



March 2019 - Board of Trustees Meeting

March 19, 2019

Richland Community College - Board Room



Meeting Book - March 2019 - Board of Trustees Meeting

March 2019 Board of Trustees Meeting

Annual Board Book Calendar

Board Book Annual Calendar 2019.docx

Principles of Sustainability

Principles of Sustainability.pdf

Innovation and Quality Performance System

Innovation and Quality Performance System.pdf

Strategic Plan Priorities

2016 Strategic Plan.pdf

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

Convening of the Regular Meeting

Call to Order

Roll Call

Chairman
Ritter
Madonna
Brown

Minutes of the Regular Meeting and Work Session held on February 19, 2019

Needs Action

February MINUTES OF BOARD OF TRUSTEES REGULAR MEETING.docx

Work Session Notes RICHLAND COMMUNITY COLLEGE February 19, 2019.docx

Appearance of Citizens and Introduction of Guests

Written Communications

College Activities Report

Tracy Withrow

March 2019 College Activities Report.pdf

Personnel Update

March Personnel Report.pdf

College Spotlight - Coaching Model vs. Advising

Alex Berry,
Kelly
Schoonover,
Allison
Shuppara

Special Reports

Report of ICCTA		
Monitoring Report - Staff Profile		Robin Bollhorst
Report of Agreements/Contracts Signed by President Valdez for the Month of February 2019		
March Agreements.pdf		
Report of Student Trustee		Nathan Buggar
March 2019 Student Trustee Report.docx		
Foundation Report		Julie Melton
Consent Agenda		
Recomendation for Continuance	Needs Action	Denise Crews
Brandon Clark Recommendation for Continuance.pdf		
Paula Rudolph Recommendation for Continuance.pdf		
Trevor Smith Recommendation for Continuance.pdf		
Rachel Walton Recommendation for Continuance.pdf		
New Business		
Recommendation for Approval of Tuition Rates for Fiscal Year 2020	Needs Action	Greg Florian
Tuition Recommendation 3.11.19.docx		
Recommendation for Approval of General and Course Fees for Fiscal Year 2020	Needs Action	Greg Florian
Fees Memo FY2020.docx		
FY 2020 Course Fees for Board Book.pdf		
Approval of Mission and Vision Statments	Needs Action	Teena Zindel-McWilliams
Mission Vision board memo.docx		
Approval of Technical Services Equipment Replacment	Needs Action	Joe Feinstein
Tech Service Equip Replacement.pdf		
Approval of Computer Lab Upgrade	Needs Action	Joe Feinstein
Computer Lab Upgrade.pdf		
Board Policies, Proposals, and Changes	Needs Action	Dr. Denise Crews
Student Affairs Board Policy memo.pdf		
Board Policy Updates.pdf		
Financial Report		
Financial Report.pdf		
02 February 2019.pdf		
Report of the President		
Items from the Board		
Executive Session		

Adjournment

JANUARY 2019**Reports****Consent Agenda****College Legal
Contractual
Agreements****New Business**

Trustee Training

FEBRUARY 2019**Reports****Consent Agenda****New Business**Recommendations for
TenureRecommendation for
Approval of Fees**Strategic Plan
Priorities**Monitoring Report:
Community Partnership**MARCH 2019****Reports****Consent Agenda****New Business**Recommendations for
Faculty Promotions in
RankRecommendation to Grant
Professor Emeritus StatusRecommendation to Grant
Staff Emeritus StatusRecommendation for
Professional LeaveRecommendation for
Approval of TuitionMonitoring Report: Staff
Profile**APRIL 2019****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 2019****Reorganization of
Board of Trustees****Reports****Consent Agenda****New Business**

Tentative Budget

Other

RCC Commencement

ICCTA Lobby DayMonitoring Report:
Budget**JUNE 2019****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 2019

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2019

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2019

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2019

Reports

Consent Agenda

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

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2019

Reports

Audit Presentation

Consent Agenda

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

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2019

Reports

Consent Agenda

Old Business

**Resolution for Fiscal
Year Tax Levy**

**Review of Minutes of
Previous Executive
Sessions**

Winter Board Retreat

Strategic Plan Priorities
Results Report

PRINCIPLES OF SUSTAINABILITY





College Vision

To be the Premier
Source for Education,
Workforce Training,
Partnerships and
Economic Development.

College Mission

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

Core Values

Commitment
Respect
Excellence
Accountability
Diversity

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

Goal 1: Elevate Teaching and Learning Standards.

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

Goal 2: Foster Student Success and Completion.

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

Goal 3: Advance and Create Workforce Development Partnerships.

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

Goal 4: Ensure a Financially Sustainable Organization.

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

Higher Learning Commission Academic Quality Improvement Program (AQIP)

Implementation and Performance

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Dashboard

Annual Performance Report

Implementation and Performance

Public
Accountability

2016 Richland Community College Strategic Plan Priorities

Goal 1: Elevate Teaching and Learning Standards.

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

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

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

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

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

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

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

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

Strategy E: Deploy innovative instructional delivery and assessment systems.

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

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

1. Establish a professional development plan for faculty around project-based learning.
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Goal 2: Foster Student Success and Completion.

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

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

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

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

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

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

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

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

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

1. Promote career services offerings through faculty and class presentations.
 2. Implement the internship tracking modules of College Central Network.
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Goal 3: Create and Advance Workforce Development Partnerships.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Strategy D: Identify and secure alternative revenue streams.

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

Strategy E: Align facility utilization with established program needs.

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

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

February 19, 2019

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:33 p.m. Tuesday, February 19, 2019, 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 Coopriders, Randy Prince, Jim Underwood, Dale Colee, Bishop Wayne Dunning and Nathan Buggar

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of January 15, 2019 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the Regular Meeting of January 15, 2019 meeting. Dr. Coopriders seconded. Voice vote being all ayes, Chairman Ritter declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Juanita Morris, candidate for Richland Community College Board of Trustees.

Dean Hazen presented each Trustee with a certificate of recognition for allowing Richland to create the new Public Safety Department.

WRITTEN COMMUNICATIONS

College Activities Report

- State University Transfer Day – MSC – February 21, 2019
- Women Changing the Face of Agriculture – March 1, 2019
- Taste of Technology Camp – NSEC – March 4, 2019
- CDL Orientation – Room SC01 – March 5, 2019

- Industrial Skills Training Graduation – NSEC – March 15, 2019
- Spring Break – No Classes – March 11 – 16, 2019
- Board of Trustees Meeting – Board Room, March 19, 2019
- Other activities listed in the Board Book

Personnel Update

Retirements, Resignations, and Terminations

Clay Gerhard, Director, Facilities, effective January 25, 2019

Changes

Sam Morrow, Interim, Director, Facilities, effective January 28, 2019

College Spotlight

Julie Pangrac presented the College Spotlight – Project READ Plus

SPECIAL REPORTS

REPORT OF ICCTA

Bruce Campbell shared ICCTA Board Highlights from the last meeting in Washington D.C. The next meeting will be held March 8-9, 2019 in Naperville. Bishop Wayne Dunning plans to attend.

MONITORING REPORT

John Oliver presented the Monitoring Report – Community Partnerships

REPORT OF STUDENT TRUSTEE

Student Trustee Nathan Buggar presented the Student Government Report.

AGREEMENTS AND CONTRACTS SIGNED BY DR. VALDEZ

Dr. Valdez signed a Basic Nurse Assistant Clinical Site Agreement between Richland Community College and Heritage Health.

Dr. Valdez signed a Guaranteed Transfer Affiliation Agreement for Dual Admission between Richland Community College for the Associate in Applied Science Degree in Nursing and Millikin University for the Bachelor of Science Degree in Nursing.

FOUNDATION REPORT

Julie Melton reminded the Trustees of some upcoming events: The Culinary Scholarship Dinner will be held on March 23, 2019. Invitations have been mailed. The Foundation Annual Meeting will be held on July 23, 2019. In addition, Julie gave an updated on Scholarships that have been granted and announced the Alumnus of the Year.

CONSENT AGENDA

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the July 18, 2017, August 7, 2017, and August 15, 2017, closed session audio tape.

Dr. Coopridge moved to approve the consent agenda item, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

NEW BUSINESS

It was recommended that the Board of Trustees approve the purchase of handgun ammunition for the MCLETC from Ray O'Herron for \$11,450.00 and the long gun ammunition from Kiesler for \$9,217.80, as presented.

Prince moved to approve the purchase of handgun ammunition for the MCLETC from Ray O'Herron for \$11,450.00 and the long gun ammunition from Kiesler for \$9, 217.80, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

A recommendation was made to the Board of Trustees to grant Professor Emeritus Status to Dr. Sean Gallagher, retired faculty member, as presented.

Bishop Dunning moved to approve the granting of Professor Emeritus Status to Dr. Sean Gallagher, retired faculty member, as presented. Dr. Coopridge seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

A recommendation was made to the Board of Trustees to authorize the Administration to engage the services of Sikich, LLP for the fiscal years 2019, 2020, and 2021 for the financial audits, as presented.

Dr. Coopridge moved to authorize the Administration to engage the services of Sikich, LLP for the fiscal years 2019, 2020, and 2021 for the financial audits, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

A recommendation was made to the Board of Trustees to authorize the College Administration to issue a contract to E.L. Pruitt of Springfield, Illinois for the Protection, Health, and Safety Project of the Center Core HVAC Improvements, as presented.

Campbell moved to authorize the Collee Administration to issue a contract to E.L. Pruitt of Springfield, Illinois for the Protection, Health, and Safety Project of the Center Core HVAC Improvements, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

A recommendation was made to the Board of Trustees to approve the Protection, Health and Safety Project to Repair and Modify Rooms E162 and E163 and adopt Resolution No. 19-6: Resolution to Approve Protection, Health, and Safety Project and Tax Levy, as presented.

Campbell moved to approve the Protection, Health, and Safety project to Repair and Modify Rooms E162 and E163 and adopt Resolution No. 19-6: Resolution to Approve Protection, Health and Safety Project and Tax Levy, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

BOARD POLICY SECTION 4 – STUDENT AFFAIRS – SECOND READING

Recommendations to revise Board Policy 4.1.2.1 – Mandatory Course Placement Training, Board Policy 4.1.2.2 – Course Placement Retesting, and Board Policy 4.1.3 – Admission to a Program of Study to reflect expansion of placement measures were presented for second reading

No action is necessary.

BOARD POLICY SECTION 3 – PERSONNEL – THIRD READING AND ADOPTION

Board Policy Section 3 – Personnel was presented to the Board of Trustees. Several modifications have been made to reflect changes in statute or best practices.

Underwood moved to adopt Board Policy Section 3 – Personnel, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The January 2019 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$865,525.65 for January 2019 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

- President Valdez gave an update on the Ag Alliance and proposed funding.
- President Valdez and Courtney Carson have been asked to be the keynote speakers at the Teamsters meeting in Springfield on March 4, 2019.
- Faculty, Staff and Trustees will be receiving the 2019 Presidential Evaluation in the next couple of weeks. Results will be shared in order for the President's Contract to be presented at the April Board meeting.

ITEMS FROM THE BOARD

- Randy Prince saw Dr. Chuck Novak recently and he said to tell everyone "hello".

EXECUTIVE SESSION

None

ADJOURNMENT

Prince moved and Buggar seconded to adjourn the meeting at 7:06 p.m.

Bishop Wayne Dunning, Secretary

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
BOARD OF TRUSTEES MEETING – WORK SESSION
ONE COLLEGE PARK - DECATUR, ILLINOIS 62521**

Tuesday February 19, 2019

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

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

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

NOTES

LAND USE/MASTER FACILITIES PLAN

There have been no new updates on the Land Use from the Richland Foundation. The Richland Foundation chose not to option their farmland, however there have been additional meetings regarding the use of the ground.

Bruce Maxey and Carson Durham from BLDD were on hand to present the draft of the Master Plan. A number of different scenarios were shared based on information received from focus groups that were held previously. Highlights from the focus groups included:

- Where are we now?
- Where do we want to go?
- How do we get there?
- Do we move forward with future construction or renovation of existing space?
- What is the time line?
- How do we fund?
- Do we combine LRC, ASC, and on-line learning?
- Do we expand student recreation, more than just the fitness center?
- Do we create an exhibition/training space – one that is flexible or more active learning?
- Some have asked for a small performance venue
- Upgrades to the cafeteria
- Maintenance expansion
- Better wayfinding

BLDD shared a number of exhibits that included cost benefit ratios comparisons, FTE comparisons and priorities.

The Trustees would like to see updated labs, further upgrades to the second floor, a new accessible main entrance and possibilities for expansion of athletics.

MISSION/VISION

Teena Zindel-McWilliams presented the updated Mission and Vision to the Board of Trustees. She reminded them that the focus was to keep the main thing the main thing. The goal is to provide clarity of our purpose, connect and collaborate and build relationships and reputation in words and action.

The proposed new Mission: To Empower Individuals and Force Partnerships to Grow Communities

The proposed new Vision: To Become the Best and First Choice in Education

BUDGET/TUITION DISCUSSION

Greg Florian presented the proposed tuition for FY20.

- Total tuition revenue for FY19 is projected to be \$152,000 above budget
- FY19 General Fund Expenditures are projected to be \$108,000 below budget
- State grants that were not in budget projected to increase General Funds yearend balance by \$1.0 million
- Paid credit hours for FY19 are at 40,276 compared to 40,319 for FY18
- 1% increase for credit hours will generate an increase in tuition Revenue of \$54,800
- Property Taxes remain flat
- State will fund base operating grants at levels near FY19

FY20 Expenditures

- Staffing for new programs
- Staffing for replacement and high need unfilled positions
- Minimum wage adjustments
- General Cost increases
- Salary Adjustments
- Health Care benefits
- Public Safety Department startup costs
- Instruction and Operational Equipment

TUITION SURVEY

- 15 Colleges did not respond

- 16 Colleges indicate that they will increase tuition by an average of 2.5%
- 8 Colleges indicated that they do not anticipate an increase
- Increases range from \$1 to \$7

DISCUSSION

- Recommending a 2.20% increase in tuition for FY20
- The increase is approximately \$3/credit hour or about \$90 for a year's tuition
- This will generate approximately \$117,015

	Tuition	General Fees	Total
Base	\$ 136	14	\$ 150
On-line	\$ 171	14	\$ 185
Nursing	\$ 163	14	\$ 177

TO: Dr. Cris Valdez
 FROM: Tracy Withrow
 DATE: March 11, 2019
 SUBJECT: College Activities Report

Following is *Richland Community College Activities Report* for March 19, 2019, to April 16, 2019. 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 2019

March 23 Culinary Scholarship Dinner
 Shilling Community Education Center
 6 p.m. – please remember to make reservations

March 28 Career Fair
 Shilling Community Education Center Salons
 10 a.m.

April 2019

April 1 Conversation on Race Summit
 Shilling Community Education Center
 6 p.m.

April 4 Conversation on Race
 Eisenhower High School
 6 p.m.

April 6 Honor Brunch – Girl Scouts
 Richland Community College Shilling Education Center
 10 a.m.

April 7 Eisenhower High School Elite Show Choir Performance (Senior Spotlight)
 Shilling Community Education Center Auditorium
 3 p.m.

April 11 Richland Campus Preview Day
 Campus-Wide
 5 p.m.

April 13 & 14 Annual Rock and Gem Show
 Progress City – Lester Building
 10 a.m. – 6 p.m. – April 13
 10 a.m. – 4 p.m. – April 14

April 19 Taste of Technology Camp – A Day with Drones
 National Sequestration Education Center
 8:30 a.m.

April 19 Spring Holiday – College Closed

To: Cris Valdez, President

From: Robin Bollhorst, Director, Human Resources & Payroll

Date: March 5, 2019

Subject: Personnel Update

New Employee

Name	Position	Start Date
Tiffany Mills	Student Account Specialist	03/04/2019

Retirements, Resignations, and Terminations

Name	Position	Last Day
Susan Montague	HCCTP Administrative Assistant	03/05/2019

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

AUTHORIZED BY PRESIDENT VALDEZ FOR THE MONTH OF

March 2019

2/26/2019

Dr. Valdez signed an Agreement between Northcentral
Technical College District and Richland Community College.

Richland Community College
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

March 2019

Student Trustee: Nathan Buggar

President: Eddie Boliard

Vice-President: Keyari Page

Secretary/Treasurer: Emily Deberry

Student Engagement Activities:

- 3/28: Arts in the MSC—Sand Art
- 3/28: HOPE Club Photography Contest
- 4/2: Minute to Win It
- 4/6: Black Student Association & Media Club—Manpower Event
- 4/10: Poet, Carlos Robson
- 4/10: Blood Drive

- 3/25-29: Student Government Association Election

- Summer/Fall registration begins April 1st for continuing students and April 8th for new/returning students



TO: Dr. Cristobal Valdez, President

FROM: Dr. Denise Crews, ^{DC}Vice President
Academic Services

RE: Recommendation for Continuance

DATE: February 14, 2019

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2018-2019 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

The following faculty will be entering the second year, August 2019, as tenure track, full-time faculty:

Brandon Clark, Instructor, Diesel Medium/Heavy Truck, Math, Science, and Business Division. (AS, Nashville Auto & Diesel College). Date of employment in a tenure track position with the College is August 2018.

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

Thank you.

Attachment

c: Andy Hynds
Robin Bollhorst

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

FROM: Brandon Clark's Tenure Committee (Andy Hynds, Curt Happe, Kent Mears, and Kristi Palmer) 

SUBJECT: Brandon Clark – Renewal of Contract and Report of the Tenure Committee

DATE: January 29, 2019

Brandon Clark's tenure committee (Andy Hynds, Curt Happe [mentor], Kent Mears, and Kristi Palmer) unanimously recommends that Brandon's contract be renewed for the 2019-2020 academic year.

The tenure committee members visited Brandon's classes, and we found a good number of positive qualities about his classroom performance. Brandon came to Richland with nearly 20 years of experience in the field of Diesel Technology, and he had previously served as an adjunct instructor in Diesel Medium/Heavy Truck courses at Richland in the 2017-2018 academic year. In the classroom, he runs an organized class session that combines both lecture material and hands-on instruction.

In a typical class session, Brandon goes beyond talking about how things work. He will look at a common problem in a piece of heavy machinery and work with students to solve it, using the concepts taught in the course. Students are expected to know the information, and he uses several opportunities during a class session to help students to better use what they know.

Every class session involves some lab time. Brandon guides the students to diagnose and solve problems with the truck, guiding them the whole way. He emphasizes safety and runs the garage just like any professional garage. Students are expected to work and maintain a professional demeanor. He is preparing them for what they will see when they leave college behind and enter the industry.

Brandon's tenure committee evaluated the end-of-term Learning Feedback System (LFS) results, and it shows that students look up to him and are successful as a result of his instruction.

Brandon's colleagues report that he has fit right in, doing whatever it takes to help with fellow programs in Automotive Technology and Collision Repair. The Diesel Medium/Heavy Truck program had to start over in 2017 after the unexpected departure of the previous full-time faculty member. He had to start the program from scratch as an adjunct professor and has continued to grow the program as a full-time instructor. Brandon understands the challenge that lies ahead to grow this program, and we feel that he ready to succeed.

In Brandon's first semester of full-time employment at Richland, he has done his part to contribute to the success of his students and the institution. Based on his classroom performance, dedication to students, and his dedication to growing the program and the institution, we recommend his continued employment. We look forward to his further development as an instructor.

Sincerely,



Andy Hynds

Dean, Math, Science, and Business

TO: Dr. Cristobal Valdez, President
FROM: Dr. Denise Crews, Vice President
Academic Services
RE: Recommendation for Continuance
DATE: February 15, 2019

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2018-2019 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

The following faculty will be entering the second year, August 2019, as tenure track, full-time faculty:

Paula Rudolph, Associate Degree Nursing Instructor, Health Professions Division (BSN Benedictine University). Date of employment in a tenure track position with the College is August 2018.

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

Thank you.

Attachment

c: Ellen Colbeck
Robin Bollhorst

Richland Community College
Health Professions
Memorandum

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

TO: Dr. Denise Crews, VP Academic Services
FROM: Ellen Colbeck, Dean of Health Professions
SUBJECT: Year I tenure progress report – Paula Rudolph
DATE: January 30, 2019

Paula Rudolph is currently in the first year-second semester of the tenure process. Her tenure committee consists of Shelly Baldwin, Rick Harmon, Brooke Oliver, and I serve as chair. We met twice during the fall semester and again on January 17, 2019. Our next meeting is scheduled for May 14, 2019.

