



June 2020 - Board of Trustees Meeting

To be held online in a virtual format, with all meeting content and public comments, via phone or otherwise, being recorded.

June 16, 2020

Access to the Board of Trustees meeting is provided via teleconference online via Zoom, <https://richland.zoom.us/j/96234031766> or by phone at 312-626-6799 with Meeting ID: 962 3403 1766



Meeting Book - June 2020 - Board of Trustees Meeting

June 2020 Board of Trustees Meeting

I. Annual Board Book Calendar

A. Board Book Annual Calendar 2020.docx

II. Principles of Sustainability

A. Principles of Sustainability.pdf

III. Innovation and Quality Performance System

A. Innovation and Quality Performance System.pdf

IV. Strategic Plan Priorities

A. Strategic Plan Priorities Richland Community College 2020 board two-page list.docx

V. The Vision: To be the best and first choice for education.

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

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

VIII. Convening of the Regular Meeting

A. Call to Order

B. Roll Call

IX. Minutes of the Regular Meeting on May 19, 2020

Needs Action

A. May MINUTES OF BOARD OF TRUSTEES REGULAR MEETING.docx

X. Appearance of Citizens and Introduction of Guests

XI. Written Communications

A. College Activities Report

Tracy Withrow

A. June 2020 Activities Report.docx

B. Personnel Updates

A. Personnel Update June 2020.docx

XII. Special Reports

A. Preliminary FY21 Budget

Greg Florian

A. FY21 Tentative Budget.pdf

B. Enrollment		Dr. Valdez
C. Report of ICCTA		Bruce Campbell
D. Faculty Report		
E. College Spotlight - Essential Skills - Success Stories		Courtney Carson
XIII. Report of Student Trustee		Virginia Book
No written report		
XIV. Foundation Report		Julie Melton
A. BOT Report June 2020.docx		
XV. New Business		
A. Recommendation to approve a one-year extension of the Contract for Richland Federation Teachers Local 4262 for 2020-2021 (Tabled)	Needs Action	Greg Florian
A. Board Memo Faculty Contract 5.7.20.doc		
B. Faculty Contract and MOU 4.23.20_Final.docx		
B. Approval to Contract for Variable Frequency Drive (VFD) Installation in Schilling	Needs Action	Greg Florian
A. board memo for schilling VFD.docx		
C. Adoption of COVID-19 Return to Work Policy	Needs Action	Greg Florian
A. Emergency Policy Covid19 6.15.20.doc		
B. Covid19 Emergency Policy Statement 6.9.20_.docx		
XVI. Financial Report	Needs Action	Greg Florian
A. June Financials.doc		
B. 05 May 2020.pdf		
XVII. Report of the President		
XVIII. Items from the Board		
XIX. Executive Session	Needs Action	
A. Executive Session.docx		
XX. Adjournment		

JANUARY 2020

Reports

Consent Agenda

College Legal Contractual Agreements

New Business

Trustee Training

FEBRUARY 2020

Reports

Consent Agenda

New Business

Recommendations for Tenure

Recommendation for Approval of Fees

Strategic Plan Priorities

Monitoring Report: Community Partnership

MARCH 2020

Reports

Consent Agenda

New Business

Recommendations for Faculty Promotions in Rank

Recommendation to Grant Professor Emeritus Status

Recommendation to Grant Staff Emeritus Status

Recommendation for Professional Leave

Recommendation for Approval of Tuition

Monitoring Report: Staff Profile

APRIL 2020

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 2020

Reorganization of Board of Trustees

Reports

Consent Agenda

New Business

Tentative Budget

Other

RCC Commencement

ICCTA Lobby Day

Monitoring Report: Budget

JUNE 2020

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 2020

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2020

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2020

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2020

Reports

Consent Agenda

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

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2020

Reports

Audit Presentation

Consent Agenda

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

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2020

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

Public Accountability

Implementation and Performance

Public Accountability

Richland Community College 2020-2022 Strategic Plan

Vision: To be the best and first choice for education

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

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

Goal 1: Provide relevant, high-quality learning opportunities.

- A. Improve the quality of learning using a Teaching and Learning Center (TLC) to provide professional development.
- B. Expand educational partnerships to create cohesive transitions (high school, universities, and industry).

Goal 2: Foster student success and completion.

- A. Strengthen Richland's relationships with service area stakeholders.
- B. Increase student retention.
- C. Increase student completion.

Goal 3: Enhance and cultivate partnerships in business, education, government, and communities to meet current needs of students and emerging trends of the region.

- A. Connect with district employers to identify needed skills and to collaborate in the delivery of training opportunities.
- B. Share information regarding Richland activities and opportunities within the internal and external communities to better connect with and inform individuals.
- C. Deliver data-informed innovative programs and services that align with the rapidly developing workforce to become a labor market-responsive community college.

Goal 4: Create a sound financial system that maintains long-term operational funding, promotes operational sustainability, and utilizes an effective organizational structure.

Organizational/Operational: Finances

- A. Position Richland for financial stability that addresses varying income sources.
- B. Create financial reserves to fund new initiatives.
- C. Review Cost Control Systems for effectiveness.
- D. Seek alternative revenue sources.

Organizational/Operational: Facilities

- A. Enhance student learning spaces.

Organizational/Operational: Staffing

- A. Enhance faculty and staff training options and modalities.
- B. Align current personnel resources to support optimal operations and student success.

Organizational/Operational: Technology

- A. Create and implement an effective equipment replacement plan for all College computing equipment.
- B. Maintain and enhance the IT infrastructure to support College operations and to provide consistent content delivery.

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

May 19, 2020

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, May 19, 2020, via Zoom of Richland Community College by Chairman Coopridier. Chairman Coopridier also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Dr. David Coopridier, Dale Colee, Randy Prince, Bishop Wayne Dunning, Vicki Carr, Bruce Campbell and Virginia Book

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on April 21, 2020 had been distributed to the Board prior to this meeting.

Campbell moved to approve the minutes of the Regular Meeting on April 21, 2020. Bishop Dunning seconded. Voice vote being all ayes, Chairman Coopridier declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed the College community.

REORGANIZATION OF THE BOARD OF TRUSTEES AND AD HOC APPOINTMENTS

Appointment of Board Officers

Colee moved and Ritter seconded the following recommendations of officers for 2020-2021

Dr. David Coopridier – Chairman
Bishop Wayne Dunning – Vice Chairman
Randy Prince – Secretary

Chairman Coopridier appointed the following:

Liaison to the Richland Community College Foundation Board of Directors

Randy Prince

ICCTA Representative

Bruce Campbell

Bishop Wayne Dunning – Alternate

Audit Committee

Bishop Wayne Dunning

Vicki Carr

Nominating Committee

Tom Ritter

Dale Colee

WRITTEN COMMUNICATIONS

College Activities Report

Tracy Withrow gave an update on the new Richland Website that go live this week and asked for feedback on the virtual Pinning and Commencement Ceremonies that were held last week.

SPECIAL REPORTS

COLLEGE SPOTLIGHT

None

REPORT OF ICCTA

Bruce Campbell gave updates from the ICCTA Board meeting held on April 29, 2020.

- Acknowledged April as Community College Month ([#CCMonth](#)). Several trustees have shared their personal community college stories via ICCTA's news list and social media;
- Noted that despite the cancellations of ICCTA's March 13-14 meetings and April 29 Lobby Day due to COVID-19 restrictions, trustees and presidents remain connected through technology;
- Discussed the confusion surrounding the U.S. Department of Education's CARES Act guidance. The Community College Association Executives will send a letter to all member of Congress that requests three items:
 - Increased institutional flexibility in using emergency funding for essential college services;

- Student relief funding guidelines that reflect the diversity of student populations (especially low-income, first generation, and DACA students); and
 - A substantial increase in higher education relief funds;
- Learned that U.S. Sen. Richard Durbin will soon release his annual letter to high school principals regarding for-profit colleges. In his letter, Sen. Durbin will recommend that students enroll at community colleges because of their low cost and quality education options;
- Asked ICCTA to seek clarification on CARES Act reporting requirements (**ICCTA Update:** *Association of Community College Trustees and American Association of Community Colleges attorneys have since advised ICCTA that neither students nor institutions need to track how students spend the money. The only requirement for the institution is that it discloses the formula used to determine how those funds are being distributed to students.*)
- Heard an update on Gov. JB Pritzker's upcoming Executive Order that modifies the state's stay-at-home restrictions, which will be issued May 1 and extend through May 30;
- Learned that the Illinois Community College Board has created a short-term Transition Back to Campus Committee to develop a statewide, consistent response to issues such as on-campus operations, classroom instruction, enrollment trends, student support, and health and safety;
- Heard that ICCB is seeking \$18-20 million for the Illinois community college system from CARES Act discretionary emergency relief funds;
- Were informed that ICCB will extend all FY 2020 state grants until June 30, 2021, allowing programs additional time to spend those funds;
- Received an update on the Illinois General Assembly, which has not yet set a date to reconvene for its spring 2020 session. ICCTA, ICCB, and the Illinois Council of Community College Presidents continue to advocate for a \$15 million Monetary Award Program set-aside for community college students and for state funding for the Illinois community college system at FY20 levels;
- Learned that the COVID-19 pandemic has greatly reduced the state's gas tax and video gaming revenues, which is impacting community college capital funding. Colleges should be in contact with ICCB and their local legislators regarding the status of their construction projects;
- Heard a report that the Illinois Workers Compensation Commission has withdrawn its emergency rule that would have allowed essential workers who become ill from COVID-19 to claim benefits, even if they could not prove they caught the virus while on the job;

- Were informed of the Presidents Council's meeting with four-year universities regarding admission and transfer issues;
- Notified trustees that ICCTA's June 5-6 50th anniversary convention has been cancelled. The Association is exploring options for rescheduling the annual awards banquet in September; and
- Were informed that the ICCTA Nominating Committee is recommending the following candidates for 2020-2021 ICCTA office:
 - **Jon Looney** (Black Hawk) – vice president
 - **Mandy Little** (Logan) – treasurer

In addition, the nomination period for the position of 2020-2021 ICCTA secretary has been reopened until May 6. Interested trustees should submit an application and a letter of support from their board of trustees; candidates will be interviewed on May 7 via Zoom.

FACULTY REPORT

None

MONITORING REPORT

Greg Florian presented the Monitoring Report on the Budget.

MCLETC REPORT

Commander Tad Williams reported: The MCLETC has continued to bring on-line courses and live scenario training to our Recruits via an internet platform. After completing lengthy proposals, we have been able to bring Recruits back on campus, in smaller groups, to complete some of their training (based on guidelines by the ILETSB and the Governor's Office). During the week of April 20, we completed the 40 hour mandatory firearms training (MFT) for the 69 Recruits in RC20-07. Over the past two weeks, ending Friday, 05/08/20, we completed the MFT for the 31 Recruits in RC20-08 (including overnight in the residential hall).

Beginning Monday, 05/18/20, we plan to bring the RC20-07 Recruits back to complete their Academy training. This will be accomplished in three separate weeks (one group per week). If successful, all RC20-07 Recruits will have completed the academy on Friday, June 5, 2020. This is all contingent upon our latest proposal being approved by the ILETSB, ISP Medical Director, IDPH, and the Lt. Governor's Office.

REPORT OF STUDENT TRUSTEE

Student Trustee Michaila Long presented the Student Leadership Council Report.

FOUNDATION REPORT

Julie Melton reported on top accomplishment, projects in progress and new opportunities on the horizon.

EXECUTIVE SESSION

Ritter moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation as specified in Section 2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Coopridier declared the motion carried.

Meeting convened into closed session at 6:30 p.m.

Meeting reconvened into open session at 7:46 p.m.

NEW BUSINESS

APPROVAL OF CONTRACT FOR COMMUNICATION CABLE SERVICES

A recommendation was made to the Board of Trustees that would allow the College to enter into an agreement with Bodine Communications of Decatur, IL to perform underground boring & associated improvements for an amount of \$14,361.00, as presented.

Carr moved to approve the contract that would allow the College to enter into an agreement with Bodine Communication of Decatur, Illinois to perform underground boring and associated improvement for an amount of \$14,361.00, as presented. Prince seconded. Roll call vote being all ayes, Chairman Coopridier declared the motion carried.

RECOMMENDATION TO APPROVE A ONE-YEAR EXTENSION OF THE CONTRACT FOR RICHLAND FEDERAION OF TEACHERS LOCAL 4262 FOR 2020-2021

A recommended was made that the Board of Trustees approve the one-year extension of the 2018-2020 RFT contract as amended by the Memorandum of Understanding, as presented.

Ritter moved to table this recommendation due to the pandemic event. Bishop Dunning second. Roll call vote being all ayes, Chairman Coopridier declared the motion tabled.

APPROVAL FOR PURCHASE OF MOWER

A recommendation was made to the Board of Trustees authorize the Administration to purchase a Toro Z-Master 7500-D Series 96" Rear discharge Mower for the contract price of \$34,066.00 from MTI Distributing, INC. in Berkeley, MO, as presented.

Campbell moved to approve the recommendation that would allow College Administration to purchase a Toro Z-Master 7500-D Series 96" Rear discharge mower for the contract price of \$34,066.00 from MTI Distribution, Inc. in Berkeley, MO, as presented. Carr seconded. Roll call vote being all ayes, Chairman Coopride declared the motion carried.

APPROVAL OF A CONTRACT FOR THE 2020 PROTECTION, HEALTH, AND SAFETY PROJECTS

A recommendation was made to the Board of Trustees authorizing the Administration to contract with Christy-Foltz of Decatur, at a contract price of \$189,891.00 for the 2020 Protection, Health, and Safety projects, as presented.

Carr moved to approve the recommendation that would allow College Administration to contract with Christy-Foltz of Decatur, Illinois, at a contract price of \$189,891.00 for the 2020 Protection, Health, and Safety projects, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Coopride declared the motion carried.

APPROVAL TO CONTRACT FOR DARKROOM REMODEL

A recommendation was made to the Board of Trustees authorizing the Administration to contract with Christy-Foltz of Decatur, IL for the work identified at a cost of \$13,053, as presented.

Campbell moved to approve the recommendation that would allow College Administration to contract with Christy-Foltz of Decatur, Illinois for the darkroom remodel at a cost of \$13,053.00, as presented. Prince seconded. Roll call vote being all ayes, Chairman Coopride declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The April 2020 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,259,369.87 for April 2020 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

None

ITEMS FROM THE BOARD

- Randy Prince expressed his congratulations to the Richland Staff that have worked to get us where we are though this pandemic event.

ADJOURNMENT

Prince moved and Dunning seconded to adjourn the meeting at 8:07 p.m.

Randy Prince, Secretary

TO: Dr. Cris Valdez
FROM: Tracy Withrow
DATE: June 3, 2020
SUBJECT: College Activities Report

Following is *Richland Community College Activities Report* for June 16, 2020 to July 21, 2020. 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.

June – July 2020

With most on-campus activities canceled until we enter Phase 4 of the Restore Illinois plan, many staff and faculty have planned various Virtual Events to keep students engaged while taking online classes. Below you will see a list with some examples of those activities, as well as other initiatives Richland has developed to support its staff and students.

- Weekday Yoga and Meditation at 2pm via Zoom by Gabriela Brunner
- Daily wellness and fitness program updates from Scott Broyles
- Weekday meals for student pickup Monday – Thursday from 11am – 1pm
- Wednesday Food Pantry from 11am – 4pm

Recruitment Activities

- High School Student “Congratulations” Campaign
- Student Panel and Virtual Visit Events
- New Virtual Tour Video Plans
- Don’t Put Your Plans on Hold Campaign
- Fall Registration Campaigns
- In-District - University and College Students Campaign
- I Choose Richland Campaign on Social Media

To: Cris Valdez, President

From: Robin Bollhorst, Director, Human Resources & Payroll

Date: June 2, 2020

Subject: Personnel Update

New Employee

Name	Position	Start Date
Leslie Deeb	Student Success Coach	05/18/2020

Retirements, Resignations, and Terminations

Name	Position	Last Day
Jennifer Peterson	Accts Rec Coord – MCLETC	05/11/2020
Jeanne Helm	Child Care Faculty	05/15/2020
Barry Long	Student Success Coach	05/15/2020
William Mertell	Welding Faculty	05/15/2020

COMMITMENT | RESPECT | EXCELLENCE | ACCOUNTABILITY | DIVERSITY

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

RICHLAND COMMUNITY COLLEGE DISTRICT NO. 537

TENTATIVE

Annual Budget

FISCAL YEAR 2021



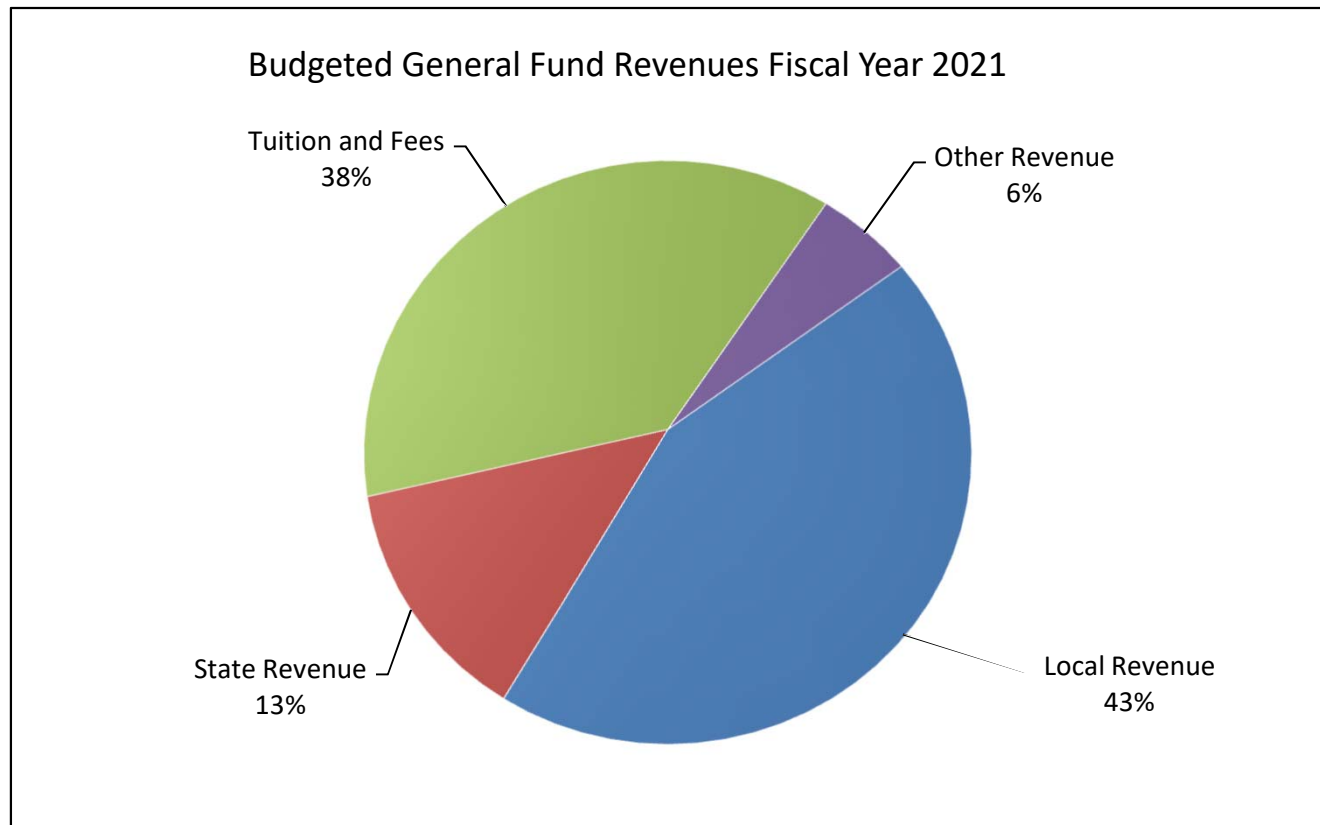
One College Park
Decatur, Illinois 62521
www.richland.edu

General Fund Revenue Budget

The General Fund consists of the Education Fund and the Operations & Maintenance Fund. These funds are used to account for all revenues and expenditures related to the educational and operational functions of the College. Revenue for the General Fund is derived from the following sources: Local Government, State Government, Tuition and Fees, and Other Sources of Revenue.

As illustrated below, the FY 2021 revenue budget of \$17,407,956 represents a decrease of approximately 1.5% from prior year.

Source	FY 2019 Budget (Current Year)	FY 2020 Budget (Proposed)	Increase / (Decrease)
Local Revenue	\$ 7,321,106	\$ 7,554,179	\$ 233,073
State Revenue	\$ 2,341,120	\$ 2,258,218	\$ (82,902)
Tuition and Fees	\$ 7,070,877	\$ 6,626,010	\$ (444,867)
Other Revenue	\$ 945,000	\$ 969,549	\$ 24,549
Total	\$ 17,678,103	\$ 17,407,956	\$ (270,147)

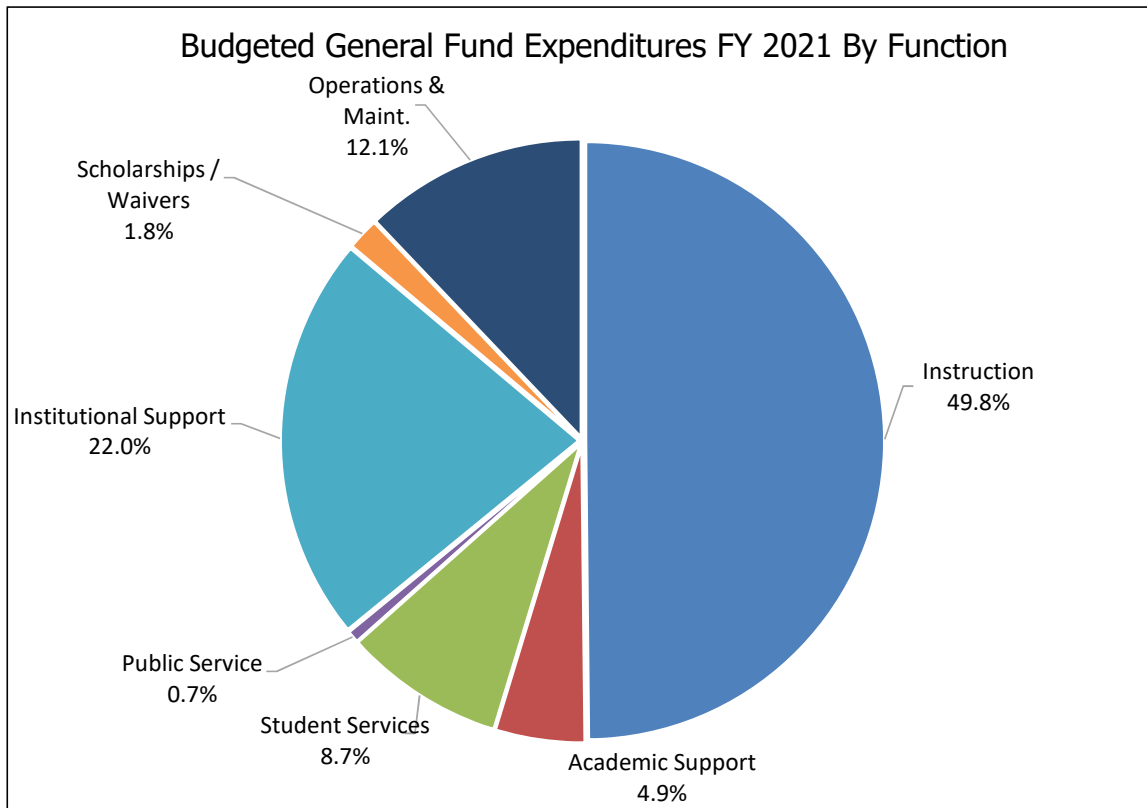


General Fund Expenditure Budget

Fiscal year 2021 budgeted expenditures for the General Fund are \$17,407,956, which includes a Transfer Out of \$51,308 to supplement auxiliary services. Of the total amount, \$15,415,406 is budgeted for the Educational Fund and \$1,992,550 in the Operations and Maintenance Fund. Expenditure information is presented in two formats. Expenditures are classified by Function (Instruction, Academic Support, Student Services, Public Service/Continuing Education, Institutional Support, and Scholarships and Waivers), and by Object (Salaries, Benefits, Contractual, Materials, Conference & Meeting, Fixed Charges, Utilities, and Capital Outlay). The following tables and graphs detail the budgeted expenditures.

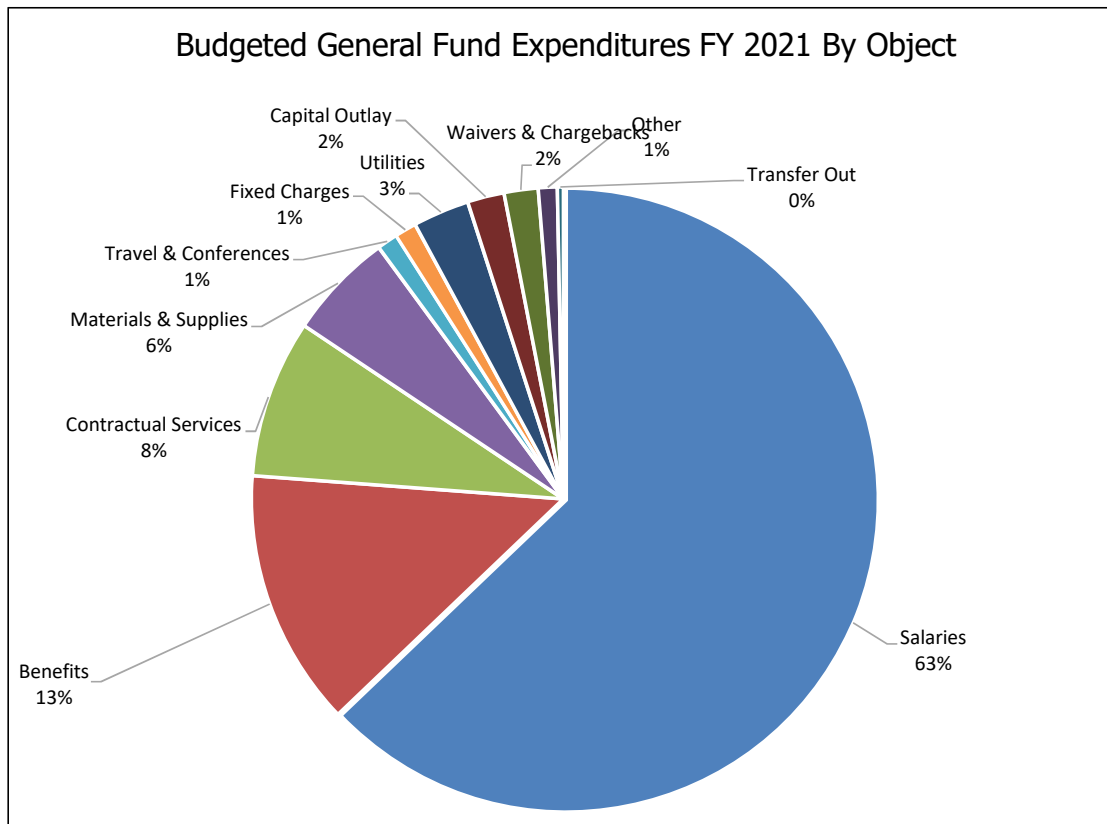
General Fund Expenditures By Function

Function	FY 2020 Budget (Current Year)	FY 2021 Budget (Proposed)	Increase / (Decrease)
Instruction	\$ 8,122,064	\$ 8,204,619	\$ 82,555
Academic Support	\$ 730,969	\$ 798,993	\$ 68,024
Student Services	\$ 1,260,642	\$ 1,436,060	\$ 175,418
Public Service	\$ 121,993	\$ 112,429	\$ (9,564)
Institutional Support	\$ 4,097,940	\$ 3,628,033	\$ (469,907)
Scholarships / Waivers	\$ 321,722	\$ 290,000	\$ (31,722)
Operations & Maint.	\$ 2,144,663	\$ 1,992,550	\$ (152,113)
Contingency	\$ 878,110	\$ 945,272	\$ 67,162
Total	\$ 17,678,103	\$ 17,407,956	\$ (270,147)



General Fund Expenditures By Object

Object	FY 2020 Budget (Current Year)	FY 2021 Budget (Proposed)	Increase / (Decrease)
Salaries	\$ 10,161,368	\$ 10,348,420	\$ 187,052
Benefits	\$ 2,050,489	\$ 2,194,764	\$ 144,275
Contractual Services	\$ 1,428,820	\$ 1,348,353	\$ (80,467)
Materials & Supplies	\$ 927,170	\$ 910,689	\$ (16,481)
Travel & Conferences	\$ 198,337	\$ 176,897	\$ (21,440)
Fixed Charges	\$ 240,105	\$ 185,040	\$ (55,065)
Utilities	\$ 491,235	\$ 482,485	\$ (8,750)
Capital Outlay	\$ 642,232	\$ 312,964	\$ (329,268)
Waivers & Chargebacks	\$ 321,722	\$ 290,000	\$ (31,722)
Other	\$ 184,360	\$ 161,764	\$ (22,596)
Transfer Out	\$ 154,155	\$ 51,308	\$ (102,847)
Budget Contingency	\$ 878,110	\$ 945,272	\$ 67,162
Total	\$ 17,678,103	\$ 17,407,956	\$ (270,147)



**Does not include budget contingency*

5 Year Expenditure Comparison

General Funds

Object	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget (Proposed)
Salaries	\$ 10,442,608	\$ 9,172,362	\$ 9,323,548	\$ 10,161,368	\$ 10,348,420
Benefits	\$ 2,188,942	\$ 1,924,973	\$ 1,704,201	\$ 2,050,489	\$ 2,194,764
Contractual Services	\$ 858,518	\$ 941,072	\$ 1,107,091	\$ 1,428,820	\$ 1,348,353
Materials & Supplies	\$ 623,912	\$ 658,078	\$ 656,610	\$ 927,170	\$ 910,689
Travel & Conferences	\$ 85,681	\$ 99,662	\$ 136,827	\$ 198,337	\$ 176,897
Fixed Charges	\$ 387,969	\$ 395,441	\$ 387,032	\$ 240,105	\$ 185,040
Utilities	\$ 507,678	\$ 513,002	\$ 500,069	\$ 491,235	\$ 482,485
Capital Outlay	\$ 140,780	\$ 61,052	\$ 83,774	\$ 642,232	\$ 312,964
Waivers & Chargebacks	\$ 670,807	\$ 393,266	\$ 293,601	\$ 321,722	\$ 290,000
Other	\$ 121,158	\$ 77,130	\$ 124,759	\$ 184,360	\$ 161,764
Transfer Out	\$ 399,840	\$ 69,820	\$ 1,281,318	\$ 154,155	\$ 51,308
Total	\$ 16,427,893	\$ 14,305,858	\$ 15,598,830	\$ 16,799,993	\$ 16,462,684

**Does not include budget contingency*

Richland Community College created a balanced budget for both FY2021 and FY 2020. The following table compares FY 2021 and FY 2020 revenue and expenditure budgets for each fund.

