983.54	\$1,581,520.00	99.14	\$1,656,948.08	\$1,656,948.08
Student Tuition & Fees	\$10,960.00	\$13,500.00	81.19	\$13,156.00	\$13,404.00
Investment Revenue	\$13,025.47	\$3,200.00	407.05	\$4,070.80	\$8,105.44
<b>Total Revenue Fund 12</b>	<b>\$1,591,969.01</b>	<b>\$1,598,220.00</b>	<b>99.61</b>	<b>\$1,674,174.88</b>	<b>\$1,678,457.52</b>
<b>Total Revenue</b>	<b>\$30,309,652.90</b>	<b>\$34,452,331.71</b>	<b>87.98</b>	<b>\$26,390,472.40</b>	<b>\$34,227,436.05</b>

## Expenses by Fund Summary

	Budget 1718	Actual YTD as of 2/28/2018	Encumbered as of 2/28/2018	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 01-Education Fund</b>							
Salaries	\$9,286,508.00	\$5,649,076.95	\$300.00	\$5,649,376.95	60.83	\$10,172,406.72	61.62
Employee Benefits	\$2,106,374.00	\$1,364,085.61	\$0.00	\$1,364,085.61	64.76	\$2,101,603.97	61.47
Contractual Services	\$460,325.00	\$293,841.38	\$8,217.78	\$302,059.16	65.62	\$316,869.29	84.86
Materials & Supplies	\$586,973.00	\$363,870.21	\$50,716.01	\$414,586.22	70.63	\$539,504.76	79.18
Conference & Meeting Exp	\$151,366.00	\$58,511.56	\$13,073.45	\$71,585.01	47.29	\$85,479.28	70.47
Fixed Charges	\$110,610.00	\$65,914.22	\$4,849.22	\$70,763.44	63.98	\$67,069.08	52.78
Utilities	\$3,540.00	\$1,960.00	\$980.00	\$2,940.00	83.05	\$13,342.70	62.11
Capital Outlay	\$10,558.00	\$10,348.12	\$0.00	\$10,348.12	98.01	\$138,704.78	0
Financial Aid Expense	\$240,000.00	\$169,910.93	\$0.00	\$169,910.93	70.8	\$208,261.16	74.2
Chargeback Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	60.23
Tuition Adjustments	\$453,000.00	\$166,004.85	\$0.00	\$166,004.85	36.65	\$412,750.94	90.4
Other Expense	\$150,077.00	\$69,256.65	\$0.00	\$69,256.65	46.15	\$121,158.04	56.27
Transfers	\$95,850.00	\$7,500.00	\$0.00	\$7,500.00	7.82	\$399,840.21	20.53
<b>Total Expense Fund 01</b>	<b>\$13,660,181.00</b>	<b>\$8,220,280.48</b>	<b>\$78,136.46</b>	<b>\$8,298,416.94</b>	<b>60.75</b>	<b>\$14,626,786.04</b>	<b>61.99</b>
<b>Fund 02-Operations &amp; Maintenance</b>							
Salaries	\$195,023.00	\$101,977.46	\$0.00	\$101,977.46	52.29	\$270,201.10	64.52
Employee Benefits	\$54,809.00	\$27,101.14	\$0.00	\$27,101.14	49.45	\$87,338.77	66.31
Contractual Services	\$623,208.00	\$353,188.88	\$173,098.15	\$526,287.03	84.45	\$541,649.37	59.59
Materials & Supplies	\$111,210.00	\$71,151.31	\$10,565.87	\$81,717.18	73.48	\$84,406.98	64.51
Conference & Meeting Exp	\$2,189.00	\$0.00	\$0.00	\$0.00	0	\$202.48	100
Fixed Charges	\$278,220.00	\$218,867.05	\$51,103.02	\$269,970.07	97.03	\$320,900.10	81.36
Utilities	\$469,018.00	\$299,139.34	\$3,855.30	\$302,994.64	64.6	\$494,335.30	59.92
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>\$1,071,425.18</b>	<b>\$238,622.34</b>	<b>\$1,310,047.52</b>	<b>62.47</b>	<b>\$1,801,109.10</b>	<b>64.91</b>
<b>Fund 03-Oper &amp; Maint Restricted</b>							
Salaries	\$0.00	(\$139.51)	\$0.00	(\$139.51)	0	\$0.00	0
Contractual Services	\$109,707.00	\$86,723.95	\$0.00	\$86,723.95	79.05	\$9,303.67	0
Materials & Supplies	\$0.00	\$6,567.85	\$199.58	\$6,767.43	0	\$0.00	0
Capital Outlay	\$3,529,015.00	\$3,363,016.41	\$220,840.37	\$3,583,856.78	101.55	\$772,195.48	4.46
<b>Total Expense Fund 03</b>	<b>\$3,638,722.00</b>	<b>\$3,456,168.70</b>	<b>\$221,039.95</b>	<b>\$3,677,208.65</b>	<b>101.0</b>	<b>\$781,499.15</b>	<b>4.4</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	\$3,711,156.11	\$0.00	\$3,711,156.11	111.31	\$3,285,856.11	32.22
Financial Aid Expense	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0	\$3,000.00	100
<b>Total Expense Fund 04</b>	<b>\$3,338,926.00</b>	<b>\$3,713,656.11</b>	<b>\$0.00</b>	<b>\$3,713,656.11</b>	<b>111.2</b>	<b>\$3,288,856.11</b>	<b>32.28</b>
<b>Fund 05-Auxiliary Enterprises</b>							
Salaries	\$585,392.00	\$362,539.43	\$0.00	\$362,539.43	61.93	\$636,931.85	67.6
Employee Benefits	\$134,883.00	\$68,528.65	\$0.00	\$68,528.65	50.81	\$136,794.22	67.14
Contractual Services	\$82,775.00	\$36,390.57	\$825.99	\$37,216.56	44.96	\$76,169.32	64.3
Materials & Supplies	\$330,862.00	\$212,793.97	\$48,166.22	\$260,960.19	78.87	\$182,614.60	65.22
Conference & Meeting Exp	\$2,460.00	\$2,283.24	\$508.00	\$2,791.24	113.47	\$2,294.06	80.6
Fixed Charges	\$29,450.00	\$24,638.13	\$4,545.32	\$29,183.45	99.09	\$71,192.58	74.04
Utilities	\$0.00	\$143.65	\$0.00	\$143.65	0	\$281.34	40.96
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	\$583.36	\$0.00	\$583.36	34.83	\$1,686.69	100
<b>Total Expense Fund 05</b>	<b>\$1,199,097.00</b>	<b>\$747,090.30</b>	<b>\$54,859.51</b>	<b>\$801,949.81</b>	<b>66.88</b>	<b>\$1,120,980.03</b>	<b>66.63</b>
<b>Fund 06-Restricted Purposes Fund</b>							
Salaries	\$906,273.71	\$435,832.72	\$0.00	\$435,832.72	48.09	\$723,687.22	67.5
Employee Benefits	\$254,991.17	\$119,361.71	\$0.00	\$119,361.71	46.81	\$207,027.51	64.08
Contractual Services	\$277,935.56	\$92,430.68	\$5,490.66	\$97,921.34	35.23	\$213,345.42	49.28
Materials & Supplies	\$107,867.68	\$30,304.80	\$3,530.73	\$33,835.53	31.37	\$130,558.78	56.23
Conference & Meeting Exp	\$40,225.67	\$27,678.84	\$1,237.60	\$28,916.44	71.89	\$40,182.89	76.11
Fixed Charges	\$55,010.85	\$32,854.28	\$2,198.76	\$35,053.04	63.72	\$66,321.40	65.19