After reviewing information gathered such as classroom and clinical evaluations and student feedback on classroom and clinical performance, the tenure committee recommends renewal of Paula's teaching contract.

Each member completed a tenure criteria evaluation form and those are included in Paula's tenure file. A summary of the committee's findings follows.

Committee members visited the classroom and the following comment summarizes Paula's strengths. "She used a variety of teaching methods including PowerPoint, case studies, quick quizzes, and questioning. She expanded on slides, included clinical examples, and imbedded quick quiz multiple-choice questions into the presentation. Throughout the observation, Paula asked questions."

Student feedback concurs with the committee. Results from classroom evaluations include the following criteria:

- Learning materials were helpful – 20% strongly agree, 80% agree, 0% disagree
- Adequate and timely feedback – 40% strongly agree, 60% agree, 0% disagree
- Well organized – 20% strongly agree, 80% agree, 0% disagree
- Fosters comfortable learning environment – 40% strongly agree, 60% agree, 0% disagree
- Willingness to help – 40% strongly agree, 60% agree, 0% disagree

These student comments summarize Paula's performance, "I liked that we did case studies and some small presentations in class to get away from a strict lecture. it got us involved in the material and was a nice change." "When the instructor told her real life experiences as a nurse it helped me know what to expect" A third student wrote, "I think Ms. Rudolph is very approachable and patient and so makes it easy for students to feel relaxed and comfortable."

Clinical evaluations were excellent. This student comment summarizes her performance, "My instructor was very well educated and experienced, demonstrated genuine compassion and care to all patients as well as genuine compassion and care to all students success. If a student needed help with anything, the instructor was always willing to be there (very supportive to students and patients)."

Regarding professional development during the fall semester, Paula is focusing on finishing her master's degree. Her capstone will begin in April and the focus is on active learning. She is using her course for this.

The committee members look forward to continuing to assist Paula in the tenure process.

TO: Dr. Cristobal Valdez, President

FROM: Dr. Denise Crews, Vice President
Academic Services

RE: Recommendation for Continuance

DATE: February 14, 2019

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2018-2019 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

The following faculty will be entering the second year, August 2019, as tenure track, full-time faculty:

Trevor Smith, Emergency Medical Services Program Director/Instructor, Health Professions Division (MA Kent State University). Date of employment in a tenure track position with the College is August 2018.

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

Thank you.

Attachment

c: Ellen Colbeck
Robin Bollhorst

Richland Community College
Health Professions
Memorandum

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

TO: Dr. Denise Crews, VP Academic Services
FROM: Ellen Colbeck, Dean of Health Professions
SUBJECT: Year I tenure progress report – Trevor Smith
DATE: January 30, 2019

Trevor Smith is currently in the first year-second semester of the tenure process. His tenure committee consists of Tony Crystal, Kathy Lee, Matt Cardinal, and I serve as chair. We met twice during the fall semester and again on January 10, 2019. Our next meeting is scheduled for May 7, 2019.

After reviewing information gathered such as classroom evaluations by peers and student feedback on classroom performance, the tenure committee recommends renewal of Trevor's teaching contract.

Each member completed a tenure criteria evaluation form and those are included in Trevor's tenure file. A summary of the committee's findings follows.

Committee members visited the classroom and were impressed with his methods of instruction. All rated his overall performance *excellent*. Each noted that Trevor is very responsive to students' questions and incorporates his clinical experience appropriately. His PowerPoint presentations include graphics and incorporate video clips for visual learners. He also uses scenarios in the lab and classroom.

Student feedback concurs with the committee. Trevor had an extremely high response rate on classroom evaluations for both phlebotomy and EMT basic. Combined results follow:

- Learning materials were helpful – 37.5% strongly agree, 56.2% agree, 6.2% disagree
- Adequate and timely feedback – 75% strongly agree, 25% agree, 0% disagree
- Well organized – 50% strongly agree, 50% agree, 0% disagree
- Fosters comfortable learning environment – 50% strongly agree, 50% agree, 0% disagree
- Willingness to help – 68.8% strongly agree, 31.2% agree, 0% disagree

Regarding professional development during the fall semester, Trevor completed 12 contact hours of continuing education in a wide-range of topics including EMS skills, active learning, Safe Zone training, EMS Scope of Practice, medication dosing errors, Richland Thrive, and science and entrepreneurship. His College service includes being chosen to serve as Title IX investigator. He will participate in required training in February.

As the EMS Program Director, Trevor is working towards accreditation and in the fall semester reviewed the curriculum to ensure it meets the national standards. In January, he presented a revised curriculum to ASC and all changes were approved. In addition, he created a new Critical Care Transport certificate after being approached by a local employer. All changes are awaiting ICCB approval. He has also created working syllabi and Canvas courses for the two new phlebotomy courses which started in January and the upcoming forensic phlebotomy program.

The committee members look forward to continuing to assist Trevor in the tenure process.

TO: Dr. Cristobal Valdez, President

FROM: Dr. Denise Crews, Vice President
Academic Services

RE: Recommendation for Continuance

DATE: February 14, 2019

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty member be granted 2018-2019 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

The following faculty will be entering the second year, August 2019, as tenure track, full-time faculty:

Rachel Walton, Medical Assisting Program Director and Practical Nursing Instructor, Health Professions Division (MSN Benedictine University). Date of employment in a tenure track position with the College is August 2018.

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

Thank you.

Attachment

c: Ellen Colbeck
Robin Bollhorst

Richland Community College
Health Professions
Memorandum

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

TO: Dr. Denise Crews, VP Academic Services
FROM: Ellen Colbeck, Dean of Health Professions
SUBJECT: Year I tenure progress report – Rachel Walton
DATE: January 31, 2019

Rachel Walton is currently in the first year-second semester of the tenure process. Her tenure committee consists of Shelly Baldwin, Vicki McMahon, Brenda Hubner, and I serve as chair. We met twice during the fall semester and again on January 7, 2019. Our next meeting is scheduled for May 15, 2019.

After reviewing information gathered such as classroom and clinical evaluations by peers and student feedback on classroom and clinical performance, the tenure committee recommends renewal of Rachel's teaching contract.

Tenure criteria evaluation forms were completed by committee members and those are included in Rachel's tenure file. A summary of the committee's findings follows. Members visited the classroom and clinical and were impressed with her methods of instruction. Her overall performance was rated 3.5 to 4.0 on a four-point scale. Following are comments from the visitation reports: "Rachel appeared comfortable in front of the students and gave positive feedback with correct answers." Another committee member wrote, "Rachel used good clinical examples to support the concepts she was discussing."

Student feedback concurs with the committee. Learning feedback results follow:

- Learning materials were helpful – 75% strongly agree, 25% agree, 0% disagree
- Adequate and timely feedback – 50% strongly agree, 50% agree, 0% disagree
- Well organized – 25% strongly agree, 75% agree, 0% disagree
- Fosters comfortable learning environment – 100% strongly agree, 0% agree, 0% disagree
- Willingness to help – 75% strongly agree, 25% agree, 0% disagree

This student comment summarizes Rachel's teaching ability, "This was one of my favorite courses this semester. I loved the learning environment and the ability to practice our skills hands on. It was so helpful in our clinical experiences as well, and it was helpful that Mrs. Walton was very responsive to questions and gave helpful feedback to help us improve on our skills." Clinical evaluations were also reviewed. Students rated Rachel on 27 criteria plus overall effectiveness and all were rated *excellent*.

College service includes serving as an evaluator for the Critical and Creative Thinking Cross-Disciplinary Outcomes assessment. She is an advisor for Practical Nursing and Medical Assisting (MA) students and assists with PN club activities. This spring semester she is working on recruitment for the MA program.

As the MA Program Director, Rachel reached out to the HSHS St. Mary's Medical Group so students can be placed in their facilities. She ordered equipment for the program and is helping set up their lab space. Rachel created working syllabi and Canvas courses for Medical Assisting patient care and pharmacology courses she is teaching this semester.

The committee members look forward to continuing to assist Rachel during the tenure process.

MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian
Megan Moore



Date: March 11, 2019

Re: Tuition Increase Fiscal Year 2020

At the Board of Trustees work session on February 19, 2019, staff and the Board of Trustees discussed tuition rates for the ensuing academic year. Revenue assumptions were presented: enrollment increasing by one percent for credit hours, property taxes for general funds remaining flat, and State Base Operating Grants remaining near FY19 levels. The Governor's Budget request included a 5 percent increase or approximately \$83,000 in additional Base Operating funding for FY20. Assumptions for expenditures suggest that the College will see increasing costs in many areas such as pressure from minimum wage increase, health care trends, material and supply increases, and new program start-up costs.

Discussion that followed included keeping tuition at current levels as well as increasing tuition by a modest 2.25 percent. Valid perspectives regarding the value of keeping tuition at the current level as well as raising the tuition by the suggested amount were discussed. At the 2.25 percent increase level, the increase would raise tuition by \$3 per credit hour for the base tuition. With the proposed increase, Richland's tuition rate would remain in the middle of the area districts adjacent to the College, while keeping Richland competitive and recognizing the importance for building long-term financial stability. Additionally, this change continues the College's efforts to maintain affordability.

The following tuition rates are recommended:

Tuition Type	FY 19	FY 20
Standard	\$133	\$136
On-line	\$168	\$172
Health Professions	\$160	\$164
Out of District	\$188	\$192
Out of State	\$469	\$480
Chargeback	\$295.98	\$248.19

No change in the standard fee of \$12 and registration fee of \$2 is proposed at this time.

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 who are “attending an educational institution located within the college district.” Richland has approved this action previous years in an effort to serve a broader constituent base. It is recommended that the Board continue this practice so that dual credit students attending area high schools and Millikin students can be charged in-district rates.

It is recommended that the Board of Trustees set the Academic Year 2019-2020 tuition per credit hour for the standard in-district tuition rate at \$136.00, the in-State out-of-district tuition rate at \$192.00, the out-of-State tuition rate at \$480.00, the Chargeback rate at \$248.19, the online tuition rate at \$172.00, the variable tuition rate for designated Health Professions classes at \$164.00, 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



MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cris Valdez

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

Date: March 11, 2019

Re: Fiscal Year 2020 General and Course Fees

Attached is the list of proposed fees for various courses and the general fee for the 2019-2020 academic year.

The Deans, Business Services staff, and Vice Presidents have reviewed Richland's current programs and course fees. The course fees are used to support the cost of materials, supplies, software or exams used in that specific course. The \$12.00 general student fee is allocated as follows: \$1.50 Student Life, \$1.50 Fitness Center usage, \$2.00 infrastructure and \$7.00 technology.

It is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2019 semester.

If you have any questions, please contact me.

Class	Course Description	Credit Hours	SU19/ FA19/SP20
AGRIC106	Animal Science	4	\$40
AGRIC112	Computer Skills for Agriculture	4	\$20
AGRIC116	Sustainable Agriculture Fundamentals	3	\$40
AGRIC126	Small Scale Livestock Management	3	\$40
AGRIC130	Crop Science	4	\$40
AGRIC200	Weed & Pest Control	4	\$40
AGRIC210	Soil Science	4	\$40
AGRIC235	Small Farm Business Management	3	\$40
AUTO 101	Basic Theory	3	\$60
AUTO 102	Electrical Systems	4	\$60
AUTO 201	Suspension & Steering Alignment	4	\$60
AUTO 202	Heating and Air Conditioning	4	\$45
AUTO 203	Fuel and Emission Systems	4	\$60
AUTO 204	Engine Repair	4	\$60
AUTO 205	Manual Drive Train & Axles	4	\$60
AUTO 206	Automatic Transmissions/Transaxles	4	\$60
AUTO 207	Advanced Automotive Electronics	4	\$60
AUTO 208	Automotive Brakes	4	\$60
AUTO 209	Adv. Driveability ProblemDiagnosis	4	\$60
BIOL 101	Concepts of Biology 1	4	\$25
BIOL 102	Concepts of Biology 2	4	\$25
BIOL 201	Human Anatomy & Physiology 1	4	\$25
BIOL 202	Human Anatomy and Physiology 2	4	\$25
BIOL 210	Environmental Biology	4	\$25
BIOL 220	Microbiology	4	\$35
CHEM 100	Concepts of Chemistry	4	\$20
CHEM 106	Chemistry in Everyday Life	4	\$135
CHEM 110	Survey of Organic Chemistry	5	\$20
CHEM 131	General Chemistry 1	4	\$20
CHEM 132	General Chemistry 2	5	\$20
CHEM 201	Organic Chemistry 1	5	\$550
CHEM 202	Organic Chemistry 2	5	\$550
CIS 110	Computer Business Applications	3	\$21
CRT 100	Introduction to Collision Repair	4	\$45
CRT 105	Damage Estimating & CustomerService	2	\$60
CRT 110	Painting & Refinishing 1	4	\$75
CRT 120	Non-Structural CollisionRepair 1	4	\$60
CRT 130	Structural Collision Repair 1	4	\$60
CRT 135	Paint Preparation & Detail	2	\$60
CRT 205	Mechanical Systems	3	\$60
CRT 210	Painting & Refinishing 2	4	\$75
CRT 220	Nonstructural Collision Repair 2	4	\$60
CRT 230	Structural Collision Repair 2	4	\$60
CRT 235	Stationary & Rolling Glass	2	\$30
CS 105	Foundations of Info Technology	3	\$21
CS 230	Event-Driven Programming	4	\$30

Class	Course Description	Credit Hours	SU19/ FA19/SP20
CS 251	Object-Oriented Programming	4	\$40
CS 281	Adv. Object-Oriented Programming	4	\$40
DMHT 101	Truck Preventative Maintenance	4	\$75
DMHT 110	Basic Electrical Systems	4	\$75
DMHT 115	Advanced Electrical Systems	4	\$50
DMHT 120	Diesel Fuel and Emissions	4	\$75
DMHT 125	Diesel Driveability Diagnosis	4	\$75
DMHT 130	Diesel Engine Repair	4	\$75
DMHT 135	Diesel Truck Transmissions	4	\$75
DMHT 200	Medium/Heavy HVAC	4	\$50
DMHT 210	Truck Steering, Suspension & Alignment	4	\$50
DMHT 211	Truck Drive Train System	4	\$75
DMHT 212	Medium/Heavy Truck Brakes	4	\$75
DRAFT103	AutoCAD, Introductory	3	\$30
DRAFT104	AutoCad, Intermediate	3	\$40
DRAFT106	MicroStation, Introductory	3	\$30
DRAFT107	MicroStation, Intermediate	3	\$30
DRAFT110	Technical Design	3	\$40
DRAFT190	Industrial Drafting	4	\$40
DRAFT195	Tool Design Drafting	4	\$40
DRAFT230	AutoCAD, Advanced	3	\$40
DRAFT231	Introduction to Surveying	3	\$30
DRAFT235	Solid Modeling 1	3	\$60
DRAFT236	Solid Modeling 2	4	\$60
DRAFT237	Graphical Design	2	\$60
DRAFT239	Intro to Structural, Civil, and Pipe	3	\$60
DRAFT242	Commercial Architecture	3	\$60
DRAFT243	Structural Architecture	3	\$60
DRAFT245	Residential Architecture	3	\$45
ELTRN110	Intro to Electricity & Electronics	2	\$15
ELTRN111	Circuit Analysis	3	\$21
ELTRN140	Solid State Fund. for Electronic	3	\$21
ELTRN160	Digital Electronics	4	\$28
ENGT 100	Manufacturing Processes	3	\$40
ENGT 101	Motor Control Fundamentals	4	\$60
ENGT 103	Fluid Power Fundamentals	3	\$40
ENGT 104	CNC Fundamentals	3	\$60
ENGT 105	Occupational Safety (MSSC-1)	3	\$100
ENGT 111	Motor Control Applications	4	\$40
ENGT 120	Process Control Fundamentals	3	\$40
ENGT 131	Maintenance Fundamentals	4	\$60
ENGT 150	Machining Fundamentals	2	\$50
ENGT 151	Cutting & Workholding	2	\$50
ENGT 160	Metrology and Quality Control	3	\$50
ENGT 210	PLC Fundamentals	4	\$40
ENGT 211	PLC Applications & Data Acquisiton	3	\$30
ENGT 212	Motor Control Systems	4	\$40
ENGT 213	Robotic Fundamentals	3	\$30
ENGT 214	Motion Control Applications	3	\$30
ENGT 215	Motion Control Systems	3	\$30

Class	Course Description	Credit Hours	SU19/ FA19/SP20
ENGT 220	Process Control Applications	3	\$30
ENGT 230	Power Transmission Applications	3	\$21
ENGT 231	Piping Fundamentals	2	\$15
ENGT 233	Lubrication Systems	2	\$15
ENGT 234	Pump Applications	2	\$15
ENGT 235	Industrial Machinery Repair	2	\$15
ENGT 240	Hydraulic Applications	3	\$21
ENGT 241	Pneumatic Applications	3	\$21
ENGT 242	Fluid Power Systems	3	\$30
ENGT 250	CNC Turning	3	\$60
ENGT 251	CNC Milling	3	\$60
ENGT 252	CAM Applications	3	\$45
ENGT 299	Systems Integration	3	\$60
HORT 100	Horticulture Science	4	\$40
HORT 110	Turf Management	3	\$30
HORT 115	Soils & Fertility	3	\$30
HORT 120	Landscape Plant Identification	3	\$30
HORT 121	Landscape Design Principles	3	\$30
HORT 125	Integrated Pest Management	3	\$30
HORT 128	Small Farm Equipment	3	\$30
HORT 200	Perennial Plant Material	3	\$30
HORT 202	Vegetable Crop Production	3	\$30
HORT 211	Horticulture Mechanics	3	\$30
HORT 215	Landscape Design Applications	3	\$30
HORT 221	Landscape Construction	3	\$30
HORT 225	Tree & Shrub Maintenance	3	\$30
HORT 226	Fruit Production	3	\$30
HORT 230	Greenhouse Operations	3	\$30
HORT 231	Bedding and Plant Production	3	\$30
HVAC 100	Refrigeration Fundamentals	3	\$135
HVAC 107	HVAC/R Installation	3	\$45
HVAC 130	Electricity Fundamentals	3	\$45
HVAC 132	Control Applications	3	\$45
HVAC 140	Troubleshooting Air Conditioning Systems	3	\$45
HVAC 202	Residential and Self-Contained Refrigeration	3	\$30
HVAC 204	Commercial Refrigeration	3	\$30
HVAC 206	Troubleshooting Refrigeration Systems	3	\$45
HVAC 230	Motors and Controls	3	\$45
HVAC 240	Residential Air Conditioning	3	\$60
HVAC 242	Residential Heating Systems	3	\$45
HVAC 251	Commercial HVAC/R	3	\$40
IT 116	Windows Client Operating Systems	3	\$30
IT 120	Spreadsheet Applications	3	\$25
IT 130	Word Processor Applications	3	\$25
IT 131	Programming Logic	3	\$30
IT 135	Data Management Applications	3	\$30
IT 141	Networking Fundamentals	4	\$60
IT 153	Web Development	4	\$30
IT 173	A+ Computer Technologies	4	\$80
IT 205	Help Desk Techniques	3	\$21