Revenue/Expenditure Comparison

All Funds

Fund	FY 2020 Budget (Current Year)	FY 2021 Budget (Proposed)	Prior vs. Current Increase / (Decrease)
Education	\$ 15,043,243	\$ 15,477,444	\$ 434,201
Operations & Maint.	\$ 1,925,258	\$ 2,130,252	\$ 204,994
Operations & Maint. (Restricted)*	\$ 561,283	\$ 604,055	\$ 42,772
Bond & Interest	\$ 3,390,418	\$ 2,726,113	\$ (664,305)
Auxiliary Enterprises	\$ 1,398,760	\$ 1,489,548	\$ 90,788
Restricted Purposes	\$ 10,440,417	\$ 7,878,976	\$ (2,561,441)
Working Cash	\$ 50,000	\$ 160,000	\$ 110,000
Trust & Agency Funds	\$ 120,660	\$ 99,055	\$ (21,605)
Audit	\$ 65,410	\$ 67,785	\$ 2,375
Liability, Protection & Settlement	\$ 1,936,988	\$ 1,969,855	\$ 32,867
Brush College LLC	\$ 104,565	\$ 61,570	\$ (42,995)
Macon County Law Enforcement Training Ctr	\$ 1,613,826	\$ 1,493,384	\$ (120,442)
Total All Funds	\$ 36,650,828	\$ 34,158,037	\$ (2,492,791)

*Fund balance appropriations are included here

Revenue within each fund is classified according to source: Local sources, State sources, Tuition and Fees, and Other Sources (includes Transfers In). The table below illustrates revenue sources by fund for the FY 2021 budget.

Revenue Sources All Funds

Fund	Local Govt. Sources	State Govt. Sources	Federal Govt. Sources	Tuition and Fees	Other Sources*	Total
Education	\$ 6,594,503	\$ 2,196,218	\$ -	\$ 6,126,925	\$ 497,760	\$ 15,415,406
Operations & Maint.	\$ 959,676	\$ 62,000	\$ -	\$ 499,085	\$ 471,789	\$ 1,992,550
Operations & Maint. (Restricted)*	\$ 382,414	\$ 859,654	\$ -	\$ -	\$ 8,149,985	\$ 9,392,053
Bond & Interest	\$ 2,773,045	\$ -	\$ -	\$ -	\$ 99,970	\$ 2,873,015
Auxiliary Enterprises	\$ -	\$ -	\$ -	\$ 88,803	\$ 1,511,129	\$ 1,599,932
Restricted Purposes*	\$ -	\$ 2,051,832	\$ 5,453,298	\$ -	\$ 950,600	\$ 8,455,730
Working Cash	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ 130,000
Trust & Agency Funds	\$ -	\$ -	\$ -	\$ 55,125	\$ 18,300	\$ 73,425
Audit	\$ 66,946	\$ -	\$ -	\$ -	\$ 500	\$ 67,446
Liability, Protection & Settlement	\$ 2,109,378	\$ -	\$ -	\$ 10,000	\$ 15,050	\$ 2,134,428
Brush College LLC	\$ -	\$ -	\$ -	\$ -	\$ 61,570	\$ 61,570
Macon County Law Enforcement Training Center	\$ -	\$ -	\$ -	\$ -	\$ 1,493,384	\$ 1,493,384
Total All Funds	\$ 12,885,962	\$ 5,169,704	\$ 5,453,298	\$ 6,779,938	\$ 13,400,037	\$ 43,688,939

*Fund balance appropriations are included here

**Richland Community College
Summary of Fiscal Year 2021 Budget by Fund**

	General Funds		Special Revenue Funds			Debt Service Fund
	Education Fund	Operations and Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability Protection and Settlement Fund	Bond and Interest Fund
Beginning Fund Balance *	\$5,927,212	\$939,628	\$80,997	\$64,334	\$1,578,120	\$75,570
Revenues**	15,415,406	1,992,550	8,455,730	67,446	2,134,428	2,873,015
Expenditures***	(14,418,826)	(1,992,550)	(8,449,730)	(55,860)	(1,637,082)	(2,873,015)
Net Operating Transfers	(45,308)	0	(6,000)	0	0	0
Ending Fund Balance	<u>\$6,878,484</u>	<u>\$939,628</u>	<u>\$80,997</u>	<u>\$75,920</u>	<u>\$2,075,466</u>	<u>\$75,570</u>

	Capital Projects Fund	Proprietary Funds			Fiduciary Funds		
	Operations & Maintenance Fund (Restricted)	Auxiliary Enterprises Fund	Brush College LLC	Macon Co. Law Enforcement Training Ctr	Working Cash Fund	Trust and Agency Fund	Totals
Beginning Fund Balance *	\$1,898,691	\$57,095	\$1,557,084	\$329,311	\$8,349,893	\$0	\$20,857,935
Revenues**	9,392,053	1,548,624	61,570	1,493,384	130,000	73,425	\$43,637,631
Expenditures***	(9,392,053)	(1,599,932)	(61,570)	(1,493,384)	(130,000)	(73,425)	(\$42,177,427)
Net Operating Transfers	0	51,308	0	0	0	0	\$0
Ending Fund Balance	<u>\$1,898,691</u>	<u>\$57,095</u>	<u>\$1,557,084</u>	<u>\$329,311</u>	<u>\$8,349,893</u>	<u>\$0</u>	<u>\$22,318,139</u>

**Estimated*

***Does not include Fund Balance Appropriations*

****Does not include Budget Contingency*

Education Fund

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Student Tuition & Fees					
Chargeback	\$2,533.14	\$0.00	\$0.00	\$0.00	\$0.00
Tuition-Credit	\$5,861,605.26	\$5,765,209.41	\$5,446,300.76	\$5,656,032.00	\$5,514,364.00
Various Fees	\$655,593.84	\$698,277.25	\$742,578.00	\$823,194.00	\$612,561.00
	\$6,519,732.24	\$6,463,486.66	\$6,188,878.76	\$6,479,226.00	\$6,126,925.00
Local Government Sources					
Current Taxes	\$6,148,836.98	\$6,257,534.69	\$6,313,203.13	\$6,391,484.00	\$6,588,503.00
Interest on Taxes	\$707.75	\$743.46	\$2,862.14	\$600.00	\$6,000.00
	\$6,149,544.73	\$6,258,278.15	\$6,316,065.27	\$6,392,084.00	\$6,594,503.00
State Government Sources					
ICCB CTE Formula Grant	\$408,234.00	\$226,810.19	\$233,870.00	\$234,450.00	\$230,000.00
ICCB Credit Hour Grants	\$1,927,790.00	\$1,666,304.99	\$900,408.83	\$1,498,596.00	\$1,636,218.00
ICCB Equalization Grant	\$41,230.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Replacement Taxes	\$521,858.83	\$385,224.49	\$360,091.39	\$280,000.00	\$280,000.00
	\$2,899,112.83	\$2,328,339.67	\$1,544,370.22	\$2,063,046.00	\$2,196,218.00
Investment Revenue					
Investment Revenue	\$7,130.81	\$24,717.56	\$129,432.59	\$54,650.00	\$61,000.00
	\$7,130.81	\$24,717.56	\$129,432.59	\$54,650.00	\$61,000.00
Other Revenue					
Bond Proceeds	\$366,617.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Revenue	\$508,376.84	\$332,795.05	\$351,622.90	\$381,285.00	\$306,760.00
Transfer In	\$65,587.19	\$105,828.90	\$170,129.46	\$160,000.00	\$130,000.00
	\$940,581.03	\$438,623.95	\$521,752.36	\$541,285.00	\$436,760.00
Education Fund Revenues	\$16,516,101.64	\$15,513,445.99	\$14,700,499.20	\$15,530,291.00	\$15,415,406.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Academic Support					
Salaries	\$328,614.45	\$275,050.73	\$300,745.00	\$336,253.00	\$366,755.00
Employee Benefits	\$92,257.28	\$75,214.27	\$69,205.88	\$96,058.00	\$110,856.00
Contractual Services	\$1,973.00	\$3,333.50	\$3,965.54	\$4,604.00	\$7,303.00
Materials & Supplies	\$202,146.68	\$213,516.14	\$222,139.42	\$285,774.00	\$304,738.75
Conference & Meeting Exp	\$1,211.19	\$4,190.40	\$7,111.71	\$8,280.00	\$9,340.00
Utilities	\$9,880.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$1,796.68	\$0.00	\$0.00	\$0.00
	\$636,082.60	\$573,101.72	\$603,167.55	\$730,969.00	\$798,992.75
Institutional Support					
Salaries	\$2,314,482.40	\$1,539,541.12	\$1,593,083.39	\$1,794,362.00	\$1,844,100.00
Employee Benefits	\$668,710.51	\$548,394.92	\$384,051.03	\$520,893.00	\$507,826.00
Contractual Services	\$291,219.89	\$329,992.08	\$419,507.69	\$502,827.00	\$470,691.00
Materials & Supplies	\$178,699.15	\$184,872.35	\$145,212.01	\$201,970.00	\$195,095.00
Conference & Meeting Exp	\$69,432.23	\$64,146.71	\$76,839.86	\$107,960.00	\$93,750.00
Fixed Charges	\$67,069.08	\$113,188.49	\$131,520.20	\$104,495.00	\$74,850.00
Utilities	\$3,462.70	\$2,940.00	\$3,540.00	\$4,260.00	\$4,260.00
Capital Outlay	\$138,704.78	\$10,348.12	\$0.00	\$522,658.00	\$224,390.00
Other Expense	\$121,158.04	\$77,130.11	\$124,759.14	\$184,360.00	\$161,764.00
	\$3,852,938.78	\$2,870,553.90	\$2,878,513.32	\$3,943,785.00	\$3,576,726.00
Instruction					
Salaries	\$6,468,762.01	\$6,309,219.11	\$6,384,727.54	\$6,708,332.00	\$6,732,171.60

Education Fund

Instruction

Employee Benefits	\$1,101,622.79	\$1,051,390.68	\$972,312.40	\$1,071,781.00	\$1,156,165.00
Contractual Services	\$23,736.90	\$33,922.60	\$60,819.89	\$77,890.00	\$76,325.00
Materials & Supplies	\$125,016.68	\$105,180.30	\$135,593.15	\$214,607.00	\$195,483.64
Conference & Meeting Exp	\$10,606.15	\$19,517.16	\$27,967.01	\$49,454.00	\$44,473.33
Capital Outlay	\$0.00	\$0.00	\$3,032.00	\$0.00	\$0.00
	<u>\$7,729,744.53</u>	<u>\$7,519,229.85</u>	<u>\$7,584,451.99</u>	<u>\$8,122,064.00</u>	<u>\$8,204,618.57</u>

Public Service

Salaries	\$0.00	\$259.89	\$0.00	\$89,085.00	\$94,805.00
Employee Benefits	\$0.00	\$0.00	\$0.00	\$25,313.00	\$829.00
Contractual Services	\$0.00	\$125.00	\$100.00	\$125.00	\$10,125.00
Materials & Supplies	\$0.00	\$725.00	\$400.00	\$1,500.00	\$1,250.00
Conference & Meeting Exp	\$0.00	\$0.00	\$0.00	\$5,250.00	\$4,700.00
Utilities	\$0.00	\$0.00	\$300.00	\$720.00	\$720.00
	<u>\$0.00</u>	<u>\$1,109.89</u>	<u>\$800.00</u>	<u>\$121,993.00</u>	<u>\$112,429.00</u>

Scholarships & Waivers

Contractual Services	-\$169.50	\$0.00	\$0.00	\$0.00	\$0.00
Other Expense	\$208,261.16	\$171,159.94	\$168,533.59	\$240,000.00	\$240,000.00
Chargeback Expense	\$49,795.11	\$0.00	\$0.00	\$0.00	\$0.00
Tuition Adjustments	<u>\$412,750.94</u>	<u>\$222,106.25</u>	<u>\$125,066.57</u>	<u>\$81,722.00</u>	<u>\$50,000.00</u>
	\$670,637.71	\$393,266.19	\$293,600.16	\$321,722.00	\$290,000.00

Student Services

Salaries	\$1,060,547.86	\$871,468.72	\$865,422.20	\$935,153.00	\$1,011,293.00
Employee Benefits	\$239,013.39	\$209,783.26	\$230,757.76	\$237,521.00	\$324,437.00
Contractual Services	\$109.00	\$7,619.35	\$871.87	\$5,724.00	\$22,584.00
Materials & Supplies	\$33,642.25	\$39,105.56	\$40,894.47	\$55,559.00	\$53,362.00
Conference & Meeting Exp	\$4,229.71	\$10,974.44	\$24,507.18	\$26,685.00	\$24,384.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$1,337,542.21</u>	<u>\$1,138,951.33</u>	<u>\$1,162,453.48</u>	<u>\$1,260,642.00</u>	<u>\$1,436,060.00</u>

Transfers & Contingency

Transfers	\$399,840.21	\$69,819.65	\$531,318.00	\$154,155.00	\$51,308.00
Budget Contingency	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$874,961.00</u>	<u>\$945,272.00</u>
	\$399,840.21	\$69,819.65	\$531,318.00	\$1,029,116.00	\$996,580.00

Education Fund Expenditures	\$14,626,786.04	\$12,566,032.53	\$13,054,304.50	\$15,530,291.00	\$15,415,406.32
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Operations & Maintenance

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Student Tuition & Fees					
Tuition-Credit	\$432,201.74	\$326,254.09	\$535,840.24	\$507,077.00	\$425,576.00
Various Fees	\$109,375.16	\$82,814.00	\$80,709.00	\$84,574.00	\$73,509.00
	<u>\$541,576.90</u>	<u>\$409,068.09</u>	<u>\$616,549.24</u>	<u>\$591,651.00</u>	<u>\$499,085.00</u>
Local Government Sources					
Current Taxes	\$894,317.04	\$911,925.20	\$917,929.41	\$928,772.00	\$958,676.00
Interest on Taxes	\$102.95	\$105.12	\$416.48	\$250.00	\$1,000.00
	<u>\$894,419.99</u>	<u>\$912,030.32</u>	<u>\$918,345.89</u>	<u>\$929,022.00</u>	<u>\$959,676.00</u>
State Government Sources					
ICCB Credit Hour Grants	\$0.00	\$0.00	\$750,000.00	\$278,074.00	\$62,000.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$750,000.00</u>	<u>\$278,074.00</u>	<u>\$62,000.00</u>
Other Revenue					
Facility Rental	\$239,818.00	\$270,487.32	\$270,413.41	\$264,805.00	\$252,455.00
Other Revenue	\$122,848.60	\$165,326.00	\$138,645.68	\$76,760.00	\$219,334.00
Transfer In	\$0.00	\$0.00	\$0.00	\$7,500.00	\$0.00
	<u>\$362,666.60</u>	<u>\$435,813.32</u>	<u>\$409,059.09</u>	<u>\$349,065.00</u>	<u>\$471,789.00</u>
Operations & Maintenance Revenues	\$1,798,663.49	\$1,756,911.73	\$2,693,954.22	\$2,147,812.00	\$1,992,550.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Expenses					
Salaries	\$268,079.53	\$174,353.57	\$173,726.75	\$298,173.00	\$299,295.00
Employee Benefits	\$84,620.43	\$39,136.57	\$47,806.99	\$98,933.00	\$94,651.00
Contractual Services	\$532,636.84	\$554,598.97	\$615,004.69	\$837,650.00	\$761,325.00
Materials & Supplies	\$83,534.14	\$113,423.48	\$111,538.42	\$167,760.00	\$160,760.00
Conference & Meeting Exp	\$150.00	\$53.79	\$0.00	\$708.00	\$250.00
Fixed Charges	\$320,900.10	\$282,253.40	\$255,512.20	\$135,610.00	\$110,190.00
Utilities	\$494,335.30	\$510,061.50	\$496,229.30	\$486,255.00	\$477,505.00
Capital Outlay	\$2,075.00	\$48,907.01	\$80,741.63	\$119,574.00	\$88,574.00
	<u>\$1,786,331.34</u>	<u>\$1,722,788.29</u>	<u>\$1,780,559.98</u>	<u>\$2,144,663.00</u>	<u>\$1,992,550.00</u>
Public Safety					
Salaries	\$2,121.57	\$2,468.40	\$5,843.72	\$0.00	\$0.00
Employee Benefits	\$2,718.34	\$1,052.98	\$66.73	\$0.00	\$0.00
Contractual Services	\$9,012.53	\$11,479.83	\$6,821.13	\$0.00	\$0.00
Materials & Supplies	\$872.84	\$1,255.30	\$832.33	\$0.00	\$0.00
Conference & Meeting Exp	\$52.48	\$779.51	\$400.80	\$0.00	\$0.00
	<u>\$14,777.76</u>	<u>\$17,036.02</u>	<u>\$13,964.71</u>	<u>\$0.00</u>	<u>\$0.00</u>
Transfers & Contingency					
Transfers	\$0.00	\$0.00	\$750,000.00	\$0.00	\$0.00
Budget Contingency	\$0.00	\$0.00	\$0.00	\$3,149.00	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$750,000.00</u>	<u>\$3,149.00</u>	<u>\$0.00</u>
Operations & Maintenance Expenditures	\$1,801,109.10	\$1,739,824.31	\$2,544,524.69	\$2,147,812.00	\$1,992,550.00

Oper & Maint Restricted

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Local Government Sources					
Current Taxes	\$0.00	\$321,405.64	\$182,116.09	\$472,856.00	\$381,914.00
Interest on Taxes	\$0.00	\$37.40	\$91.52	\$50.00	\$500.00
	\$0.00	\$321,443.04	\$182,207.61	\$472,906.00	\$382,414.00
Investment Revenue					
Int on Cash/IL Funds Acc	\$3,008.59	\$14,842.79	\$15,646.99	\$9,000.00	\$20,000.00
Interest on Investments	\$29.90	\$0.00	\$0.00	\$0.00	\$0.00
	\$3,038.49	\$14,842.79	\$15,646.99	\$9,000.00	\$20,000.00
Other Revenue					
Bond Proceeds	\$363,383.00	\$80,976.39	\$0.00	\$14,970,000.00	\$0.00
FundBalanceAppropriation	\$0.00	\$0.00	\$0.00	\$538,889.00	\$8,129,985.00
Gifts/Donations	\$698,471.39	\$2,930,226.15	\$70.97	\$0.00	\$0.00
Grants Revenue	\$2,793.00	\$0.00	\$0.00	\$644,740.00	\$0.00
Proceeds-L/T Lease Cap.	\$0.00	\$134,109.75	\$0.00	\$0.00	\$0.00
Reimbursed Expenditures	\$0.00	\$0.00	\$427,148.39	\$0.00	\$0.00
Revenue-Misc/OtherSource	\$0.00	\$25,390.96	\$0.00	\$0.00	\$859,654.00
Transfer In	\$0.00	\$141,135.46	\$773,622.68	\$0.00	\$0.00
	\$1,064,647.39	\$3,311,838.71	\$1,200,842.04	\$16,153,629.00	\$8,989,639.00
Oper & Maint Restricted Revenues	\$1,067,685.88	\$3,648,124.54	\$1,398,696.64	\$16,635,535.00	\$9,392,053.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Expenses					
Contractual Services	\$9,303.67	\$84,887.63	\$1,674.20	\$29,632.00	\$0.00
Materials & Supplies	\$0.00	\$9,311.53	\$10,851.83	\$0.00	\$0.00
Capital Outlay	\$772,195.48	\$3,853,157.06	\$251,558.87	\$16,605,903.00	\$9,392,053.00
	\$781,499.15	\$3,947,356.22	\$264,084.90	\$16,635,535.00	\$9,392,053.00
Transfers & Contingency					
Transfers	\$0.00	\$141,135.46	\$23,622.68	\$0.00	\$0.00
	\$0.00	\$141,135.46	\$23,622.68	\$0.00	\$0.00
Oper & Maint Restricted Expenditures	\$781,499.15	\$4,088,491.68	\$287,707.58	\$16,635,535.00	\$9,392,053.00

Bond & Interest Fund

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Local Government Sources					
Current Taxes	\$3,294,896.93	\$3,311,750.07	\$3,392,167.19	\$2,731,143.00	\$2,771,545.00
Interest on Taxes	\$379.89	\$383.04	\$1,543.01	\$750.00	\$1,500.00
	<u>\$3,295,276.82</u>	<u>\$3,312,133.11</u>	<u>\$3,393,710.20</u>	<u>\$2,731,893.00</u>	<u>\$2,773,045.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$3,868.04	\$7,857.86	\$3,560.33	\$2,800.00	\$3,000.00
	<u>\$3,868.04</u>	<u>\$7,857.86</u>	<u>\$3,560.33</u>	<u>\$2,800.00</u>	<u>\$3,000.00</u>
Other Revenue					
Bond Proceeds	\$0.00	\$739,023.61	\$0.00	\$100,205.00	\$0.00
FundBalanceAppropriation	\$0.00	\$0.00	\$0.00	\$0.00	\$96,970.00
	<u>\$0.00</u>	<u>\$739,023.61</u>	<u>\$0.00</u>	<u>\$100,205.00</u>	<u>\$96,970.00</u>
Bond & Interest Fund Revenues	\$3,299,144.86	\$4,059,014.58	\$3,397,270.53	\$2,834,898.00	\$2,873,015.00
	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Bond & Interest					
Fixed Charges	\$3,285,856.11	\$4,040,871.11	\$3,378,027.86	\$2,832,898.00	\$2,871,515.00
Other Expense	\$3,000.00	\$2,500.00	\$2,500.00	\$2,000.00	\$1,500.00
	<u>\$3,288,856.11</u>	<u>\$4,043,371.11</u>	<u>\$3,380,527.86</u>	<u>\$2,834,898.00</u>	<u>\$2,873,015.00</u>
Bond & Interest Fund Expenditures	\$3,288,856.11	\$4,043,371.11	\$3,380,527.86	\$2,834,898.00	\$2,873,015.00

Auxiliary Enterprises

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Student Tuition & Fees					
Fitness Membership Fees	\$16,630.00	\$76,285.75	\$68,090.75	\$66,430.00	\$61,132.00
Fitness Tuition	\$13,559.00	\$11,495.00	\$7,581.00	\$6,800.00	\$6,800.00
Tuition-Credit	\$0.00	\$0.00	\$18,100.00	\$32,000.00	\$20,871.00
	<u>\$30,189.00</u>	<u>\$87,780.75</u>	<u>\$93,771.75</u>	<u>\$105,230.00</u>	<u>\$88,803.00</u>
Customized Training					
CPED Contract Revenue	\$53,041.73	\$62,963.76	\$64,426.02	\$53,000.00	\$36,000.00
CPED Credit Revenue	\$343,705.91	\$340,698.60	\$421,951.18	\$340,000.00	\$340,000.00
CPED Expense Billed	\$0.00	\$0.00	\$0.00	\$0.00	\$48,000.00
CPED Non-Credit Revenue	\$118,193.66	\$108,983.40	\$99,191.40	\$106,500.00	\$102,628.00
Fitness Ctr Contracual	\$0.00	\$900.00	\$640.00	\$0.00	\$0.00
	<u>\$514,941.30</u>	<u>\$513,545.76</u>	<u>\$586,208.60</u>	<u>\$499,500.00</u>	<u>\$526,628.00</u>
Auxiliary Enterprises					
Airline Catering	\$0.00	\$3,965.01	\$1,650.50	\$3,000.00	\$500.00
Catering Revenue	\$0.00	\$294,842.11	\$545,103.30	\$475,000.00	\$620,000.00
Sales Revenue	\$105,051.80	\$247,819.20	\$300,971.55	\$312,485.00	\$250,820.00
Special Event Revenue	\$74,488.95	\$52,913.00	\$30,272.85	\$33,885.00	\$27,000.00
Theatre Ticket Revenue	\$1,947.00	\$0.00	\$0.00	\$0.00	\$0.00
Vending Service Revenue	\$13,201.26	\$12,149.28	\$11,960.08	\$10,000.00	\$0.00
	<u>\$194,689.01</u>	<u>\$611,688.60</u>	<u>\$889,958.28</u>	<u>\$834,370.00</u>	<u>\$898,320.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$1,392.17	\$4,582.24	\$14,351.52	\$5,000.00	\$0.00
	<u>\$1,392.17</u>	<u>\$4,582.24</u>	<u>\$14,351.52</u>	<u>\$5,000.00</u>	<u>\$0.00</u>
Other Revenue					
Facility Rental	\$28,356.00	\$29,530.00	\$24,770.00	\$28,000.00	\$28,000.00
CCRS Paid Revenue	\$11,087.51	\$0.00	\$0.00	\$0.00	\$0.00
Child Care Revenue	\$89,576.52	\$0.00	\$0.00	\$0.00	\$0.00
Child Care Transfer Rev	\$60,737.61	\$0.00	\$0.00	\$0.00	\$0.00
Copy Center Fees	\$26,533.10	\$0.00	\$0.00	\$0.00	\$0.00
Customer Appreciation	\$0.00	\$8,326.51	\$9,147.53	\$7,000.00	\$6,000.00
FundBalanceAppropriation	\$0.00	\$0.00	\$0.00	\$16,565.00	\$0.00
Gifts/Donations	\$0.00	\$15,000.00	\$21,000.00	\$20,000.00	\$0.00
Reimbursed Expenditures	\$0.00	\$14,896.61	\$7,129.72	\$0.00	\$0.00
Revenue-Contractual	\$4,546.00	\$3,402.00	\$4,040.69	\$1,313.00	\$879.00
Revenue-Misc/OtherSource	\$7,494.52	\$236.48	\$41.13	\$0.00	\$0.00
Transfer In	\$415,733.63	\$114,425.00	\$464,788.32	\$66,820.00	\$51,302.00
	<u>\$644,064.89</u>	<u>\$185,816.60</u>	<u>\$530,917.39</u>	<u>\$139,698.00</u>	<u>\$86,181.00</u>
Auxiliary Enterprises Revenues	\$1,385,276.37	\$1,403,413.95	\$2,115,207.54	\$1,583,798.00	\$1,599,932.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Childcare Services					
Salaries	\$114,619.85	\$0.00	\$0.00	\$0.00	\$0.00
Employee Benefits	\$28,014.13	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$17,238.04	\$0.00	\$0.00	\$0.00	\$0.00
Materials & Supplies	-\$1,151.38	\$0.00	\$0.00	\$0.00	\$0.00
Other Expense	\$2,682.04	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$161,402.68</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Institutional Support					
Materials & Supplies	\$10,240.06	\$0.00	\$0.00	\$0.00	\$0.00
Fixed Charges	\$37,531.07	\$0.00	\$0.00	\$0.00	\$0.00