## Expenses by Fund Summary

	Budget 1718	Actual YTD as of 2/28/2018	Encumbered as of 2/28/2018	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
<b>Fund 06-Restricted Purposes Fund</b>							
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	60.47
Capital Outlay	\$107,776.00	\$54,462.56	\$7,039.00	\$61,501.56	57.06	\$79,697.33	42.18
Financial Aid Expense	\$6,915,367.00	\$4,352,583.12	\$0.00	\$4,352,583.12	62.94	\$6,639,802.92	65.52
<b>Total Expense Fund 06</b>	<b>\$8,665,447.64</b>	<b>\$5,145,508.71</b>	<b>\$19,496.75</b>	<b>\$5,165,005.46</b>	<b>59.6</b>	<b>\$8,102,844.23</b>	<b>64.9</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	\$42,325.00	\$23,249.71	\$2,376.90	\$25,626.61	60.55	\$24,213.60	84.02
Materials & Supplies	\$40,729.00	\$31,284.81	\$691.30	\$31,976.11	78.51	\$32,691.24	57.06
Conference & Meeting Exp	\$12,525.00	\$7,430.61	\$250.00	\$7,680.61	61.32	\$14,110.95	59.62
Fixed Charges	\$0.00	\$156.60	\$0.00	\$156.60	0	\$0.00	0
Other Expense	\$0.00	\$2,867.13	\$0.00	\$2,867.13	0	\$4,019.90	68.28
Transfers	\$2,000.00	\$2,200.00	\$0.00	\$2,200.00	110	\$3,311.00	59.65
<b>Total Expense Fund 10</b>	<b>\$97,579.00</b>	<b>\$67,218.11</b>	<b>\$3,318.20</b>	<b>\$70,536.31</b>	<b>72.29</b>	<b>\$78,346.69</b>	<b>66.54</b>
<b>Fund 11-Audit Fund</b>							
Salaries	\$10,844.00	\$4,397.90	\$0.00	\$4,397.90	40.56	\$13,352.95	66.02
Employee Benefits	\$3,356.00	\$1,341.24	\$0.00	\$1,341.24	39.97	\$3,314.74	64.22
Contractual Services	\$46,600.00	\$46,600.00	\$0.00	\$46,600.00	100	\$45,200.00	100
<b>Total Expense Fund 11</b>	<b>\$60,800.00</b>	<b>\$52,339.14</b>	<b>\$0.00</b>	<b>\$52,339.14</b>	<b>86.08</b>	<b>\$61,867.69</b>	<b>90.75</b>
<b>Fund 12-Liab,Protect,Settlement</b>							
Salaries	\$592,183.00	\$301,297.24	\$0.00	\$301,297.24	50.88	\$637,630.47	69.57
Employee Benefits	\$368,569.00	\$211,571.77	\$0.00	\$211,571.77	57.4	\$322,345.21	62.86
Contractual Services	\$270,230.00	\$164,109.08	\$106,801.89	\$270,910.97	100.25	\$297,456.51	49.49
Materials & Supplies	\$7,650.00	\$23,966.04	\$1,992.00	\$25,958.04	339.32	\$7,859.73	98.73
Conference & Meeting Exp	\$3,250.00	\$1,114.00	\$0.00	\$1,114.00	34.28	\$0.00	0
Fixed Charges	\$250,000.00	\$196,660.29	\$21,418.01	\$218,078.30	87.23	\$234,280.22	92.28
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>\$898,718.42</b>	<b>\$130,211.90</b>	<b>\$1,028,930.32</b>	<b>68.74</b>	<b>\$1,499,572.14</b>	<b>67.84</b>
<b>Total Expenses</b>	<b>\$34,254,693.64</b>	<b>\$23,372,405.15</b>	<b>\$745,685.11</b>	<b>\$24,118,090.26</b>	<b>70.41</b>	<b>\$31,361,861.18</b>	<b>58.88</b>

## Auxiliary Enterprises Revenue & Expenses

FEB 1718

	<u>Actual Revenue</u>	<u>Budget Revenue</u>	<u>Actual Expenses</u>	<u>Budget Expenses</u>	<u>Net Actual</u>	<u>Net Budget</u>
<b>Community Events</b>						
6019 -Admin Outdoor Events	\$1,055.00	\$25,650.00	\$22,863.45	\$34,115.00	(\$21,808.45)	(\$8,465.00)
6014 -Dance Productions	\$24,715.05	\$26,000.00	\$17,946.21	\$21,335.00	\$6,768.84	\$4,665.00
6020 -Farm Progress Show	\$0.00	\$0.00	\$3,390.14	\$10,000.00	(\$3,390.14)	(\$10,000.00)
6030 -Misc Events	\$5,675.00	\$15,000.00	\$188.77	\$1,200.00	\$5,486.23	\$13,800.00
	<u>\$31,445.05</u>	<u>\$66,650.00</u>	<u>\$44,388.57</u>	<u>\$66,650.00</u>	<u>(\$12,943.52)</u>	<u>\$0.00</u>
<b>Continuing &amp; Professional Education</b>						
6000 -Administration-CPED	\$22,276.85	\$70,000.00	\$52,084.89	\$111,072.00	(\$29,808.04)	(\$41,072.00)
6001 -CDL	\$165,175.00	\$185,500.00	\$117,286.03	\$159,803.00	\$47,888.97	\$25,697.00
6002 -Computer & Technology	\$2,469.35	\$5,300.00	\$3,771.23	\$16,923.00	(\$1,301.88)	(\$11,623.00)
6013 -Culinary Arts	\$8,610.00	\$12,500.00	\$5,330.15	\$9,453.00	\$3,279.85	\$3,047.00
6003 -Dance	\$34,616.65	\$48,000.00	\$23,186.67	\$41,589.00	\$11,429.98	\$6,411.00
6004 -Hobby & Leisure	\$13,795.05	\$38,150.00	\$20,703.74	\$68,023.00	(\$6,908.69)	(\$29,873.00)
6027 -Manufacturing Camp	\$15,000.00	\$15,000.00	\$12,370.07	\$15,000.00	\$2,629.93	\$0.00
6007 -Safety-Industrial	\$95,391.86	\$159,000.00	\$72,891.77	\$136,351.00	\$22,500.09	\$22,649.00
6008 -Shilling Rentals	\$18,557.50	\$31,800.00	\$9,416.97	\$20,336.00	\$9,140.53	\$11,464.00
	<u>\$375,892.26</u>	<u>\$565,250.00</u>	<u>\$317,041.52</u>	<u>\$578,550.00</u>	<u>\$58,850.74</u>	<u>(\$13,300.00)</u>
<b>Culinary</b>						
8907 -Bistro 537	\$41,132.29	\$73,000.00	\$35,946.22	\$73,000.00	\$5,186.07	\$0.00
8970 -Cafe	\$255,259.43	\$300,738.00	\$253,602.35	\$300,738.00	\$1,657.08	\$0.00
8908 -Coffee House	\$19,760.79	\$36,100.00	\$24,125.51	\$36,100.00	(\$4,364.72)	\$0.00
8915 -Misc Culinary Events	\$1,020.00	\$3,000.00	\$1,647.41	\$3,000.00	(\$627.41)	\$0.00
	<u>\$317,172.51</u>	<u>\$412,838.00</u>	<u>\$315,321.49</u>	<u>\$412,838.00</u>	<u>\$1,851.02</u>	<u>\$0.00</u>
<b>Fitness Center</b>						
0000 -Fitness Center	\$83,307.75	\$84,629.00	\$42,771.87	\$84,629.00	\$40,535.88	\$0.00
	<u>\$83,307.75</u>	<u>\$84,629.00</u>	<u>\$42,771.87</u>	<u>\$84,629.00</u>	<u>\$40,535.88</u>	<u>\$0.00</u>
<b>Horticulture</b>						
4503 -Garden Center	\$273.00	\$21,480.00	\$1,727.32	\$21,480.00	(\$1,454.32)	\$0.00
9099 -Produce Market	\$2,652.75	\$5,500.00	\$1,267.00	\$5,500.00	\$1,385.75	\$0.00
	<u>\$2,925.75</u>	<u>\$26,980.00</u>	<u>\$2,994.32</u>	<u>\$26,980.00</u>	<u>(\$68.57)</u>	<u>\$0.00</u>
<b>Traffic Safety School</b>						
6009 -Traffic Safety	\$17,195.95	\$29,450.00	\$15,434.96	\$29,450.00	\$1,760.99	\$0.00
	<u>\$17,195.95</u>	<u>\$29,450.00</u>	<u>\$15,434.96</u>	<u>\$29,450.00</u>	<u>\$1,760.99</u>	<u>\$0.00</u>