Class	Course Description	Credit Hours	SU19/ FA19/SP20
IT 218	Ethical Hacking (pending ICCB approval)	3	\$40
IT 220	Digital Forensics (pending ICCB approval)	3	\$40
IT 221	Database Design Using SQL	3	\$30
IT 231	Office Management Software	3	\$30
IT 241	Network Routing Technologies	4	\$48
IT 242	Wireless Networking	3	\$48
IT 245	Network Security	3	\$48
IT 246	Voice Over IP Fundamentals	3	\$48
IT 247	Virtualization Fundamentals	3	\$48
IT 253	Mobile Apps Development	4	\$48
IT 256	Firewalls and VPN's (pending ICCB approval)	3	\$40
IT 271	Windows Server Operating Systems	3	\$48
IT 273	Managing Windows Networks	3	\$48
IT 275	Cloud Technology (pending ICCB approval)	3	\$40
IT 280	Systems Development Project	4	\$48
IT 282	Dynamic Web Development	4	\$48
IT 283	Penetration Testing (pending ICCB approval)	3	\$40
IT 285	Systems Analysis and Design	4	\$48
OT 114	Word Processing/Keyboarding	3	\$25
OT 217	Advanced Administrative Office Applications	3	\$25
OT 230	Legal Terminology and Writing	3	\$25
PHY S105	Physics of Sound and Light	4	\$20
PHYS 101	Introduction to Physics 1	4	\$22
PHYS 102	Introduction to Physics 2	4	\$22
PHYS 151	Mechanics and Wave Motion	4	\$22
PHYS 152	Electricity and Magnetism	4	\$22
PHYS 153	Thermodynamics and Modern Physics	4	\$22
SCI 101	Integrated Science 1	4	\$22
SCI 102	Integrated Science 2	4	\$22
WELD 100	Welding Fundamentals	2	\$100
WELD 101	Shielded Metal Arc Welding	4	\$125
WELD 120	Intermediate Shielded Metal Arc Welding	3	\$125
WELD 125	Gas Metal Arc/Flux Core Arc Welding (MIG)	2	\$100
WELD 130	Gas Tungsten Arc Welding	3	\$100
WELD 135	Advanced Shielded Metal Arc Welding	3	\$125
WELD 140	Pipe Welding	4	\$100
WELD 145	Welding Tools and Safety	3	\$100
WELD 150	Gas Metal Arc Welding for AutoBody	2	\$100
WELD 190	Maintenance Repair Welding	2	\$100
WELD 195	Industrial Welding Fundamentals	3	\$100
WELD 202	Welder Certification	2	\$100
WELD 208	Pipefitting Fundamentals	4	\$100
WELD 215	Pipefitting Applications	4	\$100
WELD 243	Aluminum and Stainless Steel Welding	4	\$100
WELD 245	GMAW/FCAW Pipe Welding	3	\$100
ART 101	Introduction to Drawing 1	3	\$15
ART 102	Introduction to Drawing 2	3	\$15
ART 111	Design 1	3	\$15
ART 112	Design 2	3	\$15
ART 113	Figure Drawing 1	3	\$65

Class	Course Description	Credit Hours	SU19/ FA19/SP20
ART 114	Figure Drawing 2	3	\$65
ART 115	Printmaking 1	3	\$50
ART 116	Printmaking 2	3	\$50
ART 117	Painting 1	3	\$15
ART 118	Painting 2	3	\$15
ART 119	Sculpture 1	3	\$55
ART 120	Sculpture 2	3	\$55
ART 121	Ceramics 1	3	\$60
ART 122	Ceramics 2	3	\$60
ART 123	Watercolor 1	3	\$15
ART 124	Watercolor 2	3	\$15
ART 125	Photography 1: Black and White	3	\$80
ART 126	Photography 2: Black and White	3	\$80
ART 127	Digital Photography 1	3	\$98
ART 129	Digital Photography 2	3	\$98
ART 131	Advanced Ceramics 1	3	\$60
ART 152	Computer Graphics 2	3	\$98
ART 251	Computer Graphics 3	3	\$98
ART 252	Graphic Arts 4	3	\$98
ART 261	Illustration	3	\$35
ART 262	Advanced Game Content Creation	3	\$98
ART 264	3D Character Rigging and Animation	3	\$98
ART 270	Introduction to Multimedia	3	\$98
ART 273	Advanced Multimedia	3	\$98
CA 101	Intro To Culinary Arts	2	\$70
CA 105	Culinary Fundamentals	4	\$200
CA 115	Culinary Applications	4	\$200
CA 120	Baking and Pastry Fundamentals	4	\$200
CA 200	Meat, Poultry, and Fish	3	\$250
CA 210	Garde Manger	3	\$200
CA 220	Advanced Baking and Pastry	4	\$200
CA 230	International Cuisine	4	\$200
CA 250	Restaurant Fundamentals	5	\$150
MUSIC100	Music Appreciation	3	\$20
MUSIC180	Non-Western Music	3	\$20
CDL 1000	Tractor/Trailer Driver Training	7	\$3,900
CDL 1001	Class "B" License Training	2	\$1,200
CDL 1002	CDL Refresher - 8 hours	0.5	\$500
CDL 1003	CDL Refresher - 16 hours	1	\$900
CDL 1004	CDL Refresher - 40 hours	2	\$1,500
CDL 1005	CDL Permit	1	\$475
PROD 3370	Conversational Spanish	0.5	\$75
EMS100	Emergency Medical Responder	3	\$125
EMS 120	Emergency Medical Technology	6.5	\$220
EMS 125	EMT Clinical	0.5	\$37
EMS 200	Introduction to Prehospital Medicine	2	\$143
EMS 201	Pathophysiology for the Paramedic	4	\$40
EMS 210	Fundamentals of Clinical Care	4	\$229
EMS 215	Paramedic Clinical 1	1	\$10
EMS 220	Principles of Trauma	4	\$60

Class	Course Description	Credit Hours	SU19/ FA19/SP20
EMS 225	Paramedic Clinical 2	1	\$10
EMS 230	Cardiopulmonary Emergencies	4	\$70
EMS 235	Paramedic Clinical 3	1.5	\$15
EMS 240	Medical Conditions and Management	4	\$70
EMS 245	Paramedic Clinical 4	1	\$10
EMS 250	EMS Special Populations	4	\$70
EMS 255	Paramedic Clinical 5	1.5	\$15
EMS 260	EMS Operations and Certifications	3	\$50
EMS 265	Paramedic Clinical 6	1.5	\$15
EMS 270	Paramedic Capstone	4	\$192
EMS 280	Critical Care Transport	7	\$100
EMS 285	Critical Care Transport Clinical	1.5	\$15
FIRE 110	Introduction to Fire Science(Module A)	4	\$40
FIRE 111	Techniques of Firefighting 1(Module B)	4	\$40
FIRE 112	Techniques of Firefighting 2(Module C)	4	\$40
FIRE 120	Fire Prevention Principles 1	3	\$20
FIRE 130	Fire Service Laws and Regulations	3	\$20
FIRE 140	Fire Service Instructor-Basic	3	\$20
FIRE 170	Rescue/Roadway Extrication	3	\$30
FIRE 180	Building Construction for theFirefighter	3	\$20
FIRE 200	Tactics and Strategy	3	\$30
FIRE 210	Tactics and Strategy II	3	\$30
FIRE 220	Fire Instructor II	3	\$20
FIRE 230	Fire Service Hydraulics	4	\$40
FIRE 250	Hazardous Materials	3	\$30
FIRE 260	Fire Investigation	3	\$20
FIRE 270	Fire Management 1	3	\$20
FIRE 280	Fire Management 2	3	\$20
FIRE 285	Fire Management 3	3	\$20
FIRE 286	Fire Management 4	3	\$20
FIRE 297	Fire Science Technologies	3	\$20
HIT 118	Intro to HealthcareDocumentation	3	\$30
HIT 142	Healthcare Documentation 1	4	\$45
HIT 143	Basic ICD Coding	3	\$130
HIT 215	Electronic Health Records	3	\$30
HIT 220	Classification & Indexing Systems	3	\$30
HIT 242	Healthcare Documentation 2	4	\$45
HIT 245	Health Info Law & Ethics	3	\$30
HIT 248	Pathophysiology	3	\$30
HIT 250	Reimbursement Principles inHealthcare	3	\$30
HLTH 110	Cardio Pulmonary Resuscitation	0.5	\$12
HLTH 141	Nurse Assistant Training	8	\$194
HLTH 197	Special Topics in Healthcare	1 to 3	\$10
HLTH 290	Health Internship	1 to 3	\$50
HLTH 297	Advanced Topics in Healthcare	1 to 3	\$10
MA 121	Patient Care	5	\$75
NURS 111	Introduction to Nursing	1	\$10
NURS 112	Medical-Surgical Nursing IConcepts Basic to Nursing Practice	9	\$315
NURS 152	Psychiatric Mental HealthNursing	4	\$199
NURS 154	Pharmacological Principles forNursing Practice	3	\$30

Class	Course Description	Credit Hours	SU19/ FA19/SP20
NURS 155	Medical-Surgical Nursing IICare of the Chronically Ill Client	5	\$235
NURS 206	Family Health Nursing	6	\$319
NURS 250	Medical-Surgical IIICare of the Surgical Client	5	\$175
NURS 252	Medical-Surgical IVCare of the Acutely Ill Client	9	\$175
NURS 254	Transition from Education to Practice	6	\$498
PHLEB 110	Basic Phlebotomy	2	\$20
PHLEB 115	Phlebotomy Clinical	3	\$69
PHLEB 116	Forensic Phlebotomy Clinical	1.5	\$15
PHLEB 120	Advanced Phlebotomy	1	\$115
PN 115	Professional Nursing I	1	\$10
PN 118	Fundamental Nursing Skills	2	\$20
PN 120	Practical Nursing Concepts I	6	\$210
PN 125	Pharmacology for Practical Nursing	3	\$30
PN 126	Professional Nursing II	2	\$134
PN 140	Practical Nursing Concepts II	7	\$245
RADT 101	Introduction to Radiography	4	\$40
RADT 102	Radiologic Patient Care	3	\$169
RADT 108	Radiographic Procedures I	3	\$165
RADT 110	Principles of Radiography I	3	\$30
RADT 115	Radiography Clinical I	3	\$60
RADT 118	Radiographic Procedures II	3	\$100
RADT 120	Principles of Radiography II	3	\$30
RADT 125	Radiography Clinical II	4.5	\$175
RADT 128	Radiographic Procedures III	3	\$100
RADT 155	Radiography Clinical III	3.5	\$70
RADT 215	Radiography Clinical IV	4.5	\$80
RADT 218	Radiographic Procedures IV	3	\$85
RADT 219	Radiation Protection & Radiobiology	3	\$80
RADT 225	Radiography Clinical V	3.5	\$70
RADT 228	Radiographic Image Analysis	3	\$80
RADT 230	Radiography Seminar	3	\$450
SURGT110	Introduction to Surgical Technology	2	\$114
SURGT120	Principles of Surgical Technology I	4	\$65
SURGT125	Fundamentals of Surgical Technology	3	\$180
SURGT128	Intro to the Clinical Experience	1	\$20
SURGT130	Principles of Surgical Technology II	3	\$55
SURGT135	Surgical Procedures I	2	\$115
SURGT138	Basic Surgical Technology Clinical I	3	\$60
SURGT240	Principles of Surgical Technology III	6	\$85
SURGT245	Surgical Procedures II	2	\$90
SURGT248	Int. Surgical Technology Clinical II	6	\$120
SURGT250	Principles of Surgical Technology IV	2	\$120
SURGT255	Surgical Procedures III	2	\$45
SURGT258	Adv. Surgical Tech Clinical III	6	\$120
SURGT259	Professional Seminar	1	\$200
SURGT290	Internship in Surgical Technology	5	\$50
PASS 150	College Success Math		\$30
PASS 250	College Success Math II		\$50
Test Fee	Placement Re-Testing Fee		\$15

Class	Course Description	Credit Hours	SU19/ FA19/SP20
Test Fee	CLEP/Dantes		\$30
Test Fee	University Test Monitor		\$25
Test Fee	Proficiency Exam		1/2 of Tuition
Test Fee	Credit Equivalency for Professional Experience (Portfolio Review)		1/2 of Tuition
Test Fee	Credit by Advance Course Completion		\$20 per Cr. Hr
Test Fee	Strong Interest Inventory		\$15
Test Fee	Nelson Denny Retest		\$10
Misc. Fees	Replacement Dipoloma		\$25
Misc. Fees	Identification Card Replacement Fee		\$5
Misc. Fees	Registration	Per Cr Hr	\$2
General Fee	Academic/Technology/Infrastructure/Student Life/Fitness Center	Per Cr Hr	\$12
Hybrid Online	50% - 75% Online Courses/Hybrid	Per Cr Hr	\$5
Insurance	Fee for Courses as Identified in Course Schedule	Per Sem	\$8
HLth Prof	PSB Surg Tech Placement Test		\$20
HLth Prof	Evaluation of Course Syllabi for Transfer Credit		\$35 Per Course
HLth Prof	Human Simulator - Use in Clinical Settings - Hours to be stated up front		\$20/hour & \$35/hour for faculty time

To: Richland Board of Trustees

From: Richland 2017 CQIN Summer Institute Team

Date: March 11, 2019

RE: Richland Vision and Mission

At the 2017 Continuous Quality Improvement Network (CQIN) Summer Institute, the Richland Team determined that the College needed to examine the existing Vision and Mission. Key concepts from the Summer Institute included Clarity of Purpose (to be honest, clear, and precise), Connection (to connect our work and collaborate for progress), and Consistency (to build relationships and reputation in words and action). The Team worked with the College community, the Board of Trustees, and the Richland Foundation Board and developed several iterations of the Vision and Mission. The Team also conducted research on other vision and mission statements to assure that Richland's statements were not replications of those for other community colleges.

After the February 2019 Board of Trustees Study Session, the Team refined the statements to reach the following for your action:

Vision: To be the best and first choice for education

Mission: To empower individuals through learning and to forge partnerships that grow communities.

The Team believes that these statements will help to guide Richland Community College as we plan for the future and support the citizens of the District.

We recommend that the Board of Trustees adopt the Vision and Mission as presented.

Thank you for the opportunity to attend the Summer Institute and to lead this College initiative.

Team Members:

Shelly Baldwin
Louise Greene

Evyyonne Hawkins
Karen Lockhart

Teena Zindel-McWilliams
Dr. Cris Valdez

To: Dr. Cris Valdez and Board of Trustees
Cc: Joe Feinstein *JF*
From: Joy Harvey
Date: 3/12/2019
Re: Technical Services equipment replacement

The Technical Services Department is seeking to purchase laptop computers for use in the College's traditional classrooms for testing, research, and other curriculum related needs. These laptops will replace the existing equipment currently in use that is 6 years old. The equipment being replaced will then be repurposed into S180, replacing the existing laptops that are more than 10 years old. Specifically, we are seeking to purchase:

24 - HP 255-G7 Laptops

Funding for this purchase has been approved through the Richland Community College annual budget.

After determining the software and hardware requirements and receiving quotes from multiple vendors, the department's staff have determined that it is in the College's best interest to purchase these items via the Illinois Public Higher Education Cooperative's statewide technology purchasing contract. The Cooperative's primary vendor for computing hardware & audiovisual equipment of this nature is CDW-Government.

Based on vendor responses received, **we recommend that the purchase of this computer equipment be made from CDW-G of Vernon Hills, IL, in the amount of \$11,644.08.**

To: Dr. Cris Valdez and Board of Trustees
Cc: Joe Feinstein 
From: Joy Harvey
Date: 3/12/2019
Re: Computer Lab Upgrade

The Technical Services Department is seeking to purchase new computers for use in the College's traditional classrooms. These computers will replace the existing equipment in W124 that is over 8 years old. These computers will be used by students in a traditional classroom setting. Specifically, we are seeking to purchase:

20 – Lenovo ThinkCentre Computers

Funding for this purchase has been approved through the Richland Community College annual budget.

After determining the software and hardware requirements and receiving quotes from multiple vendors, the department's staff have determined NeweggBusiness.com to have the best pricing available.

Based on vendor responses received, **we recommend that the purchase of this computer equipment be made from NeweggBusiness.com, in the amount of \$10,599.80.**

TO: Board of Trustees

FROM: Dr. Denise Crews

DATE: March 11, 2019

SUBJECT: Student Affairs Board Policies 4.1.2.1, 4.1.2.2, 4.1.3 – Third Reading and Action

Mr. Chairman, Members of the Board, Policies 4.1.2.1, 4.1.2.2, and 4.1.3 are presented for a third reading and action.

In June 2018, the Illinois Community College Presidents' Council approved a plan that identifies a series of measures to use as options for placement of students in community college courses. Richland staff and faculty reviewed the list of options and identified how to incorporate these options into the Richland student intake process.

The list of placement measures will include ACT/SAT scores, high school cumulative GPA of 2.75 for English and mathematics, an appropriate high school transition course in mathematics, an appropriate score on the GED exam, successful completion of developmental courses at other community colleges, and appropriate results of the placement tests currently used at Richland.

The policy changes have been reviewed by the Academic Standards Committee and by President's Cabinet.

No changes have been made since the first reading.

Therefore, it is recommended that the Board of Trustees adopt Board Policies 4.1.2.1, 4.1.2.2, and 4.1.3, Admission to a Program or Course, Course Placement Testing, and Admission to a Program of Study, as presented.

Thank you.

4.1 ADMISSION – 6/16/98; revised 8/17/10, 3/19/19

Richland Community College shall admit students in accordance with all qualifications and preferences set forth in Illinois Revised Statutes, 110 ILCS 205/9.07, and in the guidelines established by the Illinois Community College Board.

Eligibility for admission, requirements, procedures, and options are published in the College Catalog and online.

4.1.1 Admission to the College – 8/17/10; revised 3/19/19

Richland Community College is open to all people who

1. Have graduated from high school, or
2. Have received a High School Equivalency Certificate based on the GED test, or
3. Intend to enroll in a GED course, or
4. Are high school or gifted students who have principal/administrator approval to enroll.

4.1.1.1 New Student Orientation – 2/21/06; revised 8/17/10, 5/19/15

New Student Orientation should be attended by all new degree and certificate seeking students. A new student is defined as someone who has not previously completed any college courses at Richland Community College or had taken college courses only as part of a dual credit program.

4.1.2 Admission to a Program or Courses – 8/17/10; revised 3/19/19

Admission to the College is not the same as admission to a program of study and/or courses. Admission to a program or courses is based upon previous education, experience, and levels of achievement.

4.1.2.1 Course Placement Methods

Placement in courses with prerequisites may be done using a variety of measures:

- Sufficient ACT or SAT scores as established by appropriate College personnel. The student must submit proper documentation to the Records Office. The ACT or SAT scores must be no more than three years old.

- A high school cumulative Grade Point Average (GPA) of 2.75 or higher for placement in English or courses with a prerequisite of eligibility for ENGL 101.
- A high school cumulative GPA of 2.75 or higher with successful completion of a 4th year of mathematics for placement in identified mathematics courses.
- An appropriate high school transition course in mathematics with a grade of C or higher.
- A GED score in mathematics and English of 165 or compatible score on other high school equivalency tests.
- Successful completion of English and/or mathematics course(s) at an accredited college or university, as recognized by the Higher Education Directory. The level of the course(s) successfully completed determines the level of course(s) for which a student may be eligible.
- Completion of an appropriate developmental course in mathematics, English, and/or reading at another accredited college or university
- Results of mathematics, Reading, or Sentence Skills placement tests administered at Richland. Placement exams, cut-off scores, and other criteria have been established by the respective programs' faculty to ensure proper course placement. Scores are valid for the length of time determined administratively.
- Results of a placement exam identical to Richland Community College's exam taken at another college or university within the determined time and presented as officially validated scores for evaluation prior to registration.

4.1.2.2 Course Placement Testing – 12/16/03; revised 5/17/11, 5/19/15, 3/19/19

Students tested in mathematics, English, reading, math, or other areas may take one test of each type at no cost. A student may retest by waiting a minimum of twenty-four hours and paying a retest fee. A student may be allowed to take the test a third time only with appropriate permission and payment of the retest fee. The student is required to retest, at no charge, if the previously determined time has passed since the student tested the first time.

4.1.2.3 Foreign Language Placement

Placement in a foreign language course will be determined by a student's previous foreign language education in high school or college. Students who have studied a specific foreign language in high school within the past five years are to begin their study at Richland with the course number determined by the earned quality points as outlined in the College Catalog. Foreign language faculty may grant exceptions, based on individual assessment. All persons whose most recent prior study of the language was more than five years ago should start their college study with the course number 101.

4.1.2.4 Technology Orientation – 5/15/12

All students enrolling in a course utilizing a learning management system are required to successfully complete the mandatory technology orientation.

4.1.3 Admission to a Program of Study – 6/16/98; revised 8/17/10, 5/19/15, 3/19/19

Each program of study (for example, Nursing, Accounting, Associate in Arts in Teaching, etc.) has specific requirements for admission. These requirements are based on the student's previous education, work experience, and levels of achievement.

Information that may be used in admission to a program includes

1. A transcript of the student's high school and college records. The student should request a transcript from the school(s) to be sent to the Records Office at Richland.
2. Test scores. Richland uses either the ACT or the SAT. Other comparable test results may be submitted if approved by appropriate Richland staff.
3. Application and personal interview, including related experiences since leaving school or college.

Students may be provisionally admitted to a program, even though they fail to meet all the requirements. Students provisionally admitted may be required to enroll in developmental courses, take a reduced load, complete further testing, and/or receive career counseling.

Similar procedures may also be applied to students enrolling in individual courses only.