Auxiliary Enterprises

Institutional Support

Capital Outlay	\$10,333.33	\$10,333.33	\$0.00	\$10,333.00	\$0.00
	\$58,104.46	\$10,333.33	\$0.00	\$10,333.00	\$0.00

Instruction

Salaries	\$218,735.05	\$222,898.42	\$232,682.40	\$223,323.00	\$242,227.00
Employee Benefits	\$33,524.26	\$42,691.18	\$38,235.44	\$41,892.00	\$46,666.00
Contractual Services	\$35,556.38	\$39,506.12	\$33,768.39	\$37,775.00	\$36,775.00
Materials & Supplies	\$46,163.70	\$24,100.34	\$44,860.66	\$84,345.00	\$93,325.00
Conference & Meeting Exp	\$1,220.77	\$2,250.72	\$1,605.59	\$3,350.00	\$4,100.00
Fixed Charges	\$24,184.76	\$21,445.00	\$21,225.13	\$21,300.00	\$21,750.00
Capital Outlay	\$0.00	\$5,000.00	\$0.00	\$5,200.00	\$0.00
Other Expense	\$609.69	\$64.03	\$99.53	\$50.00	\$50.00
	\$359,994.61	\$357,955.81	\$372,477.14	\$417,235.00	\$444,893.00

Public Service

Salaries	\$303,576.95	\$325,129.29	\$399,257.68	\$428,212.00	\$480,011.00
Employee Benefits	\$75,255.83	\$62,362.64	\$65,694.87	\$83,678.00	\$102,838.00
Contractual Services	\$23,374.90	\$31,822.25	\$36,967.33	\$41,597.00	\$19,575.00
Materials & Supplies	\$127,362.22	\$427,273.70	\$640,005.46	\$557,064.00	\$532,265.00
Conference & Meeting Exp	\$1,073.29	\$2,064.24	\$7,015.95	\$8,380.00	\$3,800.00
Fixed Charges	\$9,476.75	\$14,063.27	\$16,249.65	\$16,128.00	\$14,800.00
Utilities	\$281.34	\$176.27	\$62.17	\$125.00	\$0.00
Capital Outlay	\$0.00	\$44,766.76	\$14,270.55	\$20,000.00	\$0.00
Other Expense	\$1,077.00	\$624.33	\$1,247.39	\$300.00	\$1,750.00
	\$541,478.28	\$908,282.75	\$1,180,771.05	\$1,155,484.00	\$1,155,039.00

Transfers & Contingency

Transfers	\$0.00	\$60,000.00	\$404,730.32	\$0.00	\$0.00
Budget Contingency	\$0.00	\$0.00	\$0.00	\$6,746.00	\$0.00
	\$0.00	\$60,000.00	\$404,730.32	\$6,746.00	\$0.00

Auxiliary Enterprises Expenditures

	\$1,120,980.03	\$1,336,571.89	\$1,957,978.51	\$1,589,798.00	\$1,599,932.00
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Restricted Purposes Fund

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
State Government Sources					
ICCB CTE Formula Grant	\$0.00	\$23,689.81	\$0.00	\$0.00	\$0.00
	\$0.00	\$23,689.81	\$0.00	\$0.00	\$0.00
Financial Aid					
Financial Aid	\$6,670,253.19	\$6,441,617.15	\$6,759,290.39	\$8,095,379.00	\$7,352,221.00
	\$6,670,253.19	\$6,441,617.15	\$6,759,290.39	\$8,095,379.00	\$7,352,221.00
Investment Revenue					
Int on Cash/IL Funds Acc	\$301.85	\$537.47	\$881.86	\$0.00	\$500.00
Interest on Investments	\$749.99	\$1,149.46	\$1,200.00	\$0.00	\$100.00
	\$1,051.84	\$1,686.93	\$2,081.86	\$0.00	\$600.00
Other Revenue					
Contributions	\$0.00	\$0.00	\$0.00	\$45,000.00	\$0.00
FundBalanceAppropriation	\$0.00	\$0.00	\$0.00	\$79,830.00	\$0.00
Gifts/Donations	\$54,682.42	\$28,420.69	\$106,287.57	\$107,918.33	\$0.00
Grants Revenue	\$1,340,579.98	\$1,366,087.24	\$2,226,526.19	\$2,748,623.60	\$1,102,909.00
Revenue-Contractual	\$74,981.02	\$1,000.00	\$2,670.00	\$0.00	\$0.00
Revenue-Misc/OtherSource	\$10,167.65	\$16,338.99	\$200.00	\$0.00	\$0.00
Sale of Equipment	\$900.00	\$2,500.00	\$0.00	\$0.00	\$0.00
Transfer In	\$121,245.43	\$49,144.65	\$471,260.00	\$598,909.00	\$0.00
	\$1,602,556.50	\$1,463,491.57	\$2,806,943.76	\$3,580,280.93	\$1,102,909.00
Restricted Purposes Fund Revenues	\$8,273,861.53	\$7,930,485.46	\$9,568,316.01	\$11,675,659.93	\$8,455,730.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Academic Support					
Salaries	\$14,462.16	\$15,713.26	\$28,276.71	\$10,306.00	\$0.00
Materials & Supplies	\$8,295.00	\$1,500.00	\$0.00	\$15,836.00	\$0.00
Capital Outlay	\$1,381.83	\$0.00	\$29,705.25	\$61,793.67	\$0.00
	\$24,138.99	\$17,213.26	\$57,981.96	\$87,935.67	\$0.00
Childcare Services					
Salaries	\$938.45	\$0.00	\$0.00	\$0.00	\$0.00
	\$938.45	\$0.00	\$0.00	\$0.00	\$0.00
Expenses					
Salaries	\$0.00	\$2,622.46	\$4,883.99	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
Materials & Supplies	\$0.00	\$0.00	\$1,573.96	\$4,850.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$77,091.06	\$99,150.00	\$0.00
	\$0.00	\$2,622.46	\$83,549.01	\$114,000.00	\$0.00
Financial Aid					
Salaries	\$4,543.69	\$2,380.15	\$2,165.64	\$15,472.00	\$67,294.00
Financial Aid Expense	\$6,634,024.80	\$6,381,612.82	\$6,727,858.23	\$8,031,414.00	\$7,284,927.00
	\$6,638,568.49	\$6,383,992.97	\$6,730,023.87	\$8,046,886.00	\$7,352,221.00
Institutional Support					
Salaries	\$17,804.50	\$17,209.50	\$12,405.77	\$19,628.00	\$15,100.00
Employee Benefits	\$2,597.86	\$2,883.80	\$3,204.90	\$2,244.00	\$3,000.00
Contractual Services	\$6,383.27	\$499.77	\$4,999.90	\$46,971.00	\$11,000.00
Materials & Supplies	\$139.58	\$0.00	\$32,589.10	\$61,795.00	\$18,000.00
Conference & Meeting Exp	\$5,290.13	\$2,110.36	\$6,020.53	\$6,320.00	\$5,000.00

Restricted Purposes Fund

Institutional Support

Capital Outlay	\$8,246.55	\$0.00	\$136,643.65	\$138,051.33	\$0.00
	\$40,461.89	\$22,703.43	\$195,863.85	\$275,009.33	\$52,100.00

Instruction

Salaries	\$143,175.30	\$221,210.91	\$208,393.51	\$274,098.00	\$120,000.00
Employee Benefits	\$11,555.11	\$12,329.21	\$24,721.76	\$44,691.00	\$10,500.00
Contractual Services	\$23,665.00	\$69,944.51	\$324,374.23	\$220,911.00	\$38,000.00
Materials & Supplies	\$61,929.15	\$45,102.64	\$120,441.11	\$149,092.20	\$8,200.00
Conference & Meeting Exp	\$1,114.64	\$1,520.20	\$88.98	\$1,886.00	\$0.00
Fixed Charges	\$5,215.34	\$5,305.25	\$27,657.81	\$41,249.00	\$0.00
Capital Outlay	\$69,298.96	\$135,108.18	\$355,357.91	\$426,373.00	\$5,000.00
	\$315,953.50	\$490,520.90	\$1,061,035.31	\$1,158,300.20	\$181,700.00

Public Service

Salaries	\$131,517.51	\$33,610.47	\$74,957.07	\$26,168.10	\$20,000.00
Employee Benefits	\$49,493.79	\$7,225.26	\$8,939.26	\$1,160.10	\$1,200.00
Contractual Services	\$28,128.40	\$0.00	\$137,384.70	\$70,500.00	\$35,000.00
Materials & Supplies	\$30,256.40	\$3,076.09	\$37,224.42	\$171,283.00	\$0.00
Conference & Meeting Exp	\$11,104.02	\$0.00	\$360.00	\$0.00	\$0.00
Fixed Charges	\$6,950.00	\$0.00	\$21,827.89	\$18,142.00	\$0.00
Utilities	\$2,220.76	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$5,915.40	\$0.00	\$0.00
Other Expense	\$0.00	\$260.30	\$0.00	\$0.00	\$0.00
	\$259,670.88	\$44,172.12	\$286,608.74	\$287,253.20	\$56,200.00

Student Activities

Salaries	\$130,586.63	\$143,951.62	\$168,273.60	\$383,250.40	\$380,784.00
Employee Benefits	\$33,634.93	\$42,105.53	\$43,001.92	\$69,689.00	\$144,476.00
Contractual Services	\$3,675.00	\$5,175.00	\$15,068.10	\$59,050.00	\$97,795.00
Materials & Supplies	\$12,988.13	\$5,049.43	\$5,824.77	\$16,470.00	\$6,100.00
Conference & Meeting Exp	\$17,109.04	\$24,383.30	\$44,952.53	\$21,950.00	\$9,954.00
Fixed Charges	\$0.00	\$0.00	\$0.00	\$20,428.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$6,788.02	\$36,230.00	\$0.00
Other Expense	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00
	\$197,993.73	\$220,664.88	\$283,908.94	\$609,567.40	\$639,109.00

Student Services

Salaries	\$280,658.98	\$305,273.46	\$344,834.77	\$371,316.75	\$111,620.00
Employee Benefits	\$109,745.82	\$128,825.57	\$155,337.20	\$175,898.00	\$54,400.00
Contractual Services	\$151,493.75	\$188,670.48	\$118,550.66	\$456,447.25	\$8,000.00
Materials & Supplies	\$16,950.52	\$19,681.32	\$36,835.00	\$23,258.33	\$380.00
Conference & Meeting Exp	\$5,565.06	\$16,630.94	\$8,075.30	\$30,701.00	\$0.00
Fixed Charges	\$54,156.06	\$53,434.00	\$32,940.77	\$33,086.80	\$0.00
Capital Outlay	\$769.99	\$3,572.98	\$6,523.20	\$0.00	\$0.00
Other Expense	\$5,778.12	\$0.00	\$0.00	\$0.00	\$0.00
	\$625,118.30	\$716,088.75	\$703,096.90	\$1,090,708.13	\$174,400.00

Transfers & Contingency

Transfers	\$171,484.59	\$9,218.33	\$6,045.03	\$6,000.00	\$0.00
Budget Contingency	\$0.00	\$0.00	\$0.00	\$8,000.00	\$0.00
	\$171,484.59	\$9,218.33	\$6,045.03	\$14,000.00	\$0.00

Restricted Purposes Fund Expenditures

\$8,274,328.82	\$7,907,197.10	\$9,408,113.61	\$11,683,659.93	\$8,455,730.00
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Working Cash Fund

Revenues					
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Investment Revenue					
Interest on Working Cash	\$31,241.45	\$92,353.92	\$164,084.43	\$160,000.00	\$130,000.00
	<u>\$31,241.45</u>	<u>\$92,353.92</u>	<u>\$164,084.43</u>	<u>\$160,000.00</u>	<u>\$130,000.00</u>
Working Cash Fund Revenues	\$31,241.45	\$92,353.92	\$164,084.43	\$160,000.00	\$130,000.00
Expenditures					
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Transfers & Contingency					
Transfers	\$31,241.45	\$92,353.92	\$164,084.43	\$160,000.00	\$130,000.00
	<u>\$31,241.45</u>	<u>\$92,353.92</u>	<u>\$164,084.43</u>	<u>\$160,000.00</u>	<u>\$130,000.00</u>
Working Cash Fund Expenditures	\$31,241.45	\$92,353.92	\$164,084.43	\$160,000.00	\$130,000.00

Trust & Agency Fund

Revenues					
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Club Revenue					
Club Revenue	\$19,611.67	\$29,412.75	\$29,473.91	\$121,505.00	\$15,800.00
	\$19,611.67	\$29,412.75	\$29,473.91	\$121,505.00	\$15,800.00
Investment Revenue					
Int on Cash/IL Funds Acc	\$0.00	\$4,256.65	\$0.00	\$2,500.00	\$2,500.00
	\$0.00	\$4,256.65	\$0.00	\$2,500.00	\$2,500.00
Other Revenue					
Contributions	\$48,000.00	\$62,110.75	\$60,465.75	\$66,430.00	\$55,125.00
Gifts/Donations	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00
PIE-8th Grd Career Fair	\$0.00	\$485.19	\$0.00	\$500.00	\$0.00
PIE-College Fair Rev	\$2,365.64	\$2,086.69	\$1,340.00	\$1,425.00	\$0.00
PIE-Partners Salute	\$2,968.23	\$0.00	\$0.00	\$0.00	\$0.00
PIE-Youth Leadership	\$2,162.36	\$1,899.83	\$1,857.00	\$2,200.00	\$0.00
Transfer In	\$15,994.73	\$2,660.00	\$36,085.94	\$0.00	\$0.00
	\$71,490.96	\$69,243.46	\$99,748.69	\$70,555.00	\$55,125.00
Trust & Agency Fund Revenues	\$91,102.63	\$102,912.86	\$129,222.60	\$194,560.00	\$73,425.00
Expenditures					
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Institutional Support					
Materials & Supplies	\$29.99	\$0.00	\$0.00	\$0.00	\$0.00
	\$29.99	\$0.00	\$0.00	\$0.00	\$0.00
Public Service					
Contractual Services	\$4,891.33	\$2,488.15	\$2,396.04	\$2,925.00	\$0.00
Materials & Supplies	\$1,879.12	\$1,378.23	\$190.96	\$925.00	\$0.00
Conference & Meeting Exp	\$725.80	\$103.73	\$241.50	\$275.00	\$0.00
Fixed Charges	\$0.00	\$156.60	\$0.00	\$0.00	\$0.00
	\$7,496.25	\$4,126.71	\$2,828.50	\$4,125.00	\$0.00
Student Organizations					
Contractual Services	\$19,322.27	\$26,668.99	\$20,388.48	\$60,715.00	\$15,550.00
Materials & Supplies	\$30,782.13	\$47,215.84	\$52,626.10	\$106,830.00	\$48,050.00
Conference & Meeting Exp	\$13,488.77	\$13,449.61	\$13,143.22	\$19,590.00	\$9,125.00
Other Expense	\$4,019.90	\$4,535.06	\$4,150.04	\$3,300.00	\$700.00
	\$67,613.07	\$91,869.50	\$90,307.84	\$190,435.00	\$73,425.00
Transfers & Contingency					
Transfers	\$15,994.73	\$6,916.65	\$36,085.94	\$0.00	\$0.00
	\$15,994.73	\$6,916.65	\$36,085.94	\$0.00	\$0.00
Trust & Agency Fund Expenditures	\$91,134.04	\$102,912.86	\$129,222.28	\$194,560.00	\$73,425.00

Audit Fund

Revenues

	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Local Government Sources					
Current Taxes	\$85,621.62	\$63,485.62	\$64,928.48	\$65,906.00	\$66,871.00
Interest on Taxes	\$9.84	\$7.32	\$29.23	\$25.00	\$75.00
	<u>\$85,631.46</u>	<u>\$63,492.94</u>	<u>\$64,957.71</u>	<u>\$65,931.00</u>	<u>\$66,946.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$269.22	\$918.16	\$1,554.88	\$800.00	\$500.00
	<u>\$269.22</u>	<u>\$918.16</u>	<u>\$1,554.88</u>	<u>\$800.00</u>	<u>\$500.00</u>
Audit Fund Revenues	\$85,900.68	\$64,411.10	\$66,512.59	\$66,731.00	\$67,446.00

Expenditures

	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Institutional Support					
Salaries	\$13,352.95	\$6,796.75	\$7,065.90	\$7,210.00	\$7,565.00
Employee Benefits	\$3,314.74	\$1,924.46	\$1,694.41	\$1,910.00	\$1,795.00
Contractual Services	\$45,200.00	\$46,600.00	\$48,000.00	\$45,500.00	\$46,500.00
	<u>\$61,867.69</u>	<u>\$55,321.21</u>	<u>\$56,760.31</u>	<u>\$54,620.00</u>	<u>\$55,860.00</u>
Transfers & Contingency					
Budget Contingency	\$0.00	\$0.00	\$0.00	\$12,111.00	\$11,586.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$12,111.00</u>	<u>\$11,586.00</u>
Audit Fund Expenditures	\$61,867.69	\$55,321.21	\$56,760.31	\$66,731.00	\$67,446.00

Liability & Protection

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Student Tuition & Fees					
Insurance-StudentFees	\$13,404.00	\$10,584.00	\$10,384.00	\$13,000.00	\$10,000.00
	\$13,404.00	\$10,584.00	\$10,384.00	\$13,000.00	\$10,000.00
Local Government Sources					
Current Taxes	\$1,656,757.32	\$1,571,113.86	\$1,851,536.86	\$1,924,979.00	\$2,107,878.00
Interest on Taxes	\$190.76	\$181.41	\$831.06	\$700.00	\$1,500.00
	\$1,656,948.08	\$1,571,295.27	\$1,852,367.92	\$1,925,679.00	\$2,109,378.00
Investment Revenue					
Int on Cash/IL Funds Acc	\$8,005.44	\$21,261.16	\$29,486.95	\$18,000.00	\$15,000.00
Interest on Investments	\$100.00	\$50.41	\$100.00	\$100.00	\$50.00
	\$8,105.44	\$21,311.57	\$29,586.95	\$18,100.00	\$15,050.00
Other Revenue					
Revenue-Misc/OtherSource	\$0.00	\$0.00	\$0.00	\$5,429.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$5,429.00	\$0.00
Liability & Protection Revenues	\$1,678,457.52	\$1,603,190.84	\$1,892,338.87	\$1,962,208.00	\$2,134,428.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Institutional Support					
Salaries	\$637,630.47	\$476,499.01	\$553,146.84	\$522,739.00	\$549,048.00
Employee Benefits	\$322,345.21	\$302,937.56	\$305,371.46	\$265,190.00	\$315,338.00
Contractual Services	\$297,456.51	\$254,129.49	\$189,384.45	\$64,200.00	\$59,800.00
Materials & Supplies	\$7,859.73	\$31,140.03	\$38,771.68	\$14,900.00	\$12,300.00
Conference & Meeting Exp	\$0.00	\$3,373.50	\$27,578.62	\$15,750.00	\$3,000.00
Fixed Charges	\$234,280.22	\$205,732.42	\$218,896.47	\$325,000.00	\$325,000.00
Capital Outlay	\$0.00	\$0.00	\$900.24	\$0.00	\$5,000.00
	\$1,499,572.14	\$1,273,812.01	\$1,334,049.76	\$1,207,779.00	\$1,269,486.00
Public Safety					
Salaries	\$0.00	\$0.00	\$58,827.08	\$156,746.00	\$184,515.00
Employee Benefits	\$0.00	\$0.00	\$10,049.90	\$24,510.00	\$30,206.00
Contractual Services	\$0.00	\$0.00	\$4,462.00	\$148,500.00	\$121,000.00
Materials & Supplies	\$0.00	\$0.00	\$17,870.65	\$27,290.00	\$24,650.00
Conference & Meeting Exp	\$0.00	\$0.00	\$386.99	\$6,800.00	\$3,000.00
Utilities	\$0.00	\$0.00	\$1,680.99	\$2,000.00	\$4,225.00
Capital Outlay	\$0.00	\$0.00	\$77,252.52	\$990.00	\$0.00
	\$0.00	\$0.00	\$170,530.13	\$366,836.00	\$367,596.00
Transfers & Contingency					
Budget Contingency	\$0.00	\$0.00	\$0.00	\$367,058.00	\$497,346.00
	\$0.00	\$0.00	\$0.00	\$367,058.00	\$497,346.00
Liability & Protection Expenditures	\$1,499,572.14	\$1,273,812.01	\$1,504,579.89	\$1,941,673.00	\$2,134,428.00

Brush College LLC

	Revenues				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Auxiliary Enterprises					
Special Event Revenue	\$0.00	\$85,885.31	\$0.00	\$35,000.00	\$0.00
	\$0.00	\$85,885.31	\$0.00	\$35,000.00	\$0.00
Other Revenue					
Facility Rental	\$7,626.50	\$6,622.00	\$5,267.00	\$3,500.00	\$5,000.00
	\$7,626.50	\$6,622.00	\$5,267.00	\$3,500.00	\$5,000.00
Investment Revenue					
Int on Cash/IL Funds Acc	\$76.41	\$253.14	\$690.01	\$250.00	\$400.00
	\$76.41	\$253.14	\$690.01	\$250.00	\$400.00
Other Revenue					
Farm Revenue	\$22,085.00	\$15,250.00	\$25,450.00	\$8,000.00	\$20,000.00
FundBalanceAppropriation	\$0.00	\$0.00	\$0.00	\$33,815.00	\$36,170.00
Gifts/Donations	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00
In-Kind Contributions	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Reimbursed Expenditures	\$1,441.42	\$1,982.76	\$0.00	\$12,000.00	\$0.00
Revenue-Contractual	\$0.00	\$11,250.00	\$0.00	\$12,000.00	\$0.00
Revenue-Misc/OtherSource	\$122,628.86	\$250.00	\$250.00	\$0.00	\$0.00
	\$268,655.28	\$28,732.76	\$25,700.00	\$65,815.00	\$56,170.00
Brush College LLC Revenues	\$276,358.19	\$121,493.21	\$31,657.01	\$104,565.00	\$61,570.00

	Expenditures				
	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Public Service					
Contractual Services	\$226,072.33	\$95,592.83	\$3,446.18	\$20,290.00	\$5,120.00
Materials & Supplies	\$3,129.76	\$7,437.41	\$1,732.68	\$3,975.00	\$3,125.00
Conference & Meeting Exp	\$514.59	\$0.00	\$505.73	\$100.00	\$100.00
Fixed Charges	\$35,380.43	\$34,825.00	\$28,673.75	\$35,000.00	\$27,000.00
Utilities	\$30,785.26	\$44,182.93	\$26,227.53	\$45,000.00	\$26,000.00
Capital Outlay	\$96,286.00	\$99,500.00	\$0.00	\$0.00	\$0.00
Other Expense	\$90.00	\$72.00	\$113.00	\$200.00	\$225.00
	\$392,258.37	\$281,610.17	\$60,698.87	\$104,565.00	\$61,570.00
Brush College LLC Expenditures	\$392,258.37	\$281,610.17	\$60,698.87	\$104,565.00	\$61,570.00

Law Enforcement Trng Ctr

Revenues

	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Auxiliary Enterprises					
Basic Corrections Acad	\$0.00	\$88,480.00	\$223,587.00	\$233,600.00	\$110,000.00
Basic Law Enforce Acad	\$0.00	\$359,845.40	\$1,037,005.05	\$915,954.00	\$1,253,134.00
Misc Law Enforce Trng	\$0.00	\$3,760.00	\$105,677.68	\$210,565.00	\$20,000.00
Uniform/Lodging Reimburs	\$0.00	\$25,896.10	\$59,539.50	\$59,007.00	\$67,500.00
Vending Service Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
	\$0.00	\$477,981.50	\$1,425,809.23	\$1,419,126.00	\$1,450,884.00
Other Revenue					
Gifts/Donations	\$0.00	\$341,056.64	\$143,352.70	\$185,000.00	\$27,500.00
Revenue-Contractual	\$0.00	\$0.00	\$75,000.00	\$0.00	\$10,000.00
Revenue-Misc/OtherSource	\$0.00	\$1,599.70	\$6,116.75	\$9,700.00	\$5,000.00
	\$0.00	\$342,656.34	\$224,469.45	\$194,700.00	\$42,500.00
Law Enforcement Trng Ctr Revenues	\$0.00	\$820,637.84	\$1,650,278.68	\$1,613,826.00	\$1,493,384.00

Expenditures

	1617 Actual	1718 Actual	1819 Actual	1920 Budget	2021 Budget
Expenses					
Salaries	\$0.00	\$1,210.00	\$35,584.88	\$57,289.00	\$86,010.00
Employee Benefits	\$0.00	\$0.00	\$13,412.11	\$29,267.00	\$46,842.00
Contractual Services	\$0.00	\$30,266.91	\$37,914.15	\$57,960.00	\$52,700.00
Materials & Supplies	\$0.00	\$20,425.10	\$14,597.03	\$18,990.00	\$23,200.00
Utilities	\$0.00	\$33,033.21	\$52,698.41	\$66,100.00	\$70,600.00
Capital Outlay	\$0.00	\$35,410.15	\$0.00	\$0.00	\$0.00
Other Expense	\$0.00	\$0.00	\$180.92	\$0.00	\$0.00
	\$0.00	\$120,345.37	\$154,387.50	\$229,606.00	\$279,352.00
Law Enforcement Center					
Salaries	\$0.00	\$244,038.84	\$568,065.55	\$575,603.00	\$628,835.00
Employee Benefits	\$0.00	\$13,576.57	\$42,659.90	\$64,366.00	\$64,397.00
Contractual Services	\$0.00	\$119,121.78	\$360,548.92	\$432,490.00	\$345,000.00
Materials & Supplies	\$0.00	\$127,345.57	\$220,314.35	\$170,149.00	\$161,990.00
Conference & Meeting Exp	\$0.00	\$222.90	\$1,191.61	\$5,500.00	\$650.00
Fixed Charges	\$0.00	\$1,157.29	\$2,082.97	\$1,450.00	\$3,520.00
Utilities	\$0.00	\$1,080.00	\$1,440.00	\$1,440.00	\$1,440.00
Capital Outlay	\$0.00	\$166,529.43	\$30,863.09	\$16,000.00	\$0.00
Other Expense	\$0.00	\$0.00	\$5,814.88	\$6,500.00	\$8,200.00
	\$0.00	\$673,072.38	\$1,232,981.27	\$1,273,498.00	\$1,214,032.00
Transfers & Contingency					
Budget Contingency	\$0.00	\$0.00	\$0.00	\$110,722.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$110,722.00	\$0.00
Law Enforcement Trng Ctr Expenditures	\$0.00	\$793,417.75	\$1,387,368.77	\$1,613,826.00	\$1,493,384.00



Richland Board of Trustees Report

Top Accomplishments

- During the month of May, the Foundation featured 20 stories of alumni on the front lines helping fight the pandemic on Facebook and LinkedIn. These stories were extremely well received and a great opportunity to highlight the success of our alumni and keep them engaged with Richland.
- The Alumni Association participated in the planning committee for the virtual graduation, providing Alumni Association totes which held all of their items distributed prior to the virtual graduation ceremony.
- 272 (56%) of the spring graduates received a scholarship from the Foundation during their time at Richland. We have compiled a video of a few spring graduates that was emailed to our scholarships donors in early June.
- The Foundation has received several gifts to support the Student Assistance Fund, including a \$5,000 gift from the Community Foundation. To better serve our students facing challenges due to COVID 19, an online Student Assistance form has been developed, tested and activated in myRichland. This new process will allow us to quickly respond to and assist students facing barriers that would hinder their educational progress. Since this form has been active, we have provided over \$3,500 in financial support to our students.
- The Foundation Scholarship Committee met on June 2 to begin the process of awarding fall scholarships. The overall amount of scholarships awarded has declined compared to previous years, however this number aligns with the current decline in enrollment. We will continue to award scholarships throughout the summer to ensure that as students enroll closer to the beginning of the fall semester, they will still have an opportunity to receive scholarship support.

Projects in Progress

- The Foundation is sending a direct mail appeal featuring one of our alumni success stories in mid-June. This will be followed up with an email solicitation later this month.
- The Foundation will be sending a newsletter late June/early July to provide updates since our opportunity to gather with donors & alumni has been significantly limited.