## Restricted Purposes Fund Revenue & Expenses

FEB 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	\$45,815.67	\$0.00	\$11,394.33
11854-Adult Ed Performance	12/1/2017	6/30/2018	\$55,065.00	\$0.00	\$15,962.24	\$150.42	\$38,952.34
11772-Adult Ed State Basic	7/1/2016	12/31/2017	\$95,770.00	\$95,770.00	\$95,099.00	\$0.00	\$671.00
11872-State Basic Adult Ed	12/1/2017	6/30/2018	\$164,204.99	\$0.00	\$10,792.91	\$750.60	\$152,661.48
<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	\$42,773.17	\$59,801.76	\$0.00	\$24,648.24
EQUI -Reserved for Equipment			\$0.00	\$2,954.02	\$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	\$37,781.22	\$0.00	\$29,218.78
<b>US Department of Agriculture</b>							
11819-Rural Development Grant	8/12/2017	3/30/2018	\$4,985.00	\$3,876.18	\$2,807.23	\$0.00	\$2,177.77
<b>US Department of Education</b>							
11781-Bridging the Gap Grant	11/1/2016	12/31/2017	\$16,803.79	\$12,938.72	\$12,938.72	\$0.00	\$3,865.07
11812-Carl Perkins-ICCB	7/1/2017	6/3/2018	\$185,458.38	\$23,360.00	\$82,878.30	\$8,286.66	\$94,293.42
11832-Federal Adult Ed Basic	12/1/2017	6/30/2018	\$125,244.99	\$0.00	\$32,545.03	\$0.00	\$92,699.96
11856-Program Improvement Grnt	7/1/2017	6/30/2018	\$25,050.00	\$0.00	\$2,182.59	\$2,140.00	\$20,727.41
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	\$296,328.00	\$63,000.00	\$96,278.04	\$0.00	\$200,049.96
<b>US Department of Energy</b>							
11117-ADM Sequestration Grant	7/1/2010	12/31/2017	\$8,118.00	\$4,318.20	\$8,985.31	\$0.00	(\$867.31)
11816-Carbon SAFE Illinois	4/1/2017	3/31/2019	\$15,000.00	\$0.00	\$56.95	\$0.00	\$14,943.05
11615-Intelligent Monitor Sys	10/2/2015	9/30/2018	\$17,863.25	\$5,055.71	\$11,587.47	\$0.00	\$6,275.78
<b>US Department of Housing &amp; Urban</b>							
11865-City Dev Block Grant	2/16/2018	2/28/2019	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
<b>US Department of Transportation</b>							
11818-Hwy Construct Career Grt	7/1/2017	6/30/2018	\$354,400.00	\$120,734.03	\$174,538.80	\$10,979.49	\$168,881.71
<b>Total</b>			<b>\$1,684,798.64</b>	<b>\$433,905.22</b>	<b>\$750,912.38</b>	<b>\$22,307.17</b>	<b>\$911,579.09</b>

# Macon County Law Enforcement Training Center Revenue & Expenses



FEB 1718

	FEB Actual	YTD Actual	Budget
<b>Revenue</b>			
Basic Law Enforce Acad	\$162,180.20	\$164,120.20	\$684,000.00
Basic Corrections Acad	\$0.00	\$88,480.00	\$50,400.00
Misc Law Enforce Trng	\$0.00	\$2,705.00	\$20,277.00
Gifts/Donations	\$27,922.78	\$282,409.03	\$325,187.24
Revenue-Misc/OtherSource	\$0.00	\$536.16	\$2,000.00
<b>Total Revenue</b>	<b>\$190,102.98</b>	<b>\$538,250.39</b>	<b>\$1,081,864.24</b>
<b>Expenses</b>			
<b>Law Enforce Trng Ctr</b>			
Administrative Staff Sal	\$15,384.62	\$94,307.72	\$139,892.00
Professional/Tech Salary	\$4,179.10	\$18,805.95	\$54,328.00
Classified-Temporary	\$0.00	\$2,736.00	\$0.00
SURS-RetireeHealthContri	\$97.82	\$568.18	\$1,270.00
Group Medical Ins	\$1,168.36	\$5,167.40	\$16,292.00
Group Dental Ins	\$30.83	\$140.26	\$471.00
Group Life Ins	\$54.50	\$145.94	\$486.00
Group LTD Ins	\$48.75	\$120.14	\$793.00
Workers Compensation	\$0.00	\$0.00	\$0.00
Medicare	\$0.00	\$0.00	\$0.00
FICA-Social Security	\$0.00	\$80.35	\$13,796.00
Legal Services-Admin	\$0.00	\$2,706.25	\$2,500.00
Contractual-Other	\$0.00	\$0.00	\$0.00
Office Supplies	\$348.26	\$1,884.68	\$3,500.00
Vehicle Expense	\$0.00	\$280.31	\$0.00
Printing	\$1,650.93	\$1,725.93	\$1,000.00
Materials	\$0.00	\$310.70	\$500.00
Postage	\$2.97	\$65.37	\$0.00
Non Consumable Supplies	\$0.00	\$17,876.09	\$9,500.00
Uniforms	\$16.00	\$208.00	\$0.00
Meeting Expense	\$0.00	\$27.75	\$500.00
Equipment Rental	\$0.00	\$437.72	\$1,512.00
Telephone	\$720.00	\$720.00	\$0.00
Equipment-Office	\$0.00	\$2,717.60	\$2,550.00
Equipment-Instructional	(\$1,177.20)	\$33,348.90	\$32,878.00
Equipment-Service	\$6,350.94	\$125,630.13	\$116,986.00
Expense-Other	\$0.00	\$1,060.00	\$3,017.00
<b>Basic Law Enforce Trng</b>			
P/T Faculty Salary	\$16,915.00	\$21,230.00	\$222,510.00
Faculty Curriculum Dev	\$0.00	\$400.00	\$0.00
SURS-RetireeHealthContri	\$0.00	\$2.14	\$0.00
Meals	\$6,400.00	\$33,490.00	\$156,700.00
Instructional Supplies	\$2,795.75	\$9,633.60	\$68,000.00
Firearms & Accessories	\$1,145.00	\$1,145.00	\$0.00
Uniforms	\$84.00	\$18,471.95	\$0.00
<b>Basic Corrections Trng</b>			
P/T Faculty Salary	\$0.00	\$1,730.00	\$3,000.00
Meals	\$0.00	\$19,433.16	\$15,500.00
Instructional Supplies	\$0.00	\$17,153.44	\$15,000.00
Printing	\$0.00	\$1,530.90	\$0.00
<b>Misc Law Enforce Trng</b>			
P/T Faculty Salary	\$600.00	\$2,155.00	\$0.00
Medicare	\$8.70	\$31.23	\$0.00