4.1.4 Admission of High School Students and "Gifted" High School Students – 6/16/98; revised 8/17/10, 5/19/15

High school students may take Richland courses for either application toward

a high school diploma or a college credit. Eligibility for enrollment as a high school student is decided as follows:

1. The student is a high school student.
2. The student's high school principal submits the appropriate form stating the student is taking the course(s) for high school or college credit, and has the principal's approval.
3. A high school transcript is submitted to Richland.
4. Tuition may be determined by course and delivery.
5. Final approval for enrollment is then determined by Richland.

"Gifted students" are students with exceptionally high academic ability as determined by the students' school and the College.

4.1.5 Student Enrollment Status – 1/16/01; revised 8/17/10

Verification of student enrollment status, for any purpose, may be obtained only through the Student Records Office. Documentation from other individuals or College offices does not represent an official College record.



TO: Board of Trustees

FROM: Cris Valdez 

DATE: March 19, 2019

SUBJECT: Financial Report

Mr. Chairman, members of the Board, attached are the Treasurer's Report, Financial Statement and the Bills and Travel Expenditures for Ratification.

Greg Florian will be available to explain the Treasurer's Report and Financial Statement and to answer any questions regarding the bills.

Therefore, it is recommended that the Board of Trustees ratify the February 2019 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Treasurer's Report

2/28/2019

Fund	Balance 2/1/2019	Receipts for Month	Disbursements for Month	Balance 2/28/2019	Int Bearing Accounts	Separate Inv Instruments
Education Fund	\$7,571,397.14	\$2,911,051.72	(\$2,936,961.29)	\$7,545,487.57	\$6,995,487.57	\$550,000.00
Oper & Maint Restricted	\$1,261,506.41	\$1,092.12		\$1,262,598.53	\$1,262,598.53	\$0.00
Bond & Interest Fund	\$273,030.94	\$502.68		\$273,533.62	\$273,533.62	\$0.00
Auxiliary Enterprises	\$2,330,109.77	\$23,360.19	(\$860.55)	\$2,352,609.41	\$2,352,609.41	\$0.00
Restricted Purposes	\$1,613,291.45	\$1,567,362.32	(\$1,873,865.59)	\$1,306,788.18	\$1,006,788.18	\$300,000.00
Working Cash Fund	\$8,427,683.69	\$13,350.62	(\$44,000.00)	\$8,397,034.31	\$7,696,317.71	\$700,716.60
Trust & Agency Fund	\$359,264.34	\$11,945.53	(\$6,967.10)	\$364,242.77	\$364,242.77	\$0.00
Audit Fund	\$69,636.03	\$128.21		\$69,764.24	\$69,764.24	\$0.00
Liability & Protection	\$1,426,326.71	\$2,441.89		\$1,428,768.60	\$1,328,768.60	\$100,000.00
Totals	\$23,332,246.48	\$4,531,235.28	(\$4,862,654.53)	\$23,000,827.23	\$21,350,110.63	\$1,650,716.60

Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$300,000.00	CD-Busey	0.10	5/22/2019	6.0
EDUCATION FUND	\$250,000.00	CD-SOY	0.20	1/30/2020	12.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.40	8/10/2019	12.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.40	3/23/2019	12.0
WORKING CASH FUND	\$121,489.65	CD-Regns	1.63	8/21/2019	13.0
WORKING CASH FUND	\$118,727.81	CD-Regns	1.48	9/14/2019	7.0
WORKING CASH FUND	\$350,000.00	CD-HPB	0.40	11/22/2019	12.0
LPS FUND	\$100,000.00	CD-Busey	0.10	1/22/2019	6.0

Revenues & Expenses by Fund

	Actual 2/28/2019	Budget 1819	%	Actual 2/28/2018	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$14,336,842.76	\$15,043,243.00	95.3	\$14,503,543.59	\$15,513,445.99
Transfers	(\$237,093.00)	(\$481,660.00)	49.22	(\$34,500.00)	(\$69,819.65)
Expenses	(\$8,116,356.31)	(\$13,527,522.00)	60	(\$8,213,756.80)	(\$12,496,212.88)
	\$5,983,393.45	\$1,034,061.00		\$6,255,286.79	\$2,947,413.46
Fund 02-Operations & Maintenance					
Revenue	\$1,753,227.13	\$1,925,258.00	91.06	\$1,605,156.21	\$1,756,911.73
Expenses	(\$1,116,560.40)	(\$1,920,174.00)	58.15	(\$1,075,188.80)	(\$1,739,824.31)
	\$636,666.73	\$5,084.00		\$529,967.41	\$17,087.42
Fund 03-Oper & Maint Restricted					
Revenue	\$193,480.36	\$244,083.00	79.27	\$2,671,580.62	\$3,648,124.54
Transfers	\$0.00	\$0.00	0	\$0.00	(\$141,135.46)
Expenses	(\$96,264.05)	(\$244,083.00)	39.44	(\$3,251,162.41)	(\$3,947,356.22)
	\$97,216.31	\$0.00		(\$579,581.79)	(\$440,367.14)
Fund 04-Bond & Interest Fund					
Revenue	\$3,391,546.04	\$3,388,418.00	100.09	\$4,054,108.25	\$4,059,014.58
Expenses	(\$3,083,951.61)	(\$3,380,528.00)	91.23	(\$3,713,656.11)	(\$4,043,371.11)
	\$307,594.43	\$7,890.00		\$340,452.14	\$15,643.47
Fund 05-Auxiliary Enterprises					
Revenue	\$961,019.35	\$1,375,660.00	69.86	\$836,047.12	\$1,403,413.95
Transfers	\$0.00	(\$1,700.00)	0	\$0.00	(\$60,000.00)
Expenses	(\$900,473.65)	(\$1,364,429.00)	66	(\$753,036.58)	(\$1,276,571.89)
	\$60,545.70	\$9,531.00		\$83,010.54	\$66,842.06
Fund 06-Restricted Purposes Fund					
Revenue	\$5,630,013.10	\$10,260,117.48	54.87	\$4,633,948.16	\$7,930,485.46
Transfers	\$0.00	(\$7,000.00)	0	\$0.00	(\$9,218.33)
Expenses	(\$7,160,871.04)	(\$10,252,792.50)	69.84	(\$4,844,457.71)	(\$7,897,978.77)
	(\$1,530,857.94)	\$324.98		(\$210,509.55)	\$23,288.36
Fund 07-Working Cash Fund					
Revenue	\$108,625.84	\$50,000.00	217.25	\$48,755.99	\$92,353.92
Transfers	(\$95,697.10)	(\$50,000.00)	191.39	\$0.00	(\$92,353.92)
	\$12,928.74	\$0.00		\$48,755.99	\$0.00
Fund 10-Trust & Agency Fund					
Revenue	\$95,546.37	\$117,256.75	81.48	\$95,450.34	\$102,912.86
Transfers	\$0.00	(\$3,600.00)	0	(\$2,200.00)	(\$6,916.65)
Expenses	(\$59,140.45)	(\$113,656.75)	52.03	(\$66,687.76)	(\$95,996.21)
	\$36,405.92	\$0.00		\$26,562.58	\$0.00
Fund 11-Audit Fund					
Revenue	\$65,963.69	\$65,410.00	100.85	\$63,903.55	\$64,411.10
Expenses	(\$53,795.73)	(\$56,593.00)	95.06	(\$52,339.14)	(\$55,321.21)
	\$12,167.96	\$8,817.00		\$11,564.41	\$9,089.89
Fund 12-Liability & Protection					
Revenue	\$1,881,826.98	\$1,936,988.00	97.15	\$1,591,969.01	\$1,603,190.84
Expenses	(\$1,018,544.17)	(\$1,549,146.00)	65.75	(\$898,729.18)	(\$1,273,812.01)
	\$863,282.81	\$387,842.00		\$693,239.83	\$329,378.83
Total	\$6,479,344.11	\$1,453,549.98		\$7,198,748.35	\$2,968,376.35

Operating Funds Revenue

	Actual Revenue YTD 2/28/2019	Budget 1819	%	Actual Revenue YTD 2/28/2018	Prior Year Revenue 6/30/2018
Investment Revenue					
Investment Revenue	\$77,468.11	\$17,800.00	435.21	\$15,431.69	\$24,717.56
	<u>\$77,468.11</u>	<u>\$17,800.00</u>	435.21	<u>\$15,431.69</u>	<u>\$24,717.56</u>
Local Government Sources					
Current Taxes	\$7,231,132.54	\$7,211,480.00	100.27	\$7,070,087.61	\$7,169,459.89
Interest on Taxes	\$3,300.69	\$700.00	471.53	\$848.58	\$848.58
	<u>\$7,234,433.23</u>	<u>\$7,212,180.00</u>	100.31	<u>\$7,070,936.19</u>	<u>\$7,170,308.47</u>
Other Revenue					
Facility Rental	\$203,956.42	\$265,291.00	76.88	\$209,368.52	\$270,487.32
Other Revenue	\$204,513.52	\$490,374.00	41.71	\$270,775.21	\$498,121.05
Transfer In	\$95,697.10	\$50,000.00	191.39	\$0.00	\$105,828.90
	<u>\$504,167.04</u>	<u>\$805,665.00</u>	62.58	<u>\$480,143.73</u>	<u>\$874,437.27</u>
State Government Sources					
ICCB CTE Formula Grant	\$116,935.00	\$250,500.00	46.68	\$125,250.00	\$226,810.19
ICCB Credit Hour Grants	\$1,232,672.50	\$1,694,920.00	72.73	\$1,412,464.27	\$1,666,304.99
ICCB Equalization Grant	\$33,336.00	\$50,000.00	66.67	\$33,333.36	\$50,000.00
Replacement Taxes	\$129,257.51	\$280,000.00	46.16	\$112,514.31	\$385,224.49
	<u>\$1,512,201.01</u>	<u>\$2,275,420.00</u>	66.46	<u>\$1,683,561.94</u>	<u>\$2,328,339.67</u>
Student Tuition & Fees					
Tuition-Credit	\$5,938,580.50	\$5,769,547.00	102.93	\$6,077,295.00	\$6,091,463.50
Various Fees	\$823,220.00	\$887,889.00	92.72	\$781,331.25	\$781,091.25
	<u>\$6,761,800.50</u>	<u>\$6,657,436.00</u>	101.57	<u>\$6,858,626.25</u>	<u>\$6,872,554.75</u>
Total Revenue	\$16,090,069.89	\$16,968,501.00	94.82	\$16,108,699.80	\$17,270,357.72

Operating Funds Expenses

	Actual Expenses YTD 2/28/2019	Budget 1819	%	Actual Expenses YTD 2/28/2018	Prior Year Expenses 6/30/2018
Salaries					
Academic Support Salary	\$0.00	\$0.00	0	\$121,219.44	\$157,549.75
Academic Support-PT	\$39,884.98	\$61,452.00	64.9	\$79,188.51	\$109,705.09
Administrative Staff Sal	\$996,588.32	\$1,699,383.00	58.64	\$896,280.57	\$1,445,012.80
Car Allowance	\$5,884.72	\$9,000.00	65.39	\$5,884.72	\$9,000.16
Classified-Temporary	\$14,704.38	\$14,619.00	100.58	\$328.55	\$5,225.44
Clinical Risk Stipends	\$22,540.60	\$33,100.00	68.1	\$21,633.94	\$32,060.94
Custodial, Maint Stf Sal	\$67,575.78	\$103,250.00	65.45	\$55,107.33	\$94,097.25
Custodial, Maint-Temp	\$8,812.50	\$8,825.00	99.86	\$2,674.95	\$8,501.33
F/T Classified Salary	\$408,826.82	\$641,239.00	63.76	\$363,851.66	\$582,520.27
F/T Faculty Salary	\$2,226,017.03	\$3,834,182.59	58.06	\$2,278,263.56	\$3,910,128.07
F/T Faculty-Summer Sal	\$229,674.05	\$269,912.00	85.09	\$260,145.25	\$260,145.25
Faculty Curriculum Dev	\$8,020.00	\$8,020.00	100	\$0.00	\$0.00
Faculty Tutors Salary	\$21,598.53	\$75,280.00	28.69	\$17,915.80	\$31,200.91
Independent Study Salary	\$15,502.50	\$5,082.00	305.05	\$8,057.50	\$22,622.50
Interpreter Salary	\$15,371.84	\$35,000.00	43.92	\$4,481.15	\$9,311.22
LabFacilitators	\$11,118.28	\$18,402.00	60.42	\$12,009.03	\$18,353.69
Overload Salary	\$316,171.57	\$538,121.00	58.75	\$296,258.12	\$449,997.02
Overtime Wages	\$9,836.34	\$7,100.00	138.54	\$6,348.33	\$8,692.20
P/T Classified Salary	\$25,855.54	\$98,293.00	26.3	\$35,980.68	\$50,288.65
P/T Faculty Salary	\$494,643.34	\$785,714.00	62.95	\$533,211.84	\$788,022.44
P/T Faculty-Summer Sal	\$52,274.38	\$66,736.00	78.33	\$50,813.70	\$50,813.70
Professional/Tech Salary	\$574,492.30	\$957,951.00	59.97	\$413,538.56	\$700,165.46
Professional/Tech-PT	\$17,014.34	\$49,877.00	34.11	\$29,350.19	\$40,199.28
Professional/Tech-Temp	\$0.00	\$0.00	0	\$131.25	\$131.25
Proficiency Exam Salary	\$262.50	\$0.00	0	\$0.00	\$0.00
Severance Payments	\$0.00	\$0.00	0	\$16,114.22	\$28,456.22
Student Workers Salary	\$17,214.18	\$46,880.00	36.72	\$11,832.25	\$34,628.83
Subs Instructors Salary	\$4,414.87	\$6,010.00	73.46	\$9,027.41	\$12,469.43
Supervisory Staff Salary	\$154,808.28	\$199,954.00	77.42	\$195,791.39	\$278,445.12
Test Proctor Salary	\$17,985.90	\$30,910.00	58.19	\$13,410.93	\$21,657.27
	<u>\$5,777,093.87</u>	<u>\$9,604,292.59</u>	<u>60.15</u>	<u>\$5,738,850.83</u>	<u>\$9,159,401.54</u>
Employee Benefits					
EmployeeBenefitsTotal	(\$461.17)	\$5,525.00	-8.35	\$2,145.06	\$17,543.24
FICA-Social Security	\$0.00	\$0.00	0	\$0.00	\$0.00
Grants Share of SURS	\$90.09	\$0.00	0	\$102.34	\$401.41
Group Dental Ins	\$31,822.69	\$51,636.34	61.63	\$34,456.09	\$48,271.23
Group LTD Ins	\$10,744.81	\$18,744.88	57.32	\$11,299.74	\$16,360.73
Group Life Ins	\$14,532.17	\$30,442.00	47.74	\$17,640.04	\$24,468.71
Group Medical Ins	\$1,009,078.23	\$1,730,210.19	58.32	\$1,258,790.82	\$1,712,976.39
Medicare	\$0.00	\$0.00	0	\$0.00	\$0.00
SURS-RetireeHealthContri	\$27,287.30	\$39,439.00	69.19	\$26,952.16	\$40,322.50
Staff/Family Waivers	\$3,654.00	\$35,000.00	10.44	\$12,757.00	\$25,049.00
	<u>\$1,096,748.12</u>	<u>\$1,910,997.41</u>	<u>57.39</u>	<u>\$1,364,143.25</u>	<u>\$1,885,393.21</u>
Contractual Services					
Accreditation Fees	\$10,450.00	\$14,925.00	70.02	\$13,104.04	\$19,629.04
Admin Computer-Maint	\$335,613.29	\$366,068.00	91.68	\$219,998.17	\$220,973.19
Building Repair/Maint	\$16,244.42	\$80,525.00	20.17	\$5,233.77	\$19,272.85
Consultants/Workshops	\$0.00	\$4,000.00	0	\$0.00	\$15,431.25
Contractual-Other	\$137,594.87	\$199,303.00	69.04	\$32,070.96	\$61,568.74
Custodial Services	\$232,104.60	\$480,780.00	48.28	\$247,444.00	\$377,975.00
Diversity Initiatives	\$0.00	\$5,000.00	0	\$0.00	\$0.00
Employee Recognition EAT	\$803.95	\$1,000.00	80.4	\$749.35	\$749.35
Equip Repair/Maint Agree	\$73,476.10	\$145,879.00	50.37	\$67,352.79	\$102,093.70
Faculty Development	\$853.56	\$2,700.00	31.61	\$1,220.50	\$1,220.50
Grounds Maintenance	\$9,262.33	\$14,550.00	63.66	\$10,779.29	\$13,073.05
Legal Services-Admin	\$8,789.28	\$75,000.00	11.72	\$16,180.50	\$26,557.02
Meals	\$900.00	\$3,000.00	30	\$175.00	\$205.00
Pest Control	\$7,846.50	\$13,475.00	58.23	\$7,334.10	\$10,832.80
Professional Fees	\$7,196.41	\$7,200.00	99.95	\$7,165.79	\$7,165.79
Security	\$4,922.45	\$8,063.00	61.05	\$5,127.42	\$11,479.83
Staff/Faculty Developmen	\$2,518.62	\$10,000.00	25.19	\$16,491.04	\$44,921.29

Operating Funds Expenses

	Actual Expenses YTD 2/28/2019	Budget 1819	%	Actual Expenses YTD 2/28/2018	Prior Year Expenses 6/30/2018
Contractual Services					
Student Awards	\$0.00	\$725.00	0	\$0.00	\$680.00
Telephone Maint Agree	\$0.00	\$18,000.00	0	\$1,283.04	\$7,242.93
	<u>\$848,576.38</u>	<u>\$1,450,193.00</u>	58.51	<u>\$651,709.76</u>	<u>\$941,071.33</u>
Materials & Supplies					
Advertising	\$17,995.18	\$65,050.00	27.66	\$22,983.60	\$62,426.12
Audio Visual Materials	\$600.43	\$200.00	300.22	\$40.64	\$55.51
Books-Library Collection	\$7,850.91	\$8,000.00	98.14	\$2,965.67	\$6,679.17
Catalog Printing	\$0.00	\$250.00	0	\$2,766.50	\$2,766.50
Computer Software	\$128,111.03	\$156,258.00	81.99	\$126,369.71	\$146,506.56
Credit Schedules	\$0.00	\$4,000.00	0	\$0.00	\$1,612.10
Digital Print/Curric Spt	\$35,429.92	\$42,031.00	84.29	\$0.00	\$0.00
Event Expense	\$100.00	\$3,150.00	3.17	\$428.88	\$803.88
Graphic Supplies	\$1,059.70	\$3,000.00	35.32	\$610.85	\$1,292.69
Instructional Supplies	\$68,050.54	\$124,480.00	54.67	\$56,665.09	\$77,622.85
Laundry/Linen Supplies	\$111.23	\$400.00	27.81	\$130.34	\$186.20
Maintenance Supplies	\$50,632.55	\$85,800.00	59.01	\$56,385.10	\$84,859.16
Materials	\$29,568.64	\$71,165.00	41.55	\$12,664.92	\$33,491.57
Office Supplies	\$12,064.59	\$18,990.37	63.53	\$11,491.72	\$46,371.54
Postage	\$9,821.52	\$16,520.00	59.45	\$9,435.12	\$17,548.13
Printing	\$13,571.50	\$24,184.00	56.12	\$12,279.39	\$17,473.32
Publications & Dues	\$73,877.92	\$86,854.00	85.06	\$100,110.31	\$114,885.54
Reference Materials	\$0.00	\$0.00	0	\$5.25	\$5.25
Specialties	\$566.23	\$1,500.00	37.75	\$681.30	\$692.15
Transcripts	\$14,551.00	\$27,000.00	53.89	\$5,604.00	\$20,155.00
Uniforms	\$1,820.00	\$3,500.00	52	\$2,031.50	\$3,206.50
Vehicle Expense	\$10,026.81	\$15,420.00	65.02	\$7,817.03	\$13,245.01
WYSE Activities	(\$358.50)	\$1,120.00	-32.01	(\$659.16)	(\$39.95)
Wind Turbine Maintenance	\$0.00	\$5,900.00	0	\$400.00	\$6,233.33
	<u>\$475,451.20</u>	<u>\$764,772.37</u>	62.17	<u>\$431,207.76</u>	<u>\$658,078.13</u>
Conference & Meeting Exp					
Board Meeting Meals	\$540.00	\$1,960.00	27.55	\$1,730.00	\$3,062.50
Cultivation/CommunityMtg	\$0.00	\$75.00	0	\$0.00	\$0.00
Meeting Expense	\$8,941.21	\$9,338.63	95.74	\$3,408.56	\$10,089.56
Recruitment	\$0.00	\$0.00	0	\$0.00	\$2,710.29
Registration Fees	\$26,443.56	\$45,782.00	57.76	\$20,969.29	\$26,261.25
Travel-In State	\$7,882.98	\$18,181.00	43.36	\$10,024.44	\$13,566.30
Travel-In State Mileage	\$4,335.10	\$12,740.00	34.03	\$5,302.12	\$9,268.14
Travel-Out of State	\$28,397.14	\$74,023.00	38.36	\$18,728.87	\$34,598.97
	<u>\$76,539.99</u>	<u>\$162,099.63</u>	47.22	<u>\$60,163.28</u>	<u>\$99,557.01</u>
Fixed Charges					
Collection Co Charges	\$0.00	\$100.00	0	\$0.00	\$0.00
Credit Card Fees	\$20,740.55	\$25,000.00	82.96	\$23,387.80	\$31,171.86
Equipment Rental	\$558.75	\$1,750.00	31.93	\$1,594.32	\$1,594.32
Facility Rental	\$77,175.63	\$96,755.00	79.76	\$89,115.76	\$133,673.64
Graduation Expense	\$334.53	\$19,000.00	1.76	\$0.00	\$13,647.45
Install Pymt Lease/Purch	\$136,360.11	\$203,500.00	67.01	\$153,052.90	\$180,992.47
Interest Expense	\$0.00	\$3,730.00	0	\$2,093.58	\$11,211.50
Property Taxes	\$17,094.08	\$23,800.00	71.82	\$16,793.61	\$23,150.65
	<u>\$252,263.65</u>	<u>\$373,635.00</u>	67.52	<u>\$286,037.97</u>	<u>\$395,441.89</u>
Utilities					
Electricity and Nat Gas	\$233,149.03	\$342,430.00	68.09	\$225,100.64	\$387,852.29
Internet	\$8,865.73	\$15,460.00	57.35	\$7,416.00	\$11,644.00
Propane	\$0.00	\$0.00	0	\$0.00	\$0.00
Refuse Disposal	\$13,403.60	\$22,080.00	60.7	\$12,795.89	\$21,374.53
Telephone	\$24,233.61	\$42,620.00	56.86	\$31,768.68	\$51,364.24
Water, Sewage	\$24,172.41	\$29,050.00	83.21	\$23,538.13	\$40,046.44
	<u>\$303,824.38</u>	<u>\$451,640.00</u>	67.27	<u>\$300,619.34</u>	<u>\$512,281.50</u>
Capital Outlay					
Building Improvements	\$9,773.90	\$15,000.00	65.16	\$0.00	\$0.00
Equipment-Instructional	\$3,032.00	\$14,940.00	20.29	\$0.00	\$0.00
Equipment-Office	\$0.00	\$0.00	0	\$10,348.12	\$12,144.80