- Due to restrictions on social gatherings, the Foundation Annual Meeting and Celebration has been cancelled. We will take this opportunity to do spotlights throughout the month of July to highlight our most loyal supporters.

On the Horizon

- Similar to FY19, the Foundation will be sending out an Annual Report Card to our donors in August 2020. This provides a snapshot of the Foundation's successes in FY20.
- The Foundation will be sending our first Annual Endowment Statements in September. These statements will give donors that have established endowment funds, the financial impact of their investment with Richland.
- The 2020 Scholarship Program & Reception will be redesigned to smaller groups of donors and students during the month of September. More details will be shared in the coming months.
- Planning of the rescheduled Culinary Dinner is on hold until we have a better idea of what restrictions will look like in October. More details will be shared in the coming months.



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Denise Crews
Greg Florian

Date: May 7, 2020

Re: Recommendation to approve a one-year extension of the Contract for Richland Federation Teachers Local 4262 for 2020-2021

The faculty contract for 2018-2020 expires at the end of the Summer 2020 semester. Negotiations for a new contract were underway when the effects of the Covid-19 pandemic disrupted the academic year and specifically the negotiations process.

Negotiations started in January with several non-economic items tentatively agreed upon. We were scheduled to start the economic items about the time the stay-at-home order was issued.

Obviously, the disruption has created much uncertainty for both teams. After an on-line negotiation session it was mutually agreed to extend the current contract for an additional year. Negotiations will be initiated next year after it becomes clearer as to the financial condition of the College as well as how instruction will be delivered in the "new normal" conditions.

The extension will include a Memorandum of Understanding that is attached to the main body of the contract. The MOU outlines salary adjustments that will begin with the academic year starting in August 2020. A base salary increase of 1.75% is included in the MOU. Additionally, equated credit hours ratios were adjusted from .85:1 to .87:1, summer school and overload rates were adjusted by \$5.00 per credit hour.

Several clean up items as well as certain language regarding recent legislation that references notifications to new bargaining unit members and restrictions on release of information to external organizations for membership of the bargaining unit.

The remainder of the contract was essentially unchanged.

The proposed contract extension and MOU were approved by the RFT earlier in May.

It is recommended that the Board of Trustees approve the one-year extension of the 2018-2020 RFT contract as amended by the Memorandum of Understanding as presented.

We are available to address questions you may have.

COLLECTIVE BARGAINING AGREEMENT

For the Years

2018 - 2019

2019 - 2020

**Between
Richland Community College
Federation of Teachers Local 4262**

and the

**Richland Community College District 537
Board of Trustees**

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COLLECTIVE BARGAINING AGREEMENT

ARTICLE I

RECOGNITION

Section A – Bargaining Unit

The Board of Trustees of Richland Community College District #537 (herein and after referred to as the "Board") recognizes the Richland Federation of Teachers (herein and after referred to as the "Union") Local #4262, IFT, AFT, AFL-CIO as the exclusive bargaining representative for all full-time faculty members and full-time librarians. The term "faculty member" shall not include: Deans, vice presidents, administrators, or any individual excluded, by law, from the definition of an educational employee.

ARTICLE II

MANAGEMENT RIGHTS

All management rights and functions, except those which are clearly and expressly abridged by this Agreement, shall remain vested exclusively in the Board. It is expressly recognized, merely by way of illustration and not by way of limitation, that such rights and functions include, but are not limited to (1) full and exclusive control of the management of the District; the supervision of all operations, the methods, processes, means and personnel by which any and all work will be performed; the control of property; and the composition, assignment, direction, and determination of the size and type of its working forces; (2) the right to determine the work to be done and the standards to be met by employees covered by this Agreement; (3) the right to change or introduce new operations, methods, processes, means or facilities, and the right to determine whether and to what extent work shall be performed by employees; (4) the right to hire, establish, eliminate or change classifications, assign, transfer, promote, demote, release, and lay off employees; (5) the right to determine the qualifications of employees, and to suspend, discipline, and discharge employees for cause and otherwise to maintain an orderly, effective, and efficient operation.

ARTICLE III

Payroll Deduction

The Board shall honor employees' individually authorized deduction forms and shall make such deductions in the amounts certified by the Union for Union dues, assessments, or fees. Authorized deductions shall be irrevocable, except in accordance with the terms under which an employee voluntarily authorized said deductions. Dues revocations must be submitted to, and shall be processed by, the Union. In the event that an employee revokes their dues in accordance with the terms in which they authorized the dues deductions, the Union will notify the Board following the close of the Union's established revocation window period.

ARTICLE IV

FACULTY UNION RIGHTS

Section A - President's Meeting

The President of the College or his/her designee shall meet with the President of the Union or his/her designee to discuss items that enhance, promote, or support student success at Richland Community college or items that may be of mutual concern. The requesting party shall indicate in advance the item or items which it desires to discuss.

Section B – Administration-Faculty Committee

In order to facilitate communication between the parties and to attempt to resolve issues, or enhance, promote, and support student success, an administration-faculty committee shall be established which shall consist of four (4) members designated by the Union President and four (4) members designated by the College President. On the reasonable request of either party, the Committee shall meet to discuss matters of mutual concern that do not involve pending negotiations or pending formal grievances. The parties shall meet at the beginning of an Academic Year to develop an annual joint meeting schedule. Meetings will not be scheduled during faculty members' regularly scheduled class time or student appointments. The College President and the Union President reserve the right to substitute members of the Committee at any time.

Section C – Right to Organize

The parties agree that employees have the right to organize, form, join, or assist in employee organization, or engage in lawful concerted activities for the purpose of collective bargaining or other mutual aid and protection. The parties agree that employees shall also have the right to refrain from any or all such activities pursuant to the Illinois Educational Labor Relations Act.

The Board and Union recognize the responsibilities placed upon them by state and federal statutes.

The Board acknowledges that any rights secured by this Contract do not limit the statutory rights of faculty members.

The Union agrees to make available to the Board, upon written request, information concerning membership, including, but not limited to:

- i. Register of membership.
- ii. Information on local, state, or national affiliation.

The College shall regularly provide information to the Union relative to members of the bargaining unit in full compliance with the provisions of the Illinois Educational Labor Relations Act, 115 ILCS 5 et seq.

The Union shall annually provide to the Director of Human Resources the address, email, or other contact information of the individual designated to receive the required data.

Section D – Union Seminars and Conferences

Seminars, conferences, and meetings related to Union activities will be recognized by the College as professional days. An aggregate of eight (8) days

per academic year will be available to be assigned to Union members selected by the Richland Federation of Teachers (RFT) President for these activities. Seminar, conference, and meeting expenses will be paid by the RFT. The RFT President shall submit a request for the professional day to the Vice President of the unit for approval.

Section E – Use of College Duplicating Equipment

The Union shall continue to have reasonable use of the College's duplicating equipment, provided that the Union reimburses the College for the cost of such use and that the use does not interfere with normal College business. The Union agrees it will not use College equipment to personally attack College officials or Board members, provided that the above is not meant to prevent the Union from discussing normal Union issues.

Section F – Use of College Facilities

The Union shall have the right to hold its meetings on College property, provided such meetings in no way interfere with any aspect of the instructional program, that such meetings entail no additional maintenance or custodial expenses, and that the facilities are available. When such meetings entail additional maintenance or custodial expenses, the Board may make a reasonable charge therefore. The designated Union representative shall contact the Vice President of Finance and Administration regarding the availability of the desired facility and make advance reservation for such prior to scheduling any meeting which is to be held on College property.

Section G. Bargaining Unit Information

The College shall not provide any information that is prohibited from disclosure pursuant to the Illinois Educational Labor Relations Act, 115 ILCS 5 et seq.

This Section does not apply to disclosures that are required under the Illinois Freedom of Information Act; for purposes of conducting public operations or business; or in response to the Union as the exclusive representative of the members of the bargaining unit.

Section H. Orientation

The Union President (or designee) shall meet with newly hired employees, without charge to pay or leave time to either the Union representative or the employees, on the College's premises for up to one hour either within the first two weeks of employment in the bargaining unit, or at a later date and time, if mutually agreed upon by the College and the Union.

ARTICLE V

FACULTY MEMBER RIGHTS

Section A - Dismissals

Dismissals of all employees shall be in accordance with the applicable provisions of the Illinois Public Community College Act, and when practicable, shall be preceded by progressive discipline. However, such dismissals shall not be grieveable. Instead, the employee may challenge his/her discharge in accordance with applicable law.

Section B – Faculty Member Records

No material derogatory to a faculty member's conduct, service, character, or personality shall be placed in a faculty member's file unless the faculty member has had an opportunity to read the material and affix his/her signature on the copy to be filed, with the understanding that such signature merely signifies that she/he has read the material to be filed and does not necessarily indicate agreement with the contents. In the event that a faculty member refuses to sign the materials, the Union President agrees to sign the materials indicating that the materials have been received.

If the faculty member disagrees with any materials placed in his/her file, the faculty member shall have the right to submit a written rebuttal, which shall be placed in the file.

Upon written request by the faculty member, she/he shall be permitted to examine in the Human Resources Office any personnel documents which are, and have been or are intended to be used, in determining that faculty member's

qualifications for employment, promotion, transfer, additional compensation, discharge, or other discipline.

Upon written request, the faculty member or his/her designee shall receive a copy of the materials in his/her official cumulative file if such materials are to be used in any form of litigation.

To the extent that this clause is inconsistent with the provisions of the Illinois Personnel Record Review Act, the Act shall prevail.

Any material intentionally excluded from the file may not be used in any disciplinary proceeding before an arbitrator, judge, or hearing officer.

Section C - Privacy

In the event the Administration has reason to discipline an employee, an earnest effort will be made so that the discipline will not embarrass any employee before College personnel, students, or the public. Employees subject to disciplinary action shall have the right to Union representation in any hearings concerning their discipline.

Section D – Professional Development

Up to \$500 per faculty member, on average, will be allocated for professional development. Each faculty member's professional development plan will be submitted on an annual basis to the supervising Dean for approval.

Section E – Right to Representation

When any faculty member is called before the Board, the College President, a Vice President, or a Dean for a meeting or conference and the faculty member reasonably believes that the meeting or conference will result in

a written reprimand, suspension, or notice of termination of employment, the faculty member, upon request, may have a representative of his/her choice present.

Section F - Suspensions

No employee will be suspended without pay except for just cause.

Section G – Tuition Waiver

Faculty members, their spouses (if individual is residing with employee), party to a civil union (if individual is residing with the employee), and dependent children (as qualified under the Internal Revenue Code) may have their tuition charges waived for credit and RCC sponsored non-credit courses.

The following criteria will apply to all non-credit courses:

- i. The non-credit course must be exclusively sponsored by Richland Community College.
- ii. Enrollment of paid students in the course must be sufficient to cover all costs including the instructor's salary, advertising costs, materials, supplies, etc.
- iii. Enrollment must not exceed maximum class size.
- iv. Faculty will be required to pay for all expenses that are not included in the course's tuition.

ARTICLE VI

WORKLOAD & COMPENSATION

Section A – Academic Year

The academic year for teaching faculty shall not exceed one hundred seventy (170) assigned days. The academic year includes the week preceding the formal opening of the College's fall and spring semesters, final exam week (both fall and spring semesters), and graduation ceremony. On non-teaching days, faculty members may be required to attend College, division, departmental, or committee meetings, and/or other professional development activities as scheduled by the administration.

The Union shall submit its proposal for the College calendar to the administration on a schedule prescribed by the administration. The Board of Trustees shall consider the Union's proposed calendar before adopting the official College calendar. The Board of Trustees retains the right to set the College calendar.

Section B – Summer Term

Summer term will follow the end of an academic year and will adjust its dates to fit the college calendar.

Section C – Contract Rights and Benefits

Any employee meeting any one of the following criteria shall be afforded all contract benefit rights and responsibilities.

- i. Teaches twelve (12) or more equated credit hours per semester

- ii. Works as a librarian or ~~counselor~~ for an average of thirty-two (32) or more hours per week.

Section D – Dual Credit

The Administration will make every effort to fulfill the dual credit contractual agreement with full-time faculty. Administration will offer dual credit courses to qualified faculty members to fill their regular workload. To ensure this process, the dual credit courses available for fall and spring will be shared the semester prior with full-time faculty for review of interest or need.

An exception for Heartland Technical Academy (HTA) follows. Administration and the Union agree that dual credit courses, specifically dual-credit courses in partnership with HTA, have a positive reciprocal effect on the success of the College. As such, the College will make every effort to fulfill contractual agreements with HTA, including the assignment of full-time HTA faculty to dual credit courses generating the partnership.

Section E – Faculty Teaching Schedules

The administration will make an earnest effort to minimize schedules which exceed eight (8) consecutive clock hours per day, excluding overloads.

Section F - Faculty Workload and Work Year

A standard academic year workload shall be thirty (30) equated credit hours. Any workload over thirty (30) equated credit hours shall be considered an overload.

For full-time English faculty members teaching writing courses: A full-time teaching load will consist of three (3) writing courses, including developmental writing courses, and one (1) other course per semester. A standard teaching workload will be twenty-four (24) equated credit hours per academic year. Any faculty member with fewer than three (3) writing courses in a semester will carry a workload of fifteen (15) equated credit hours for that semester, unless teaching an overload.

The supervising Dean shall assign the faculty member an additional course to meet an academic year workload if a faculty workload falls below the standard workload defined in the previous two paragraphs. This assignment will be considered part of a faculty member's standard teaching workload. The supervising Dean will make an earnest effort to minimize schedules that which exceed eight (8) clock hours per day.

Section G – Independent Study

The acceptance of independent study students will be voluntary. The full-time faculty will be given preference over adjunct faculty in the acceptance of independent study students.

Example: Independent Study Pay = \$120 X number of credit hours X number of students.

In the event a student drops an independent study course prior to midterm, the faculty member shall receive one-half (1/2) the designated pay for the course. If a student drops an independent study course after midterm, the faculty member shall receive full pay.

Section H – Office Hours

Faculty members are required to schedule at least five (5) office hours per week.

Office hour schedules must be approved by the supervising Dean.

Section I – Online Instruction

i. Definition of Online Instruction

Online instruction is defined as any section of a course in which 80% of instruction is accomplished via the Internet.

ii. Development of Online Instruction

Faculty who agree to develop an online course, shall receive a stipend equal to \$600 for each equated credit hour of the online course. Such stipend shall be taken the semester prior to delivery of the online course. If a faculty member accepts development compensation, she/he is required to teach the course online during the next semester.

Development compensation will be provided only for online instructional materials that are substantially original in the judgment of the supervising Dean.

iii. Training for Online Instruction

If a faculty member agrees to develop or teach an online course and requests training, the College will provide appropriate training.

iv. Choice

A faculty member shall not be required to teach an online course unless s/he has accepted online development funds from the College, in which case s/he may be required to teach the course no more than three times.

v. Class Size

Maximum class size for online courses shall not exceed 25 students, without the approval of the teaching faculty and supervising Dean.

vi. Privacy

Direct email interchange between students and faculty shall not be monitored by the College without prior notice and reasonable suspicion of improper conduct.

Section J - Overloads

Assignments for overload classes will be at the faculty member's option and offered equitably among faculty members within the division. All offerings will be based on demand, needs, and available funding.

Faculty desiring an overload assignment should submit a written request for overload during the first three (3) weeks of an academic term for the following term. No overloads or adjunct assignments shall be made before initial full-time teaching loads are assigned. Faculty shall be given preference in receiving an overload over adjunct faculty being assigned, based upon the following considerations:

- i. In making overload and adjunct assignments, the supervising Dean shall distribute courses on the principle of placing the best-qualified staff in all courses of a given discipline;
- ii. The faculty member requesting a course within his/her discipline shall be assigned one (1), if one is available; and

- iii. The Dean shall assign a faculty member to a particularly requested course, if possible, without violating the principle of placing the best qualified faculty member in an overload or adjunct assignment within a given discipline.

When two (2) or more equally qualified faculty members request the same course as an overload, or whenever the requests exceed the available overload assignments, the assignment shall be made according to, and in the order of, the following principles:

- i. The faculty member in the discipline area of the course in question has priority;
- ii. The faculty member in a related discipline has priority; and
- iii. The faculty member who has been the longest without an overload assignment has priority.

In cases of dispute concerning the quality of faculty instruction, the Vice President of the unit shall make the final determination after consultation with the parties involved.

Faculty members have the option of receiving overload compensation in a lump sum at the end of the term or spread over the regular pay periods during the semester taught. In the event that a faculty member receives an overload payment in the fall semester and the academic year load is not met in the spring semester, the faculty member will be responsible for repaying the previous semester overload differential.

Section K – Proficiency Pay

Faculty members shall receive seventeen and 50/100 dollars (\$17.50) per credit hour for preparing, administering, and grading proficiency exams. The calculation will be:

$$\text{Proficiency Pay} = \$17.50 \times \text{number of credit hours for course}$$

Section L – Promotion in Rank

Faculty members who have attained the promotional criteria and are recommended and promoted to the next higher academic rank will receive a five-hundred dollar (\$500), one-time bonus that will be paid after their promotion is approved by the Board of Trustees. Such bonus shall not become part of the base salary. Academic rank promotion shall be consistent with Board Policy.

Section M – Salary Schedule

The faculty salary schedule seeks to provide assurance of fair placement at the entry-point of employment and salary advancement for pre-approved and completed educational course work, as specified below.

i. Initial Placement Recommendation

The search committee (consisting of faculty and administrators) for all new faculty members will make an initial salary schedule placement recommendation, based on relevant available documentation, to the Vice President of Academic Services. The Vice President of Academic Services will be responsible for making a recommendation to the President for initial placement. The President will make the final recommendation to the Board.

When additional relevant documentation becomes available that affects the search committee's recommendation, the initial placement on the salary schedule may be adjusted by the Vice President of Academic Services in consultation with the supervising Dean. The President will make the final determination. If the relevant documentation is not received within thirty (30) days, the original placement recommendation remains in effect.

ii. **Salary Schedule Placement**

Each faculty member, as recommended by the search committee to the Vice President of Academic Services and approved by the President, will be placed on the schedule according to educational attainment and teaching experience.

a. **Horizontal Placement** – The salary schedule has seven (7) categories reflecting educational attainment and/or its equivalent.

B.A./B.S.	All faculty members are considered to be at least at this level
Category I	M.A./M.S.
Category II	M.A./M.S. + 15 credit hours or M.F.A.
Category III	M.A./M.S. + 30 credit hours
Category IV	M.A./M.S. + 45 credit hours
Category V	M.A./M.S. + 60 Credit hours
Category VI	M.A./M.S. + 75 credit hours, or Ph.D. or Ed.D.

Placement in a category will be based on educational attainment and directly related work experience. Directly related

work experience will be equated to **educational attainment** by multiplying each year of such experience by six (6) credit hours. For non-teaching faculty, directly related work experience shall include experience as professionals in their fields in addition to any teaching experience obtained and shall be calculated as above.

Faculty members initially placed on the salary schedule in the B.A./B.S. category will have their directly related work experience recalculated for category movement once they obtain a master's degree.

In areas where the labor market limits the availability of qualified candidates, the selection committee (consisting of faculty and administrators) can recommend placement of a faculty member in Category I on the salary schedule as merited by academic credits or professional certifications. (For example, someone with a bachelor's degree in a competitive field might be placed in Category I.) After initial placement, the faculty member cannot move across categories on the table until she/he has earned a master's degree.

- b. **Vertical Placement** – For initial placement purposes the schedule also takes into consideration years of teaching experience. Vertical placement within a category will be equated as follows: Full-time higher education teaching librarian

experience at one (1) to one (1) year ratio; full-time K-12 teaching librarian experience at one-half (0.5) to one (1) year ratio; other post-secondary teaching librarian experience (e.g. part-time, graduate teaching, etc.) at 30 credit hours to one (1) year ratio.

iii. **Salary Advancement**

All courses that have been pre-approved by the Vice President of Academic Services in consultation with the supervising Dean will be applied toward increases in salary. Traditional pre-approved courses will be applied to the salary schedule as credit hours equal to course credit hours given by the institution from which the course was taken. Non-traditional pre-approved courses, clinics, and seminars will be applied to the salary schedule according to the following formula:

Course contact hours divided by 15 = credit hours

When faculty members qualify for salary increases through the completion of additional pre-approved education, their salaries will be increased by the corresponding amounts indicated by the salary schedule.

iv. **Salary for Faculty Employed on a Ten Month Basis**

Some faculty members may be employed on a ten (10) month basis, rather than on an academic year (nine [9] month) basis. A faculty member employed on a ten (10) month basis will

receive the appropriate academic year salary plus one-ninth (1.11)
of that salary for the additional month of employment.

Section N – Substitutes for Faculty Attending Professional

Activities

A faculty member's attendance at a professional activity must be approved by the supervising Dean. Each faculty member is encouraged to take the initial responsibility for finding a substitute for his/her classes during the absence. The supervising Dean is responsible for approving all substitutes for him/her and for making arrangements for classes in consultation with the faculty member. Inability to locate a substitute should not necessarily prevent the faculty member's attendance at such an activity.

If a faculty member, with the supervising Dean's approval, makes up a teaching period obligation that was missed because of an approved Professional Development Activity absence, the faculty member is eligible to receive Substitute Pay for the incremental teaching period completed, per the pay formula described in Section P. This Substitute Pay option is restricted to programs where accreditation or certification required minimum student contact hours.

Section O – Substitute Pay

In the event a qualified faculty member is required to substitute in a class requiring preparation, lecture, demonstration, and/or lab supervision, the following formula shall apply:

$$\text{Pay for substitution} = \frac{1}{\text{number of sessions}} \times \text{overload rate of pay} \times \text{equated hrs.} \times \text{number of classes}$$

A semester is defined as being sixteen (16) weeks in length.

In the event a qualified faculty member is required to substitute in a class that does not require preparation, lecture, demonstration, and/or lab supervision, the rate of \$40 per contact hour shall apply.

Section P – Summer Classes

Assignments for summer classes will be at the faculty member's option and offered equitably among faculty members within the division. Faculty shall be given preference in receiving an assignment over adjunct faculty being assigned.

Section Q – Workload Calculation

In determining a faculty member's workload, a course's credit hour distribution will be converted into equated credit hours (ECH)

i. Lecture Hour Calculation

To determine the total number of lecture ECH for a particular course, the total number of lecture credit hours, as defined by the course's credit hour distribution, will be multiplied by one (1).

Examples:

- Engl 101 3-0-3 (3 X 1) = 3.00 ECH

- Math 116 4-0-4 (4 X 1) = 4.00 ECH

ii. Lab Hour Calculation

To determine the total number of lab ECH for a particular course, the total number of lab credit hours, as defined by the course's credit hour distribution, will be multiplied by 0.80 in 2018-2019 and

0.85 in 2019-2020. To calculate the total ECH for each course, the total lecture ECH will be added to the total lab ECH for that course.

2018 – 2019 Examples:

$$\text{CIS 110 [2-2-3]} (2 \times 1) + (2 \times .80) = 3.60 \text{ ECH}$$

$$\text{Draft 101 [2-4-4]} (2 \times 1) + (4 \times .80) = 5.20 \text{ ECH}$$

2019 – 2020 Examples:

$$\text{CIS 110 [2-2-3]} (2 \times 1) + (2 \times .85) = 3.70 \text{ ECH}$$

$$\text{Draft 101 [2-4-4]} (2 \times 1) + (4 \times .85) = 5.40 \text{ ECH}$$

For internship or workplace simulation courses, equated credit hours will be determined by multiplying the number of students registered at midterm for the course by one-third (1/3).

Examples:

Assuming HVAC 290 has 9 students enrolled at midterm, the equated credit hours would be $(9 \times 1/3) = 3.00 \text{ ECH}$

Assuming OT 295 has 12 students enrolled at midterm, the equated credit hours would be $(12 \times 1/3) = 4.00 \text{ ECH}$

iii. Clinical Hour Calculation

To determine the total number of clinical ECH for a particular course, the total number of clinical credit hours, as defined in by the course's credit hour distribution, will be multiplied by 0.80 in 2018 – 2019 and 0.85 in 2019 – 2020. To calculate the total ECH for each course, the total lecture ECH will be added to the total clinical ECH

for that course. For full time faculty that teach a 3rd clinical section or more in one semester, you will take the total number of clinical credit hours, as defined by the course's credit hour distribution, will be multiplied by one (1) for those additional sections.

2018 – 2019 Examples:

$$\text{Nurs 250 [3-6-5]} (3 \times 1) + (6 \times .80) = 7.80 \text{ ECH}$$

$$\text{Rad T 102 [3-1-3]} (3 \times 1) + (1 \times .80) = 3.85 \text{ ECH}$$

$$\text{Surg T 125 [2-3-3]} (2 \times 1) + (3 \times .80) = 4.40 \text{ ECH}$$

2019-2020 Examples:

$$\text{Nurs 250 [3-6-5]} (3 \times 1) + (6 \times .85) = 8.1 \text{ ECH}$$

$$\text{Rad T 102 [3-1-3]} (3 \times 1) + (1 \times .85) = 3.85 \text{ ECH}$$

$$\text{Surg T 125 [2-3-3]} (2 \times 1) + (3 \times .85) = 4.55 \text{ ECH}$$

iv. **Clinical Stipends**

Courses in which faculty accompany students to a health facility during the clinical portion of a class receive clinical stipends.

Clinical stipends are paid to faculty at a rate of \$200 per credit hour earned in the clinical portion of a course. Faculty members teaching less than an entire clinical section get a partial stipend based on the percentage of the equated clinical hour load taught.

Examples Credit Hours Earned:

$$\text{HLTH 141 [6-4-8]} - 8 \text{ credits} = 6 \text{ lecture} + 2 \text{ clinical}$$

$$\text{Clinical Stipend} - 2 \times \$200 = \$400/\text{section taught}$$

$$\overbrace{(3 \times 1) + (2 \times .80)} + \overbrace{(3 \times 0.5) + (2 \times .80) + (3 \times 0.5) + (2 \times .80)} = 10.8$$

ECH

ARTICLE VII

LEAVES

Section A – Bereavement

Salary will be continued up to a five (5) day period of time for death in the family of an employee. Family is defined as parent, sister, brother, spouse, party to a civil union, child, parent-in-law, or anyone regularly residing with an employee. One day will be allowed and salary will be continued for attending the funeral of a grandparent, brother-in-law, sister-in-law, uncle, aunt, grandchild, son-in-law or daughter-in-law, niece, or nephew. When circumstances require additional time, the leave may be extended up to a maximum of an additional five (5) days with administrative approval. (Circumstances which would qualify for additional time are: distance to be traveled to funeral, necessity to be involved in funeral arrangements, and/or related arrangements.)

Section B – Family Medical Leave

The College agrees to comply with the Family Medical Leave Act of 1993 and the rules and regulations issued in conjunction therewith. During the time period that the faculty member is eligible for benefits under the Family and Medical Leave Act, group health, dental, life and accidental death and dismemberment insurance benefits shall be maintained under the same conditions as if the faculty member were actively employed. Under the provisions of this leave, employees will use any benefits accrued under Article VII, Section J.

Section C – Maternity

A maternity leave of absence will be granted to any full-time employee upon proper application and approval by the College President for a period not to exceed twelve (12) months. Maternity leave shall be defined as that period of time an employee is unable to fulfill the requirements of the job because of childbirth or a disability due to pregnancy. Under the provisions of this leave, employees will use any benefits accrued under Article VII, Section J. Any request for maternity leave in excess of one hundred twenty (120) days shall be considered for approval only upon the condition that the attending physician certifies the necessity for additional time.

During the period of the employee's leave, the College will continue to pay the College portion of the insurance premium on behalf of the person on maternity leave. Persons may continue the coverage by remitting the applicable employee contribution to the College on a monthly basis for transmittal to the insurance company.

The employee may also elect to personally continue any necessary contributions to the State Universities Retirement System as governed by the appropriate statute and as determined by the State Universities Retirement System.

The recipient of maternity leave shall be reinstated in a position at least equal to the position held at the time the maternity leave was granted unless the recipient chooses to waive this requirement.

It is expected that any employee who plans to take maternity leave will coordinate the necessary absence from the College with her supervising Dean.