# Macon County Law Enforcement Training Center Revenue & Expenses



FEB 1718

	FEB Actual	YTD Actual	Budget
<b>Expenses</b>			
<b>Misc Law Enforce Trng</b>			
Meals	(\$760.00)	\$892.50	\$0.00
<b>Basic K-9 Training</b>			
Non Consumable Supplies	\$0.00	\$2,699.00	\$0.00
<b>Law Enforce Trng Ctr O&amp;M</b>			
Custodial, Maint Stf Sal	\$0.00	\$0.00	\$10,080.00
Custodial, Maint-Temp	\$0.00	\$1,210.00	\$0.00
Workers Compensation	\$0.00	\$0.00	\$150.00
Medicare	\$0.00	\$0.00	\$380.00
FICA-Social Security	\$0.00	\$0.00	\$1,630.00
Equip Repair/Maint Agree	\$0.00	\$506.11	\$600.00
Custodial Services	\$5,675.50	\$13,590.06	\$20,000.00
Building Repair/Maint	\$0.00	\$0.00	\$47,500.00
Pest Control	\$600.00	\$2,456.00	\$4,050.00
Grounds Maintenance	\$0.00	\$0.00	\$6,800.00
Maintenance Supplies	\$881.42	\$12,039.17	\$23,907.24
Printing	\$0.00	\$73.80	\$0.00
Materials	\$0.00	\$1,385.26	\$1,400.00
Non Consumable Supplies	\$569.90	\$3,682.41	\$2,500.00
General Insurance	\$0.00	\$0.00	\$3,086.00
Electricity and Nat Gas	\$8,664.48	\$14,624.88	\$18,000.00
Water, Sewage	\$798.68	\$1,821.64	\$8,000.00
Telephone	\$0.00	\$1,181.14	\$2,820.00
Refuse Disposal	\$141.07	\$733.95	\$1,720.00
Internet	\$0.00	\$3,067.21	\$11,260.00
Equipment-Service	\$0.00	\$35,410.15	\$35,500.00
<b>Total Expenses</b>	<b>\$73,395.38</b>	<b>\$532,851.07</b>	<b>\$1,081,864.24</b>
<b>Net Revenue &amp; Expenses</b>	<b>\$116,707.60</b>	<b>\$5,399.32</b>	<b>\$0.00</b>

# Bills for Ratification

February 2018

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
AFLAC	AFLAC		\$407.48	\$407.48		
ARC/STSA	Accreditation Fees	Surgical Tech-Health Occ	\$2,000.00	\$2,000.00		
ARRT	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
AT&T	Telephone	Telecommunications	\$205.48		\$205.48	
	Telephone	Utilities	\$776.24		\$776.24	
	Telephone	Fairview Plaza O&M	\$188.84		\$188.84	
	Telephone	Fairview Plaza O&M	\$13.49		\$13.49	
	Telephone	Utilities	\$695.76		\$695.76	
Advanced Disposal Services	Refuse Disposal	Law Enforce Trng Ctr O&M	\$141.07			\$141.07
Airgas-Mid America	Instructional Supplies	Collision Repair Tech	\$75.73	\$75.73		
	Instructional Supplies	Collision Repair Tech	\$75.73	\$75.73		
Airweld Industrial Gases	Instructional Supplies	Welding-Technical Occ	\$277.40	\$277.40		
	Instructional Supplies	Welding-Technical Occ	\$1,556.13	\$1,556.13		
Altorfer Inc	Equip Repair/Maint Agree	Workforce Development Ct	\$1,418.00		\$1,418.00	
AmerenIP	Electricity and Nat Gas	Fairview Plaza O&M	\$94.75		\$94.75	
	Electricity and Nat Gas	Utilities	\$112.27		\$112.27	
	Telephone	Utilities	\$62.23		\$62.23	
	Electricity and Nat Gas	Workforce Development Ct	\$52.41		\$52.41	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$302.24		\$302.24	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$315.92		\$315.92	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$2,274.22			\$2,274.22
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$3,095.68			\$3,095.68
	Electricity and Nat Gas	Utilities	\$231.11		\$231.11	
	Electricity and Nat Gas	Clinton Center O&M	\$70.81		\$70.81	
	Electricity and Nat Gas	Clinton Center O&M	\$237.73		\$237.73	
	Electricity and Nat Gas	Fairview Plaza O&M	\$116.22		\$116.22	
	Electricity and Nat Gas	Utilities	\$5,132.22		\$5,132.22	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$125.01		\$125.01	
	Electricity and Nat Gas	Workforce Development Ct	\$689.53		\$689.53	
	Electricity and Nat Gas	Utilities	\$181.63		\$181.63	
	Electricity and Nat Gas	Utilities	\$4,084.27		\$4,084.27	
Apple Computer	Materials	Marketing	\$698.00	\$698.00		
Aramark - AUS St Louis MC	Uniforms	Maintenance	\$55.00		\$55.00	
	Uniforms	Maintenance	\$55.00		\$55.00	
	Uniforms	Maintenance	\$55.00		\$55.00	
Architectural Expressions LLP	Equipment-Service	Renovations / Remodeling	\$412.50			\$412.50
Area Disposal Service Inc	Refuse Disposal	Clinton Center O&M	\$72.87		\$72.87	
Atteberry, Andrew Austin	Student Tuition Rec		\$456.00	\$456.00		
Aubry, Katherine	Interpreter Salary	Academic Success	\$191.56	\$191.56		
BLDD Architects Inc	Equipment-Office	Renovations / Remodeling	\$760.00			\$760.00
	Building Improvements	Renovations / Remodeling	\$2,530.00			\$2,530.00
Bailey, Sabrina	Interpreter Salary	Academic Success	\$203.36	\$203.36		
	Interpreter Salary	Academic Success	\$406.72	\$406.72		
Baldwin, Shelly L	Travel-In State	AAS Nursing -Health Occ	\$47.96	\$47.96		
Bank Mobile	Prepaid Expenses		\$5,374.71	\$5,374.71		
	Professional Fees	General Expenses	\$1,791.54	\$1,791.54		

# Bills for Ratification



February 2018

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Banning, Austin Louis	Student Tuition Rec		\$50.00	\$50.00		
Bass, Margie A	Student Tuition Rec		\$285.00	\$285.00		
BearMail Co	Postage	Admission & Recruitment	\$21.62	\$21.62		
	Postage	Advising and Records	\$15.64	\$15.64		
	Heartland Academy Recv		\$5.06	\$5.06		
	Other Current Obligation		\$161.92			\$161.92
	Other Receivables		\$4.75	\$4.75		
	RCC Foundation A/R		\$58.19	\$58.19		
	Postage	Business Office	\$219.18	\$219.18		
	Postage	CPED Administration	\$14.26			\$14.26
	Postage	Club Expenses	\$0.46			\$0.46
	Postage	Fin Aid & Vet Affairs	\$63.98	\$63.98		
	Postage	General Expenses	\$632.85	\$632.85		
	Postage	Grant-Administration	\$9.80			\$9.80
	Postage	Law Enforce Trng Ctr	\$2.97			\$2.97
	Postage	NonCredit	\$158.24			\$158.24
	Postage	Outdoor Exposition SpcEv	\$15.32			\$15.32
	Postage	Presidents Office	\$2.76	\$2.76		
	Postage	VP Academic Services	\$6.95	\$6.95		
Beck's Studio	Inventory-CentralStores		\$5.00	\$5.00		
	Inventory-CentralStores		\$30.00	\$30.00		
Beiler, Shelby L	Student Tuition Rec		\$403.75	\$403.75		
Birt, Tristan Josiah	Student Tuition Rec		\$293.25	\$293.25		
Blue Cross and Blue Shield of IL	Group Insurance		\$25,024.66	\$25,024.66		
	Health Insurance		\$150,448.11	\$150,448.11		
Brewster, Grace	Student Tuition Rec		\$441.00	\$441.00		
BrickStreet Mutual Insurance	General Insurance	Liab Protection & Settle	\$5,154.00			\$5,154.00
CCTC Healthcare Continuing Ed	Fees Pass Thru Nursing		\$5,160.00	\$5,160.00		
CDS Office Technologies	Equipment Rental	Law Enforce Trng Ctr	(\$213.00)			(\$213.00)
	Printing	Copiers	\$866.20	\$866.20		
	Printing	Law Enforce Trng Ctr	\$1,592.32			\$1,592.32
CDWG Government Inc	Equipment-Office	Renovations / Remodeling	\$2,055.05			\$2,055.05
Carolina Biological Supply Co	Instructional Supplies	Biology-Baccalaureate	\$47.45	\$47.45		
Carter Entertainment	Other Current Obligation		\$1,200.00			\$1,200.00
	Contractual-Other	Club Expenses	\$1,200.00			\$1,200.00
City of Clinton	Water, Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur	Accrued Sales Tax		\$27.69			\$27.69
	Accrued Sales Tax		\$30.65			\$30.65
	Accrued Sales Tax		\$266.65			\$266.65
City of Decatur IL	Water, Sewage	Law Enforce Trng Ctr O&M	\$430.21			\$430.21
	Water, Sewage	Fairview Plaza O&M	\$57.50		\$57.50	
	Water, Sewage	Law Enforce Trng Ctr O&M	\$75.60			\$75.60
	Water, Sewage	Macon Co Soil & Water Bd	\$150.33		\$150.33	
	Water, Sewage	Sequestration Bldg O&M	\$145.96		\$145.96	
	Water, Sewage	Utilities	\$142.92		\$142.92	
	Water, Sewage	Utilities	\$285.01		\$285.01	
	Water, Sewage	Utilities	\$159.08		\$159.08	
	Water, Sewage	Utilities	\$1,461.84		\$1,461.84	
	Water, Sewage	Law Enforce Trng Ctr O&M	\$292.87			\$292.87
	Water, Sewage	Utilities	\$213.22		\$213.22	
	Water, Sewage	Fairview Plaza O&M	\$49.34		\$49.34	
Clark, Amanda L	Student Tuition Rec		\$481.00	\$481.00		
Clinton RCC LLC	Facility Rental	Clinton Center O&M	\$6,523.55		\$6,523.55	
Comcast						