Operating Funds Expenses

	Actual Expenses YTD 2/28/2019	Budget 1819	%	Actual Expenses YTD 2/28/2018	Prior Year Expenses 6/30/2018
Capital Outlay					
Equipment-Service	\$0.00	\$0.00	0	\$0.00	\$48,907.01
	<u>\$12,805.90</u>	<u>\$29,940.00</u>	42.77	<u>\$10,348.12</u>	<u>\$61,051.81</u>
Tuition Adjustments					
Illinois Veterans Grants	\$0.00	\$65,000.00	0	\$728.00	\$2,711.40
Tuition Waiver	\$52,469.49	\$175,000.00	29.98	\$141,641.85	\$189,361.85
Unfunded ING/MIA/POW	\$25,244.00	\$35,000.00	72.13	\$23,635.00	\$30,033.00
Write-Off	\$150,510.40	\$240,000.00	62.71	\$169,910.93	\$171,159.94
	<u>\$228,223.89</u>	<u>\$515,000.00</u>	44.32	<u>\$335,915.78</u>	<u>\$393,266.19</u>
Other Expense					
Bank Service Charges	\$1,123.21	\$6,600.00	17.02	\$2,866.98	\$4,144.96
Contributions	\$120,931.50	\$123,906.00	97.6	\$62,110.75	\$62,110.75
Expense-Other	\$86.04	\$3,500.00	2.46	\$4,279.92	\$10,874.40
	<u>\$122,140.75</u>	<u>\$134,006.00</u>	91.15	<u>\$69,257.65</u>	<u>\$77,130.11</u>
Transfers					
Transfer Out	\$237,093.00	\$481,660.00	49.22	\$34,500.00	\$69,819.65
	<u>\$237,093.00</u>	<u>\$481,660.00</u>	49.22	<u>\$34,500.00</u>	<u>\$69,819.65</u>
Total Expenses	\$9,430,761.13	\$15,878,236.00	59.39	\$9,282,753.74	\$14,252,492.37

Revenues by Fund Summary

	Actual Revenue YTD 2/28/2019	Budget 1819	%	Actual Revenue YTD 2/28/2018	Prior Year Revenue 6/30/2018
Fund 01-Education Fund					
Local Government Sources	\$6,316,086.19	\$6,296,045.00	100.32	\$6,162,306.49	\$6,258,278.15
State Government Sources	\$1,512,201.01	\$2,275,420.00	66.46	\$1,683,561.94	\$2,328,339.67
Student Tuition & Fees	\$6,225,190.71	\$6,052,712.00	102.85	\$6,449,334.82	\$6,463,486.66
Investment Revenue	\$77,468.11	\$17,800.00	435.21	\$15,431.69	\$24,717.56
Other Revenue	\$205,896.74	\$401,266.00	51.31	\$192,908.65	\$438,623.95
Total Revenue Fund 01	\$14,336,842.76	\$15,043,243.00	95.3	\$14,503,543.59	\$15,513,445.99
Fund 02-Operations & Maintenance					
Local Government Sources	\$918,347.04	\$916,135.00	100.24	\$908,629.70	\$912,030.32
Student Tuition & Fees	\$536,609.79	\$604,724.00	88.74	\$409,291.43	\$409,068.09
Other Revenue	\$298,270.30	\$404,399.00	73.76	\$287,235.08	\$435,813.32
Total Revenue Fund 02	\$1,753,227.13	\$1,925,258.00	91.06	\$1,605,156.21	\$1,756,911.73
Fund 03-Oper & Maint Restricted					
Local Government Sources	\$182,207.84	\$144,083.00	126.46	\$404,467.05	\$402,419.43
Investment Revenue	\$11,201.55	\$8,000.00	140.02	\$6,890.56	\$14,842.79
Other Revenue	\$70.97	\$92,000.00	0.08	\$2,260,223.01	\$3,230,862.32
Total Revenue Fund 03	\$193,480.36	\$244,083.00	79.27	\$2,671,580.62	\$3,648,124.54
Fund 04-Bond & Interest Fund					
Local Government Sources	\$3,389,243.85	\$3,385,410.00	100.11	\$4,047,528.81	\$4,051,156.72
Investment Revenue	\$2,302.19	\$3,008.00	76.54	\$6,579.44	\$7,857.86
Total Revenue Fund 04	\$3,391,546.04	\$3,388,418.00	100.09	\$4,054,108.25	\$4,059,014.58
Fund 05-Auxiliary Enterprises					
Customized Training	\$387,679.22	\$471,150.00	82.28	\$374,909.15	\$513,545.76
Student Tuition & Fees	\$72,213.75	\$71,953.00	100.36	\$83,307.75	\$87,780.75
Auxiliary Enterprises	\$462,957.44	\$733,250.00	63.14	\$323,039.20	\$611,688.60
Investment Revenue	\$9,891.23	\$2,033.00	486.53	\$2,019.32	\$4,582.24
Other Revenue	\$28,277.71	\$97,274.00	29.07	\$52,771.70	\$185,816.60
Total Revenue Fund 05	\$961,019.35	\$1,375,660.00	69.86	\$836,047.12	\$1,403,413.95
Fund 06-Restricted Purposes Fund					
State Government Sources	\$0.00	\$0.00	0	\$0.00	\$23,689.81
Financial Aid	\$4,665,472.38	\$6,540,870.00	71.33	\$4,174,704.26	\$6,441,617.15
Investment Revenue	\$707.43	\$325.00	217.67	\$414.02	\$1,686.93
Other Revenue	\$963,833.29	\$3,718,922.48	25.92	\$458,829.88	\$1,463,491.57
Total Revenue Fund 06	\$5,630,013.10	\$10,260,117.48	54.87	\$4,633,948.16	\$7,930,485.46
Fund 07-Working Cash Fund					
Investment Revenue	\$108,625.84	\$50,000.00	217.25	\$48,755.99	\$92,353.92
Total Revenue Fund 07	\$108,625.84	\$50,000.00	217.25	\$48,755.99	\$92,353.92
Fund 10-Trust & Agency Fund					
Club Revenue	\$21,718.70	\$34,135.00	63.63	\$19,460.00	\$29,412.75
Investment Revenue	\$3,917.58	\$0.00	0	\$2,505.10	\$4,256.65
Other Revenue	\$69,910.09	\$83,121.75	84.11	\$73,485.24	\$69,243.46
Total Revenue Fund 10	\$95,546.37	\$117,256.75	81.48	\$95,450.34	\$102,912.86
Fund 11-Audit Fund					
Local Government Sources	\$64,957.79	\$64,810.00	100.23	\$63,378.74	\$63,492.94
Investment Revenue	\$1,005.90	\$600.00	167.65	\$524.81	\$918.16
Total Revenue Fund 11	\$65,963.69	\$65,410.00	100.85	\$63,903.55	\$64,411.10
Fund 12-Liability & Protection					
Local Government Sources	\$1,852,370.25	\$1,848,425.00	100.21	\$1,567,983.54	\$1,571,295.27
Student Tuition & Fees	\$10,400.00	\$13,000.00	80	\$10,960.00	\$10,584.00
Investment Revenue	\$19,056.73	\$10,025.00	190.09	\$13,025.47	\$21,311.57
Other Revenue	\$0.00	\$65,538.00	0	\$0.00	\$0.00
Total Revenue Fund 12	\$1,881,826.98	\$1,936,988.00	97.15	\$1,591,969.01	\$1,603,190.84
Total Revenue	\$28,418,091.62	\$34,406,434.23	82.6	\$30,104,462.84	\$36,174,264.97

Expenses by Fund Summary

	Budget 1819	Actual YTD as of 2/28/2019	Encumbered as of 2/28/2019	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$9,444,863.59	\$5,679,525.03	\$0.00	\$5,679,525.03	60.13	\$8,995,539.57	62.81
Employee Benefits	\$1,903,587.41	\$1,089,530.05	\$9,000.00	\$1,098,530.05	57.71	\$1,884,783.13	72.38
Contractual Services	\$591,960.00	\$430,126.57	\$4,514.78	\$434,641.35	73.42	\$374,992.53	78.67
Materials & Supplies	\$645,297.37	\$406,458.72	\$54,590.21	\$461,048.93	71.45	\$543,399.35	66.22
Conference & Meeting Exp	\$159,527.63	\$76,108.84	\$32,724.69	\$108,833.53	68.22	\$98,828.71	60.88
Fixed Charges	\$115,400.00	\$78,555.46	\$13,481.65	\$92,037.11	79.75	\$113,188.49	59.34
Utilities	\$2,940.00	\$2,655.00	\$885.00	\$3,540.00	120.41	\$2,940.00	66.67
Capital Outlay	\$14,940.00	\$3,032.00	\$0.00	\$3,032.00	20.29	\$12,144.80	85.21
Other Expense	\$240,000.00	\$150,510.40	\$0.00	\$150,510.40	62.71	\$171,159.94	99.27
Tuition Adjustments	\$275,000.00	\$77,713.49	\$0.00	\$77,713.49	28.26	\$222,106.25	74.74
Other Expense	\$134,006.00	\$122,140.75	\$0.00	\$122,140.75	91.15	\$77,130.11	89.79
Transfers	\$481,660.00	\$237,093.00	\$0.00	\$237,093.00	49.22	\$69,819.65	49.41
Total Expense Fund 01	\$14,009,182.00	\$8,353,449.31	\$115,196.33	\$8,468,645.64	60.45	\$12,566,032.53	65.64
Fund 02-Operations & Maintenance							
Salaries	\$172,989.00	\$112,838.84	\$0.00	\$112,838.84	65.23	\$176,821.97	57.67
Employee Benefits	\$42,000.00	\$30,656.65	\$0.00	\$30,656.65	72.99	\$40,189.55	67.43
Contractual Services	\$859,733.00	\$418,449.81	\$77,530.69	\$495,980.50	57.69	\$566,078.80	63.01
Materials & Supplies	\$119,775.00	\$68,992.48	\$4,984.22	\$73,976.70	61.76	\$114,678.78	62.25
Conference & Meeting Exp	\$3,022.00	\$431.15	\$535.92	\$967.07	32	\$833.30	0
Fixed Charges	\$258,235.00	\$173,708.19	\$28,442.03	\$202,150.22	78.28	\$282,253.40	77.54
Utilities	\$449,420.00	\$301,709.38	\$12,708.24	\$314,417.62	69.96	\$510,061.50	58.65
Capital Outlay	\$15,000.00	\$9,773.90	\$0.00	\$9,773.90	65.16	\$48,907.01	0
Total Expense Fund 02	\$1,920,174.00	\$1,116,560.40	\$124,201.10	\$1,240,761.50	64.62	\$1,739,824.31	61.8
Fund 03-Oper & Maint Restricted							
Contractual Services	\$25,000.00	\$1,674.20	\$0.00	\$1,674.20	6.7	\$84,887.63	95.05
Materials & Supplies	\$45,000.00	\$9,975.81	\$0.00	\$9,975.81	22.17	\$9,311.53	72.08
Capital Outlay	\$174,083.00	\$84,614.04	(\$7,870.49)	\$76,743.55	44.08	\$3,853,157.06	82.11
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0	\$141,135.46	0
Total Expense Fund 03	\$244,083.00	\$96,264.05	(\$7,870.49)	\$88,393.56	36.21	\$4,088,491.68	79.52
Fund 04-Bond & Interest Fund							
Fixed Charges	\$3,377,528.00	\$3,081,951.61	\$0.00	\$3,081,951.61	91.25	\$4,040,871.11	91.84
Other Expense	\$3,000.00	\$2,000.00	\$0.00	\$2,000.00	66.67	\$2,500.00	100
Total Expense Fund 04	\$3,380,528.00	\$3,083,951.61	\$0.00	\$3,083,951.61	91.23	\$4,043,371.11	91.85
Fund 05-Auxiliary Enterprises							
Salaries	\$514,255.00	\$393,615.54	\$0.00	\$393,615.54	76.54	\$548,027.71	66.15
Employee Benefits	\$117,990.00	\$67,687.88	\$0.00	\$67,687.88	57.37	\$105,053.82	65.61
Contractual Services	\$78,750.00	\$39,302.27	\$5,475.76	\$44,778.03	56.86	\$71,328.37	46.5
Materials & Supplies	\$561,868.00	\$355,774.99	\$95,105.82	\$450,880.81	80.25	\$451,374.04	49.38
Conference & Meeting Exp	\$11,685.00	\$8,301.07	\$6,853.93	\$15,155.00	129.7	\$4,314.96	52.91
Fixed Charges	\$35,490.00	\$26,543.03	\$4,721.60	\$31,264.63	88.09	\$35,508.27	66.07
Utilities	\$250.00	\$62.17	\$0.00	\$62.17	24.87	\$176.27	100
Capital Outlay	\$43,371.00	\$7,922.63	\$0.00	\$7,922.63	18.27	\$60,100.09	65.21
Other Expense	\$770.00	\$1,264.07	\$0.00	\$1,264.07	164.16	\$688.36	55.72
Total Expense Fund 05	\$1,364,429.00	\$900,473.65	\$112,157.11	\$1,012,630.76	74.22	\$1,276,571.89	58.99
Fund 06-Restricted Purposes Fund							
Salaries	\$1,069,090.24	\$545,925.72	\$0.00	\$545,925.72	51.06	\$741,971.83	58.64
Employee Benefits	\$310,664.22	\$151,681.01	\$0.00	\$151,681.01	48.82	\$193,369.37	61.94
Contractual Services	\$943,459.31	\$240,041.14	\$11,220.02	\$251,261.16	26.63	\$264,289.76	35.13
Materials & Supplies	\$256,540.72	\$72,729.76	\$13,448.89	\$86,178.65	33.59	\$74,409.48	40.75
Conference & Meeting Exp	\$82,373.66	\$37,455.56	\$260.00	\$37,715.56	45.79	\$44,644.80	62
Fixed Charges	\$147,056.35	\$38,337.12	\$0.00	\$38,337.12	26.07	\$58,739.25	57.87
Capital Outlay	\$976,628.00	\$283,850.57	\$130,528.69	\$414,379.26	42.43	\$138,681.16	39.27
Financial Aid Expense	\$6,466,980.00	\$5,790,850.16	\$0.00	\$5,790,850.16	89.54	\$6,381,612.82	63.47
Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	0	\$260.30	0

Expenses by Fund Summary

	Budget 1819	Actual YTD as of 2/28/2019	Encumbered as of 2/28/2019	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 06-Restricted Purposes Fund							
Transfers	\$7,000.00	\$0.00	\$0.00	\$0.00	0	\$9,218.33	0
Total Expense Fund 06	\$10,259,792.50	\$7,160,871.04	\$155,457.60	\$7,316,328.64	71.31	\$7,907,197.10	61.27
Fund 07-Working Cash Fund							
Transfers	\$50,000.00	\$95,697.10	\$0.00	\$95,697.10	191.39	\$92,353.92	0
Total Expense Fund 07	\$50,000.00	\$95,697.10	\$0.00	\$95,697.10	191.3	\$92,353.92	0
Fund 10-Trust & Agency Fund							
Contractual Services	\$27,430.00	\$17,576.99	\$1,076.10	\$18,653.09	68	\$29,157.14	79.74
Materials & Supplies	\$69,111.75	\$30,861.16	\$150.00	\$31,011.16	44.87	\$48,594.07	67.88
Conference & Meeting Exp	\$14,185.00	\$8,772.88	\$3,571.85	\$12,344.73	87.03	\$13,553.34	54.82
Fixed Charges	\$180.00	\$0.00	\$0.00	\$0.00	0	\$156.60	100
Other Expense	\$2,750.00	\$1,929.42	\$0.00	\$1,929.42	70.16	\$4,535.06	63.22
Transfers	\$3,600.00	\$0.00	\$0.00	\$0.00	0	\$2,660.00	82.71
Total Expense Fund 10	\$117,256.75	\$59,140.45	\$4,797.95	\$63,938.40	54.53	\$98,656.21	69.83
Fund 11-Audit Fund							
Salaries	\$6,930.00	\$4,619.12	\$0.00	\$4,619.12	66.65	\$6,796.75	64.71
Employee Benefits	\$1,663.00	\$1,176.61	\$0.00	\$1,176.61	70.75	\$1,924.46	69.69
Contractual Services	\$48,000.00	\$48,000.00	\$0.00	\$48,000.00	100	\$46,600.00	100
Total Expense Fund 11	\$56,593.00	\$53,795.73	\$0.00	\$53,795.73	95.06	\$55,321.21	94.61
Fund 12-Liability & Protection							
Salaries	\$588,203.00	\$384,391.66	\$0.00	\$384,391.66	65.35	\$476,499.01	63.23
Employee Benefits	\$315,108.00	\$212,972.33	\$0.00	\$212,972.33	67.59	\$302,937.56	69.84
Contractual Services	\$266,995.00	\$134,407.89	\$176,219.28	\$310,627.17	116.34	\$254,129.49	64.58
Materials & Supplies	\$33,190.00	\$30,768.50	\$1,714.00	\$32,482.50	97.87	\$31,140.03	76.96
Conference & Meeting Exp	\$3,250.00	\$20,157.74	\$7,128.53	\$27,286.27	839.58	\$3,373.50	33.02
Fixed Charges	\$270,000.00	\$197,862.81	\$69,721.33	\$267,584.14	99.11	\$205,732.42	95.59
Utilities	\$1,900.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Capital Outlay	\$70,500.00	\$37,983.24	\$28,194.35	\$66,177.59	93.87	\$0.00	0
Total Expense Fund 12	\$1,549,146.00	\$1,018,544.17	\$282,977.49	\$1,301,521.66	84.02	\$1,273,812.01	70.55
Total Expenses	\$32,951,184.25	\$21,938,747.51	\$786,917.09	\$22,725,664.60	68.97	\$33,141,631.97	69.11