Section D – Parental Leave

A Parental Leave of Absence will be granted, upon proper application and approval by the College President, for the birth of a child, child rearing, adoption of a child or obtaining a foster child for an original period of up to four (4) months within the first 12 months of the commencement of the qualifying event. The dates of leave will run concurrently with FMLA leave and shall be agreed upon by the full-time faculty member and the College. For leaves that will extend for over four (4) months, the full-time faculty member will notify Human Resources in writing two (2) months prior to the end of the original approved leave of an intention to request an extension of leave for up to another four (4) months. This additional extension of leave will be granted upon approval of the President. Under the provisions of this leave, employees will use any benefits accrued under Article VII, Section J.

During the period of the employee's leave, the College will continue to pay the College portion of the insurance premium on behalf of the person on parental leave. Persons may continue the coverage by remitting the applicable employee contribution to the College on a monthly basis for transmittal to the insurance company.

Section E – Jury Duty

No deduction in salary will be made for faculty members who are required to serve as jurors. Any compensation for such duty, excluding travel, will be remitted to the College. Faculty members will be expected to maintain communication with their supervising Dean and report for work at such times when dismissed by the court from further service for a particular day (days) or portion thereof.

Section F – Military

Richland Community College will grant to its employees leave for military service, when appropriate, in accordance with provisions of the United States Code, the Uniformed Services Employment and Reemployment Rights Act of 1994, and other pertinent Federal Rules and Regulations. These leaves are without pay, except that three (3) personal leave days may be applied toward any such leave for leaves of less than one (1) month.

Section G – Other Leaves of Absence

Upon recommendation of the President, the Board may permit faculty members to take a leave without pay for a period of up to one (1) academic year for travel, study, restoration of health, or alleviation of hardship involving themselves or their immediate families.

In considering whether to recommend leaves, the President shall take the following factors into account and shall report to the Board when recommending such leaves:

- i. Length of time the employee has been employed by the College;

- ii. Benefit which would result to the College;
- iii. Expectation of the employee to return to the College; and
- iv. Bereavement.

If appropriate, application for leave must be filed by March 1 for the following academic year or any portion of that year. This deadline may be waived by the Board under unusual circumstances.

Any employee on unpaid leave of absence shall retain all accrued benefits. During the period of the employee's leave, the College will continue to pay the insurance premiums on behalf of that employee. Persons insuring their dependents may continue the coverage by remitting the premium to the College on a monthly basis for transmittal to the insurance company.

The employee may also elect personally to continue any necessary contributions to the State Universities Retirement System as governed by the appropriate statute and as determined by the State Universities Retirement System. Employees who elect to take a leave under this provision are not assured of placement in the same position when they return to the College. However, any reassignment shall be to a comparable position for which the individual is qualified and also one which commands equal pay as the position previously occupied.

It is expected that employees who are on leave will coordinate their return to the College with their supervising Dean.

Section H – Personal

Each full-time faculty member on a nine (9) or ten (10) month contract shall be allowed two (2) days each year, which may be used to accommodate urgent personal needs which might arise and which cannot be transacted outside the regular school day. The purpose for the leave may be described as personal. The employee shall provide to his/her supervising Dean a notice of the intent to take the leave as early as is reasonably possible. Such days not used during a given year may not be carried over to an ensuing year as personal leave. Unused personal leave is rolled over into the faculty member's Unused Sick Day accumulation bank after the designated year.

Section I – Professional Leave

i. Definition

Professional leave is for the purpose of developing or enhancing the knowledge and skills of College personnel so they may better serve the needs of the College District. A professional leave may be granted by the Board to intern in business, industry, or education; to undertake further study or other scholarly activity; or to act as a principal officer in a national organization; and must relate to one's employment assignment at the College. Professional leaves may be granted for an academic year or less. The Board will consider the granting of professional leave given the existence of appropriate funds and given the determination by the Board that the leave would be in the best interest of the College. The terms and

conditions of such leaves will be agreed upon by the Board, the faculty member, and the Union prior to the granting of the leave.

ii. Eligibility

Faculty members are eligible for a professional leave after six (6) years of full-time employment at the College. A request for an early professional leave may be submitted during the fourth or fifth year of full-time employment at the College. The academic year, or any portion thereof, for which a professional leave is granted, will not be considered as part of the qualifying period of full-time employment required for eligibility. The total number of professional leaves for the entire faculty granted by the Board per academic year shall not exceed two (2) per year.

Faculty members granted a professional leave will be eligible again after three (3) additional years of full-time employment at the College.

iii. Application Process

Faculty members are to submit applications to their immediate supervisors by February 1 preceding the academic year in which the leave is desired. The proposal should outline the nature and length of the professional leave, the objectives of the leave, and the benefits to the College. The College may request additional supporting information, if needed. Where applicable, the Vice President of Academic Services will submit the application to the President with comments and recommendations.

The President will form a committee of five (5) full-time area employees: one (1) faculty member each from the transfer areas, from the occupational

areas, and from Academic Services; one (1) administrator and one (1) member of the administrative support personnel. The committee will consider the relationship of each proposal to the definition of professional leave stated above, and will evaluate each proposal on the basis of potential benefit to the College.

The committee will review and evaluate each proposal and forward its conclusion and recommendation on each proposal to the President by no later than March 1. The committee will indicate which applications are recommended for approval and which are not. The committee will rank the approved proposals and state the reason for each ranking. The President's recommendation will be presented to the Board at the regular Board meeting in April.

iv. Salary and Benefits

The academic year salary or equivalent for the year during which the leave is granted will be used as the basis for computing the pay of any person on professional leave. A leave of one (1) academic year will be compensated at fifty percent (50%) of the academic year salary or equivalent. A leave of one (1) semester or less will be compensated at one hundred percent (100%) of the prorated academic year salary or equivalent. If an early leave is granted, the percentages of compensation indicated above will be reduced by one-sixth ($1/6$) for each year of service less than six (6).

During the professional leave, the employee will receive all rights and privileges normally accorded to her/him just as if she/he were performing

his/her full duties on campus. Professional leave will be credited as regular employed time in regard to retirement provisions and fringe benefits, except for accrual of personal illness and accident absence, and for occupational disability. Persons may continue health, dental, and optional coverages by remitting the applicable employee contribution to the College on a monthly basis for transmittal to the insurance company.

v. Responsibilities of Faculty Member

A faculty member taking a professional leave agrees in writing to return to regular full-time employment at the College for a minimum of two (2) years following the leave period. If this condition is not met, the person taking the leave agrees to repay all compensation and cost of benefits received from the College during the leave period. A faculty member taking a professional leave must also, upon returning to the College, submit a report on the leave to the President. The report is to include a description of the relevant experiences during the leave, a summary of how each of the objectives was met, and an outline of a plan for utilizing the knowledge and experience gained during the leave to better serve the needs of the College.

Section J – Sick

Each teaching faculty member on a nine (9) and ten (10) month contract shall be granted twelve (12) days (96 hours) of sick leave at the beginning of each academic year. A faculty member on a nine (9) month schedule who teaches six (6) or more hours of summer school shall be entitled to two (2) additional days of paid sick leave, one of which may be used as a personal day.

If teaching less than six (6) hours of summer school, the faculty member shall be entitled to one (1) additional sick day. Summer sick days may also accumulate. Faculty members beginning full-time employment subsequent to the beginning of the academic year shall be granted sick leave days on a prorated basis. Deductions shall be made on the percentage of work schedule missed. If a faculty member, with the supervising Dean's approval, makes up a teaching period obligation, the faculty member will not be charged sick leave.

Sick leave may properly be taken because of personal illness or accident or because of serious illness in the immediate family. The term "immediate family" is defined as parent, sister, brother, spouse, party to a civil union, child, parent-in-law, or anyone regularly residing with the employee.

The Board reserves the right to obtain verification of illness when it deems such verification to be necessary.

Unused sick leave days may accumulate to a maximum of four hundred nineteen (419) days.

ARTICLE VIII
GRIEVANCE PROCEDURE

Section A – Definitions

A “grievance” is an alleged violation, misapplication or misinterpretation of a specific article or section of this contract.

A “grievant” is any faculty member, or group of faculty or the RFT.

A “Grievance Form” is a document jointly drafted by both the College and RFT Grievance Officers. This form may be jointly revised from time to time, but must contain the following information: (1) name(s) of the grievant(s), (2) pertinent facts related to the grievance, (3) the article(s) of the contract alleged to have been violated, misapplied or misinterpreted, and (4) the remedy sought by the grievant.

“Filing a grievance” means delivering to the College Grievance Officer(s) a completed Grievance Form.

An “individual grievant” is an RFT member pursuing a grievance that has been dismissed by the RFT Grievance Officer(s) as lacking merit.

“College days” are days on which regular fall, spring, or summer classes are in session, excluding Saturdays and Sundays.

“RFT Grievance Officer” is any person designated by the RFT as provided in Section B below to administer the contract on behalf of the grievant.

“College Grievance Officer” is any person designated by the College as provided in Section B below to administer the contract on behalf of the College.

“Parties” refers to the RFT and the College.

For the purposes of Article VIII, a “school year” begins with the first day of regular classes in the fall semester and ends the day before the first day of regular classes the following fall semester.

Dismissing or withdrawing a grievance means that the *specific occurrence* grieved cannot be grieved again. However, subsequent occurrences involving the same issue may still be grieved.

Section B – Designation of Grievance Officers

By the first college day of each school year, the RFT President will notify the President of the College in writing identifying the RFT’s Grievance Officer(s), and the President of the College will notify the RFT President in writing identifying the College’s Grievance Officer(s). The term of grievance officers shall extend to the first college day of the next school year. If, during his or her term, a grievance officer cannot perform his or her duties, a new grievance officer shall be designated within 10 college days. Until the new grievance officer is designated, all timelines in any pending or new grievance shall be suspended. If an RFT Grievance Officer is the grievant, the President of the RFT shall appoint an alternate RFT Grievance Officer to process the grievance. If the RFT files a grievance against the College Grievance Officer, the College President shall appoint an alternate College Grievance Officer to process the grievance.

Section C – Extension of Deadlines

The College and RFT Grievance Officers mutually may agree in writing to extend any deadline. Failure of the RFT to meet a deadline dismisses the grievance. Failure of the College to meet a deadline is grounds to advance the grievance to the next step if the RFT chooses to do so.

Section D – Access to Union Representative

The Union has the right to meet with one or more employees on campus during the work day to investigate and discuss grievances and workplace-related complaints without charge to pay or leave time of employees or agents of the exclusive representative.

This access shall at all times be conducted in a manner so as not to impede normal operations.

Section E – Informal Grievance Process

Within ten (10) college days of the time at which the grievant reasonably would have become aware of the alleged grievance, the grievant shall meet with an RFT Grievance Officer(s). The RFT Grievance Officer(s) will decide either (1) to proceed to the informal step the grievance process or (2) to dismiss the grievance for lack of merit. If the RFT Grievance Officer(s) dismisses the grievance for lack of merit, an individual grievant may proceed as described below. However, an RFT Grievance Officer(s) must attend any further meetings associated with the grievance.

The RFT Grievance Officer(s), the individual grievant, if there is one, and the College Grievance Officer(s) will have five (5) college days to resolve the grievance informally. If the grievance cannot be resolved informally within those five college days, the RFT Grievance Officer(s) or the individual grievant, if there is one, may either withdraw the grievance or may advance the grievance to the formal process outlined in Section E.

Section F - Formal Grievance Process

If the grievance cannot be resolved informally within the five college days, the RFT Grievance Officer(s) or the individual grievant, if there is one, shall have an

additional five (5) college days to complete a Grievance Form and submit it to the College Grievance Officer(s). Upon receipt of the Grievance Form, the College Grievance Officer(s) will review the grievance. The College Grievance Officer, an RFT Grievance Officer(s), and the individual grievant, if there is one, may meet as needed to clarify facts and issues involved in the grievance. Within ten (10) college days, the College Grievance Officer(s) will notify in writing the RFT Grievance Officer and the individual grievant, if there is one, of the College Grievance Officer(s)' decision to either (1) deny the grievance, (2) uphold the grievance and the original remedy, or (3) propose an alternate remedy. If the College Grievance Officer upholds the grievance and original remedy or if an alternate remedy is accepted by the grievant, the grievance process is completed. If the College Grievance Officer denies the grievance or the grievant does not accept an alternate remedy, the RFT may refer the grievance to arbitration within thirty (30) college days. The RFT must notify the President of the College in writing that the grievance is being submitted to arbitration. An individual grievant may not advance a grievance to arbitration.

Section G – Arbitration Rules and Fees

The parties shall jointly request a list of seven arbitrators from the Federal Mediation and Conciliation Service. Upon receipt of the list, within ten (10) college days the arbitrator shall be chosen by a process of striking names from the list until one name remains, the RFT striking the first name.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement or any applicable Board policy. He or she shall consider and decide only the specific issues submitted to him or her in writing and shall have no authority to make any decision or recommendation on any other issue not

so submitted to him or her. Both parties agree that all information submitted during arbitration hearings will be previously disclosed to the other party, except as provided by law. The arbitrator shall not make decisions contrary to, inconsistent with, or modifying or varying in any way any applicable laws, rules and regulations. The arbitrator shall submit in writing his or her decision promptly following the close of the hearing or the submission of briefs by the parties, whichever is later. The arbitrator's decision shall be based solely upon his or her interpretation of the meaning or application of the specific terms of this Agreement. The decision of the arbitrator shall be final and binding on the parties and shall be immediately implemented.

The fees of the arbitrator and the Federation Mediation and Conciliation Services shall be divided equally by the College and the RFT. All other expenses shall be borne by the party incurring them.

ARTICLE IX

SENIORITY

Section A – Determination of Seniority

Faculty members at Richland Community College will achieve seniority in the following ways:

- i. Initial seniority is based on the most recent date the Board of Trustees approves the full-time faculty employment. Faculty members may request seniority in an additional discipline by following the *Additional Seniority* process. Additional seniority is based on the Vice President's approval date.

Section B – Displacement of Faculty

No tenured faculty member may be laid off while any probationary or adjunct faculty member or any other employee with less seniority is retained to fulfill a position which the tenured employee is competent to fulfill. In determining questions involving reductions in force, the parties agree to be guided by the case law as it has been developed interpreting the Illinois Public Community College Act.

Laid off faculty shall have preference for classes currently assigned to adjunct faculty, provided the laid off faculty member or members are competent to teach those classes. If laid off members return to teach anything less than full-time, they will be paid at adjunct rates, reflecting semesters of RCC teaching experience.

If laid off members are recalled to teach in a full-time position during the 24-month statutory recall period, they will return at their same rank and step. Recall from

layoff shall be in reverse order of the original layoff. Recall rights shall exist for two (2) years from the beginning of the school year for which the faculty member was dismissed. Notice of recall shall be by certified mail, return receipt requested, to the faculty member's last known address. If the faculty member does not respond within thirty (30) days after receipt, the faculty member's recall rights shall cease.

No new faculty shall be hired for any position a laid off faculty member is competent to fill.

ARTICLE X

NO STRIKE CLAUSE

During the term of this Agreement, neither the Union nor its agents, nor any employee for any reason, will authorize, institute, aid, condone, or engage in a slowdown, work stoppage, strike, or any other interference with the work and statutory functions or obligations of the Board. The Union agrees to notify all local officers and representatives of their obligation and responsibilities for maintaining compliance with this Article, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage employees violating this Article to return to work.

ARTICLE XI

INSURANCE AND BENEFITS

Section A – Group Health, Life, and Long-Term Disability Insurance

- i. The College will provide all faculty members with group medical and dental insurance, long-term disability, and life insurance. Members of the bargaining unit will participate with the College administration in developing recommendations for coverage and carriers. The College President will determine the composition of the committee to include proportional representation from the faculty bargaining unit and set the guidelines for the committee. The Board of Trustees retains the right to determine the coverage and carrier.
- ii. For the period of this contract, the College will pay the major medical insurance carrier portion of the premium cost, supplemented by employee contribution to the group health plan. Employee contribution for individual coverage shall not exceed seven percent (7%) of the individual group health premium.

The College's participation will be fifty percent (50%) of the dependent group health premium for individuals electing dependent coverage.

Further, the College will pay the individual employee premium for life and long-term disability insurance.

Section B – Holidays

Faculty will receive the approved holidays for all College personnel reflected in the Policies and Procedures Manual.

Section C – Tuition for College Requested Professional Development

In the event that the Vice President of Academic Services directs a faculty member to take a course or courses, the Board will pay the tuition for the course or courses. The Vice President of Academic Services reserves the right to pre-approve both the course and the institution.

ARTICLE XII

TERM OF AGREEMENT

The provisions of this Agreement shall be effective the first work day of the 2018 - 2019 academic year and shall remain in full force and effect until the last work day of the 2019 – 2020 summer term.

IN WITNESS WHEREOF, the parties have hereunto set their hands this

17th day of July, 2018.

**BOARD OF TRUSTEES OF RICHLAND
COMMUNITY COLLEGE DISTRICT #537**

**RICHLAND FEDERATION OF
TEACHERS**

LOCAL #4262, IFT, AFT, AFL-CIO

BY: _____

BY: _____

FACULTY SCHEDULE

Base Salary

<u>2018-2019</u>	<u>2019-2020</u>
\$38,625 (BA/BS)	\$37,682 (BA/BS)

Overload Pay

	2018-2019	2019-2020
Instructor	\$665	\$665
Assistant Professor	\$715	\$715
Associate Professor	\$765	\$765
Professor	\$815	\$815

Summer Pay

	2018-2019	2019- 2020
Instructor	\$845	\$845
Assistant Professor	\$935	\$935
Associate Professor	\$1025	\$1025
Professor	\$1100	\$1100

Independent Study Pay

Independent Study Pay = \$120 X number of credit hours for course X number of students.

Proficiency Pay

Proficiency Pay = \$17.50 X number of credit hours for course

Substitute Pay Calculation

Pay for substitution = $\frac{1}{\text{number of sessions}}$ x overload rate of pay x equated hrs. x number of classes

A semester is defined as being sixteen (16) weeks in length.

Equity Adjustment

For the purpose of ensuring that a faculty member, who has reached step 32, receives the same salary adjustment as the rest of the faculty in each year of the contract, that faculty member will receive a stipend that makes up the difference between the projected salary adjustment and the number indicated in step 32.

RCC Faculty Salary Schedule
Effective for 2018 - 2019

1.0175

Step		BA/BS	MA/MS	MA/MS+1 5	MA/MS+3 0	MA/MS+4 5	MA/MS+6 0	MA/MS+7 5 PhD/EdD
		1	2	3	4	5	6	7
0		\$38,625	\$40,614	\$42,724	\$45,424	\$47,914	\$50,114	\$52,860
1		\$39,243	\$41,263	\$43,408	\$46,151	\$48,681	\$50,916	\$53,705
2		\$39,871	\$41,924	\$44,102	\$46,890	\$49,460	\$51,730	\$54,565
3		\$40,509	\$42,594	\$44,808	\$47,640	\$50,251	\$52,558	\$55,438
4		\$41,157	\$43,276	\$45,525	\$48,402	\$51,055	\$53,399	\$56,325
5		\$41,816	\$43,969	\$46,253	\$49,177	\$51,872	\$54,253	\$57,226
6		\$42,486	\$44,671	\$46,993	\$49,964	\$52,703	\$55,121	\$58,141
7		\$43,166	\$45,387	\$47,745	\$50,763	\$53,546	\$56,004	\$59,072
8		\$43,856	\$46,113	\$48,509	\$51,575	\$54,403	\$56,900	\$60,017
9		\$44,558	\$46,850	\$49,284	\$52,400	\$55,273	\$57,810	\$60,977
10		\$45,271	\$47,600	\$50,074	\$53,239	\$56,157	\$58,735	\$61,953
11		\$45,770	\$48,100	\$50,573	\$53,738	\$56,657	\$59,235	\$62,452
12		\$46,291	\$48,619	\$51,092	\$54,258	\$57,177	\$59,756	\$62,972
13		\$46,822	\$49,152	\$51,625	\$54,790	\$57,709	\$60,288	\$63,504
14		\$47,375	\$49,702	\$52,175	\$55,341	\$58,259	\$60,838	\$64,056
15		\$47,979	\$50,307	\$52,780	\$55,946	\$58,864	\$61,442	\$64,661
16		\$48,668	\$50,995	\$53,469	\$56,633	\$59,554	\$62,131	\$65,348
17		\$49,391	\$51,718	\$54,192	\$57,358	\$60,278	\$62,855	\$66,072
18		\$50,240	\$52,569	\$55,043	\$58,206	\$61,129	\$63,704	\$66,926
19		\$53,094	\$55,422	\$57,897	\$61,061	\$63,981	\$66,557	\$69,778
20		\$55,414	\$57,742	\$60,214	\$63,377	\$66,298	\$68,876	\$72,093
21		\$57,364	\$59,689	\$62,164	\$65,330	\$68,249	\$70,828	\$74,044
22		\$59,091	\$61,421	\$63,895	\$67,060	\$69,978	\$72,554	\$75,774
23		\$60,037	\$63,045	\$65,519	\$68,685	\$71,603	\$74,178	\$77,400
24			\$64,657	\$67,131	\$70,294	\$73,212	\$75,792	\$79,013
25			\$66,319	\$68,792	\$71,959	\$74,876	\$77,458	\$80,673
26			\$68,072	\$70,547	\$73,712	\$76,633	\$79,208	\$82,430
27			\$69,943	\$72,413	\$75,581	\$78,500	\$81,076	\$84,295
28			\$71,922	\$74,393	\$77,559	\$80,475	\$83,057	\$86,278
29			\$73,996	\$76,469	\$79,633	\$82,554	\$85,130	\$88,350
30			\$76,142	\$78,616	\$81,781	\$84,698	\$87,275	\$90,496
31			\$78,324	\$80,796	\$83,963	\$86,880	\$89,461	\$92,678

32					\$80,502			\$82,975			\$86,141			\$89,062			\$91,636			\$94,856
RCC Faculty Salary Schedule Effective for 2019 - 2020 1.0175																				
Step		BA/BS			MA/MS			MA/MS+1 5			MA/MS+3 0			MA/MS+4 5			MA/MS+6 0			MA/MS+7 5 PhD/EdD
		1			2			3			4			5			6			7
0		\$38,682			\$40,674			\$42,787			\$45,491			\$47,985			\$50,188			\$52,938
1		\$39,301			\$41,324			\$43,472			\$46,219			\$48,753			\$50,991			\$53,785
2		\$39,930			\$41,985			\$44,167			\$46,959			\$49,533			\$51,807			\$54,645
3		\$40,569			\$42,657			\$44,874			\$47,710			\$50,325			\$52,636			\$55,520
4		\$41,218			\$43,340			\$45,592			\$48,473			\$51,130			\$53,478			\$56,408
5		\$41,878			\$44,033			\$46,321			\$49,249			\$51,948			\$54,334			\$57,310
6		\$42,548			\$44,738			\$47,063			\$50,037			\$52,780			\$55,203			\$58,228
7		\$43,229			\$45,453			\$47,815			\$50,838			\$53,625			\$56,086			\$59,159
8		\$43,921			\$46,181			\$48,581			\$51,651			\$54,483			\$56,984			\$60,106
9		\$44,624			\$46,920			\$49,358			\$52,477			\$55,355			\$57,895			\$61,068
10		\$45,338			\$47,670			\$50,147			\$53,317			\$56,240			\$58,822			\$62,044
11		\$46,063			\$48,433			\$50,950			\$54,170			\$57,140			\$59,763			\$63,037
12		\$46,571			\$48,942			\$51,458			\$54,679			\$57,649			\$60,271			\$63,545
13		\$47,101			\$49,470			\$51,986			\$55,207			\$58,177			\$60,801			\$64,074
14		\$47,642			\$50,012			\$52,529			\$55,749			\$58,719			\$61,343			\$64,616
15		\$48,204			\$50,572			\$53,088			\$56,310			\$59,279			\$61,903			\$65,176
16		\$48,818			\$51,188			\$53,704			\$56,925			\$59,894			\$62,517			\$65,792
17		\$49,520			\$51,888			\$54,404			\$57,625			\$60,596			\$63,219			\$66,491
18		\$50,255			\$52,623			\$55,140			\$58,361			\$61,333			\$63,955			\$67,228
19		\$51,119			\$53,489			\$56,006			\$59,225			\$62,198			\$64,819			\$68,097
20		\$54,023			\$56,392			\$58,910			\$62,130			\$65,101			\$67,722			\$70,999
21		\$56,384			\$58,752			\$61,267			\$64,487			\$67,458			\$70,082			\$73,354
22		\$58,367			\$60,734			\$63,252			\$66,473			\$69,443			\$72,067			\$75,340
23					\$62,495			\$65,013			\$68,233			\$71,202			\$73,824			\$77,100
24					\$64,148			\$66,666			\$69,887			\$72,856			\$75,476			\$78,754
25					\$65,789			\$68,305			\$71,524			\$74,493			\$77,118			\$80,396
26					\$67,479			\$69,996			\$73,218			\$76,186			\$78,814			\$82,085
27					\$69,264			\$71,781			\$75,002			\$77,974			\$80,594			\$83,873
28					\$71,167			\$73,680			\$76,904			\$79,874			\$82,495			\$85,770
29					\$73,181			\$75,695			\$78,916			\$81,883			\$84,510			\$87,788
30					\$75,291			\$77,807			\$81,026			\$83,999			\$86,620			\$89,896
31					\$77,475			\$79,991			\$83,213			\$86,180			\$88,802			\$92,079
32					\$79,694			\$82,210			\$85,432			\$88,400			\$91,026			\$94,300

Memorandum of Agreement

Richland Community College
and
RCC Federation of Teachers Local 4262

Subject to ratification by the membership and approval by the Board of Trustees, Richland Community College (Board) and the RCC Federation of Teachers Local 4262 (RFT) agree to the following changes to the Collective Bargaining Agreement.

Whereas the Collective Bargaining Agreement between the Board and the RFT is set to expire at the end of the Summer 2020 school term; and

Whereas the Board and the RFT agreed to enter into negotiations for a new Collective Bargaining Agreement to be the successor of the expiring Contract; and

Whereas the parties initiated contract negotiations in January 2020 and were engaged in interest based bargaining methods; and

Whereas the parties discussed several interests and tentatively agreed to several contract modifications; and

Whereas the negotiation process has been substantially disrupted by the national Covid19 pandemic affecting all aspects of normal contract negotiations processes; and

Whereas both parties agree that it is unclear regarding future instruction processes and financial operations of Richland Community College under the pandemic situation; and

Whereas both parties agree it is in their respective best interest to suspend the negotiations process until the pandemic emergency is passed and the community is opened from Covid19 restrictions;

Therefore, the Board and the RFT mutually agree to extend the term of the 2018-2020 Collective Bargaining Contract through the end for a one-year additional term with the following changes:

Section S – Workload Calculation

ii. Lab Hour Calculation

To determine the total number of lab ECH for a particular course, the total number of lab credit hours, as defined by the course's credit hour distribution, will be multiplied by 0.80 in 2018-2019 and 0.85 in 2019-2020 and 0.87 in 2020-2021. To calculate the total ECH for each course, the total lecture ECH will be added to the total lab ECH for that course.

2018 – 2019 Examples:

$$\text{CIS 110 [2-2-3]} (2 \times 1) + (2 \times .80) = 3.60 \text{ ECH}$$

$$\text{Draft 101 [2-4-4]} (2 \times 1) + (4 \times .80) = 5.20 \text{ ECH}$$

2019 – 2020 Examples:

$$\text{CIS 110 [2-2-3]} (2 \times 1) + (2 \times .85) = 3.70 \text{ ECH}$$

$$\text{Draft 101 [2-4-4]} (2 \times 1) + (4 \times .85) = 5.40 \text{ ECH}$$

2020 – 2021 Examples:

$$\text{CIS 110 [2-2-3]} (2 \times 1) + (2 \times .87) = 3.74 \text{ ECH}$$

$$\text{Draft 101 [2-4-4]} (2 \times 1) + (4 \times .87) = 5.48 \text{ ECH}$$

iii. Clinical Hour Calculation

To determine the total number of clinical ECH for a particular course, the total number of clinical credit hours, as defined in by the course's credit hour distribution, will be multiplied by 0.80 in 2018 – 2019 and 0.85 in 2019 – 2020 *and 0.87 in 2020-2021.*

ARTICLE XIV

TERM OF AGREEMENT

The provisions of this Agreement shall be effective the first workday of the 2018 - 2019 academic year and shall remain in full force and effect until the last work day of the 2020-2021 summer term.