# Bills for Ratification

February 2018

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Comcast	Telephone	Fairview Plaza O&M	\$153.85		\$153.85	
Consociate Group	Contractual-Other	Human Resources	\$210.00	\$210.00		
Constellation NewEnergy Gas	Electricity and Nat Gas	Fairview Plaza O&M	\$85.73		\$85.73	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$110.80		\$110.80	
	Electricity and Nat Gas	Utilities	\$8,467.45		\$8,467.45	
	Electricity and Nat Gas	Workforce Development Ct	\$503.48		\$503.48	
Cowgill, Lee_Ray	Student Tuition Rec		\$2.00	\$2.00		
Crews, Denise,, Dr	Telephone	VP Academic Services	\$60.00	\$60.00		
	Travel-In State	VP Academic Services	\$58.86	\$58.86		
Cromwell Radio Group Inc	Advertising	Marketing	\$203.00	\$203.00		
	Advertising	Marketing	\$500.05	\$500.05		
D & Chi	Contractual-Other	Club Expenses	\$950.00			\$950.00
Dallas, Brandon R J	Student Tuition Rec		\$2,225.00	\$2,225.00		
DeBose Consulting	Contractual-Other	Credit	\$640.00			\$640.00
Decatur Blueprint Company	Materials	8th Grade Career Fair	\$198.75			\$198.75
Decatur Indoor Sports Center	Contractual-Other	College Fair	\$500.00			\$500.00
Decatur Memorial Hospital	Contractual-Other	Credit	\$370.00			\$370.00
Dell Marketing L P	Equipment-Office	Administrative Info Syst	\$8,790.12	\$8,790.12		
Department of Rehabilitation	Student Tuition Rec		\$190.00	\$190.00		
Director of Employment Security	Unemployment Insurance	Liab Protection & Settle	\$17,907.50			\$17,907.50
Dorsey, Courtney A	Student Tuition Rec		\$400.00	\$400.00		
Dunker Electric	Equipment-Service	Renovations / Remodeling	(\$55.80)			(\$55.80)
	Equipment-Service	Renovations / Remodeling	\$274.92			\$274.92
Dust & Son Auto Supply	Instructional Supplies	Collision Repair Tech	\$192.26	\$192.26		
	Instructional Supplies	Collision Repair Tech	\$294.33	\$294.33		
Dynagraphics Inc	Printing	Grant-Administration	\$324.23			\$324.23
	Printing	Law Enforce Trng Ctr	\$58.61			\$58.61
	Printing	Advising and Records	\$34.11	\$34.11		
	Printing	Math Enrichment Center	\$34.11	\$34.11		
	Printing	Grant-Administration	\$73.80			\$73.80
E L Pruitt	Equip Repair/Maint Agree	Maintenance	\$2,976.00		\$2,976.00	
Elan Corporate Payment	Credit Card Pmt Clearing		\$51,784.54	\$51,784.54		
Embroidered Expressions LLC	Materials	Club Expenses	\$1,717.00			\$1,717.00
Enterprise	Travel-In State	Dean-Math Science Busine	\$126.28	\$126.28		
Estell, Ronda	Interpreter Salary	Academic Success	\$165.40	\$165.40		
Evergreen FS-Stephens #24	Vehicle Expense	Credit	\$373.60			\$373.60
	Vehicle Expense	Credit	\$467.28			\$467.28
	Vehicle Expense	Credit	\$234.51			\$234.51
	Vehicle Expense	Credit	\$263.36			\$263.36
	Vehicle Expense	Credit	\$421.35			\$421.35
	Vehicle Expense	College Vehicle	\$1,611.42		\$1,611.42	
Fairview Park Plaza LLC	Facility Rental	Fairview Plaza O&M	\$4,615.92		\$4,615.92	
Fidelity Investments	Misc Deductions		\$400.00	\$400.00		
FirstEnergy Solutions	Electricity and Nat Gas	Utilities	\$22.63		\$22.63	
	Electricity and Nat Gas	Utilities	\$32.21		\$32.21	

# Bills for Ratification



February 2018

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
<b>FirstEnergy Solutions</b>					
Electricity and Nat Gas	Sequestration Bldg O&M	\$441.27		\$441.27	
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$185.62		\$185.62	
Electricity and Nat Gas	Workforce Development Ct	\$1,828.01		\$1,828.01	
Electricity and Nat Gas	Utilities	\$14,793.78		\$14,793.78	
<b>Fleet Pride</b>					
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$21.22	\$21.22		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$54.94	\$54.94		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$154.68	\$154.68		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$60.91	\$60.91		
<b>Franczek Radelet</b>					
Legal Services-Admin	Board of Trustees	\$2,838.00	\$2,838.00		
<b>Frontier</b>					
Telephone	Clinton Center O&M	\$143.70		\$143.70	
<b>G J Builders Hardware Inc</b>					
Maintenance Supplies	Maintenance	\$44.00		\$44.00	
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$44.25			\$44.25
<b>Garner, Shawn Michael</b>					
Student Tuition Rec		\$285.00	\$285.00		
<b>Garrett, Janean A</b>					
Travel-In State-Instruct	Admission & Recruitment	\$97.02	\$97.02		
<b>Gaumard</b>					
Equipment-Instructional	AAS Nursing -Health Occ	\$8,289.00			\$8,289.00
<b>Greater Decatur Chamber of</b>					
Meeting Expense	Presidents Office	\$300.00	\$300.00		
<b>Grimm, Susan</b>					
Travel-In State Mileage	Radiology Tech-Hlth Occ	\$245.25	\$245.25		
<b>HSHS Medical Group Inc</b>					
Contractual-Other	Human Resources	\$1,831.26	\$1,831.26		
<b>Hanover Insurance Group Co</b>					
General Insurance	Liab Protection & Settle	\$9,062.49			\$9,062.49
General Insurance	Liab Protection & Settle	\$1,800.62			\$1,800.62
General Insurance	Liab Protection & Settle	\$1,053.70			\$1,053.70
General Insurance	Liab Protection & Settle	\$1,781.20			\$1,781.20
<b>Harold O'Shea Builders</b>					
Building Improvements	Fairview Plaza O&M	\$63,299.70			\$63,299.70
Building Improvements	Fairview Plaza O&M	\$115,138.28			\$115,138.28
<b>Harvey, Taylor</b>					
Student Tuition Rec		\$495.00	\$495.00		
Student Tuition Rec		\$514.00	\$514.00		
<b>Henington, Clint Warren</b>					
Student Tuition Rec		\$126.00	\$126.00		
<b>Henricksen</b>					
Equipment-Instructional	Renovations / Remodeling	\$6,230.60			\$6,230.60
Equipment-Office	Renovations / Remodeling	\$5,227.65			\$5,227.65
<b>Heritage Wine Cellars Ltd</b>					
Food Supply Costs	Bistro 537	\$1,128.00			\$1,128.00
<b>HigherEdJobs.com</b>					
Advertising	Human Resources	\$2,095.00	\$2,095.00		
<b>Hoelting &amp; Co</b>					
Food Supply Costs	Cafe	\$558.64			\$558.64
Food Supply Costs	Cafe	\$38.44			\$38.44
Food Supply Costs	Cafe	\$213.18			\$213.18
Food Supply Costs	Cafe	\$225.45			\$225.45
Food Supply Costs	Cafe	\$253.77			\$253.77
Materials	Cafe	\$32.25			\$32.25
<b>Holmes, Warren,, Jr</b>					
Instructional Supplies	Biology-Baccalaureate	\$1,155.00	\$1,155.00		
<b>Horve, William Jeffrey</b>					
Student Tuition Rec		\$567.00	\$567.00		
<b>Hummert International</b>					
Materials	Horticulture-Bus Occup	\$190.73	\$190.73		
<b>Hynds, Andrew T</b>					
Travel-In State	Dean-Math Science Busine	\$19.52	\$19.52		
<b>ICCCFO</b>					
Registration Fees	Human Resources	\$100.00	\$100.00		
Registration Fees	Vice Pres Fin & Admin	\$100.00	\$100.00		
<b>IEMA</b>					
Contractual-Other	Radiology Tech-Hlth Occ	\$225.00	\$225.00		
<b>IL Dept of Ag Bureau of Evnir Pr</b>					
Publications & Dues	Horticulture-Bus Occup	\$25.00	\$25.00		
Publications & Dues	Horticulture-Bus Occup	\$25.00	\$25.00		
Publications & Dues	Horticulture-Bus Occup	\$25.00	\$25.00		