Auxiliary Enterprises Revenue & Expenses

FEB 1819

	Actual Revenue	Budget Revenue	Actual Expenses	Budget Expenses	Net Actual	Net Budget
Community Events						
6019 -Admin Outdoor Events	\$0.00	\$15,166.00	\$23,891.11	\$21,716.00	(\$23,891.11)	(\$6,550.00)
6014 -Dance Productions	\$17,660.25	\$26,000.00	\$22,768.70	\$27,973.00	(\$5,108.45)	(\$1,973.00)
6030 -Misc Events	\$650.00	\$8,000.00	\$62.17	\$1,450.00	\$587.83	\$6,550.00
	<u>\$18,310.25</u>	<u>\$49,166.00</u>	<u>\$46,721.98</u>	<u>\$51,139.00</u>	<u>(\$28,411.73)</u>	<u>(\$1,973.00)</u>
Continuing & Professional Education						
6000 -Admininstration-CPED	\$19,569.21	\$31,500.00	\$74,307.03	\$113,661.00	(\$54,737.82)	(\$82,161.00)
6001 -CDL	\$198,646.68	\$205,000.00	\$109,138.99	\$167,696.00	\$89,507.69	\$37,304.00
6002 -Computer & Technology	\$2,469.58	\$2,250.00	\$708.94	\$800.00	\$1,760.64	\$1,450.00
6013 -Culinary Arts	\$10,790.00	\$9,000.00	\$3,610.59	\$5,200.00	\$7,179.41	\$3,800.00
6003 -Dance	\$33,205.70	\$45,100.00	\$21,426.70	\$33,873.00	\$11,779.00	\$11,227.00
6004 -Hobby & Leisure	\$7,703.00	\$13,000.00	\$2,721.32	\$7,025.00	\$4,981.68	\$5,975.00
6007 -Safety-Industrial	\$82,441.25	\$133,000.00	\$84,780.35	\$114,273.00	(\$2,339.10)	\$18,727.00
6008 -Shilling Rentals	\$15,270.00	\$23,700.00	\$12,792.33	\$21,899.00	\$2,477.67	\$1,801.00
6027 -Tech Go Camp	\$5,650.00	\$23,720.00	\$8,708.79	\$23,720.00	(\$3,058.79)	\$0.00
6005 -Workforce Development	\$13,305.00	\$13,900.00	\$9,046.24	\$10,050.00	\$4,258.76	\$3,850.00
	<u>\$389,050.42</u>	<u>\$500,170.00</u>	<u>\$327,241.28</u>	<u>\$498,197.00</u>	<u>\$61,809.14</u>	<u>\$1,973.00</u>
Culinary						
8907 -Bistro 537	\$37,197.48	\$52,550.00	\$34,267.29	\$52,550.00	\$2,930.19	\$0.00
8970 -Cafe	\$380,936.99	\$597,600.00	\$418,176.12	\$597,600.00	(\$37,239.13)	\$0.00
8908 -Coffee House	\$24,375.82	\$27,750.00	\$22,450.23	\$27,750.00	\$1,925.59	\$0.00
8915 -Misc Culinary Events	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
	<u>\$442,510.29</u>	<u>\$678,900.00</u>	<u>\$474,893.64</u>	<u>\$678,900.00</u>	<u>(\$32,383.35)</u>	<u>\$0.00</u>
Fitness Center						
0000 -Fitness Center	\$72,213.75	\$71,953.00	\$43,022.80	\$81,953.00	\$29,190.95	(\$10,000.00)
	<u>\$72,213.75</u>	<u>\$71,953.00</u>	<u>\$43,022.80</u>	<u>\$81,953.00</u>	<u>\$29,190.95</u>	<u>(\$10,000.00)</u>
Horticulture						
4503 -Garden Center	\$258.00	\$15,000.00	\$1,243.73	\$16,403.00	(\$985.73)	(\$1,403.00)
9099 -Produce Market	\$2,762.75	\$6,200.00	\$556.35	\$4,797.00	\$2,206.40	\$1,403.00
	<u>\$3,020.75</u>	<u>\$21,200.00</u>	<u>\$1,800.08</u>	<u>\$21,200.00</u>	<u>\$1,220.67</u>	<u>\$0.00</u>
Traffic Safety School						
6009 -Traffic Safety	\$18,862.30	\$22,707.00	\$6,809.68	\$22,707.00	\$12,052.62	\$0.00
	<u>\$18,862.30</u>	<u>\$22,707.00</u>	<u>\$6,809.68</u>	<u>\$22,707.00</u>	<u>\$12,052.62</u>	<u>\$0.00</u>

Restricted Purposes Fund Revenue & Expenses

FEB 1819

			Budget	Actual Revenue	Actual Expenses	Encumbered Expenses	Net
GRANTS							
Dept of Commerce & Economic Oppo							
11927-Workforce Develop Grant	8/1/2018	6/30/2019	\$1,500,000.00	\$0.00	\$232,586.19	\$43,794.12	\$1,223,619.69
ICCB							
11954-Adult Ed Performance	7/1/2018	6/30/2019	\$49,075.00	\$9,815.00	\$27,207.72	\$0.00	\$21,867.28
11972-State Basic Ad Ed	7/1/2018	6/30/2019	\$172,670.00	\$33,284.00	\$103,959.95	\$260.00	\$68,450.05
Illinois Board of Higher Ed							
11820-Co-Op Work Study Grant	1/1/2018	8/31/2018	\$23,368.70	\$7,845.79	\$7,845.79	\$0.00	\$15,522.91
11920-Co-Op Work Study Grant	7/1/2018	8/31/2019	\$36,647.61	\$18,323.81	\$0.00	\$0.00	\$36,647.61
North Central Region SARE							
11930-Alliance for Ag Advance	10/1/2018	9/30/2021	\$4,845.00	\$0.00	\$4,302.25	\$0.00	\$542.75
RCC Foundation							
11933-Foundation Gifts to RCC	7/1/2018	6/30/2019	\$93,679.34	\$17,083.51	\$75,088.90	\$13,395.91	\$5,194.53
Richland Community College							
11458-Project READ			\$115,000.00	\$89,127.12	\$13,048.75	\$0.00	\$101,951.25
EQUI -Reserved for Equipment			\$426,460.00	\$202,800.43	\$169,605.24	\$41,850.43	\$215,004.33
Secretary of State							
11964-SOS Literacy Grant	7/1/2018	6/30/2019	\$100,000.00	\$100,000.00	\$61,596.26	\$0.00	\$38,403.74
US Department of Education							
11912-Carl Perkins - ICCB	7/1/2018	6/30/2019	\$211,550.02	\$17,129.00	\$58,482.59	\$76,447.84	\$76,619.59
11932-Federal Adult Basic Ed	7/1/2018	6/30/2019	\$117,235.00	\$43,750.00	\$75,588.47	\$0.00	\$41,646.53
11880-TRIO Grant	9/1/2017	8/31/2018	\$107,166.00	\$106,457.76	\$105,909.63	\$0.00	\$1,256.37
11980-TRIO Grant	9/1/2018	8/31/2019	\$308,922.00	\$111,000.00	\$138,524.40	\$0.00	\$170,397.60
US Department of Energy							
11816-Carbon SAFE Illinois	4/1/2017	3/31/2019	\$12,240.00	\$3,301.59	\$1,820.14	\$0.00	\$10,419.86
11615-Intelligent Monitor Sys	10/2/2015	9/30/2018	\$15,609.00	\$7,246.69	\$14,050.06	\$0.00	\$1,558.94
US Department of Housing & Urban							
11865-City Dev Block Grant	2/16/2018	2/28/2019	\$40,603.52	\$35,388.91	\$40,603.88	\$0.00	(\$0.36)
US Department of Labor							
11825-Welding & Wrkplace Skill	6/4/2018	7/30/2018	\$28,094.00	\$32,692.18	\$27,857.75	\$0.00	\$236.25
US Department of Transportation							
11918-Hwy Construct Career Grt	6/20/2017	6/30/2019	\$354,400.00	\$129,294.93	\$178,808.18	\$15,237.06	\$160,354.76
Total			\$3,717,565.19	\$964,540.72	\$1,336,886.15	\$190,985.36	\$2,189,693.68

Macon County Law Enforcement Training Center

Revenue & Expenses

FEB 1819



	FEB Actual	YTD Actual	Budget
Revenue			
Basic Law Enforce Acad	(\$285.00)	\$500,937.13	\$810,000.00
Basic Corrections Acad	\$89,562.00	\$140,552.00	\$272,000.00
Misc Law Enforce Trng	\$105.00	\$11,762.00	\$7,500.00
Uniform/Lodging Reimburs	\$1,529.00	\$43,187.00	\$72,200.00
Gifts/Donations	\$0.00	\$88,352.70	\$140,100.00
Revenue-Misc/OtherSource	\$378.00	\$3,379.52	\$1,200.00
Total Revenue	\$91,289.00	\$788,170.35	\$1,303,000.00
Expenses			
Law Enforce Trng Ctr			
Administrative Staff Sal	\$19,653.86	\$161,038.59	\$200,000.00
Professional/Tech Salary	\$7,099.00	\$60,306.70	\$90,477.00
SURS-RetireeHealthContri	\$133.76	\$1,113.87	\$1,475.00
Group Medical Ins	\$3,490.78	\$24,054.16	\$22,865.00
Group Dental Ins	\$99.10	\$662.04	\$595.00
Group Life Ins	\$92.43	\$712.66	\$1,185.00
Group LTD Ins	\$66.55	\$512.66	\$725.00
Medicare	\$0.00	\$0.00	\$0.00
Contractual-Other	\$0.00	\$255.30	\$620.00
Meals	\$0.00	\$88.30	\$500.00
Office Supplies	\$19.50	\$1,166.27	\$2,400.00
Instructional Supplies	\$0.00	\$59.59	\$0.00
Vehicle Expense	\$889.57	\$2,425.60	\$3,500.00
Printing	\$0.00	\$681.20	\$500.00
Materials	\$118.98	\$1,236.89	\$1,750.00
Postage	\$0.00	\$93.30	\$500.00
Non Consumable Supplies	\$0.00	\$0.00	\$2,500.00
Computer Software	\$2,370.39	\$2,370.39	\$0.00
Uniforms	\$0.00	\$1,015.81	\$1,000.00
Meeting Expense	\$0.00	\$305.49	\$2,000.00
Registration Fees	\$0.00	\$325.00	\$1,000.00
Travel-In State	\$105.28	\$545.62	\$3,500.00
Equipment Rental	\$0.00	\$1,114.76	\$3,000.00
Credit Card Fees	\$20.09	\$40.54	\$0.00
Telephone	\$240.00	\$1,080.00	\$1,440.00
Equipment-Instructional	\$7,007.90	\$30,574.19	\$42,100.00
Equipment-Service	\$0.00	\$0.00	\$0.00
Expense-Other	\$0.00	\$385.64	\$4,853.00
	\$41,407.19	\$292,164.57	\$388,485.00
Basic Law Enforce Trng			
P/T Faculty Salary	\$7,342.50	\$104,545.00	\$148,150.00
Meals	\$4,983.00	\$133,372.93	\$198,000.00
Office Supplies	\$25.65	\$335.71	\$1,100.00
Instructional Supplies	\$2,984.50	\$9,264.33	\$45,000.00
Vehicle Expense	\$594.49	\$594.49	\$0.00
Firearms & Accessories	\$22,535.30	\$26,517.56	\$84,000.00
Printing	\$0.00	\$36.00	\$6,000.00
Materials	\$0.00	\$34.16	\$500.00
Computer Software	\$0.00	\$2,595.00	\$0.00
Uniforms	\$12,458.84	\$46,172.95	\$60,000.00
Expense-Other	\$425.97	\$3,085.72	\$5,000.00
	\$51,350.25	\$326,553.85	\$547,750.00

Macon County Law Enforcement Training Center

Revenue & Expenses

FEB 1819



	FEB Actual	YTD Actual	Budget
Expenses			
Basic Corrections Trng			
P/T Faculty Salary	\$400.00	\$26,390.00	\$77,000.00
Meals	\$86.99	\$43,215.89	\$48,000.00
Office Supplies	(\$40.83)	\$15.13	\$0.00
Instructional Supplies	\$189.91	\$570.14	\$34,000.00
Firearms & Accessories	\$0.00	\$3,720.00	\$5,000.00
Printing	\$0.00	\$186.20	\$3,500.00
Uniforms	\$113.68	\$8,706.68	\$10,000.00
Expense-Other	\$0.00	\$890.31	\$1,500.00
	\$749.75	\$83,694.35	\$179,000.00
Misc Law Enforce Trng			
P/T Faculty Salary	\$0.00	\$492.50	\$5,000.00
Medicare	\$0.00	\$7.15	\$0.00
Meals	\$5,500.00	\$13,342.00	\$6,500.00
Office Supplies	\$0.00	\$59.96	\$250.00
	\$5,500.00	\$13,901.61	\$11,750.00
Law Enforce Trng Ctr O&M			
F/T Classified Salary	\$4,350.38	\$6,942.38	\$0.00
Custodial,Maint Stf Sal	\$0.00	\$0.00	\$0.00
Custodial,Maint-Temp	\$700.00	\$4,655.00	\$5,000.00
SURS-RetireeHealthContri	\$18.93	\$34.71	\$0.00
Group Medical Ins	\$2,044.97	\$2,316.63	\$0.00
Group Dental Ins	\$58.83	\$66.96	\$0.00
Group Life Ins	\$8.89	\$12.54	\$0.00
Group LTD Ins	\$8.14	\$10.76	\$0.00
Medicare	\$0.00	\$0.00	\$0.00
FICA-Social Security	\$0.00	\$0.00	\$0.00
Equip Repair/Maint Agree	\$0.00	\$2,930.00	\$4,285.00
Custodial Services	\$0.00	\$20,090.13	\$54,750.00
Building Repair/Maint	\$84.97	\$84.97	\$0.00
Facility Repair	\$194.00	\$2,909.00	\$9,715.00
Pest Control	\$0.00	\$2,575.00	\$7,200.00
Grounds Maintenance	\$0.00	\$0.00	\$2,400.00
Office Supplies	\$44.99	\$74.45	\$0.00
Maintenance Supplies	\$274.20	\$2,432.19	\$21,500.00
Non Consumable Supplies	\$0.00	\$1,484.48	\$2,500.00
Laundry/Linen Supplies	\$1,416.00	\$4,501.56	\$7,025.00
Electricity and Nat Gas	\$3,779.34	\$22,892.38	\$40,000.00
Water,Sewage	\$357.94	\$2,932.46	\$6,600.00
Telephone	\$0.00	\$0.00	\$0.00
Refuse Disposal	\$0.00	\$1,020.81	\$1,740.00
Internet	\$0.00	\$7,537.25	\$10,800.00
Equipment-Service	\$0.00	\$0.00	\$2,500.00
Expense-Other	\$0.00	\$52.50	\$0.00
	\$13,341.58	\$85,556.16	\$176,015.00
Total Expenses	\$112,348.77	\$801,870.54	\$1,303,000.00
Net Revenue & Expenses	(\$21,059.77)	(\$13,700.19)	\$0.00

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
ADM Trucking						
	Equip Repair/Maint Agree	Credit	\$50.00			\$50.00
AFLAC						
	AFLAC		\$333.94	\$333.94		
AHIMA						
	Fees Pass Thru HIT		\$1,100.00	\$1,100.00		
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		
	Fees Pass Thru Rad Tech		\$200.00	\$200.00		
AT&T						
	Telephone	Utilities	\$777.82		\$777.82	
	Telephone	Telecommunications	\$760.02		\$760.02	
Adcock, Dylan Thomas						
	Student Tuition Rec		\$296.00	\$296.00		
Advanced Disposal Services						
	Refuse Disposal	Utilities	\$1,283.45		\$1,283.45	
	Refuse Disposal	Utilities	\$161.03		\$161.03	
Airweld Industrial Gases						
	Instructional Supplies	Welding-Technical Occ	\$41.50	\$41.50		
	Instructional Supplies	Industrial Skills	\$170.40			\$170.40
	Instructional Supplies	Welding-Technical Occ	\$200.10	\$200.10		
	Instructional Supplies	Welding-Technical Occ	\$165.77	\$165.77		
	Instructional Supplies	Welding-Technical Occ	\$747.50	\$747.50		
	Instructional Supplies	Welding-Technical Occ	\$99.50	\$99.50		
	Instructional Supplies	Industrial Skills	\$718.90			\$718.90
Alltown Bus Company LLC						
	Event Expense	Club Expenses	\$960.00			\$960.00
AmerenIP						
	Electricity and Nat Gas	Workforce Development Ct	\$1,647.21		\$1,647.21	
	Electricity and Nat Gas	Fairview Plaza O&M	\$3.06		\$3.06	
	Electricity and Nat Gas	Workforce Development Ct	\$35.93		\$35.93	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$299.20		\$299.20	
	Electricity and Nat Gas	Utilities	\$59.26		\$59.26	
	Electricity and Nat Gas	Utilities	\$156.70		\$156.70	
	Electricity and Nat Gas	Utilities	\$111.29		\$111.29	
	Electricity and Nat Gas	Workforce Development Ct	\$15.74		\$15.74	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$2,145.17			\$2,145.17
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,547.46			\$1,547.46
	Electricity and Nat Gas	Clinton Center O&M	\$198.62		\$198.62	
	Electricity and Nat Gas	Clinton Center O&M	\$84.80		\$84.80	
	Electricity and Nat Gas	Fairview Plaza O&M	\$137.79		\$137.79	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$134.60		\$134.60	
	Electricity and Nat Gas	Utilities	\$175.03		\$175.03	
	Electricity and Nat Gas	Utilities	\$323.98		\$323.98	
	Electricity and Nat Gas	Utilities	\$5,332.07		\$5,332.07	
	Electricity and Nat Gas	Utilities	\$4,070.10		\$4,070.10	
Anderson, Emily Adele						
	Student Tuition Rec		\$32.35	\$32.35		
Aramark - AUS St Louis MC						
	Uniforms	Maintenance	\$55.00		\$55.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$50.00			\$50.00
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$53.00			\$53.00
	Uniforms	Maintenance	\$55.00		\$55.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$134.00			\$134.00
Arbic Organics						
	Materials	Garden Center Ag/Hort	\$94.56			\$94.56
Area Disposal Service Inc						
	Refuse Disposal	Clinton Center O&M	\$86.66		\$86.66	
Auto Zone						
	Instructional Supplies	Automotive-Tech Occ	(\$95.99)	(\$95.99)		
	Instructional Supplies	Automotive-Tech Occ	(\$18.99)	(\$18.99)		
	Instructional Supplies	Automotive-Tech Occ	(\$13.99)	(\$13.99)		
	Instructional Supplies	Automotive-Tech Occ	(\$13.58)	(\$13.58)		