FACULTY SCHEDULE

Base Salary

2020-2021

\$38,739

(BA/BS)

Overload Pay

2020-2021

Instructor	\$670
Assistant Professor	\$720
Associate Professor	\$770
Professor	\$820

Summer Pay

2020-2021

Instructor	\$850
Assistant Professor	\$940
Associate Professor	\$1030
Professor	\$1105

Faculty Salary Schedule 2020-2021

1.0175

Step	BA/BS		MA/MS		MA/MS +15	MA/MS +30	MA/MS +45	MA/MS +60	MA/MS+75 PhD/EdD
	1		2		3	4	5	6	7
0	\$38,739		\$40,734		\$42,850	\$45,558	\$48,056	\$50,262	\$53,016
1	\$39,359		\$41,385		\$43,536	\$46,288	\$48,824	\$51,066	\$53,864
2	\$39,989		\$42,047		\$44,232	\$47,028	\$49,606	\$51,883	\$54,726
3	\$40,629		\$42,720		\$44,940	\$47,781	\$50,399	\$52,713	\$55,602
4	\$41,279		\$43,404		\$45,659	\$48,545	\$51,206	\$53,557	\$56,491
5	\$41,939		\$44,098		\$46,390	\$49,322	\$52,025	\$54,414	\$57,395
6	\$42,610		\$44,804		\$47,132	\$50,111	\$52,857	\$55,284	\$58,313
7	\$43,293		\$45,521		\$47,886	\$50,913	\$53,704	\$56,169	\$59,247
8	\$43,986		\$46,249		\$48,652	\$51,728	\$54,564	\$57,067	\$60,194
9	\$44,690		\$46,989		\$49,431	\$52,555	\$55,437	\$57,981	\$61,158
10	\$45,405		\$47,741		\$50,221	\$53,396	\$56,323	\$58,908	\$62,136
11	\$46,131		\$48,505		\$51,024	\$54,250	\$57,224	\$59,851	\$63,130
12	\$46,869		\$49,281		\$51,842	\$55,118	\$58,140	\$60,809	\$64,140
13	\$47,386		\$49,798		\$52,359	\$55,635	\$58,657	\$61,326	\$64,657
14	\$47,926		\$50,335		\$52,896	\$56,174	\$59,196	\$61,865	\$65,195
15	\$48,476		\$50,887		\$53,448	\$56,724	\$59,747	\$62,416	\$65,746
16	\$49,047		\$51,457		\$54,017	\$57,295	\$60,316	\$62,986	\$66,317
17	\$49,673		\$52,083		\$54,644	\$57,922	\$60,943	\$63,611	\$66,944
18	\$50,386		\$52,796		\$55,356	\$58,633	\$61,656	\$64,325	\$67,655
19	\$51,135		\$53,544		\$56,105	\$59,383	\$62,406	\$65,075	\$68,405
20	\$52,014		\$54,425		\$56,986	\$60,261	\$63,287	\$65,953	\$69,289
21	\$54,968		\$57,379		\$59,941	\$63,217	\$66,240	\$68,907	\$72,241
22	\$57,371		\$59,780		\$62,340	\$65,615	\$68,638	\$71,308	\$74,638
23	\$59,389		\$61,797		\$64,359	\$67,636	\$70,658	\$73,328	\$76,658
24			\$63,589		\$66,151	\$69,427	\$72,448	\$75,116	\$78,449
25			\$65,271		\$67,833	\$71,110	\$74,131	\$76,797	\$80,132
26			\$66,940		\$69,501	\$72,776	\$75,797	\$78,468	\$81,803
27			\$68,660		\$71,221	\$74,500	\$77,519	\$80,193	\$83,522
28			\$70,476		\$73,038	\$76,314	\$79,338	\$82,005	\$85,341
29			\$72,412		\$74,969	\$78,249	\$81,271	\$83,939	\$87,271
30			\$74,461		\$77,020	\$80,297	\$83,316	\$85,989	\$89,324
31			\$76,608		\$79,169	\$82,444	\$85,469	\$88,136	\$91,470
32			\$78,831		\$81,391	\$84,669	\$87,689	\$90,356	\$93,691

IN WITNESS WHEREOF, the parties have hereunto set their hands this

17th day of June, 2018. *Amended and approved on* _____ *day of*
2020.

**BOARD OF TRUSTEES OF RICHLAND
COMMUNITY COLLEGE DISTRICT #537**

**RICHLAND FEDERATION OF
TEACHERS**

**LOCAL #4262, IFT, AFT, AFL-
CIO**

BY: _____

BY: _____



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian
Sam Morrow

Date: June 4, 2020

Re: Approval to Contract for Variable Frequency Drive (VFD) Installation in Schilling

As part of the College's efforts to reduce energy consumption, we have identified the following project in the Schilling Education Center:

The Air Handling Units are currently driven by electric motors that operate at 100% capacity any time that they are being used. We are proposing that we install VFD's on five drive motors, and replace two drive motors. This will allow for the capability to run air handlers at a reduced load on days when the full capacity is not needed, reducing energy consumption.

As part of the Ameren Rebate Program, we would receive a rebate for a large portion of this work.

We collected the following quote:

Electrical Service Company \$20,630.00

The cost of this project is available in the Operation & Maintenance (Reserve) Fund Balance.

Therefore, it is recommended that the Board of Trustees authorize the Administration to contract with Electrical Service Company of Decatur, IL to install five (5) VFD controls and two (2) new motors in the Schilling Education Center.

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian *Greg Florian*

Date: June 15, 2020

Re: Approval of Emergency Board Policy for Covid19

Attached is a proposed emergency and temporary Board of Trustee's policy for that addresses certain considerations necessary for a return to work and on-campus instruction under the Governor's Restore Illinois Plan. This policy reflects and restates certain actions Richland will be responsible for as employees and students come to campus. This policy statement is designed to reinforce actions necessary to provide for the health and wellbeing of individuals while protecting the College from future liability. Upon adoption, the College will be placing itself closer to a Safe Harbor position in order to comply with many requirements from multiple rules such as ADA, OSHA, and FERPA.

The policy is set to expire upon the Governor declaring that the State has moved into phase 5 of the Restore Illinois Plan.

I will be available for questions you may have.

It is recommended that the Board of Trustees adopt the emergency policy.

Emergency Covid19 Policy

Richland Community College is committed to the safety of individuals coming to campus and will make efforts to comply with guidelines provided by the Centers for Disease Control, Illinois Department of Public Health, and Macon County Health Department that are currently in place to address the public health hazard related to Covid19 when returning to work or to receive educational services.

Richland Community College has a duty to provide an educational space that is safe and supports the welfare of students, staff, and visitors for all property owned or controlled by the College. **Within the capacity of the College, efforts will be made by all staff to reduce the exposure to the hazard through the following means:**

Board directs the President or designee to develop procedures for allowing individuals to enter College facilities and to communicate those procedures broadly. These procedures will be based on guidelines and best practices commonly prescribed by public health agencies with jurisdiction over Richland Community College.

Individuals are required to participate in and provide factual information pertaining to their compliance with the stated procedures and criteria as an effort to ensure an environment that reduces the Hazard.

Employees, students, and visitors will not be allowed to enter College facilities if an individual is sick or is symptomatic (with cough, shortness of breath or difficulty breathing, fever of 100.4 degrees or above, chills, muscle pain, headache, sore throat, new loss of taste or smell, or other CDC-identified symptoms of COVID-19).

All individuals on-campus are required to follow Social Distancing guidelines. Individuals that refuse to follow stated guidelines may be removed from campus.

Students that attend on-campus classes or lab classes will be required to wear appropriate Personal Protective Equipment (PPE) while participating in the activity. Students that refuse to wear PPE or follow other hazardous mitigation exposure procedures when required will be asked to leave campus immediately with no recourse.

Employees may be required to alter their work tasks, attendance, or other changes to their job-related duties in order to accommodate stated procedures that reduce exposure to the Hazard including but not limited to Social Distancing, hours of work, temperature testing, and self-reporting of their ability to meet health criteria for working on-campus.

Employees that are furloughed or quarantined due to Covid19 related actions will continue to receive College provided benefits as if they were currently working.

Pay for quarantined staff will be determined on a case-by-case basis depending on the individual's ability to perform their duties and/or any earned paid time off.

Employees refusing to return to work due to their individual health risk associate with Covid19 are required to provide documentation from their doctor substantiating the health risk to the Director of Human Resources. The Director and the employee's supervisor will determine if the employee can perform their Essential Functions without physically being on-campus or through other

accommodations. Employees that fail to provide appropriate documentation to the Director and do not return to work may be disciplined up to and including termination.

This policy will be sunset and become void upon the Governor of the State of Illinois designating that the State has reached Phase 5 of his Recovery Plan Dated May ____, 2020.

TO: Board of Trustees

FROM: Cris Valdez 

DATE: June 16, 2020

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 May 2020 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Treasurer's Report

5/31/2020

Fund	Balance 5/1/2020	Receipts for Month	Disbursements for Month	Balance 5/31/2020	Int Bearing Accounts	Separate Inv Instruments
Education Fund	\$8,617,112.11	\$764,663.67	(\$1,012,213.26)	\$8,369,562.52	\$8,119,711.29	\$249,851.23
Oper & Maint Restricted	\$16,870,222.84			\$16,870,222.84	\$16,870,222.84	\$0.00
Bond & Interest Fund	\$226,789.33			\$226,789.33	\$226,789.33	\$0.00
Auxiliary Enterprises	\$2,371,837.12	\$19,398.13		\$2,391,235.25	\$2,391,235.25	\$0.00
Restricted Purposes	\$723,187.81	\$561,386.76	(\$561,386.36)	\$723,188.21	\$423,188.21	\$300,000.00
Working Cash Fund	\$8,353,935.25	\$44,795.65	(\$44,386.00)	\$8,354,344.90	\$7,998,522.31	\$355,822.59
Trust & Agency Fund	\$365,925.43	\$470.00		\$366,395.43	\$366,395.43	\$0.00
Audit Fund	\$73,257.80			\$73,257.80	\$73,257.80	\$0.00
Liability & Protection	\$2,514,994.77			\$2,514,994.77	\$2,414,994.77	\$100,000.00
Totals	\$40,117,262.46	\$1,390,714.21	(\$1,617,985.62)	\$39,889,991.05	\$38,884,317.23	\$1,005,673.82

Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$7,404,144.	IL Funds	0.73		0.0
EDUCATION FUND	\$250,000.00	CD-First Mid	0.20	1/30/2021	12.0
RESTRICTED-MASTER PLAN	\$14,978,680	PMA	1.60		0.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.40	8/10/2020	12.0
WORKING CASH FUND	\$1,028,640.	PMA	1.60		0.0
WORKING CASH FUND	\$124,389.98	CD-Regns	1.34	9/21/2020	13.0
WORKING CASH FUND	\$121,432.61	CD-Regns	0.05	11/8/2020	7.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.40	3/23/2021	12.0
LPS FUND	\$100,000.00	CD-Busey	0.10	9/27/2020	6.0

Revenues & Expenses by Fund

	Actual 5/31/2020	Budget 1920	%	Actual 5/31/2019	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$15,598,973.57	\$15,530,291.00	100.44	\$15,279,286.59	\$14,700,499.20
Transfers	\$0.00	(\$154,155.00)	0	(\$471,260.00)	(\$531,318.00)
Expenses	(\$11,940,878.86)	(\$14,488,605.00)	82.42	(\$11,306,806.28)	(\$12,522,986.50)
	\$3,658,094.71	\$887,531.00		\$3,501,220.31	\$1,646,194.70
Fund 02-Operations & Maintenance					
Revenue	\$1,896,859.87	\$2,147,812.00	88.32	\$1,925,592.15	\$2,693,954.22
Transfers	\$0.00	\$0.00	0	\$0.00	(\$750,000.00)
Expenses	(\$1,507,191.40)	(\$2,143,233.00)	70.32	(\$1,589,875.74)	(\$1,794,524.69)
	\$389,668.47	\$4,579.00		\$335,716.41	\$149,429.53
Fund 03-Oper & Maint Restricted					
Revenue	\$15,706,768.18	\$16,635,535.00	94.42	\$647,691.15	\$1,398,696.64
Transfers	\$0.00	\$0.00	0	(\$23,622.68)	(\$23,622.68)
Expenses	(\$680,786.00)	(\$16,635,535.00)	4.09	(\$197,021.40)	(\$264,084.90)
	\$15,025,982.18	\$0.00		\$427,047.07	\$1,110,989.06
Fund 04-Bond & Interest Fund					
Revenue	\$2,847,328.20	\$2,834,898.00	100.44	\$3,397,065.51	\$3,397,270.53
Expenses	(\$2,868,862.50)	(\$2,834,898.00)	101.2	(\$3,380,527.86)	(\$3,380,527.86)
	(\$21,534.30)	\$0.00		\$16,537.65	\$16,742.67
Fund 05-Auxiliary Enterprises					
Revenue	\$1,142,656.56	\$1,583,798.00	72.15	\$1,499,135.12	\$2,115,207.54
Transfers	\$0.00	\$0.00	0	\$0.00	(\$404,730.32)
Expenses	(\$1,357,436.64)	(\$1,583,052.00)	85.75	(\$1,383,343.46)	(\$1,553,248.19)
	(\$214,780.08)	\$746.00		\$115,791.66	\$157,229.03
Fund 06-Restricted Purposes Fund					
Revenue	\$8,964,791.78	\$11,675,659.93	76.78	\$8,341,569.54	\$9,568,316.01
Transfers	(\$6,958.20)	(\$6,000.00)	115.97	\$0.00	(\$6,045.03)
Expenses	(\$9,382,196.14)	(\$11,669,659.93)	80.4	(\$8,520,631.75)	(\$9,402,068.58)
	(\$424,362.56)	\$0.00		(\$179,062.21)	\$160,202.40
Fund 07-Working Cash Fund					
Revenue	\$127,723.26	\$160,000.00	79.83	\$149,985.57	\$164,084.43
Transfers	(\$123,271.70)	(\$160,000.00)	77.04	(\$122,218.87)	(\$164,084.43)
	\$4,451.56	\$0.00		\$27,766.70	\$0.00
Fund 10-Trust & Agency Fund					
Revenue	\$78,027.87	\$194,560.00	40.1	\$104,701.81	\$129,222.60
Transfers	(\$1,400.00)	\$0.00	0	(\$2,000.00)	(\$36,085.94)
Expenses	(\$64,218.01)	(\$194,560.00)	33.01	(\$87,736.65)	(\$93,136.34)
	\$12,409.86	\$0.00		\$14,965.16	\$0.32
Fund 11-Audit Fund					
Revenue	\$66,964.85	\$66,731.00	100.35	\$66,385.91	\$66,512.59
Expenses	(\$54,007.02)	(\$54,620.00)	98.88	(\$56,156.98)	(\$56,760.31)
	\$12,957.83	\$12,111.00		\$10,228.93	\$9,752.28
Fund 12-Liability & Protection					
Revenue	\$1,964,880.44	\$1,962,208.00	100.14	\$1,889,901.67	\$1,892,338.87
Expenses	(\$1,360,606.95)	(\$1,595,150.00)	85.3	(\$1,381,982.95)	(\$1,504,579.89)
	\$604,273.49	\$367,058.00		\$507,918.72	\$387,758.98
Total	\$19,047,161.16	\$1,272,025.00		\$4,778,130.40	\$3,638,298.97

Operating Funds Revenue

	Actual Revenue YTD 5/31/2020	Budget 1920	%	Actual Revenue YTD 5/31/2019	Prior Year Revenue 6/30/2019
Investment Revenue					
Investment Revenue	\$114,096.87	\$54,650.00	208.78	\$117,973.93	\$129,432.59
	<u>\$114,096.87</u>	<u>\$54,650.00</u>	208.78	<u>\$117,973.93</u>	<u>\$129,432.59</u>
Local Government Sources					
Current Taxes	\$7,317,449.15	\$7,320,256.00	99.96	\$7,231,132.54	\$7,231,132.54
Interest on Taxes	\$12,002.76	\$850.00	1412.0	\$3,278.62	\$3,278.62
	<u>\$7,329,451.91</u>	<u>\$7,321,106.00</u>	100.11	<u>\$7,234,411.16</u>	<u>\$7,234,411.16</u>
Other Revenue					
Facility Rental	\$241,733.32	\$264,805.00	91.29	\$263,097.38	\$270,413.41
Other Revenue	\$292,830.73	\$458,045.00	63.93	\$450,231.68	\$490,268.58
Transfer In	\$130,229.90	\$167,500.00	77.75	\$122,218.87	\$170,129.46
	<u>\$664,793.95</u>	<u>\$890,350.00</u>	74.67	<u>\$835,547.93</u>	<u>\$930,811.45</u>
State Government Sources					
ICCB CTE Formula Grant	\$226,300.00	\$234,450.00	96.52	\$233,870.00	\$233,870.00
ICCB Credit Hour Grants	\$1,536,525.56	\$1,776,670.00	86.48	\$1,570,616.33	\$1,650,408.83
ICCB Equalization Grant	\$37,500.03	\$50,000.00	75	\$45,837.00	\$50,000.00
Replacement Taxes	\$466,013.62	\$280,000.00	166.43	\$360,091.39	\$360,091.39
	<u>\$2,266,339.21</u>	<u>\$2,341,120.00</u>	96.81	<u>\$2,210,414.72</u>	<u>\$2,294,370.22</u>
Student Tuition & Fees					
Tuition-Cohort Contract	\$51,765.00	\$0.00	0	\$0.00	\$0.00
Tuition-Credit	\$6,235,244.00	\$6,163,109.00	101.17	\$5,983,365.00	\$5,982,141.00
Various Fees	\$834,142.50	\$907,768.00	91.89	\$823,166.00	\$823,287.00
	<u>\$7,121,151.50</u>	<u>\$7,070,877.00</u>	100.71	<u>\$6,806,531.00</u>	<u>\$6,805,428.00</u>
Total Revenue	\$17,495,833.44	\$17,678,103.00	98.97	\$17,204,878.74	\$17,394,453.42

Operating Funds Expenses

	Actual Expenses YTD 5/31/2020	Budget 1920	%	Actual Expenses YTD 5/31/2019	Prior Year Expenses 6/30/2019
Salaries					
Academic Support-PT	\$77,550.48	\$51,589.00	150.32	\$59,043.46	\$57,993.00
Administrative Staff Sal	\$1,561,237.08	\$1,856,762.00	84.08	\$1,420,710.01	\$1,581,949.80
Car Allowance	\$8,307.84	\$9,000.00	92.31	\$8,307.84	\$9,000.16
Classified-Temporary	\$18,134.50	\$2,500.00	725.38	\$21,560.88	\$24,704.13
Clinical Risk Stipends	\$32,740.86	\$33,964.00	96.4	\$32,940.82	\$34,100.82
Custodial, Maint Stf Sal	\$104,076.95	\$140,711.00	73.97	\$95,459.39	\$105,086.76
Custodial, Maint-Temp	\$8,403.00	\$12,000.00	70.03	\$10,747.50	\$12,727.50
F/T Classified Salary	\$740,597.90	\$917,926.00	80.68	\$592,284.82	\$653,311.65
F/T Faculty Salary	\$3,248,069.44	\$3,921,893.00	82.82	\$3,213,726.26	\$3,882,915.73
F/T Faculty-Summer Sal	\$236,183.85	\$213,623.00	110.56	\$246,435.55	\$245,172.45
FWSP Workers Salary	\$0.00	\$0.00	0	\$0.00	\$0.00
Faculty Curriculum Dev	\$1,014.00	\$0.00	0	\$8,020.00	\$8,696.00
Faculty Tutors Salary	\$32,259.92	\$40,500.00	79.65	\$30,969.93	\$32,449.38
Independent Study Salary	\$13,710.00	\$6,945.00	197.41	\$23,032.50	\$23,662.50
Interpreter Salary	\$10,664.60	\$33,659.00	31.68	\$19,240.63	\$20,571.46
LabFacilitators	\$13,746.57	\$19,610.00	70.1	\$16,157.74	\$17,050.05
Overload Salary	\$547,003.35	\$572,911.00	95.48	\$507,579.89	\$507,579.89
Overtime Wages	\$13,424.98	\$11,827.00	113.51	\$16,973.44	\$17,860.85
P/T Classified Salary	\$6,930.43	\$24,512.00	28.27	\$32,398.33	\$33,368.33
P/T Faculty Salary	\$689,789.79	\$802,106.00	86	\$746,957.78	\$746,999.38
P/T Faculty-Summer Sal	\$85,226.88	\$78,091.00	109.14	\$52,921.32	\$49,796.38
Professional/Tech Salary	\$990,270.73	\$1,075,049.00	92.11	\$823,663.98	\$915,184.88
Professional/Tech-PT	\$12,509.84	\$11,090.00	112.8	\$23,933.59	\$25,347.04
Proficiency Exam Salary	\$0.00	\$0.00	0	\$367.50	\$367.50
Stipend	\$300.00	\$300.00	100	\$0.00	\$0.00
Student Workers Salary	\$40,962.17	\$62,635.00	65.4	\$28,657.14	\$31,287.26
Subs Instructors Salary	\$18,603.53	\$6,782.00	274.31	\$5,809.20	\$6,423.34
Supervisory Staff Salary	\$201,749.12	\$217,808.00	92.63	\$220,859.01	\$246,934.28
Test Proctor Salary	\$28,017.61	\$32,927.00	85.09	\$26,040.68	\$27,956.08
	<u>\$8,741,485.42</u>	<u>\$10,156,720.00</u>	<u>86.07</u>	<u>\$8,284,799.19</u>	<u>\$9,318,496.60</u>
Employee Benefits					
EmployeeBenefitsTotal	\$15,743.24	\$14,500.00	108.57	(\$1,552.15)	(\$7,204.95)
Grants Share of SURS	\$79.48	\$0.00	0	\$111.39	\$111.39
Group Dental Ins	\$54,579.14	\$57,343.00	95.18	\$44,326.28	\$48,290.45
Group LTD Ins	\$16,193.52	\$19,774.00	81.89	\$15,008.21	\$16,281.69
Group Life Ins	\$25,360.97	\$22,440.00	113.02	\$20,254.91	\$21,991.89
Group Medical Ins	\$1,587,133.66	\$1,828,687.00	86.79	\$1,429,692.92	\$1,541,084.33
Medicare	(\$35.10)	\$0.00	0	\$0.00	\$0.00
SURS-RetireeHealthContri	\$41,146.42	\$40,159.00	102.46	\$38,338.21	\$41,590.71
Staff/Family Waivers	\$45,879.17	\$28,078.00	163.4	\$15,146.00	\$17,274.80
	<u>\$1,786,080.50</u>	<u>\$2,010,981.00</u>	<u>88.82</u>	<u>\$1,561,325.77</u>	<u>\$1,679,420.31</u>
Contractual Services					
Accreditation Fees	\$19,060.00	\$22,070.00	86.36	\$12,200.00	\$12,200.00
Admin Computer-Maint	\$312,466.45	\$327,197.00	95.5	\$335,613.29	\$337,225.79
Building Repair/Maint	\$79,590.29	\$161,200.00	49.37	\$21,865.89	\$26,871.72
Consultants/Workshops	\$2,000.00	\$5,000.00	40	\$500.00	\$500.00
Contractual-Other	\$40,993.15	\$124,849.00	32.83	\$193,798.00	\$137,731.50
Contractual-Tutoring	\$0.00	\$10,730.00	0	\$0.00	\$5,800.00
Custodial Services	\$333,710.64	\$464,000.00	71.92	\$331,184.40	\$397,107.60
Diversity Initiatives	\$0.00	\$19,750.00	0	\$0.00	\$0.00
Employee Awards	\$119.00	\$2,200.00	5.41	\$0.00	\$0.00
Employee Recognition EAT	\$1,882.68	\$2,500.00	75.31	\$1,318.91	\$1,622.86
Equip Repair/Maint Agree	\$68,826.01	\$121,675.00	56.57	\$108,456.09	\$122,837.78
Faculty Development	\$0.00	\$2,300.00	0	\$2,903.56	\$2,903.56
Grounds Maintenance	\$14,406.98	\$17,300.00	83.28	\$9,972.33	\$11,503.07
Legal Services-Admin	\$13,836.00	\$43,500.00	31.81	\$11,608.28	\$17,658.78
Meals	\$1,220.03	\$2,700.00	45.19	\$1,140.00	\$1,140.00
Pest Control	\$8,150.12	\$12,450.00	65.46	\$10,435.86	\$11,409.86
Professional Fees	\$7,678.06	\$7,500.00	102.37	\$7,196.41	\$7,196.41
Recruitment	\$456.26	\$30,750.00	1.48	\$746.02	\$746.02
Royalties	\$0.00	\$350.00	0	\$0.00	\$0.00

Operating Funds Expenses

	Actual Expenses YTD 5/31/2020	Budget 1920	%	Actual Expenses YTD 5/31/2019	Prior Year Expenses 6/30/2019
Contractual Services					
Security	\$0.00	\$0.00	0	\$5,956.68	\$6,631.13
Staff/Faculty Developmen	\$26,865.22	\$27,874.00	96.38	\$2,943.62	\$3,926.69
Student Awards	\$275.00	\$725.00	37.93	\$795.00	\$795.00
Student Development	\$430.47	\$3,100.00	13.89	\$0.00	\$0.00
Telephone Maint Agree	\$15,827.06	\$19,100.00	82.86	\$1,283.04	\$1,283.04
	<u>\$947,793.42</u>	<u>\$1,428,820.00</u>	66.33	<u>\$1,059,917.38</u>	<u>\$1,107,090.81</u>
Materials & Supplies					
Advertising	\$79,394.04	\$89,000.00	89.21	\$33,159.53	\$44,330.98
Audio Visual Materials	\$100.44	\$500.00	20.09	\$615.42	\$636.59
Books-Library Collection	\$8,801.21	\$10,000.00	88.01	\$8,947.00	\$8,947.00
Catalog Printing	\$0.00	\$0.00	0	\$0.00	\$0.00
Computer Software	\$189,029.90	\$190,788.00	99.08	\$136,995.51	\$142,566.62
Credit Schedules	\$0.00	\$0.00	0	\$2,000.12	\$2,000.12
Digital Print/Curric Spt	\$55,372.91	\$55,373.00	100	\$38,247.99	\$38,247.99
Event Expense	\$2,148.07	\$6,375.00	33.7	\$710.00	\$751.93
Graphic Supplies	\$2,693.98	\$4,000.00	67.35	\$1,474.35	\$2,473.49
Instructional Supplies	\$80,607.83	\$143,916.00	56.01	\$103,033.88	\$99,084.04
Laundry/Linen Supplies	\$318.82	\$551.00	57.86	\$264.11	\$264.11
Maintenance Supplies	\$79,987.73	\$103,400.00	77.36	\$70,263.67	\$82,100.99
Materials	\$62,294.15	\$96,229.00	64.74	\$48,239.47	\$55,417.64
Non Consumable Supplies	\$9,696.37	\$9,700.00	99.96	\$0.00	\$0.00
Office Supplies	\$12,567.59	\$18,169.00	69.17	\$15,391.50	\$17,103.50
Postage	\$11,074.73	\$16,370.00	67.65	\$17,528.16	\$20,283.96
Printing	\$20,618.33	\$21,412.00	96.29	\$20,836.74	\$18,973.56
Publications & Dues	\$77,240.82	\$99,147.00	77.91	\$82,505.23	\$82,191.57
Reference Materials	\$4,254.00	\$4,130.00	103	\$0.00	\$0.00
Specialties	\$0.00	\$1,500.00	0	\$566.23	\$1,419.03
Transcripts	\$14,551.40	\$18,000.00	80.84	\$14,551.00	\$14,551.00
Uniforms	\$2,914.06	\$3,900.00	74.72	\$3,127.00	\$3,523.00
Vehicle Expense	\$11,318.34	\$23,200.00	48.79	\$13,032.47	\$15,307.55
WYSE Activities	\$0.00	\$1,120.00	0	\$565.00	\$565.00
Wind Turbine Maintenance	\$12,944.21	\$10,250.00	126.28	\$5,833.33	\$5,833.33
	<u>\$737,928.93</u>	<u>\$927,030.00</u>	79.6	<u>\$617,887.71</u>	<u>\$656,573.00</u>
Conference & Meeting Exp					
Board Meeting Meals	\$0.00	\$85.00	0	\$555.13	\$1,095.13
Community Relations/Spon	\$6,500.00	\$7,500.00	86.67	\$0.00	\$0.00
Meeting Expense	\$13,102.34	\$10,585.00	123.78	\$11,350.67	\$11,666.80
Registration Fees	\$30,386.99	\$51,763.00	58.7	\$34,653.06	\$35,284.66
Relocation	\$2,759.39	\$5,000.00	55.19	\$0.00	\$0.00
Travel-In State	\$13,725.32	\$19,325.00	71.02	\$12,655.33	\$19,008.95
Travel-In State Mileage	\$7,336.70	\$14,139.00	51.89	\$7,371.11	\$8,400.03
Travel-Out of State	\$60,349.29	\$89,190.00	67.66	\$51,535.72	\$61,225.99
	<u>\$134,160.03</u>	<u>\$197,587.00</u>	67.9	<u>\$118,121.02</u>	<u>\$136,681.56</u>
Fixed Charges					
Credit Card Fees	\$20,782.14	\$27,000.00	76.97	\$26,787.56	\$27,882.30
Equipment Rental	\$75.79	\$1,750.00	4.33	\$558.75	\$558.75
Facility Rental	\$73,909.00	\$80,640.00	91.65	\$90,222.73	\$96,746.28
Graduation Expense	\$4,981.49	\$20,000.00	24.91	\$2,264.88	\$23,859.85
Install Pymt Lease/Purch	\$75,139.36	\$90,915.00	82.65	\$204,083.80	\$205,501.60
Interest Expense	\$0.00	\$1,000.00	0	\$1,288.38	\$9,098.29
Property Taxes	\$17,344.72	\$18,800.00	92.26	\$17,094.08	\$23,385.33
	<u>\$192,232.50</u>	<u>\$240,105.00</u>	80.06	<u>\$342,300.18</u>	<u>\$387,032.40</u>
Utilities					
Electricity and Nat Gas	\$338,135.67	\$369,300.00	91.56	\$327,330.85	\$383,141.22
Internet	\$12,883.28	\$17,365.00	74.19	\$11,879.73	\$13,996.73
Refuse Disposal	\$21,162.64	\$23,580.00	89.75	\$19,252.71	\$21,251.55
Telephone	\$52,760.19	\$41,790.00	126.25	\$36,387.08	\$41,566.59
Water, Sewage	\$34,931.77	\$39,200.00	89.11	\$32,852.11	\$40,113.21
	<u>\$459,873.55</u>	<u>\$491,235.00</u>	93.62	<u>\$427,702.48</u>	<u>\$500,069.30</u>
Capital Outlay					
Building Improvements	\$0.00	\$23,000.00	0	\$19,653.90	\$80,741.63