# Bills for Ratification



February 2018

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
<b>ILLOWA AHEAD</b>						
	Publications & Dues	Academic Success	\$30.00	\$30.00		
<b>IMACC</b>						
	Registration Fees	Math Enrichment Center	\$130.00	\$130.00		
	Publications & Dues	Math-Baccalaureate	\$350.00	\$350.00		
	Registration Fees	Math Enrichment Center	\$130.00	\$130.00		
	Publications & Dues	Math Enrichment Center	\$15.00	\$15.00		
<b>ISSRT</b>						
	Contractual-Other	Club Expenses	\$400.00			\$400.00
	Registration Fees	Club Expenses	\$60.00			\$60.00
<b>Illinois Century Network</b>						
	Internet	Telecommunications	\$1,000.00		\$1,000.00	
<b>Illinois Federation of Teachers</b>						
	Union Dues-RFT		\$2,200.20	\$2,200.20		
	Union Dues-RFT		\$2,200.20	\$2,200.20		
<b>Illinois State Assembly</b>						
	Registration Fees	Club Expenses	\$105.00			\$105.00
<b>Inceptia</b>						
	Contractual-Other	Fin Aid & Vet Affairs	\$163.35	\$163.35		
<b>Jan Master Cleaning Services Inc</b>						
	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
	Custodial Services	Law Enforce Trng Ctr O&M	\$5,675.50			\$5,675.50
<b>Jones &amp; Sullivan Ent</b>						
	Building Improvements	Renovations / Remodeling	\$1,211.83			\$1,211.83
	Building Improvements	Renovations / Remodeling	\$9,459.60			\$9,459.60
<b>Jones, Samuel Ethan</b>						
	Student Tuition Rec		\$617.00	\$617.00		
	Student Tuition Rec		\$712.00	\$712.00		
<b>Jordan, Kimberley M</b>						
	Student Tuition Rec		\$610.00	\$610.00		
<b>KONE Inc</b>						
	Equip Repair/Maint Agree	Maintenance	\$352.37		\$352.37	
<b>Karnes, Kaitlin Taylor</b>						
	Student Tuition Rec		\$2,960.00	\$2,960.00		
<b>Kirby Risk Electric Supply</b>						
	Maintenance Supplies	Maintenance	\$167.64		\$167.64	
	Maintenance Supplies	Maintenance	\$23.44		\$23.44	
<b>Lamar Companies</b>						
	Advertising	Marketing	\$416.50	\$416.50		
	Advertising	Marketing	\$416.50	\$416.50		
	Advertising	Marketing	\$416.50	\$416.50		
<b>Lee Enterprises Inc</b>						
	Advertising	Human Resources	\$194.00	\$194.00		
	Advertising	Human Resources	\$328.00	\$328.00		
	Advertising	Human Resources	\$522.00	\$522.00		
	Advertising	Maintenance	\$56.94		\$56.94	
	Advertising	Human Resources	\$522.00	\$522.00		
<b>Lee, Jerome</b>						
	Student Tuition Rec		\$570.00	\$570.00		
	Student Tuition Rec		\$570.00	\$570.00		
<b>Lincoln Electric Cleveland</b>						
	Materials	Academic Lab Support	\$500.00	\$500.00		
<b>Lowery, Shantorria Lynnell</b>						
	Student Tuition Rec		\$441.00	\$441.00		
<b>MANCOMM</b>						
	Instructional Supplies	Credit	\$100.45			\$100.45
	Instructional Supplies	Credit	\$694.25			\$694.25
<b>MR Systems Wireless</b>						
	Internet	Clinton Center O&M	\$57.00		\$57.00	
<b>Mack Sales &amp; Service of Decatur</b>						
	Equip Repair/Maint Agree	Credit	\$55.00			\$55.00
<b>Macon Resources Inc</b>						
	Laundry/Linen Supplies	Allied Health	\$29.40	\$29.40		
<b>Mark's Plumbing</b>						
	Maintenance Supplies	Maintenance	\$3.99		\$3.99	
	Maintenance Supplies	Maintenance	\$152.89		\$152.89	
<b>Marquis Beverage Service</b>						
	Food Supply Costs	Cafe	\$227.95			\$227.95
	Instructional Supplies	Coffee House	\$183.75			\$183.75
	Instructional Supplies	Coffee House	\$473.70			\$473.70
	Instructional Supplies	Coffee House	\$552.50			\$552.50