Bills for Ratification

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Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Auto Zone						
	Instructional Supplies	Automotive-Tech Occ	(\$9.79)	(\$9.79)		
	Instructional Supplies	Automotive-Tech Occ	(\$9.59)	(\$9.59)		
	Instructional Supplies	Automotive-Tech Occ	(\$7.41)	(\$7.41)		
	Instructional Supplies	Automotive-Tech Occ	(\$5.97)	(\$5.97)		
	Instructional Supplies	Automotive-Tech Occ	\$10.58	\$10.58		
	Instructional Supplies	Automotive-Tech Occ	\$16.20	\$16.20		
	Instructional Supplies	Automotive-Tech Occ	\$24.99	\$24.99		
	Instructional Supplies	Automotive-Tech Occ	\$27.98	\$27.98		
	Instructional Supplies	Automotive-Tech Occ	\$30.99	\$30.99		
	Instructional Supplies	Automotive-Tech Occ	\$42.99	\$42.99		
	Instructional Supplies	Automotive-Tech Occ	\$95.99	\$95.99		
B & H Photo						
	Materials	Academic Lab Support	\$463.34	\$463.34		
BLDD Architects Inc						
	Contractual-Other	Administration O & M	\$5,007.19		\$5,007.19	
Bank Mobile						
	Prepaid Expenses		\$5,702.86	\$5,702.86		
	Professional Fees	General Expenses	\$1,821.70	\$1,821.70		
Barnes, Richard Eugene						
	Stipends	Industrial Skills	\$450.00			\$450.00
	Stipends	Industrial Skills	\$835.00			\$835.00
BearMail Co						
	Heartland Academy Recv		\$36.66	\$36.66		
	RCC Foundation A/R		\$25.84	\$25.84		
	Postage	Business Office	\$1,752.92	\$1,752.92		
	Postage	CPED Administration	\$3.29			\$3.29
	Postage	Club Expenses	\$1.41			\$1.41
	Postage	Enrollment Management	\$34.78	\$34.78		
	Postage	Fin Aid & Vet Affairs	\$111.39	\$111.39		
	Postage	General Expenses	\$843.63	\$843.63		
	Postage	Grant-Administration	\$14.00			\$14.00
	Postage	NonCredit	\$68.62			\$68.62
	Postage	Presidents Office	\$1.88	\$1.88		
	Postage	VP Academic Services	\$8.22	\$8.22		
	Postage	VP Student Success	\$172.49	\$172.49		
	Inventory-CentralStores		\$2,237.01	\$2,237.01		
Belman, Jason F						
	Stipends	Credit	\$137.50			\$137.50
	Stipends	Credit	\$140.62			\$140.62
	Stipends	Credit	\$150.00			\$150.00
Blue Cross and Blue Shield of IL						
	EmployeeBenefitsTotal	General Expenses	(\$363.66)	(\$363.66)		
	Group Insurance		\$27,594.00	\$27,594.00		
	Health Insurance		\$171,105.15	\$171,105.15		
Bodine Communications Inc						
	Contractual-Other	Renovations / Remodeling	\$2,305.68		\$2,305.68	
Brazier, Myron Durpre						
	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$835.00			\$835.00
Brozio, Seth Edward						
	Travel-In State	Instruction-Other	\$88.98			\$88.98
Brush College LLC						
	Receivable-BrushColl LLC		\$25,450.00	\$25,450.00		
Burdick Plumbing & Heating Co, I						
	Facility Repair	Law Enforce Trng Ctr O&M	\$194.00			\$194.00
Bushue Human Resources Inc						
	Contractual-Other	Human Resources	\$51.00	\$51.00		
CC Fire Equipment Co Inc						
	Equip Repair/Maint Agree	Maintenance	\$821.50		\$821.50	
CDS Leasing						
	Equipment Rental	Law Enforce Trng Ctr	\$157.28			\$157.28
CDS Office Technologies						
	Printing	Copiers	\$30.06	\$30.06		
	Instructional Supplies	Basic Law Enforce Trng	\$570.68			\$570.68
	Printing	Copiers	\$1,536.79	\$1,536.79		
CDWG Government Inc						
	Materials	Academic Lab Support	\$168.48	\$168.48		
	Materials	Technical Services Suprt	\$312.41			\$312.41
	Equipment-Instructional	Technical Services Suprt	\$918.39			\$918.39
	Equipment-Instructional	Technical Services Suprt	\$1,430.27			\$1,430.27
	Equipment-Instructional	LRC	\$4,590.08			\$4,590.08
	Equipment-Instructional	Technical Services Suprt	\$6,311.36			\$6,311.36

Bills for Ratification

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Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
CDWG Government Inc						
	Equipment-Instructional	Technical Services Suprt	\$9,244.39			\$9,244.39
	Equipment-Instructional	Technical Services Suprt	\$16,764.35			\$16,764.35
Carolina Biological Supply Co						
	Instructional Supplies	Biology-Baccalaureate	(\$61.89)	(\$61.89)		
	Instructional Supplies	Biology-Baccalaureate	\$664.71	\$664.71		
	Instructional Supplies	Biology-Baccalaureate	\$744.90	\$744.90		
Cavanaugh, Alexandra Eloise						
	Student Tuition Rec		\$1,911.00	\$1,911.00		
Central Illinois X-Ray Inc						
	Contractual-Other	Renovations / Remodeling	\$8,339.00		\$8,339.00	
	Equipment-Instructional	Radiology Tech-Hlth Occ	\$17,875.00			\$17,875.00
	Equipment-Instructional	Radiology Tech-Hlth Occ	\$45,000.00			\$45,000.00
City of Clinton						
	Water,Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur						
	Accrued Sales Tax		\$27.29			\$27.29
	Accrued Sales Tax		\$52.03			\$52.03
	Accrued Sales Tax		\$336.85			\$336.85
City of Decatur IL						
	Water,Sewage	Fairview Plaza O&M	\$151.21		\$151.21	
	Water,Sewage	Sequestration Bldg O&M	\$61.44		\$61.44	
	Water,Sewage	Sequestration Bldg O&M	\$150.46		\$150.46	
	Water,Sewage	Utilities	\$232.36		\$232.36	
	Water,Sewage	Utilities	\$1,327.94		\$1,327.94	
	Water,Sewage	Utilities	\$161.83		\$161.83	
	Water,Sewage	Utilities	\$145.51		\$145.51	
	Water,Sewage	Utilities	\$289.38		\$289.38	
	Water,Sewage	Law Enforce Trng Ctr O&M	\$288.85			\$288.85
	Water,Sewage	Law Enforce Trng Ctr O&M	\$69.09			\$69.09
Cline, Caleb Brian						
	Stipends	Credit	\$221.88			\$221.88
	Stipends	Credit	\$212.50			\$212.50
Clinton RCC LLC						
	Facility Rental	Clinton Center O&M	\$6,523.55		\$6,523.55	
Comcast						
	Internet	Law Enforce Trng Ctr O&M	\$214.23			\$214.23
	Internet	Law Enforce Trng Ctr O&M	\$858.36			\$858.36
	Telephone	Utilities	\$62.91		\$62.91	
	Internet	Fairview Plaza O&M	\$524.63		\$524.63	
	Internet	Fairview Plaza O&M	\$100.00		\$100.00	
Competitive Edge Software Inc						
	Computer Software	Security	\$3,150.00			\$3,150.00
Consociate Group						
	Contractual-Other	Human Resources	\$252.00	\$252.00		
Constellation NewEnergy Gas						
	Electricity and Nat Gas	Clinton Center O&M	\$86.94		\$86.94	
	Electricity and Nat Gas	Fairview Plaza O&M	\$110.20		\$110.20	
	Electricity and Nat Gas	Utilities	\$11,957.14		\$11,957.14	
	Electricity and Nat Gas	Workforce Development Ct	\$656.56		\$656.56	
Cope Plastics Inc						
	Instructional Supplies	Engineering Technology	\$329.23	\$329.23		
	Advertising	Essential Skills	\$458.65			\$458.65
Crews, Denise,, Dr						
	Telephone	VP Academic Services	\$60.00	\$60.00		
Cromwell Radio Group Inc						
	Advertising	Marketing	\$185.00	\$185.00		
Cross, Dania Courtney						
	Stipends	Industrial Skills	\$495.00			\$495.00
Cunningham, Baylee Christine,,						
	Student Tuition Rec		\$546.00	\$546.00		
Davis, D'antwon						
	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$835.00			\$835.00
DeBose Consulting						
	Contractual-Other	NonCredit	\$360.00			\$360.00
Decatur Memorial Hospital						
	Contractual-Other	Credit	\$570.00			\$570.00
	Contractual-Other	Credit	\$1,250.00			\$1,250.00
Decatur Sister Cities						
	Travel-Out of State	Club Expenses	\$350.00			\$350.00
	Event Expense	Club Expenses	\$350.00			\$350.00
	Club Revenue		\$100.00			\$100.00

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Decatur Sister Cities						
	Materials	Club Expenses	\$100.00			\$100.00
Department of Veterans Affairs						
	Post 9/11 Fed Grnt Rev		\$882.00			\$882.00
Dunker Electric						
	Maintenance Supplies	Maintenance	\$23.62		\$23.62	
	Maintenance Supplies	Maintenance	\$51.47		\$51.47	
	Maintenance Supplies	Maintenance	\$72.54		\$72.54	
	Maintenance Supplies	Maintenance	\$325.00		\$325.00	
Dust & Son Auto Supply						
	Materials	Automotive-Tech Occ	\$18.96	\$18.96		
	Materials	Automotive-Tech Occ	\$54.66	\$54.66		
	Instructional Supplies	Collision Repair Tech	\$214.04	\$214.04		
	Materials	Automotive-Tech Occ	\$8.84	\$8.84		
	Materials	Automotive-Tech Occ	\$11.25	\$11.25		
	Materials	Automotive-Tech Occ	\$24.33	\$24.33		
	Materials	Automotive-Tech Occ	\$33.12	\$33.12		
	Materials	Automotive-Tech Occ	\$115.47	\$115.47		
	Materials	Automotive-Tech Occ	\$25.97	\$25.97		
	Materials	Automotive-Tech Occ	\$92.03	\$92.03		
	Instructional Supplies	Collision Repair Tech	\$236.49	\$236.49		
Dust & Son of Macon County						
	Instructional Supplies	Collision Repair Tech	\$52.20	\$52.20		
	Instructional Supplies	Collision Repair Tech	\$89.89	\$89.89		
Dyke, Jarrod William						
	Stipends	Industrial Skills	\$100.00			\$100.00
	Stipends	Industrial Skills	\$500.00			\$500.00
	Stipends	Industrial Skills	\$100.00			\$100.00
	Stipends	Industrial Skills	\$735.00			\$735.00
Dynagraphics Inc						
	Printing	Fin Aid & Vet Affairs	\$48.21	\$48.21		
	Building Improvements	Renovations / Remodeling	\$9,773.90		\$9,773.90	
ECSI						
	Equip Repair/Maint Agree	Maintenance	\$2,835.20		\$2,835.20	
EagleScreen						
	Contractual-Other	Human Resources	\$685.00	\$685.00		
Edwards, Alecia S						
	Materials	Club Expenses	\$27.00			\$27.00
Elan Corporate Payment						
	Credit Card Pmt Clearing		\$11,439.04	\$11,439.04		
Enterprise						
	Travel-Out of State	CPED Administration	\$100.07			\$100.07
Erdman, Kimberly Anne						
	Stipends	Credit	\$234.37			\$234.37
Eskew, Lisa D						
	Expense-Other	Credit	\$25.53			\$25.53
Evergreen FS-Stephens #24						
	Vehicle Expense	Credit	\$346.84			\$346.84
	Vehicle Expense	Credit	\$354.62			\$354.62
	Vehicle Expense	Credit	\$266.92			\$266.92
	Vehicle Expense	Credit	\$269.50			\$269.50
	Vehicle Expense	Credit	\$295.22			\$295.22
	Vehicle Expense	Credit	\$365.23			\$365.23
	Vehicle Expense	Credit	\$486.12			\$486.12
Fidelity Security Life Insurance						
	Vison Insurance		\$1,257.01	\$1,257.01		
Firm Systems						
	Fees Pass Thru Backgrnd		\$1,120.00	\$1,120.00		
FirstEnergy Solutions						
	Electricity and Nat Gas	Utilities	\$28.05		\$28.05	
	Electricity and Nat Gas	Utilities	\$91.35		\$91.35	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$174.09		\$174.09	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$427.45		\$427.45	
	Electricity and Nat Gas	Utilities	\$15,007.94		\$15,007.94	
Fleet Pride						
	Materials	Diesel Med/Hvy Trk Tech	\$359.00	\$359.00		
Flickinger, Hannah						
	Student Tuition Rec		\$184.00	\$184.00		
Flood, Nancy Lee						
	Student Tuition Rec		\$42.00	\$42.00		
Florian, Gregory E						
	Travel-In State	Vice Pres Fin & Admin	\$24.36	\$24.36		
Foremost Medical Equipment LLC						

Bills for Ratification

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Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Foremost Medical Equipment LLC	Equipment-Instructional	Medical Assistant	\$999.00			\$999.00
Franczek Radelet	Legal Services-Admin	Board of Trustees	\$2,040.10	\$2,040.10		
	Legal Services-Admin	Liab Protection & Settle	\$1,019.90			\$1,019.90
Frontier	Telephone	Clinton Center O&M	\$150.69		\$150.69	
Gee, Carolyn	Stipends	Industrial Skills	\$540.00			\$540.00
	Stipends	Industrial Skills	\$805.00			\$805.00
Gharst, Sara Lynn	Student Tuition Rec		\$33.00	\$33.00		
Gorton, Deidra L	Event Expense	Club Expenses	\$500.00			\$500.00
Government Finance Officers	Prepaid Expenses		\$210.00	\$210.00		
	Publications & Dues	Business Office	\$70.00	\$70.00		
Grainger	Inventory-CentralStores		\$28.80	\$28.80		
Greater Decatur Chamber of	Publications & Dues	General Expenses	\$4,615.00	\$4,615.00		
Grey, Thomas	Contractual-Other	Credit	\$1,920.00			\$1,920.00
Grider, Susan	Travel-In State Mileage	Radiology Tech-Hlth Occ	\$208.80	\$208.80		
HSBS Medical Group Inc	Group Medical Ins	General Expenses	\$1,914.12	\$1,914.12		
Hanover Insurance Group Co	General Insurance	Liab Protection & Settle	\$1,805.60			\$1,805.60
	General Insurance	Liab Protection & Settle	\$936.90			\$936.90
	General Insurance	Liab Protection & Settle	\$2,053.77			\$2,053.77
	General Insurance	Liab Protection & Settle	\$9,381.60			\$9,381.60
Harbison, Tayrn Joyce	Student Tuition Rec		\$12.00	\$12.00		
Harris, Anthony Wayne	Stipends	Credit	\$137.50			\$137.50
	Stipends	Credit	\$137.50			\$137.50
	Stipends	Credit	\$162.50			\$162.50
Harris, Willie G	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$150.00			\$150.00
Hawkins, Harry Lee	Stipends	Industrial Skills	\$550.00			\$550.00
	Stipends	Industrial Skills	\$745.00			\$745.00
Hawkins, Malik Marsallis	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$240.00			\$240.00
Health Care Service Corp	Contractual-Other	Human Resources	\$160.00	\$160.00		
Hein, Veronica Marie	Student Tuition Rec		\$165.00	\$165.00		
Heritage Wine Cellars Ltd	Food Supply Costs	Bistro 537	\$40.00			\$40.00
	Instructional Supplies	Bistro 537	\$70.00			\$70.00
	Instructional Supplies	Bistro 537	\$70.00			\$70.00
	Instructional Supplies	Bistro 537	\$208.00			\$208.00
Hoelting & Co	Food Supply Costs	Cafe	\$35.90			\$35.90
	Food Supply Costs	Cafe	\$56.85			\$56.85
	Food Supply Costs	Cafe	\$101.00			\$101.00
	Food Supply Costs	Cafe	\$145.85			\$145.85
	Food Supply Costs	Cafe	\$155.90			\$155.90
	Food Supply Costs	Cafe	\$325.30			\$325.30
Hollow Signs Inc	Vehicle Expense	Law Enforce Trng Ctr	\$500.00			\$500.00
Howe Jr, Victor Doyle	Stipends	Credit	\$140.62			\$140.62
Hughes, Malik Lee	Stipends	Industrial Skills	\$440.00			\$440.00
	Stipends	Industrial Skills	\$755.00			\$755.00
ICCCFO	Registration Fees	Vice Pres Fin & Admin	\$100.00	\$100.00		
ICCFA						

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
ICCFA						
	Publications & Dues	General Expenses	\$500.00	\$500.00		
ILASFAA						
	Registration Fees	Fin Aid & Vet Affairs	\$325.00	\$325.00		
	Registration Fees	Fin Aid & Vet Affairs	\$325.00	\$325.00		
	Registration Fees	Fin Aid & Vet Affairs	\$325.00	\$325.00		
	Registration Fees	Fin Aid & Vet Affairs	\$325.00	\$325.00		
ISSRT						
	Registration Fees	Club Expenses	\$60.00			\$60.00
	Publications & Dues	Club Expenses	\$440.00			\$440.00
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
	Fees Pass Thru Rad Tech		\$99.00	\$99.00		
Illinois Century Network						
	Internet	Telecommunications	\$1,000.00		\$1,000.00	
Illinois Federation of Teachers						
	Union Dues-RFT		\$1,747.87	\$1,747.87		
	Union Dues-RFT		\$1,747.87	\$1,747.87		
Illinois State Assembly						
	Registration Fees	Club Expenses	\$165.00			\$165.00
Illinois State Disbursement Unit						
	Wage Garnishment Orders		\$590.92	\$590.92		
Ingram, Cherell Letrise						
	Stipends	Industrial Skills	\$20.00			\$20.00
	Stipends	Industrial Skills	\$400.00			\$400.00
	Stipends	Industrial Skills	\$20.00			\$20.00
	Stipends	Industrial Skills	\$815.00			\$815.00
J J Keller						
	Instructional Supplies	Credit	\$69.80			\$69.80
Jan Master Cleaning Services Inc						
	Custodial Services	Custodial	\$32,961.60		\$32,961.60	
	Custodial Services	Liab Protection & Settle	\$1,373.40			\$1,373.40
Johnny's Seeds						
	Materials	Garden Center Ag/Hort	\$106.23			\$106.23
Johnson County Community						
	Publications & Dues	Institutl Effectiveness	\$1,250.00	\$1,250.00		
Johnson, Daniel,, II						
	Stipends	Credit	\$9.38			\$9.38
King-Lar Company						
	Instructional Supplies	Welding-Technical Occ	\$500.00	\$500.00		
	Instructional Supplies	Welding-Technical Occ	\$1,732.00	\$1,732.00		
	Instructional Supplies	Industrial Skills	\$1,900.00			\$1,900.00
Lewis, Brittney Dawn						
	Student Tuition Rec		\$124.41	\$124.41		
Lookabaugh, Anna K						
	Student Tuition Rec		\$42.00	\$42.00		
Lorman Education Services						
	Meeting Expense	Human Resources	\$135.85	\$135.85		
Lowe, Jerrad Hasan						
	Stipends	Industrial Skills	\$540.00			\$540.00
	Stipends	Industrial Skills	\$835.00			\$835.00
MANCOMM						
	Instructional Supplies	Credit	\$101.15			\$101.15
	Instructional Supplies	Credit	\$223.65			\$223.65
	Instructional Supplies	Credit	\$437.08			\$437.08

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
MJ Kellner						
	Equipment-Service	Cafe	\$2,854.50			\$2,854.50
	Equipment-Service	Cafe	\$4,574.40			\$4,574.40
Mack Sales & Service of Decatur						
	Equip Repair/Maint Agree	Credit	\$22.92			\$22.92
	Equip Repair/Maint Agree	Credit	\$27.10			\$27.10
Mank, Gerald Wayne						
	Stipends	Credit	\$234.37			\$234.37
Marquis Beverage Service						
	Food Supply Costs	Cafe	\$238.50			\$238.50
	Food Supply Costs	Cafe	\$372.95			\$372.95
	Instructional Supplies	Coffee House	\$491.50			\$491.50
	Instructional Supplies	Coffee House	\$495.35			\$495.35
Mathew, Jan						
	Student Tuition Rec		\$546.00	\$546.00		
May, Colby Joseph						
	Student Tuition Rec		\$798.00	\$798.00		
Mazzotti Services						
	Uniforms	Basic Law Enforce Trng	\$2,505.00			\$2,505.00
	Uniforms	Basic Law Enforce Trng	\$3,423.00			\$3,423.00
	Instructional Supplies	Automotive-Tech Occ	\$135.95	\$135.95		
	Uniforms	Basic Law Enforce Trng	\$42.00			\$42.00
	Uniforms	Basic Law Enforce Trng	\$1,764.00			\$1,764.00
Meador, Michelle_Lynn						
	Student Tuition Rec		\$163.00	\$163.00		
Melton, Julie Lynn						
	Telephone	Foundation & Development	\$60.00	\$60.00		
Menards Inc						
	Maintenance Supplies	Maintenance	\$88.90		\$88.90	
	Maintenance Supplies	Maintenance	\$36.47		\$36.47	
	Maintenance Supplies	Maintenance	\$48.77		\$48.77	
	Maintenance Supplies	Maintenance	\$329.96		\$329.96	
	Maintenance Supplies	Maintenance	\$4.08		\$4.08	
	Maintenance Supplies	Maintenance	\$21.97		\$21.97	
	Maintenance Supplies	Maintenance	\$23.90		\$23.90	
Messenger, Rachael						
	Student Tuition Rec		\$466.00	\$466.00		
MicroTek						
	Equip Repair/Maint Agree	Biology-Baccalaureate	\$1,152.50	\$1,152.50		
Micrology Laboratories						
	Instructional Supplies	Biology-Baccalaureate	\$176.43	\$176.43		
Mid-Summer Moon Productions						
	Materials	Outdoor Exposition SpcEv	\$177.42			\$177.42
Midwest Fiber Inc of Decatur						
	Refuse Disposal	Utilities	\$90.00		\$90.00	
Millikin University						
	Contractual-Other	Chemistry-Baccalaureate	\$6,009.00	\$6,009.00		
Morneau Shepell						
	Prepaid Expenses		\$2,205.00	\$2,205.00		
	Contractual-Other	Human Resources	\$2,205.00	\$2,205.00		
Moyer, Joshua Montgomery						
	Student Tuition Rec		\$56.00	\$56.00		
Mutual of Omaha						
	LTD Insurance		\$1,729.01	\$1,729.01		
	Life Insurance		\$2,302.15	\$2,302.15		
	Supplemental Life Insur		\$2,300.62	\$2,300.62		
	LTD Insurance		\$1,733.60	\$1,733.60		
	Life Insurance		\$2,309.17	\$2,309.17		
	Supplemental Life Insur		\$2,289.20	\$2,289.20		
NBSTSA						
	Fees Pass Thru Surg Tech		\$950.00	\$950.00		
Nasco						
	Instructional Supplies	Biology-Baccalaureate	\$1,500.00	\$1,500.00		
	Instructional Supplies	Biology-Baccalaureate	\$420.00	\$420.00		
Naser, Tahseen M						
	Stipends	Credit	\$215.62			\$215.62
	Stipends	Credit	\$131.25			\$131.25
National League for Nursing						
	Publications & Dues	AAS Nursing -Health Occ	\$1,189.00	\$1,189.00		
Neuhoff Media Decatur						
	Advertising	Marketing	\$750.00	\$750.00		
Nichols Paper & Supply Co						
	Maintenance Supplies	Maintenance	\$1,388.15		\$1,388.15	