Operating Funds Expenses

	Actual Expenses YTD 5/31/2020	Budget 1920	%	Actual Expenses YTD 5/31/2019	Prior Year Expenses 6/30/2019
Capital Outlay					
Equipment-Instructional	\$0.00	\$522,658.00	0	\$3,032.00	\$3,032.00
Equipment-Service	\$5,000.00	\$96,574.00	5.18	\$0.00	\$0.00
	<u>\$5,000.00</u>	<u>\$642,232.00</u>	0.78	<u>\$22,685.90</u>	<u>\$83,773.63</u>
Tuition Adjustments					
Illinois Veterans Grants	\$0.00	\$0.00	0	\$0.00	\$11,435.08
Tuition Waiver	\$4,022.00	\$56,722.00	7.09	\$80,927.49	\$80,927.49
Unfunded ING/MIA/POW	\$20,576.00	\$25,000.00	82.3	\$25,107.00	\$32,704.00
Write-Off	\$226,724.78	\$240,000.00	94.47	\$204,508.63	\$168,533.59
	<u>\$251,322.78</u>	<u>\$321,722.00</u>	78.12	<u>\$310,543.12</u>	<u>\$293,600.16</u>
Other Expense					
Bank Service Charges	\$2,714.70	\$3,000.00	90.49	\$2,454.36	\$2,836.88
Contributions	\$160,154.00	\$177,860.00	90.04	\$120,931.50	\$120,931.50
Expense-Other	\$800.95	\$3,500.00	22.88	\$125.41	\$990.76
	<u>\$163,669.65</u>	<u>\$184,360.00</u>	88.78	<u>\$123,511.27</u>	<u>\$124,759.14</u>
Transfers					
Transfer Out	\$0.00	\$154,155.00	0	\$471,260.00	\$531,318.00
	<u>\$0.00</u>	<u>\$154,155.00</u>	0	<u>\$471,260.00</u>	<u>\$531,318.00</u>
Total Expenses	\$13,419,546.78	\$16,754,947.00	80.09	\$13,340,054.02	\$14,818,814.91

Revenues by Fund Summary

	Actual Revenue YTD 5/31/2020	Budget 1920	%	Actual Revenue YTD 5/31/2019	Prior Year Revenue 6/30/2019
Fund 01-Education Fund					
Local Government Sources	\$6,399,650.70	\$6,392,084.00	100.12	\$6,316,065.27	\$6,316,065.27
State Government Sources	\$2,266,339.21	\$2,063,046.00	109.85	\$2,210,414.72	\$1,544,370.22
Student Tuition & Fees	\$6,535,944.82	\$6,479,226.00	100.88	\$6,189,944.85	\$6,188,878.76
Investment Revenue	\$114,096.87	\$54,650.00	208.78	\$117,973.93	\$129,432.59
Other Revenue	\$282,941.97	\$541,285.00	52.27	\$444,887.82	\$521,752.36
Total Revenue Fund 01	\$15,598,973.57	\$15,530,291.00	100.44	\$15,279,286.59	\$14,700,499.20
Fund 02-Operations & Maintenance					
Local Government Sources	\$929,801.21	\$929,022.00	100.08	\$918,345.89	\$918,345.89
State Government Sources	\$0.00	\$278,074.00	0	\$0.00	\$750,000.00
Student Tuition & Fees	\$585,206.68	\$591,651.00	98.91	\$616,586.15	\$616,549.24
Other Revenue	\$381,851.98	\$349,065.00	109.39	\$390,660.11	\$409,059.09
Total Revenue Fund 02	\$1,896,859.87	\$2,147,812.00	88.32	\$1,925,592.15	\$2,693,954.22
Fund 03-Oper & Maint Restricted					
Local Government Sources	\$15,615,718.07	\$15,442,906.00	101.12	\$182,207.61	\$182,207.61
Investment Revenue	\$18,928.39	\$9,000.00	210.32	\$14,641.50	\$15,646.99
Other Revenue	\$72,121.72	\$1,183,629.00	6.09	\$450,842.04	\$1,200,842.04
Total Revenue Fund 03	\$15,706,768.18	\$16,635,535.00	94.42	\$647,691.15	\$1,398,696.64
Fund 04-Bond & Interest Fund					
Local Government Sources	\$2,834,464.99	\$2,832,098.00	100.08	\$3,393,710.20	\$3,393,710.20
Investment Revenue	\$12,863.21	\$2,800.00	459.4	\$3,355.31	\$3,560.33
Total Revenue Fund 04	\$2,847,328.20	\$2,834,898.00	100.44	\$3,397,065.51	\$3,397,270.53
Fund 05-Auxiliary Enterprises					
Customized Training	\$423,882.31	\$499,500.00	84.86	\$550,540.30	\$586,208.60
Student Tuition & Fees	\$102,526.58	\$105,230.00	97.43	\$75,131.75	\$93,771.75
Auxiliary Enterprises	\$572,685.39	\$834,370.00	68.64	\$799,763.39	\$889,958.28
Investment Revenue	\$9,928.31	\$5,000.00	198.57	\$13,475.73	\$14,351.52
Other Revenue	\$33,633.97	\$139,698.00	24.08	\$60,223.95	\$530,917.39
Total Revenue Fund 05	\$1,142,656.56	\$1,583,798.00	72.15	\$1,499,135.12	\$2,115,207.54
Fund 06-Restricted Purposes Fund					
Financial Aid	\$6,792,346.00	\$8,095,379.00	83.9	\$6,408,214.37	\$6,759,290.39
Investment Revenue	\$665.53	\$0.00	0	\$946.11	\$2,081.86
Other Revenue	\$2,171,780.25	\$3,580,280.93	60.66	\$1,932,409.06	\$2,806,943.76
Total Revenue Fund 06	\$8,964,791.78	\$11,675,659.93	76.78	\$8,341,569.54	\$9,568,316.01
Fund 07-Working Cash Fund					
Investment Revenue	\$127,723.26	\$160,000.00	79.83	\$149,985.57	\$164,084.43
Total Revenue Fund 07	\$127,723.26	\$160,000.00	79.83	\$149,985.57	\$164,084.43
Fund 10-Trust & Agency Fund					
Club Revenue	\$15,192.01	\$121,505.00	12.5	\$27,104.00	\$29,473.91
Investment Revenue	\$3,858.86	\$2,500.00	154.35	\$5,687.72	\$0.00
Other Revenue	\$58,977.00	\$70,555.00	83.59	\$71,910.09	\$99,748.69
Total Revenue Fund 10	\$78,027.87	\$194,560.00	40.1	\$104,701.81	\$129,222.60
Fund 11-Audit Fund					
Local Government Sources	\$65,973.45	\$65,931.00	100.06	\$64,957.71	\$64,957.71
Investment Revenue	\$991.40	\$800.00	123.93	\$1,428.20	\$1,554.88
Total Revenue Fund 11	\$66,964.85	\$66,731.00	100.35	\$66,385.91	\$66,512.59
Fund 12-Liability & Protection					
Local Government Sources	\$1,927,530.09	\$1,925,679.00	100.1	\$1,852,367.92	\$1,852,367.92
Student Tuition & Fees	\$9,856.00	\$13,000.00	75.82	\$10,384.00	\$10,384.00
Investment Revenue	\$27,494.35	\$18,100.00	151.9	\$27,149.75	\$29,586.95
Other Revenue	\$0.00	\$5,429.00	0	\$0.00	\$0.00
Total Revenue Fund 12	\$1,964,880.44	\$1,962,208.00	100.14	\$1,889,901.67	\$1,892,338.87
Total Revenue	\$48,394,974.58	\$52,791,492.93	91.67	\$33,301,315.02	\$36,126,102.63

Expenses by Fund Summary

	Budget 1920	Actual YTD as of 5/31/2020	Encumbered as of 5/31/2020	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$9,863,185.00	\$8,537,769.42	\$0.00	\$8,537,769.42	86.56	\$9,143,978.13	88.94
Employee Benefits	\$1,937,566.00	\$1,731,861.50	\$3,479.00	\$1,735,340.50	89.56	\$1,656,327.07	92.99
Contractual Services	\$592,100.00	\$429,577.13	\$10,347.36	\$439,924.49	74.3	\$485,264.99	93.54
Materials & Supplies	\$759,910.00	\$610,906.78	\$46,288.35	\$657,195.13	86.48	\$544,239.05	95.59
Conference & Meeting Exp	\$197,629.00	\$133,438.11	\$266.64	\$133,704.75	67.65	\$136,425.76	86.41
Fixed Charges	\$104,495.00	\$78,778.49	\$2,016.66	\$80,795.15	77.32	\$131,520.20	77.46
Utilities	\$4,980.00	\$3,555.00	\$585.00	\$4,140.00	83.13	\$3,840.00	84.51
Capital Outlay	\$522,658.00	\$0.00	\$0.00	\$0.00	0	\$3,032.00	100
Other Expense	\$240,000.00	\$226,724.78	\$0.00	\$226,724.78	94.47	\$168,533.59	121.35
Tuition Adjustments	\$81,722.00	\$24,598.00	\$0.00	\$24,598.00	30.1	\$125,066.57	84.78
Other Expense	\$184,360.00	\$163,669.65	\$4,477.95	\$168,147.60	91.21	\$124,759.14	99
Transfers	\$154,155.00	\$0.00	\$0.00	\$0.00	0	\$531,318.00	88.7
Total Expense Fund 01	\$14,642,760.00	\$11,940,878.86	\$67,460.96	\$12,008,339.82	82.01	\$13,054,304.50	90.22
Fund 02-Operations & Maintenance							
Salaries	\$298,173.00	\$208,354.00	\$0.00	\$208,354.00	69.88	\$179,570.47	87.72
Employee Benefits	\$98,933.00	\$78,104.48	\$0.00	\$78,104.48	78.95	\$47,873.72	91.48
Contractual Services	\$836,720.00	\$518,216.29	\$79,205.53	\$597,421.82	71.4	\$621,825.82	97.45
Materials & Supplies	\$167,260.00	\$127,022.15	\$387.94	\$127,410.09	76.17	\$112,370.75	86.92
Conference & Meeting Exp	\$708.00	\$721.92	\$0.00	\$721.92	101.97	\$400.80	94.2
Fixed Charges	\$135,610.00	\$113,454.01	\$6,719.00	\$120,173.01	88.62	\$255,512.20	94.09
Utilities	\$486,255.00	\$456,318.55	\$3,117.46	\$459,436.01	94.48	\$496,229.30	85.54
Capital Outlay	\$119,574.00	\$5,000.00	\$0.00	\$5,000.00	4.18	\$80,741.63	24.34
Total Expense Fund 02	\$2,143,233.00	\$1,507,191.40	\$89,429.93	\$1,596,621.33	74.5	\$1,794,524.69	88.6
Fund 03-Oper & Maint Restricted							
Contractual Services	\$29,632.00	\$29,631.25	\$0.00	\$29,631.25	100	\$1,674.20	100
Materials & Supplies	\$0.00	\$1,025.31	\$0.00	\$1,025.31	0	\$10,851.83	91.93
Capital Outlay	\$16,605,903.00	\$650,129.44	\$807,450.51	\$1,457,579.95	8.78	\$251,558.87	73.69
Total Expense Fund 03	\$16,635,535.00	\$680,786.00	\$807,450.51	\$1,488,236.51	8.95	\$264,084.90	74.61
Fund 04-Bond & Interest Fund							
Fixed Charges	\$2,832,898.00	\$2,866,862.50	\$0.00	\$2,866,862.50	101.2	\$3,378,027.86	100.01
Other Expense	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	100	\$2,500.00	80
Total Expense Fund 04	\$2,834,898.00	\$2,868,862.50	\$0.00	\$2,868,862.50	101.2	\$3,380,527.86	100
Fund 05-Auxiliary Enterprises							
Salaries	\$651,535.00	\$647,703.59	\$0.00	\$647,703.59	99.41	\$631,940.08	89.24
Employee Benefits	\$125,570.00	\$126,577.14	\$0.00	\$126,577.14	100.8	\$103,930.31	90.07
Contractual Services	\$79,372.00	\$51,397.29	\$365.60	\$51,762.89	65.22	\$70,735.72	95.13
Materials & Supplies	\$641,409.00	\$476,478.19	\$88,295.24	\$564,773.43	88.05	\$684,866.12	88.42
Conference & Meeting Exp	\$11,730.00	\$8,249.77	\$0.00	\$8,249.77	70.33	\$8,621.54	98.47
Fixed Charges	\$37,428.00	\$32,668.01	\$3,500.00	\$36,168.01	96.63	\$37,474.78	93.72
Utilities	\$125.00	\$0.00	\$0.00	\$0.00	0	\$62.17	100
Capital Outlay	\$35,533.00	\$13,836.47	\$0.00	\$13,836.47	38.94	\$14,270.55	55.52
Other Expense	\$350.00	\$526.18	\$0.00	\$526.18	150.34	\$1,346.92	96.29
Total Expense Fund 05	\$1,583,052.00	\$1,357,436.64	\$92,160.84	\$1,449,597.48	91.57	\$1,553,248.19	89.06
Fund 06-Restricted Purposes Fund							
Salaries	\$1,100,239.25	\$903,030.62	\$0.00	\$903,030.62	82.08	\$844,191.06	92.25
Employee Benefits	\$293,682.10	\$251,716.87	\$0.00	\$251,716.87	85.71	\$235,205.04	91.93
Contractual Services	\$863,879.25	\$476,911.18	\$30,567.50	\$507,478.68	58.74	\$600,377.59	65.74
Materials & Supplies	\$442,584.53	\$131,614.65	\$3,761.20	\$135,375.85	30.59	\$234,488.36	57.16
Conference & Meeting Exp	\$60,857.00	\$22,567.05	\$0.00	\$22,567.05	37.08	\$59,497.34	86.77
Fixed Charges	\$112,905.80	\$65,508.10	\$4,200.00	\$69,708.10	61.74	\$82,426.47	78.34
Capital Outlay	\$761,598.00	\$546,004.36	\$117,542.00	\$663,546.36	87.13	\$618,024.49	73.7
Financial Aid Expense	\$8,031,414.00	\$6,985,333.49	\$11,570.22	\$6,996,903.71	87.12	\$6,727,858.23	95.5
Other Expense	\$2,500.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Transfers	\$6,000.00	\$6,958.20	\$0.00	\$6,958.20	115.97	\$6,045.03	0
Total Expense Fund 06	\$11,675,659.93	\$9,389,644.52	\$167,640.92	\$9,557,285.44	81.86	\$9,408,113.61	90.57

Expenses by Fund Summary

	Budget 1920	Actual YTD as of 5/31/2020	Encumbered as of 5/31/2020	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 07-Working Cash Fund							
Transfers	\$160,000.00	\$123,271.70	\$0.00	\$123,271.70	77.04	\$164,084.43	74.49
Total Expense Fund 07	\$160,000.00	\$123,271.70	\$0.00	\$123,271.70	77.04	\$164,084.43	74.49
Fund 10-Trust & Agency Fund							
Contractual Services	\$63,640.00	\$11,490.42	\$300.00	\$11,790.42	18.53	\$22,784.52	99.95
Materials & Supplies	\$107,755.00	\$40,104.16	\$0.00	\$40,104.16	37.22	\$52,817.06	91.98
Conference & Meeting Exp	\$19,865.00	\$11,874.27	\$0.00	\$11,874.27	59.77	\$13,384.72	98.11
Fixed Charges	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Other Expense	\$3,300.00	\$749.16	\$0.00	\$749.16	22.7	\$4,150.04	78.31
Transfers	\$0.00	\$1,400.00	\$0.00	\$1,400.00	0	\$2,000.00	100
Total Expense Fund 10	\$194,560.00	\$65,618.01	\$300.00	\$65,918.01	33.88	\$95,136.34	94.32
Fund 11-Audit Fund							
Salaries	\$7,210.00	\$6,799.79	\$0.00	\$6,799.79	94.31	\$7,065.90	92.31
Employee Benefits	\$1,910.00	\$1,707.23	\$0.00	\$1,707.23	89.38	\$1,694.41	96.48
Contractual Services	\$45,500.00	\$45,500.00	\$0.00	\$45,500.00	100	\$48,000.00	100
Total Expense Fund 11	\$54,620.00	\$54,007.02	\$0.00	\$54,007.02	98.88	\$56,760.31	98.94
Fund 12-Liability & Protection							
Salaries	\$679,485.00	\$627,570.48	\$0.00	\$627,570.48	92.36	\$611,973.92	91.51
Employee Benefits	\$309,700.00	\$289,298.94	\$0.00	\$289,298.94	93.41	\$315,421.36	91.63
Contractual Services	\$212,700.00	\$132,131.10	\$15,887.91	\$148,019.01	69.59	\$193,846.45	88.13
Materials & Supplies	\$42,725.00	\$35,748.08	\$55.00	\$35,803.08	83.8	\$56,642.33	90.39
Conference & Meeting Exp	\$22,550.00	\$14,572.09	\$0.00	\$14,572.09	64.62	\$27,965.61	93.21
Fixed Charges	\$325,000.00	\$258,177.45	\$45,007.16	\$303,184.61	93.29	\$218,896.47	99.48
Utilities	\$2,000.00	\$2,683.81	\$0.00	\$2,683.81	134.19	\$1,680.99	100
Capital Outlay	\$990.00	\$425.00	\$0.00	\$425.00	42.93	\$78,152.76	83.7
Total Expense Fund 12	\$1,595,150.00	\$1,360,606.95	\$60,950.07	\$1,421,557.02	89.12	\$1,504,579.89	91.85
Total Expenses	\$51,519,467.93	\$29,348,303.60	\$1,285,393.23	\$30,633,696.83	59.46	\$31,275,364.72	91.12

Auxiliary Enterprises Revenue & Expenses

MAY 1920

	Actual Revenue	Budget Revenue	Actual Expenses	Budget Expenses	Net Actual	Net Budget
Community Events						
6019 -Admin Outdoor Events	\$300.00	\$9,665.00	\$5,750.33	\$6,540.00	(\$5,450.33)	\$3,125.00
6014 -Dance Productions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6020 -Farm Progress Show	\$0.00	\$0.00	\$4,067.23	\$7,500.00	(\$4,067.23)	(\$7,500.00)
6030 -Misc Events	\$2,100.00	\$5,000.00	\$0.00	\$625.00	\$2,100.00	\$4,375.00
	<u>\$2,400.00</u>	<u>\$14,665.00</u>	<u>\$9,817.56</u>	<u>\$14,665.00</u>	<u>(\$7,417.56)</u>	<u>\$0.00</u>
Continuing & Professional Education						
6000 -Administration-CPED	\$11,311.32	\$74,905.00	\$110,001.73	\$156,823.00	(\$98,690.41)	(\$81,918.00)
6001 -CDL	\$189,000.00	\$220,000.00	\$150,563.65	\$167,056.00	\$38,436.35	\$52,944.00
6003 -Dance	\$61,698.48	\$76,000.00	\$58,381.23	\$55,615.00	\$3,317.25	\$20,385.00
6004 -Personal Development	\$22,896.36	\$22,000.00	\$22,853.11	\$27,834.00	\$43.25	(\$5,834.00)
6007 -Safety-Industrial	\$144,654.70	\$150,000.00	\$139,382.19	\$162,094.00	\$5,272.51	(\$12,094.00)
6008 -Shilling Rentals	\$15,162.50	\$28,000.00	\$18,218.01	\$14,486.00	(\$3,055.51)	\$13,514.00
6027 -Tech Go Camp	\$15,093.50	\$26,000.00	\$15,595.94	\$26,000.00	(\$502.44)	\$0.00
6005 -Workforce Development	\$9,599.50	\$7,000.00	\$14,844.86	\$13,997.00	(\$5,245.36)	(\$6,997.00)
	<u>\$469,416.36</u>	<u>\$603,905.00</u>	<u>\$529,840.72</u>	<u>\$623,905.00</u>	<u>(\$60,424.36)</u>	<u>(\$20,000.00)</u>
Culinary						
8907 -Bistro 537	\$36,400.07	\$51,000.00	\$31,586.67	\$51,000.00	\$4,813.40	\$0.00
8970 -Cafe	\$488,694.18	\$718,250.00	\$657,197.25	\$722,171.00	(\$168,503.07)	(\$3,921.00)
8908 -Coffee House	\$20,766.07	\$29,200.00	\$20,517.15	\$29,200.00	\$248.92	\$0.00
8915 -Misc Culinary Events	\$0.00	\$2,885.00	\$0.00	\$375.00	\$0.00	\$2,510.00
	<u>\$545,860.32</u>	<u>\$801,335.00</u>	<u>\$709,301.07</u>	<u>\$802,746.00</u>	<u>(\$163,440.75)</u>	<u>(\$1,411.00)</u>
Fitness Center						
1157 -Fitness Center	\$70,026.58	\$73,230.00	\$71,378.60	\$87,795.00	(\$1,352.02)	(\$14,565.00)
	<u>\$70,026.58</u>	<u>\$73,230.00</u>	<u>\$71,378.60</u>	<u>\$87,795.00</u>	<u>(\$1,352.02)</u>	<u>(\$14,565.00)</u>
Horticulture						
4503 -Garden Center	\$175.00	\$18,285.00	\$16,467.49	\$18,285.00	(\$16,292.49)	\$0.00
9099 -Produce Market	\$3,125.00	\$4,313.00	\$1,953.62	\$4,313.00	\$1,171.38	\$0.00
	<u>\$3,300.00</u>	<u>\$22,598.00</u>	<u>\$18,421.11</u>	<u>\$22,598.00</u>	<u>(\$15,121.11)</u>	<u>\$0.00</u>
Traffic Safety School						
6009 -Traffic Safety	\$32,144.15	\$18,500.00	\$18,550.80	\$18,500.00	\$13,593.35	\$0.00
	<u>\$32,144.15</u>	<u>\$18,500.00</u>	<u>\$18,550.80</u>	<u>\$18,500.00</u>	<u>\$13,593.35</u>	<u>\$0.00</u>

Restricted Purposes Fund Revenue & Expenses

MAY 1920

			<u>Budget</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>	<u>Encumbered Expenses</u>	<u>Net</u>
GRANTS							
12025-IJST-Crossing Healthcare	12/1/2019		\$0.00	\$0.00	\$37,682.65	\$0.00	(\$37,682.65)
Dept of Commerce & Economic Oppo							
11927-Workforce Develop Grant	8/1/2018	6/30/2020	\$661,323.20	\$661,718.07	\$496,296.73	\$70,132.20	\$94,894.27
12027-Workforce Develop Grant	7/1/2019	6/30/2020	\$0.00	\$0.00	\$180,757.17	\$5,148.34	(\$185,905.51)
ICCB							
12054-Adult Ed Performance	7/1/2019	6/30/2020	\$52,765.00	\$37,435.50	\$46,954.90	\$0.00	\$5,810.10
12072-Adult Ed State Basic Grn	7/1/2019	6/30/2020	\$156,695.00	\$110,236.50	\$148,571.09	\$0.00	\$8,123.91
12038-Early School Leaver Tran	7/1/2019	6/30/2020	\$60,000.00	\$60,000.00	\$23,522.70	\$0.00	\$36,477.30
12032-Federal Adult Basic Grnt	7/1/2019	6/30/2020	\$116,000.00	\$0.00	\$104,149.57	\$2,994.00	\$8,856.43
12035-Innvatve Brdg & Transiti	6/1/2019	6/30/2020	\$67,465.00	\$67,465.00	\$24,732.19	\$0.00	\$42,732.81
12030-Scaling Apprenticeship	9/1/2019	6/30/2020	\$63,200.00	\$0.00	\$8,647.61	\$0.00	\$54,552.39
12031-Transitional Math Grant	7/1/2019	6/30/2020	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00
12029-Wrkfrce Equity Initiative	9/18/2019	9/17/2020	\$400,000.00	\$400,000.00	\$163,839.42	\$0.00	\$236,160.58
Illinois Board of Higher Ed							
12020-Co-Op Work Study Grant	9/1/2019	8/31/2020	\$36,125.00	\$18,062.76	\$665.16	\$0.00	\$35,459.84
North Central Region SARE							
11930-Alliance for Ag Advance	10/1/2018	9/30/2021	\$11,387.00	\$1,724.69	\$2,452.79	\$0.00	\$8,934.21
RCC Foundation							
12033-Foundation Gifts to RCC	7/1/2019	6/30/2020	\$37,918.33	\$7,555.99	\$23,015.44	(\$1,108.50)	\$16,011.39
Richland Community College							
11458-Project READ			\$190,825.00	\$95,078.18	\$79,051.86	\$0.00	\$111,773.14
EQUI -Reserved for Equipment			\$602,914.00	\$665.53	\$298,796.28	\$67,186.30	\$236,931.42
Secretary of State							
12064-SOS Literacy Grant	7/1/2019	6/30/2020	\$100,000.00	\$100,000.00	\$88,014.73	\$0.00	\$11,985.27
US Department of Education							
12012-Carl Perkins-ICCB	7/1/2019	6/30/2020	\$234,354.00	\$164,706.01	\$180,917.51	\$11,718.36	\$41,718.13
11980-TRIO Grant	9/1/2018	8/31/2019	\$57,139.00	\$55,630.00	\$55,652.36	\$0.00	\$1,486.64
12080-TRIO Grant	8/26/2019	8/31/2020	\$322,823.00	\$195,000.00	\$196,409.11	\$0.00	\$126,413.89
US Department of Housing & Urban							
11965-City Dev Block Grant	3/18/2019	3/20/2020	\$39,947.40	\$39,862.59	\$39,947.44	\$0.00	(\$0.04)
US Department of Transportation							
12018-Hwy Construct Career Grt	7/1/2019	6/30/2020	\$354,400.00	\$142,304.96	\$157,720.61	\$0.00	\$196,679.39
Total			\$3,580,280.93	\$2,172,445.78	\$2,357,797.32	\$156,070.70	\$1,066,412.91