# Bills for Ratification

February 2018

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Marquis Beverage Service					
Instructional Supplies	Coffee House	\$609.45			\$609.45
Maverik Marketing					
Instructional Supplies	Basic Law Enforce Trng	\$1,732.75			\$1,732.75
Mazzotti Services					
Uniforms	Basic Law Enforce Trng	\$24.00			\$24.00
Uniforms	Basic Law Enforce Trng	\$16.00			\$16.00
Uniforms	Law Enforce Trng Ctr	\$16.00			\$16.00
Uniforms	Basic Law Enforce Trng	\$22.00			\$22.00
Instructional Supplies	Automotive-Tech Occ	\$105.50	\$105.50		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$24.00	\$24.00		
Uniforms	Basic Law Enforce Trng	\$22.00			\$22.00
Melton, Julie Lynn					
Telephone	Foundation & Development	\$60.00	\$60.00		
Menards Inc					
Maintenance Supplies	Maintenance	\$6.58		\$6.58	
Maintenance Supplies	Maintenance	\$19.98		\$19.98	
Instructional Supplies	Basic Law Enforce Trng	\$79.40			\$79.40
Maintenance Supplies	Maintenance	\$28.98		\$28.98	
Maintenance Supplies	Maintenance	\$67.95		\$67.95	
Materials	Renovations / Remodeling	\$1,614.14			\$1,614.14
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$11.76			\$11.76
Equipment-Service	Renovations / Remodeling	\$28.98			\$28.98
Equipment-Service	Renovations / Remodeling	\$44.55			\$44.55
Maintenance Supplies	Maintenance	\$84.02		\$84.02	
Maintenance Supplies	Law Enforce Trng Ctr O&M	\$128.94			\$128.94
Maintenance Supplies	Maintenance	\$32.76		\$32.76	
Maintenance Supplies	Maintenance	\$50.80		\$50.80	
Maintenance Supplies	Maintenance	\$59.89		\$59.89	
Mid-America Advertising					
Advertising	Marketing	\$250.00	\$250.00		
Midwest Fiber Inc of Decatur					
Refuse Disposal	Utilities	\$30.00		\$30.00	
Miles Chevrolet Inc					
Vehicle Expense	College Vehicle	\$2,368.33		\$2,368.33	
Miller & Steeno P. C.					
Wage Garnishment Orders		\$36.87	\$36.87		
Wage Garnishment Orders		\$345.19	\$345.19		
Wage Garnishment Orders		\$209.78	\$209.78		
Wage Garnishment Orders		\$345.19	\$345.19		
Millikin University					
Contractual-Other	Chemistry-Baccalaureate	\$1,935.00	\$1,935.00		
Mirto, Anthony J					
Student Tuition Rec		\$400.00	\$400.00		
Monney, Brandon Tyler					
Student Tuition Rec		\$456.00	\$456.00		
Mt Zion Economic Development					
Publications & Dues	General Expenses	\$200.00	\$200.00		
Mutual of Omaha					
LTD Insurance		\$1,597.20	\$1,597.20		
Life Insurance		\$2,154.08	\$2,154.08		
Supplemental Life Insur		\$2,009.74	\$2,009.74		
NBSTSA					
Fees Pass Thru Surg Tech		\$1,330.00	\$1,330.00		
Nasco					
Instructional Supplies	Biology-Baccalaureate	\$350.85	\$350.85		
Office Depot Inc					
Inventory-CentralStores		\$1,014.04	\$1,014.04		
Oliver, Brooke D					
Travel-In State Mileage	Surgical Tech-Health Occ	\$261.60	\$261.60		
Olson, Colleen					
Interpreter Salary	Academic Success	\$100.00	\$100.00		
Orv Graham Radio Advertising					
Advertising	Marketing	\$240.00	\$240.00		
Advertising	Marketing	\$160.00	\$160.00		
Per Mar Security & Research					
Security	Liab Protection & Settle	\$3,593.84			\$3,593.84
Security	Security	\$149.76		\$149.76	
Security	Liab Protection & Settle	\$3,500.54			\$3,500.54
Security	Security	\$145.86		\$145.86	
Security	Liab Protection & Settle	\$198.72			\$198.72
Security	Security	\$8.28		\$8.28	
Security	Liab Protection & Settle	\$3,500.54			\$3,500.54

# Bills for Ratification

February 2018



Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
<b>Per Mar Security &amp; Research</b>					
Security	Security	\$145.86		\$145.86	
Security	Liab Protection & Settle	\$3,500.54			\$3,500.54
Security	Security	\$145.86		\$145.86	
<b>Pocket Nurse</b>					
Instructional Supplies	AAS Nursing -Health Occ	\$466.26	\$466.26		
<b>Polley, Christian Edward</b>					
Student Tuition Rec		\$441.00	\$441.00		
<b>Presido/Netech</b>					
Equipment-Instructional	Renovations / Remodeling	\$655.47			\$655.47
Equipment-Office	Renovations / Remodeling	\$847.85			\$847.85
Equipment-Office	Renovations / Remodeling	\$1,620.47			\$1,620.47
Computer Software	Networking Support	\$2,797.20	\$2,797.20		
Equipment-Instructional	Renovations / Remodeling	\$2,862.03			\$2,862.03
Equipment-Office	Renovations / Remodeling	\$3,332.85			\$3,332.85
Equipment-Office	Renovations / Remodeling	\$7,031.57			\$7,031.57
Equipment-Service	Renovations / Remodeling	\$5,237.47			\$5,237.47
Equipment-Service	Law Enforce Trng Ctr	\$6,350.94			\$6,350.94
<b>Pride Cleaners</b>					
Contractual-Other	Cafe	\$29.40			\$29.40
Contractual-Other	Cafe	\$29.40			\$29.40
Contractual-Other	Bistro 537	\$39.99			\$39.99
Contractual-Other	Cafe	\$25.20			\$25.20
Contractual-Other	Bistro 537	\$47.73			\$47.73
Contractual-Other	Cafe	\$14.19			\$14.19
Contractual-Other	Culinary Arts	\$20.64	\$20.64		
Contractual-Other	Bistro 537	\$42.57			\$42.57
<b>Pro-Shot Products</b>					
Instructional Supplies	Basic Law Enforce Trng	\$67.50			\$67.50
Firearms & Accessories	Basic Law Enforce Trng	\$1,145.00			\$1,145.00
<b>R D McMillen Enterprises</b>					
Maintenance Supplies	Custodial	\$145.20		\$145.20	
<b>RCC Bookstore</b>					
Office Supplies	English Communication	\$18.50	\$18.50		
Participant Supplies	Grant-Administration	\$32.00			\$32.00
Other Current Obligation		\$40.00			\$40.00
NonTaxBooks -Workforce		\$414.78	\$414.78		
NonTaxBooks-Scholarships		\$571.87	\$571.87		
Instructional Supplies	Biology-Baccalaureate	\$2,221.50	\$2,221.50		
Office Supplies	Dean-Math Science Busine	\$211.00	\$211.00		
Books-Loans		\$1,061.91	\$1,061.91		
Pell Taxable Books		\$4,098.45	\$4,098.45		
Instructional Supplies	Credit	\$5,190.50			\$5,190.50
NonTaxBooks -Workforce		\$6,850.52	\$6,850.52		
NonTaxBooks-Scholarships		\$21,410.96	\$21,410.96		
Materials	Presidents Office	\$14.72	\$14.72		
Materials	Presidents Office	\$35.97	\$35.97		
Materials	Presidents Office	\$60.78	\$60.78		
<b>RCC Foundation</b>					
Richland Foundation		\$274.44	\$274.44		
Revenue-Misc/OtherSource		\$25.00	\$25.00		
Richland Foundation		\$222.78	\$222.78		
Credit Card Clearing		\$66.00	\$66.00		
Contractual-Other	Club Expenses	\$70.00			\$70.00
<b>RK Entertainment Agency LLC</b>					
Contractual-Other	Club Expenses	\$1,750.00			\$1,750.00
<b>Refreshment Services Pepsi</b>					
Food Supply Costs	Cafe	\$576.25			\$576.25
Food Supply Costs	Cafe	\$49.56			\$49.56
Food Supply Costs	Cafe	\$223.32			\$223.32
Food Supply Costs	Cafe	\$611.86			\$611.86
Food Supply Costs	Cafe	\$619.39			\$619.39
<b>Rexx Battery of Decatur Inc</b>					
Maintenance Supplies	Fairview Plaza O&M	\$51.80		\$51.80	
<b>Rush Truck Leasing</b>					
Install Pymt Lease/Purch	Grounds	\$2,239.13		\$2,239.13	
<b>S J Smith Company Inc</b>					
Contractual-Other	Club Expenses	\$10.54			\$10.54
Instructional Supplies	Human Simulator	\$86.18	\$86.18		
Instructional Supplies	Welding-Technical Occ	\$100.11	\$100.11		
Instructional Supplies	Welding-Technical Occ	\$286.47	\$286.47		
<b>Sam's Club Direct</b>					
Inventory-CentralStores		\$34.90	\$34.90		