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Nichols Paper & Supply Co						
	Maintenance Supplies	Custodial	\$86.66		\$86.66	
	Maintenance Supplies	Custodial	\$546.96		\$546.96	
	Maintenance Supplies	Custodial	\$790.27		\$790.27	
	Maintenance Supplies	Custodial	\$185.00		\$185.00	
	Maintenance Supplies	Custodial	\$324.55		\$324.55	
Noregon Systems Inc						
	Computer Software	Academic Lab Support	\$999.00	\$999.00		
Ochoa, Pedro						
	Stipends	Credit	\$100.00			\$100.00
	Stipends	Credit	\$75.00			\$75.00
	Stipends	Credit	\$125.00			\$125.00
	Stipends	Credit	\$125.00			\$125.00
Office Depot Inc						
	Inventory-CentralStores		\$696.78	\$696.78		
Oliver, Brooke D						
	Travel-In State	Club Expenses	\$276.81			\$276.81
Oliver, Tylan Jamar						
	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$835.00			\$835.00
Owens, Orlando Devon						
	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$815.00			\$815.00
Owens, Orlando Donte						
	Stipends	Industrial Skills	\$600.00			\$600.00
	Stipends	Industrial Skills	\$625.00			\$625.00
Owens, Rashon Lee						
	Stipends	Industrial Skills	\$450.00			\$450.00
	Stipends	Industrial Skills	\$835.00			\$835.00
Partners In Leadership LLC						
	Staff/Faculty Developmen	Faculty/Staff Devl & Rel	\$938.74	\$938.74		
Peerless Cleaners						
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$57.00			\$57.00
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$486.00			\$486.00
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$495.00			\$495.00
Per Mar Security & Research						
	Security	Liab Protection & Settle	\$2,259.99			\$2,259.99
	Security	Security	\$94.17		\$94.17	
	Security	Liab Protection & Settle	\$202.86			\$202.86
	Security	Security	\$4.14		\$4.14	
	Security	Liab Protection & Settle	\$1,886.30			\$1,886.30
	Security	Security	\$78.60		\$78.60	
	Security	Liab Protection & Settle	\$1,938.81			\$1,938.81
	Security	Security	\$80.79		\$80.79	
Plan B LLC Neon Entertainment						
	Contractual-Other	Club Expenses	\$1,000.00			\$1,000.00
Pocket Nurse						
	Equipment-Instructional	Medical Assistant	\$470.26			\$470.26
	Equipment-Instructional	Medical Assistant	\$3,738.84			\$3,738.84
	Equipment-Instructional	Medical Assistant	\$913.62			\$913.62
Poindexter, Lynne M						
	Interpreter Salary	Academic Success	\$196.40	\$196.40		
	Interpreter Salary	Academic Success	\$346.40	\$346.40		
	Interpreter Salary	Academic Success	\$346.40	\$346.40		
	Interpreter Salary	Academic Success	\$586.40	\$586.40		
	Interpreter Salary	Academic Success	\$392.80	\$392.80		
Police Training Institute						
	Contractual-Other	Security	\$1,742.00			\$1,742.00
Presido/Netech						
	Equipment-Instructional	Law Enforce Trng Ctr	\$7,007.90			\$7,007.90
Pride Cleaners						
	Contractual-Other	Cafe	\$7.74			\$7.74
	Contractual-Other	Cafe	\$11.61			\$11.61
	Contractual-Other	Culinary Arts	\$16.77	\$16.77		
	Contractual-Other	Cafe	\$21.00			\$21.00
	Contractual-Other	Cafe	\$21.00			\$21.00
	Contractual-Other	Cafe	\$25.20			\$25.20
	Contractual-Other	Cafe	\$41.28			\$41.28
	Contractual-Other	Bistro 537	\$46.44			\$46.44
	Contractual-Other	Cafe	\$50.31			\$50.31
	Contractual-Other	Culinary Arts	\$16.77	\$16.77		
	Contractual-Other	Cafe	\$21.00			\$21.00
	Contractual-Other	Bistro 537	\$30.96			\$30.96

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Productions of NW Ar. Inc						
	Registration Fees	AAS Nursing -Health Occ	\$450.00	\$450.00		
	Registration Fees	AAS Nursing -Health Occ	\$450.00	\$450.00		
	Registration Fees	AAS Nursing -Health Occ	\$450.00	\$450.00		
	Registration Fees	AAS Nursing -Health Occ	\$450.00	\$450.00		
Pyles, Gregory Donald						
	Instructional Supplies	Biology-Baccalaureate	\$20.20	\$20.20		
	Instructional Supplies	Biology-Baccalaureate	\$48.03	\$48.03		
Quest Software Inc						
	Computer Software	Liab Protection & Settle	\$15,617.07			\$15,617.07
RCC Bookstore						
	NonTaxBooks -Workforce		\$257.34	\$257.34		
	NonTaxBooks-Scholarships		\$350.74	\$350.74		
	NonTaxBooks-Scholarships		\$478.90	\$478.90		
	NonTaxBooks -Workforce		\$8,485.95	\$8,485.95		
	Books-Loans		\$2,033.33	\$2,033.33		
	Pell Taxable Books		\$11,219.83	\$11,219.83		
	NonTaxBooks-Scholarships		\$26,831.85	\$26,831.85		
	Instructional Supplies	Horticulture-Bus Occup	(\$142.50)	(\$142.50)		
	Participant Supplies	Grant-Administration	\$12.25			\$12.25
	NonTaxBooks-Scholarships		\$40.50	\$40.50		
	Participant Supplies	Grant-Administration	\$74.50			\$74.50
	Materials	Enrollment Management	\$100.62	\$100.62		
	Instructional Supplies	Instituti Effectiveness	\$111.20	\$111.20		
	Meeting Expense	Presidents Office	\$115.07	\$115.07		
	Instructional Supplies	Industrial Skills	\$3,096.25			\$3,096.25
	Instructional Supplies	Credit	\$4,939.50			\$4,939.50
RCC Foundation						
	Richland Foundation		\$809.00	\$809.00		
	Expense-Other	General Expenses	\$25.00	\$25.00		
	Richland Foundation		\$712.00	\$712.00		
Rack Focused Productions LLC						
	Materials	Academic Lab Support	\$250.00	\$250.00		
Ray O'Herron Company Inc						
	Firearms & Accessories	Basic Law Enforce Trng	\$12,286.00			\$12,286.00
Refreshment Services Pepsi						
	Food Supply Costs	Cafe	\$178.80			\$178.80
	Food Supply Costs	Cafe	\$363.16			\$363.16
	Food Supply Costs	Cafe	\$602.52			\$602.52
	Food Supply Costs	Cafe	\$457.52			\$457.52
Rexx Battery of Decatur Inc						
	Maintenance Supplies	Maintenance	\$129.90		\$129.90	
Ritter, Cole						
	Grounds Maintenance	Clinton Center O&M	\$1,640.00		\$1,640.00	
Rogiers, Ryan S						
	Instructional Supplies	Culinary Arts	\$29.92	\$29.92		
Rush Truck Leasing						
	Install Pymt Lease/Purch	Grounds	\$2,278.40		\$2,278.40	
	Install Pymt Lease/Purch	Grounds	\$2,278.40		\$2,278.40	
Russell, Christopher L						
	Stipends	Credit	\$100.00			\$100.00
	Stipends	Credit	\$75.00			\$75.00
	Stipends	Credit	\$125.00			\$125.00
	Stipends	Credit	\$125.00			\$125.00
S J Smith Company Inc						
	Instructional Supplies	Human Simulator	\$88.66	\$88.66		
	Contractual-Other	Club Expenses	\$10.85			\$10.85
	Contractual-Other	Club Expenses	\$10.85			\$10.85
	Materials	Automotive-Tech Occ	\$22.32	\$22.32		
	Instructional Supplies	Human Simulator	\$92.38	\$92.38		
	Materials	Club Expenses	\$210.14			\$210.14
STL Communications Inc						
	Contractual-Other	Liab Protection & Settle	\$1,558.95			\$1,558.95
Sam's Club Direct						
	Inventory-CentralStores		\$419.72	\$419.72		
Samoores, Christine Marie						
	Interpreter Salary	Academic Success	\$1,564.92	\$1,564.92		
	Interpreter Salary	Academic Success	\$1,199.48	\$1,199.48		
Samuels Miller Schroeder Jackson						
	Legal Services-Admin	Board of Trustees	\$1,248.00	\$1,248.00		
Sanders, John Thomas						
	Stipends	Credit	\$179.69			\$179.69
	Stipends	Credit	\$137.50			\$137.50

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sanders, John Thomas						
	Stipends	Credit	\$187.50			\$187.50
Sartie, Jenna						
	Student Tuition Rec		\$554.00	\$554.00		
Schneider, Thomas P						
	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Schoonover, Kelly C						
	Travel-In State Mileage	Enrollment Management	\$114.84	\$114.84		
Schwalbe, Barry S						
	Instructional Supplies	Credit	\$144.00			\$144.00
Scott Fisher Enterprises Inc						
	Pest Control	Law Enforce Trng Ctr O&M	\$300.00			\$300.00
Secretary of State						
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
	Instructional Supplies	Credit	\$50.00			\$50.00
Sherrod, Jarmese R						
	Materials	Club Expenses	\$27.87			\$27.87
	Materials	Club Expenses	\$27.87			\$27.87
Sherwin Williams						
	Maintenance Supplies	Maintenance	\$81.96		\$81.96	
	Maintenance Supplies	Maintenance	\$151.30		\$151.30	
Shippers Rental Inc						
	Equipment Rental	Credit	\$1,750.00			\$1,750.00
Shuppara, Allison J						
	Event Expense	Club Expenses	\$46.00			\$46.00
Sidener, Tim R						
	Participant Supplies	Grant-Administration	\$104.16			\$104.16
South Side Control Supply						
	Maintenance Supplies	Maintenance	\$7.80		\$7.80	
Specialty Paint						
	Maintenance Supplies	Maintenance	\$16.12		\$16.12	
	Materials	Collision Repair Tech	\$47.06	\$47.06		
	Materials	Collision Repair Tech	\$79.44	\$79.44		
	Materials	Collision Repair Tech	\$89.11	\$89.11		
	Materials	Collision Repair Tech	\$239.24	\$239.24		
	Materials	Collision Repair Tech	\$46.60	\$46.60		
	Materials	Collision Repair Tech	\$176.06	\$176.06		
	Materials	Collision Repair Tech	\$34.20	\$34.20		
	Materials	Collision Repair Tech	\$34.20	\$34.20		
State Universities Retirement						
	SURS 1/2%		\$2,196.68	\$2,196.68		
	SURS 8%		\$2,812.40	\$2,812.40		
	SURS 8%		\$18,251.18	\$18,251.18		
	SURS 8%		\$362.41	\$362.41		
	SURS 1/2%		\$2,033.56	\$2,033.56		
	SURS 8%		\$19,105.47	\$19,105.47		
	SURS 1/2%		\$2,220.40	\$2,220.40		
	SURS 8%		\$2,865.46	\$2,865.46		
	SURS 8%		\$18,624.68	\$18,624.68		
	SURS 8%		\$357.50	\$357.50		
	SURS 1/2%		\$2,037.60	\$2,037.60		
	SURS 8%		\$19,274.95	\$19,274.95		
Stukins, Braden Michael						
	Student Tuition Rec		\$3,048.00	\$3,048.00		
Sturley, Paige E						
	Student Tuition Rec		\$56.00	\$56.00		
Sunbelt						
	Equipment Rental	Industrial Skills	(\$2,687.33)			(\$2,687.33)
	Equipment Rental	Industrial Skills	(\$2,379.28)			(\$2,379.28)
	Equipment Rental	Industrial Skills	\$3,194.10			\$3,194.10
	Equipment Rental	Industrial Skills	\$4,768.74			\$4,768.74
Superior Fire Protection Sys Inc						
	Equip Repair/Maint Agree	Maintenance	\$1,159.52		\$1,159.52	
Svendsen Florists Inc						
	Office Supplies	Presidents Office	\$175.00	\$175.00		
Swift, Janet						
	Interpreter Salary	Academic Success	\$128.35	\$128.35		
Sysco Central Illinois Inc						
	Instructional Supplies	Culinary Arts	\$13.09	\$13.09		

Bills for Ratification



February 2019

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sysco Central Illinois Inc						
	Materials	Cafe	\$26.67			\$26.67
	Instructional Supplies	Coffee House	\$60.69			\$60.69
	Instructional Supplies	Coffee House	\$85.74			\$85.74
	Instructional Supplies	Culinary Arts	\$123.57	\$123.57		
	Materials	Culinary Arts	\$140.43	\$140.43		
	Instructional Supplies	Culinary Arts	\$150.63	\$150.63		
	Instructional Supplies	Culinary Arts	\$196.21	\$196.21		
	Instructional Supplies	Culinary Arts	\$228.85	\$228.85		
	Food Supply Costs	Bistro 537	\$267.16			\$267.16
	Food Supply Costs	Cafe	\$277.15			\$277.15
	Materials	Cafe	\$301.09			\$301.09
	Food Supply Costs	Cafe	\$333.54			\$333.54
	Food Supply Costs	Cafe	\$353.20			\$353.20
	Instructional Supplies	Culinary Arts	\$378.57	\$378.57		
	Food Supply Costs	Cafe	\$601.07			\$601.07
	Food Supply Costs	Cafe	\$622.07			\$622.07
	Materials	Culinary Arts	\$661.01	\$661.01		
	Instructional Supplies	Culinary Arts	\$794.40	\$794.40		
	Food Supply Costs	Cafe	\$652.57			\$652.57
	Materials	Cafe	\$262.94			\$262.94
	Food Supply Costs	Bistro 537	\$1,432.38			\$1,432.38
	Instructional Supplies	Culinary Arts	\$1,534.52	\$1,534.52		
	Food Supply Costs	Cafe	\$1,489.10			\$1,489.10
	Materials	Cafe	\$289.94			\$289.94
	Food Supply Costs	Cafe	\$1,634.83			\$1,634.83
	Materials	Cafe	\$308.73			\$308.73
	Food Supply Costs	Cafe	\$1,649.67			\$1,649.67
	Materials	Cafe	\$465.32			\$465.32
	Food Supply Costs	Cafe	\$1,556.09			\$1,556.09
	Materials	Cafe	\$937.21			\$937.21
	Food Supply Costs	Cafe	\$1,999.57			\$1,999.57
	Materials	Cafe	\$704.94			\$704.94
	Food Supply Costs	Cafe	\$2,620.20			\$2,620.20
	Materials	Cafe	\$232.56			\$232.56
	Food Supply Costs	Cafe	\$2,081.02			\$2,081.02
	Materials	Cafe	\$835.99			\$835.99
	Food Supply Costs	Cafe	\$2,699.78			\$2,699.78
	Materials	Cafe	\$676.63			\$676.63
	Food Supply Costs	Cafe	\$5,343.68			\$5,343.68
	Materials	Cafe	\$772.16			\$772.16
Tepper Electric Supply						
	Maintenance Supplies	Maintenance	\$1,507.00		\$1,507.00	
The Omni Group						
	Contractual-Other	Human Resources	\$8.00	\$8.00		
Tipsword, Joseph W						
	Student Tuition Rec		\$1,952.00	\$1,952.00		
Tury, Joe						
	Travel-In State Mileage	Marketing	\$20.88	\$20.88		
U S Postmaster						
	Postage	General Expenses	\$945.00	\$945.00		
USA Clean Inc						
	Maintenance Supplies	Custodial	\$265.21		\$265.21	
United States Navy						
	Misc Scholarship Clearin		\$198.00	\$198.00		
United Way of Decatur/Macon						
	United Way		\$182.00	\$182.00		
	United Way		\$170.00	\$170.00		
Valdez, Cristobal O						
	Telephone	Presidents Office	\$125.00	\$125.00		
	Travel-Out of State	Presidents Office	\$1,030.30	\$1,030.30		
Verizon Wireless						
	Telephone	Telecommunications	\$276.59		\$276.59	
	Telephone	Telecommunications	\$239.06		\$239.06	
Villalpando Lozano, Maria D						
	Student Tuition Rec		\$1,057.50	\$1,057.50		
Virden, Carlene S						
	Food Supply Costs	Cafe	\$60.13			\$60.13
	Food Supply Costs	Cafe	\$208.13			\$208.13
WXFM						
	Advertising	Marketing	\$320.00	\$320.00		
Walker, Corey Lamar						
	Stipends	Industrial Skills	\$227.50			\$227.50

Bills for Ratification

February 2019



Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Wall Street Embroidery						
	Uniforms	Security	\$75.00			\$75.00
	Uniforms	Basic Law Enforce Trng	\$748.26			\$748.26
	Uniforms	Basic Corrections Trng	\$113.68			\$113.68
	Uniforms	Basic Law Enforce Trng	\$10,552.86			\$10,552.86
	Uniforms	Basic Law Enforce Trng	\$99.98			\$99.98
Warren, Katie Lynn						
	Stipends	Credit	\$221.88			\$221.88
	Stipends	Credit	\$146.87			\$146.87
Watson, Crystal Marie						
	Stipends	Industrial Skills	\$490.00			\$490.00
	Stipends	Industrial Skills	\$745.00			\$745.00
Williams, Tad A						
	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Withrow, Tracy L						
	Telephone	Marketing	\$50.00	\$50.00		
World Point ECC Inc						
	Instructional Supplies	Allied Health	\$13.56	\$13.56		
	Instructional Supplies	NonCredit	\$22.60			\$22.60
	Instructional Supplies	Credit	\$15.98			\$15.98
	Instructional Supplies	NonCredit	\$64.53			\$64.53
	Instructional Supplies	NonCredit	\$6.78			\$6.78
	Instructional Supplies	Credit	\$9.04			\$9.04
	Instructional Supplies	Credit	\$33.90			\$33.90
	Instructional Supplies	Credit	\$128.45			\$128.45
	Instructional Supplies	NonCredit	\$223.72			\$223.72
	Instructional Supplies	NonCredit	\$389.82			\$389.82
	Instructional Supplies	Credit	\$510.88			\$510.88
	Instructional Supplies	Credit	\$18.08			\$18.08
	Instructional Supplies	Allied Health	\$18.08	\$18.08		
	Instructional Supplies	NonCredit	\$207.74			\$207.74
Xerox Corporation						
	Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
	Install Pymt Lease/Purch	Copiers	\$822.14	\$822.14		
	Printing	Marketing	\$130.91	\$130.91		
eScience Labs						
	Instructional Supplies	Chemistry-Baccalaureate	\$659.80	\$659.80		
			\$922,911.62	\$489,218.75	\$132,178.73	\$301,514.14

Executive Session- March 19, 2019

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.