# Bills for Ratification



February 2018

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sam's Club Direct						
	Non Consumable Supplies	Law Enforce Trng Ctr O&M	\$569.90			\$569.90
Samoore, Christine Marie						
	Interpreter Salary	Academic Success	\$608.44	\$608.44		
Sarah Jane Photography						
	Other Current Obligation		\$250.00			\$250.00
Schneider, Thomas P						
	Telephone	Law Enforce Trng Ctr	\$300.00			\$300.00
Scott Fisher Enterprises Inc						
	Pest Control	Law Enforce Trng Ctr O&M	\$300.00			\$300.00
	Pest Control	Maintenance	\$850.00		\$850.00	
Shippers Rental Inc						
	Equipment Rental	Credit	\$1,750.00			\$1,750.00
Showcard Studio						
	Advertising	Marketing	\$250.00	\$250.00		
SimplexGrinnell LP						
	Equip Repair/Maint Agree	Maintenance	\$2,186.00		\$2,186.00	
Skeff Distributing Co						
	Instructional Supplies	Bistro 537	\$166.15			\$166.15
Smith, Sherry R						
	Student Tuition Rec		\$142.00	\$142.00		
Sparrgrove, Jorjiann						
	Student Tuition Rec		(\$22.54)	(\$22.54)		
	Student Tuition Rec		\$13.23	\$13.23		
	Student Tuition Rec		\$22.54	\$22.54		
Specialty Paint						
	Instructional Supplies	Collision Repair Tech	\$69.89	\$69.89		
	Instructional Supplies	Collision Repair Tech	\$197.62	\$197.62		
Spectrum Nichols						
	Maintenance Supplies	Custodial	\$13.90		\$13.90	
	Maintenance Supplies	Custodial	\$13.90		\$13.90	
	Maintenance Supplies	Custodial	\$27.80		\$27.80	
	Maintenance Supplies	Custodial	\$54.28		\$54.28	
	Maintenance Supplies	Custodial	\$93.00		\$93.00	
	Maintenance Supplies	Custodial	\$96.24		\$96.24	
	Maintenance Supplies	Law Enforce Trng Ctr O&M	\$132.05			\$132.05
	Maintenance Supplies	Law Enforce Trng Ctr O&M	\$244.33			\$244.33
	Maintenance Supplies	Law Enforce Trng Ctr O&M	\$253.20			\$253.20
	Maintenance Supplies	Custodial	\$325.77		\$325.77	
	Maintenance Supplies	Custodial	\$331.12		\$331.12	
	Maintenance Supplies	Custodial	\$342.85		\$342.85	
	Maintenance Supplies	Custodial	\$589.49		\$589.49	
	Maintenance Supplies	Custodial	\$603.00		\$603.00	
	Maintenance Supplies	Custodial	\$719.46		\$719.46	
	Maintenance Supplies	Custodial	\$1,313.87		\$1,313.87	
	Maintenance Supplies	Custodial	\$1,480.02		\$1,480.02	
	Materials	Renovations / Remodeling	\$2,665.76			\$2,665.76
Stacey, Lia Nicole						
	Student Tuition Rec		\$266.00	\$266.00		
Stafford Enterprise LLC						
	Contractual-Other	Club Expenses	\$2,000.00			\$2,000.00
State Universities Retirement						
	SURS 1/2%		\$2,091.56	\$2,091.56		
	SURS 8%		\$20,242.11	\$20,242.11		
	SURS 1/2%		\$1,744.20	\$1,744.20		
	SURS 8%		\$1,850.03	\$1,850.03		
	SURS 8%		\$14,953.40	\$14,953.40		
	SURS 1/2%		\$2,009.26	\$2,009.26		
	SURS 8%		\$19,360.95	\$19,360.95		
	SURS 1/2%		\$1,758.44	\$1,758.44		
	SURS 8%		\$1,850.03	\$1,850.03		
	SURS 8%		\$14,958.20	\$14,958.20		
Sternbergh, Kayla Marie						
	Fees Pass Thru Rad Tech		\$42.49	\$42.49		
Sysco Central Illinois Inc						
	Materials	Cafe	\$103.03			\$103.03
	Materials	Cafe	\$144.06			\$144.06
	Materials	Cafe	\$470.10			\$470.10
	Instructional Supplies	Culinary Arts	\$659.75	\$659.75		
	Food Supply Costs	Cafe	\$819.59			\$819.59
	Food Supply Costs	Cafe	\$1,358.64			\$1,358.64
	Food Supply Costs	Cafe	\$1,579.89			\$1,579.89
	Food Supply Costs	Cafe	\$3,194.10			\$3,194.10

# Bills for Ratification



February 2018

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
<b>Sysco Central Illinois Inc</b>					
Food Supply Costs	Bistro 537	\$540.96			\$540.96
Instructional Supplies	Culinary Arts	\$736.51	\$736.51		
Materials	Cafe	\$969.89			\$969.89
Food Supply Costs	Cafe	\$1,456.73			\$1,456.73
Food Supply Costs	Cafe	\$3,436.02			\$3,436.02
Instructional Supplies	Culinary Arts	\$123.37	\$123.37		
Materials	Culinary Arts	\$129.06	\$129.06		
Food Supply Costs	Bistro 537	\$456.65			\$456.65
Instructional Supplies	Culinary Arts	\$807.22	\$807.22		
Materials	Cafe	\$1,086.38			\$1,086.38
Food Supply Costs	Cafe	\$3,948.89			\$3,948.89
Materials	Cafe	\$96.05			\$96.05
Food Supply Costs	Bistro 537	\$827.74			\$827.74
Instructional Supplies	Culinary Arts	\$965.98	\$965.98		
<b>The College Agency</b>					
Contractual-Other	Club Expenses	\$500.00			\$500.00
<b>The Omni Group</b>					
Contractual-Other	Human Resources	\$8.00	\$8.00		
<b>US Postage Service</b>					
Postage	General Expenses	\$915.00	\$915.00		
<b>USA Clean Inc</b>					
Equip Repair/Maint Agree	Custodial	\$39.93		\$39.93	
Maintenance Supplies	Custodial	\$38.61		\$38.61	
<b>United Parcel Service</b>					
Postage	Academic Lab Support	\$7.47	\$7.47		
Office Supplies	CPED Administration	\$4.54			\$4.54
Postage	General Expenses	\$100.00	\$100.00		
<b>United Way of Decatur/Macon</b>					
United Way		\$227.47	\$227.47		
United Way		\$227.47	\$227.47		
<b>Valdez, Cristobal O</b>					
Expense-Other	Presidents Office	\$97.93	\$97.93		
Telephone	Presidents Office	\$125.00	\$125.00		
Travel-Out of State	Presidents Office	\$1,569.27	\$1,569.27		
<b>Verizon Wireless</b>					
Telephone	Utilities	\$286.55		\$286.55	
Telephone	Utilities	\$259.23		\$259.23	
<b>WI ACTE</b>					
Registration Fees	Advising and Records	\$215.00	\$215.00		
<b>WXFM</b>					
Advertising	Marketing	\$250.00	\$250.00		
<b>Waldhoff, Amber Dawn</b>					
Student Tuition Rec		\$330.00	\$330.00		
<b>Weidlich, Albert</b>					
Student Tuition Rec		\$42.00	\$42.00		
<b>Weiss, Andrea Danielle</b>					
Student Tuition Rec		\$546.00	\$546.00		
<b>Williams, Tad A</b>					
Telephone	Law Enforce Trng Ctr	\$420.00			\$420.00
<b>Wingard, Rachel</b>					
Interpreter Salary	Academic Success	\$350.00	\$350.00		
<b>Workforce Investment Solutions</b>					
Contractual-Other	Instruction-Other	\$360.00			\$360.00
Contractual-Other	Grant-Administration	\$1,500.00			\$1,500.00
<b>World Point ECC Inc</b>					
Instructional Supplies	NonCredit	\$20.70			\$20.70
Instructional Supplies	NonCredit	\$583.64			\$583.64
Instructional Supplies	NonCredit	\$2.07			\$2.07
Instructional Supplies	NonCredit	\$10.35			\$10.35
Instructional Supplies	NonCredit	\$26.91			\$26.91
<b>Xerox Corporation</b>					
Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
Install Pymt Lease/Purch	Copiers	\$822.14	\$822.14		
Printing	Marketing	\$34.07	\$34.07		
<b>York, Darwin Wynn</b>					
Student Tuition Rec		\$290.91	\$290.91		
		\$921,638.88	\$439,743.60	\$108,760.92	\$373,134.36

## REPORT OF THE PRESIDENT

ITEMS FROM THE BOARD

**EXECUTIVE SESSION**

**Executive Session- March 20, 2018**

**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**