Macon County Law Enforcement Training Center

Revenue & Expenses

MAY 1920



	MAY Actual	YTD Actual	Budget
Revenue			
Basic Law Enforce Acad	\$0.00	\$1,021,100.50	\$915,954.00
Basic Corrections Acad	\$0.00	\$109,075.00	\$233,600.00
Misc Law Enforce Trng	\$0.00	\$10,684.00	\$210,565.00
Uniform/Lodging Reimburs	\$0.00	\$39,352.08	\$59,007.00
Gifts/Donations	\$0.00	\$57,597.58	\$190,000.00
Revenue-Contractual	\$0.00	\$70,000.00	\$0.00
Revenue-Misc/OtherSource	\$0.00	\$3,264.84	\$9,700.00
Total Revenue	\$0.00	\$1,311,074.00	\$1,618,826.00
Expenses			
Law Enforce Trng Ctr			
Administrative Staff Sal	\$37,451.58	\$264,122.12	\$259,080.00
Professional/Tech Salary	\$11,638.99	\$87,633.79	\$94,133.00
SURS-RetireeHealthContr	\$282.40	\$1,803.71	\$1,766.00
Group Medical Ins	\$3,625.61	\$39,072.73	\$41,890.00
Group Dental Ins	\$117.86	\$1,183.90	\$1,190.00
Group Life Ins	\$105.82	\$1,071.20	\$1,441.00
Group LTD Ins	\$76.55	\$773.59	\$883.00
Staff/Family Waivers	\$0.00	\$1,632.00	\$0.00
Legal Services-Admin	\$0.00	\$0.00	\$500.00
Office Supplies	\$0.00	\$1,998.52	\$2,000.00
Instructional Supplies	\$0.00	\$129.68	\$0.00
Vehicle Expense	\$0.00	\$4,418.59	\$4,940.00
Printing	\$0.00	\$0.00	\$500.00
Postage	\$0.00	\$127.40	\$500.00
Non Consumable Supplies	\$0.00	\$1,863.40	\$500.00
Computer Software	\$0.00	\$507.45	\$2,400.00
Publications & Dues	\$0.00	\$100.00	\$250.00
Advertising	\$5,000.00	\$5,000.00	\$5,000.00
Uniforms	\$0.00	\$612.92	\$1,000.00
Meeting Expense	\$0.00	\$0.00	\$1,000.00
Registration Fees	\$0.00	\$157.63	\$1,000.00
Travel-In State	\$0.00	\$210.63	\$3,500.00
Equipment Rental	\$0.00	\$1,694.18	\$2,300.00
Credit Card Fees	\$0.00	\$422.25	\$250.00
Telephone	\$120.00	\$1,320.00	\$1,440.00
Equipment-Instructional	\$668.85	\$9,139.74	\$16,000.00
Expense-Other	\$0.00	\$2,370.26	\$5,400.00
	\$59,087.66	\$427,365.69	\$448,863.00
Basic Law Enforce Trng			
P/T Faculty Salary	\$5,240.00	\$141,067.50	\$180,765.00
Medicare	\$0.00	\$0.00	\$2,655.00
FICA-Social Security	\$0.00	\$0.00	\$11,356.00
Meals	\$3,459.00	\$185,100.77	\$299,200.00
Office Supplies	\$0.00	\$180.26	\$1,000.00
Instructional Supplies	\$5,679.09	\$18,007.19	\$20,975.00
Firearms & Accessories	\$568.00	\$15,512.14	\$48,730.00
Printing	\$0.00	\$2,740.53	\$2,000.00
Postage	\$0.00	\$13.80	\$0.00
Computer Software	\$0.00	\$0.00	\$2,600.00
Uniforms	\$0.00	\$42,803.11	\$46,359.00
Expense-Other	\$0.00	\$1,908.19	\$0.00

Macon County Law Enforcement Training Center

Revenue & Expenses

MAY 1920



	<u>MAY Actual</u>	<u>YTD Actual</u>	<u>Budget</u>
	\$14,946.09	\$407,333.49	\$615,640.00
Basic Corrections Trng			
P/T Faculty Salary	\$0.00	\$25,637.50	\$41,625.00
Medicare	\$0.00	\$0.00	\$605.00
FICA-Social Security	\$0.00	\$0.00	\$2,580.00
Meals	\$0.00	\$21,209.00	\$51,250.00
Office Supplies	\$0.00	\$0.00	\$250.00
Instructional Supplies	\$0.00	\$1,181.70	\$6,990.00
Firearms & Accessories	\$0.00	\$8,600.00	\$16,255.00
Printing	\$0.00	\$42.00	\$500.00
Uniforms	\$0.00	\$7,541.00	\$11,650.00
Expense-Other	\$0.00	\$629.54	\$0.00
	\$0.00	\$64,840.74	\$131,705.00
Misc Law Enforce Trng			
Meals	\$0.00	\$17,253.00	\$81,540.00
Office Supplies	\$0.00	\$0.00	\$250.00
Printing	\$0.00	\$0.00	\$500.00
	\$0.00	\$17,253.00	\$82,290.00
Law Enforce Trng Ctr O&M			
F/T Classified Salary	\$9,753.59	\$63,770.78	\$57,289.00
Custodial,Maint-Temp	\$0.00	\$1,595.00	\$0.00
SURS-RetireeHealthContri	\$48.78	\$319.06	\$286.00
Group Medical Ins	\$3,731.20	\$34,050.68	\$27,800.00
Group Dental Ins	\$109.60	\$949.76	\$804.00
Group Life Ins	\$22.23	\$201.63	\$234.00
Group LTD Ins	\$16.20	\$146.88	\$143.00
Equip Repair/Maint Agree	\$159.00	\$8,537.47	\$9,075.00
Building Repair/Maint	\$662.50	\$3,642.48	\$31,115.00
Facility Repair	\$5.30	\$3,393.48	\$4,500.00
Pest Control	\$0.00	\$2,785.12	\$5,870.00
Grounds Maintenance	\$162.66	\$1,271.39	\$2,400.00
Office Supplies	\$0.00	\$0.00	\$250.00
Maintenance Supplies	\$0.00	\$7,888.23	\$12,500.00
Non Consumable Supplies	\$0.00	\$979.84	\$1,500.00
Laundry/Linen Supplies	\$0.00	\$5,290.02	\$9,740.00
Electricity and Nat Gas	\$2,574.23	\$42,823.95	\$40,000.00
Water,Sewage	\$110.92	\$4,963.43	\$6,600.00
Telephone	\$0.00	\$0.00	\$4,000.00
Refuse Disposal	\$0.00	\$1,240.22	\$2,600.00
Internet	\$0.00	\$11,056.86	\$12,900.00
	\$17,356.21	\$194,906.28	\$229,606.00
Total Expenses	\$91,389.96	\$1,111,699.20	\$1,508,104.00
Net Revenue & Expenses	(\$91,389.96)	\$199,374.80	\$110,722.00

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
AFIT						
	Prepaid Expenses		\$1,800.00	\$1,800.00		
AFLAC						
	AFLAC		\$306.34	\$306.34		
AHEAD						
	Registration Fees	Academic Success	\$140.00	\$140.00		
AT&T						
	RCC Foundation A/R		\$217.21	\$217.21		
	RCC Foundation A/R		\$143.64	\$143.64		
Adcock, Lucas Edward						
	Student Tuition Rec		\$200.00	\$200.00		
Advanced Disposal Services						
	Grounds Maintenance	Law Enforce Trng Ctr O&M	\$162.66			\$162.66
	Refuse Disposal	Utilities	\$3,533.59		\$3,533.59	
Airgas-Mid America						
	Materials	Collision Repair Tech	\$170.36	\$170.36		
	Materials	Collision Repair Tech	\$166.80	\$166.80		
Airweld Industrial Gases & Suppl						
	Instructional Supplies	Welding-Technical Occ	(\$171.39)	(\$171.39)		
	Instructional Supplies	Welding-Technical Occ	\$7.75	\$7.75		
	Instructional Supplies	Welding-Technical Occ	\$35.00	\$35.00		
	Instructional Supplies	Welding-Technical Occ	\$113.93	\$113.93		
	Instructional Supplies	Welding-Technical Occ	\$193.10	\$193.10		
	Instructional Supplies	Welding-Technical Occ	\$210.00	\$210.00		
	Instructional Supplies	Welding-Technical Occ	\$7.50	\$7.50		
	Instructional Supplies	Welding-Technical Occ	\$35.00	\$35.00		
	Instructional Supplies	Welding-Technical Occ	\$110.25	\$110.25		
Akers Packaging Solutions Inc						
	Firearms & Accessories	Basic Law Enforce Trng	\$568.00			\$568.00
AmerenIP						
	Electricity and Nat Gas	Utilities	\$34.86		\$34.86	
	Electricity and Nat Gas	Utilities	\$14.78		\$14.78	
	Electricity and Nat Gas	Utilities	\$51.00		\$51.00	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$129.72		\$129.72	
	Electricity and Nat Gas	Utilities	\$1,164.97		\$1,164.97	
	Electricity and Nat Gas	Clinton Center O&M	\$181.02		\$181.02	
	Electricity and Nat Gas	Clinton Center O&M	\$71.60		\$71.60	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,100.16			\$1,100.16
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$881.31			\$881.31
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$592.76			\$592.76
	RCC Foundation A/R		\$158.90	\$158.90		
	Electricity and Nat Gas	Utilities	\$4,547.03		\$4,547.03	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$84.70		\$84.70	
	Electricity and Nat Gas	Utilities	\$110.42		\$110.42	
	Electricity and Nat Gas	Utilities	\$3,072.71		\$3,072.71	
	Electricity and Nat Gas	Utilities	\$256.00		\$256.00	
	RCC Foundation A/R		\$165.11	\$165.11		
	RCC Foundation A/R		\$199.56	\$199.56		
American Heart Association						
	Instructional Supplies	Credit	\$210.00			\$210.00
Antonelli, Emma Marie						
	Student Tuition Rec		\$150.00	\$150.00		
Aramark Uniform Services						
	Uniforms	Maintenance	\$66.00		\$66.00	
	Uniforms	Maintenance	\$66.00		\$66.00	
	Uniforms	Maintenance	\$66.00		\$66.00	
	Uniforms	Maintenance	\$66.00		\$66.00	
Area Disposal Service Inc						
	Refuse Disposal	Clinton Center O&M	\$88.40		\$88.40	
Armstrong, Mackenzie A						
	Student Tuition Rec		\$700.00	\$700.00		
Arnold, Ashley						
	Student Tuition Rec		\$150.00	\$150.00		
Ascendium Education Solutions						
	Contractual-Other	Fin Aid & Vet Affairs	\$18.00	\$18.00		
Atten, Brandon C						
	Student Tuition Rec		\$200.00	\$200.00		
Atwood, Kaylin Raychel						
	Student Tuition Rec		\$600.00	\$600.00		
Aughenbaugh, Casey Lynn						
	Student Tuition Rec		\$450.00	\$450.00		
Austin, Dylan J						
	Student Tuition Rec		\$200.00	\$200.00		

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Auto Zone						
	Instructional Supplies	Collision Repair Tech	\$6.26	\$6.26		
	Instructional Supplies	Collision Repair Tech	\$10.61	\$10.61		
	Instructional Supplies	Collision Repair Tech	\$158.88	\$158.88		
B & A Screenprinting						
	Graduation Expense	General Expenses	\$1,610.76	\$1,610.76		
BLDD Architects Inc						
	Building Improvements	Renovations / Remodeling	\$101,832.20			\$101,832.20
Baker, Dylan T						
	Student Tuition Rec		\$200.00	\$200.00		
Ballard, Aaliyah Grace						
	Student Tuition Rec		\$150.00	\$150.00		
Basil, Megan Mackenzie						
	Student Tuition Rec		\$338.00	\$338.00		
Bean, Hannah Marie						
	Student Tuition Rec		\$150.00	\$150.00		
BearMail Co						
	Postage	Business Office	\$361.56	\$361.56		
	Postage	General Expenses	\$216.59	\$216.59		
Becker, Anna Margaret						
	Student Tuition Rec		\$200.00	\$200.00		
Ben, Brittany Shanice						
	Student Tuition Rec		\$350.00	\$350.00		
Bender, Corbyn L						
	Student Tuition Rec		\$200.00	\$200.00		
Benner, Monica Suzanne						
	Student Tuition Rec		\$150.00	\$150.00		
Benson, Rebecca						
	Student Tuition Rec		\$588.00	\$588.00		
Benz, Dylan J						
	Student Tuition Rec		\$200.00	\$200.00		
Berra, Taylor Ann						
	Student Tuition Rec		\$150.00	\$150.00		
Berry, Maddison						
	Student Tuition Rec		\$200.00	\$200.00		
	Student Tuition Rec		\$500.00	\$500.00		
Bibby, Kellen						
	Student Tuition Rec		\$20.00	\$20.00		
Binkley, Victoria S						
	Student Tuition Rec		\$100.00	\$100.00		
Birch, Carly LeeAnne						
	Student Tuition Rec		\$200.00	\$200.00		
Blue 360 Media LLC						
	Instructional Supplies	Basic Law Enforce Trng	\$5,571.50			\$5,571.50
Blue Cross and Blue Shield of IL						
	Group Insurance		\$34,716.35	\$34,716.35		
	Health Insurance		\$205,044.45	\$205,044.45		
Boland, Brock						
	Student Tuition Rec		\$55.00	\$55.00		
Bolen, William Clayton						
	Student Tuition Rec		\$200.00	\$200.00		
Bolt, Casey Elizabeth						
	Student Tuition Rec		\$200.00	\$200.00		
Bonds, Grace Elizabeth						
	Student Tuition Rec		\$200.00	\$200.00		
Book, Virginia Bailee						
	Student Tuition Rec		\$150.00	\$150.00		
Boring, Tamaryn Jolene						
	Student Tuition Rec		\$150.00	\$150.00		
Bournias, Maddison Alexis						
	Student Tuition Rec		\$350.00	\$350.00		
Bovyn, Kaylee E						
	Student Tuition Rec		\$20.00	\$20.00		
Bowman, Blake Alexander						
	Student Tuition Rec		\$100.00	\$100.00		
Boyd, Collin Wyatt						
	Student Tuition Rec		\$200.00	\$200.00		
Breeze, Jeremy						
	Student Tuition Rec		\$600.00	\$600.00		
Brenner, Carson C						
	Student Tuition Rec		\$200.00	\$200.00		
Brooks, Matthew David						
	Contractual-Other	Club Expenses	\$58.42			\$58.42

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Brueggemann, Crystal						
	Contractual-Other	Club Expenses	\$42.49			\$42.49
Brunson, Robert Mateo						
	Student Tuition Rec		\$450.00	\$450.00		
Buckley-Carson, Siobhan I						
	Student Tuition Rec		\$900.00	\$900.00		
Buhlig, Katelyn Nicole						
	Student Tuition Rec		\$200.00	\$200.00		
Bundy, Alyson Renea						
	Student Tuition Rec		\$200.00	\$200.00		
Burns, Ariel Cheyenne						
	Student Tuition Rec		\$525.00	\$525.00		
	Student Tuition Rec		\$65.35	\$65.35		
Burton, Joshua Charles						
	Student Tuition Rec		\$200.00	\$200.00		
Bush, Jessica Lynn						
	Student Tuition Rec		\$700.00	\$700.00		
CDS Office Technologies						
	RCC Foundation A/R		\$30.00	\$30.00		
	Instructional Supplies	Basic Law Enforce Trng	\$107.59			\$107.59
	Printing	Grant-Administration	\$33.00			\$33.00
	Printing	Copiers	\$145.69	\$145.69		
CDWG Government Inc						
	Other Receivables		\$54.16			\$54.16
	Other Receivables		\$651.77			\$651.77
	Other Receivables		\$998.00			\$998.00
Calhoun, Marissa Ellen						
	Student Tuition Rec		\$150.00	\$150.00		
Carlson, Mackenzie D						
	Student Tuition Rec		\$200.00	\$200.00		
Carnahan, Emily Jean						
	Student Tuition Rec		\$200.00	\$200.00		
Carolina Biological Supply Co						
	Materials	Agriculture	\$162.62			\$162.62
Carroll, Jordan A						
	Student Tuition Rec		\$225.00	\$225.00		
Carson, Courtney L						
	Telephone	Essential Skills	\$50.00	\$50.00		
Cashman, Brady						
	Student Tuition Rec		\$20.00	\$20.00		
Cawthon, Elayna Nicole						
	Student Tuition Rec		\$150.00	\$150.00		
Cawthon, Ryan Cole						
	Student Tuition Rec		\$200.00	\$200.00		
Cessna, Sabrina						
	Student Tuition Rec		\$338.00	\$338.00		
Chalmers, Coltin						
	Student Tuition Rec		\$150.00	\$150.00		
Chapman-Justice, Clayton						
	Student Tuition Rec		\$20.00	\$20.00		
Chihade, Juliette						
	Student Tuition Rec		\$84.00	\$84.00		
City of Clinton						
	Water,Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur IL						
	Water,Sewage	Utilities	\$153.46		\$153.46	
	Water,Sewage	Sequestration Bldg O&M	\$145.64		\$145.64	
	Water,Sewage	CSI Building O&M	\$45.88		\$45.88	
	Water,Sewage	Utilities	\$339.84		\$339.84	
	Water,Sewage	Utilities	\$1,168.31		\$1,168.31	
	Water,Sewage	Utilities	\$284.40		\$284.40	
	Water,Sewage	Utilities	\$145.25		\$145.25	
	Water,Sewage	Utilities	\$189.84		\$189.84	
	Water,Sewage	Law Enforce Trng Ctr O&M	\$29.91			\$29.91
	Water,Sewage	Law Enforce Trng Ctr O&M	\$21.99			\$21.99
	Water,Sewage	Law Enforce Trng Ctr O&M	\$59.02			\$59.02
Clark, Alec Bradley						
	Student Tuition Rec		\$200.00	\$200.00		
Clark, Nicholas Allan						
	Student Tuition Rec		\$150.00	\$150.00		
Clark, Ryan M						
	Student Tuition Rec		\$20.00	\$20.00		
Clay, Shelbi						

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Clay, Shelbi						
	Student Tuition Rec		\$20.00	\$20.00		
Clayton, Christian						
	Student Tuition Rec		\$700.00	\$700.00		
Clinton RCC LLC						
	Facility Rental	Clinton Center O&M	\$6,719.00		\$6,719.00	
Coffman, Baylee R						
	Student Tuition Rec		\$700.00	\$700.00		
Coit, Morgan Christopher						
	Student Tuition Rec		\$660.00	\$660.00		
Comcast						
	Telephone	Utilities	\$62.91		\$62.91	
Comer, Gavin Dean						
	Student Tuition Rec		\$200.00	\$200.00		
Comer, Heather D						
	Student Tuition Rec		\$150.00	\$150.00		
Compagni, Shelby Elizabeth						
	Student Tuition Rec		\$200.00	\$200.00		
Confidential On-Site Paper						
	Facility Repair	Law Enforce Trng Ctr O&M	\$5.30			\$5.30
Consociate Group						
	Contractual-Other	Human Resources	\$273.00	\$273.00		
Constellation NewEnergy Gas						
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$31.16		\$31.16	
	Electricity and Nat Gas	Utilities	\$3,881.63		\$3,881.63	
	Electricity and Nat Gas	Workforce Development Ct	\$143.69		\$143.69	
	Electricity and Nat Gas	Clinton Center O&M	\$13.52		\$13.52	
Cook, Therranius						
	Student Tuition Rec		\$525.00	\$525.00		
Corsa, David J						
	Student Tuition Rec		\$100.00	\$100.00		
Cox, Tyler Lee						
	Student Tuition Rec		\$200.00	\$200.00		
Crawford, Marquis P						
	Student Tuition Rec		\$350.00	\$350.00		
Crews, Denise,, Dr						
	Telephone	VP Academic Services	\$60.00	\$60.00		
Crews, Lauren Diane						
	Student Tuition Rec		\$200.00	\$200.00		
Cunningham, Destyne						
	Student Tuition Rec		\$20.00	\$20.00		
Custom Trophies & Silk Screening						
	Employee Awards	VP Academic Services	\$119.00	\$119.00		
Cutler, Jessica Dawn						
	Student Tuition Rec		\$100.00	\$100.00		
Daniels, Colten R.						
	Student Tuition Rec		\$200.00	\$200.00		
Davis, Doug						
	CARES Act Grant	CARES Act Grant	\$100.00			\$100.00
Dean, Clay James						
	Student Tuition Rec		\$600.00	\$600.00		
Decatur Ace Hardware						
	Maintenance Supplies	Maintenance	\$3.94		\$3.94	
Deerwester, Joshua K						
	Student Tuition Rec		\$450.00	\$450.00		
Deetz, Jacob Chamberlain						
	Student Tuition Rec		\$200.00	\$200.00		
Dempsey, Blane						
	Student Tuition Rec		\$200.00	\$200.00		
Dereak, Adrianna Kay						
	Student Tuition Rec		\$338.00	\$338.00		
Diaz, Maria Lorraina						
	Student Tuition Rec		\$700.00	\$700.00		
Dobson, Thomas						
	CARES Act Grant	CARES Act Grant	\$20.00			\$20.00
Doering, Marley Sue						
	Student Tuition Rec		\$450.00	\$450.00		
	Student Awards	Art-Baccalaureate	\$50.00	\$50.00		
Doering, Zoe Ann						
	Student Tuition Rec		\$450.00	\$450.00		
Donnelly, Patrick						
	CARES Act Grant	CARES Act Grant	\$100.00			\$100.00
Doran, Rylan James						

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Doran, Rylan James	Student Tuition Rec		\$200.00	\$200.00		
Doss, Spencer M	Student Tuition Rec		\$200.00	\$200.00		
Drake, Reiley Marie	Student Tuition Rec		\$450.00	\$450.00		
Drury, Sarah E	Student Tuition Rec		\$100.00	\$100.00		
Duckworth, Mitchell James	Student Tuition Rec		\$225.00	\$225.00		
Dunker Electric	Maintenance Supplies	Maintenance	\$5.06		\$5.06	
Dunn, Jordan David	Student Tuition Rec		\$338.00	\$338.00		
Dust & Son Auto Supply	Materials	Collision Repair Tech	\$346.69	\$346.69		
EagleScreen	Contractual-Other	Human Resources	\$0.90	\$0.90		
	Contractual-Other	Human Resources	\$170.70	\$170.70		
Ecolab	Contractual-Other	Cafe	\$174.95			\$174.95
Economic Development Corp of	Publications & Dues	Presidents Office	\$1,250.00	\$1,250.00		
Edwards, Lauren E	Student Tuition Rec		\$70.00	\$70.00		
Elan Corporate Payment	Credit Card Pmt Clearing		\$12,385.65	\$12,385.65		
Elliott, Heather M	Student Tuition Rec		\$558.00	\$558.00		
Elsevier Inc	Fees Pass Thru Rad Tech		\$708.00	\$708.00		
Employers Assurance Co	General Insurance	Liab Protection & Settle	\$5,406.60			\$5,406.60
Energy Harbor	Electricity and Nat Gas	Utilities	\$13,230.00		\$13,230.00	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$2.20		\$2.20	
	Electricity and Nat Gas	Utilities	\$17.91		\$17.91	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$272.24		\$272.24	
	Electricity and Nat Gas	Utilities	\$157.74		\$157.74	
Ensign, Dakota Fate	Student Tuition Rec		\$900.00	\$900.00		
Eridanus, Seth Idris	Student Tuition Rec		\$600.00	\$600.00		
Evergreen FS-Stephens #24	Vehicle Expense	Credit	\$266.02			\$266.02
	Vehicle Expense	Credit	\$793.81			\$793.81
	Vehicle Expense	College Vehicle	\$745.11		\$745.11	
	Vehicle Expense	Credit	\$213.32			\$213.32
	Vehicle Expense	Credit	\$235.69			\$235.69
	Vehicle Expense	Credit	\$264.98			\$264.98
	Vehicle Expense	Credit	\$407.13			\$407.13
Faith, Amanda Stasys	Student Tuition Rec		\$100.00	\$100.00		
Fane, Arianna D	Student Tuition Rec		\$20.00	\$20.00		
Farmer, Emilee Ann	Student Tuition Rec		\$150.00	\$150.00		
Farmer, Kyle R	Student Tuition Rec		\$200.00	\$200.00		
Fasick, Erin Addison	Student Tuition Rec		\$200.00	\$200.00		
Fenderson, Dewayne	Student Awards	Art-Baccalaureate	\$100.00	\$100.00		
Ferriell, Emily Nicole	Student Tuition Rec		\$200.00	\$200.00		
Fidelity Security Life Insurance	Vison Insurance		\$909.68	\$909.68		
	Vison Insurance		\$896.87	\$896.87		
File, Cheyenne	Student Tuition Rec		\$150.00	\$150.00		
Filkin, Madison	Student Tuition Rec		\$200.00	\$200.00		
Fishel, Marlene Elizabeth						

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Fishel, Marlene Elizabeth	Student Tuition Rec		\$318.00	\$318.00		
Flanders, Nicole Elizabeth	Student Tuition Rec		\$900.00	\$900.00		
Fleet Pride	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$39.99	\$39.99		
Floyd, Mark A	CARES Act Grant	CARES Act Grant	\$60.00			\$60.00
Force, Eric L	Student Tuition Rec		\$600.00	\$600.00		
Ford, Jalen Trenell	Student Tuition Rec		\$900.00	\$900.00		
Ford, Shaccoria J	Student Tuition Rec		\$100.00	\$100.00		
Fought, Kaitlyn E	Student Tuition Rec		\$225.00	\$225.00		
Fox, Amaya C	Student Tuition Rec		\$338.00	\$338.00		
Francisco, Keirsten	Student Tuition Rec		\$150.00	\$150.00		
Freytag, Alec	Student Tuition Rec		\$200.00	\$200.00		
Frieden, Brooklynn N	Student Tuition Rec		\$1,200.00	\$1,200.00		
	Student Tuition Rec		\$433.00	\$433.00		
Friesner, Brooke Ann	Student Tuition Rec		\$200.00	\$200.00		
Frontier	Telephone	Clinton Center O&M	\$152.32		\$152.32	
Frydenger, Madison Elizabeth	Student Tuition Rec		\$18.00	\$18.00		
GOBI Library Solutions	Books-Library Collection	LRC	\$38.80	\$38.80		
	Books-Library Collection	LRC	\$284.80	\$284.80		
	Books-Library Collection	LRC	\$955.66	\$955.66		
Gaitros, Maria Nichole	Student Tuition Rec		\$20.00	\$20.00		
Garriott, Sophia Marie	Student Tuition Rec		\$200.00	\$200.00		
Gessaman, Colby A	Student Tuition Rec		\$700.00	\$700.00		
Gibbs, Eric L	Student Tuition Rec		\$1,200.00	\$1,200.00		
Giese, Corey	Student Tuition Rec		\$200.00	\$200.00		
Ginger, Dakota Rain	Student Tuition Rec		\$700.00	\$700.00		
Goetter, Stephen R	CARES Act Grant	CARES Act Grant	\$60.00			\$60.00
	CARES Act Grant	CARES Act Grant	\$60.00			\$60.00
Graham, Cameron	Student Tuition Rec		\$60.00	\$60.00		
Grainger	Maintenance Supplies	Maintenance	\$144.04		\$144.04	
Graves, Marilyn Jean	Student Tuition Rec		\$120.00	\$120.00		
Gustafson, Andrew Bradley	Student Tuition Rec		\$150.00	\$150.00		
Hadden, Megan Nichole	Student Tuition Rec		\$100.00	\$100.00		
Hale, Maggie M	Student Tuition Rec		\$150.00	\$150.00		
Hale, Paige Kristin	Student Tuition Rec		\$525.00	\$525.00		
Hale-Simpson, Payton Nicole	Student Tuition Rec		\$525.00	\$525.00		
Hambrecht, Chloe Morgan	Student Tuition Rec		\$1,200.00	\$1,200.00		
	Student Tuition Rec		\$224.00	\$224.00		
Hammer, Laura June	Student Tuition Rec		\$150.00	\$150.00		
Hardin, Austin Bradley	Student Tuition Rec		\$100.00	\$100.00		

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Harlin, Evan William	Student Tuition Rec		\$200.00	\$200.00		
Harper, Zachary Tyler	Student Tuition Rec		\$200.00	\$200.00		
Harris, Kayleigh A	Student Tuition Rec		\$70.00	\$70.00		
Harshbarger, Bayleigh Ireland	Contractual-Other	Club Expenses	\$53.11			\$53.11
	Student Tuition Rec		\$150.00	\$150.00		
Haste, Rachel	Student Tuition Rec		\$350.00	\$350.00		
Health Care Service Corporation	EmployeeBenefitsTotal	General Expenses	\$150.00	\$150.00		
Hector, Taylor Renae	Student Tuition Rec		\$200.00	\$200.00		
Heights Finance Corporation	Wage Garnishment Orders		\$163.06	\$163.06		
	Wage Garnishment Orders		\$22.01	\$22.01		
Henderson, Cheyanne P	Student Tuition Rec		\$150.00	\$150.00		
Hendrian, Justin Tyler	Student Tuition Rec		\$150.00	\$150.00		
Hendrix, Nathan Edward	Student Tuition Rec		\$20.00	\$20.00		
	Student Tuition Rec		\$100.50	\$100.50		
Henson, Gillian C	Student Tuition Rec		\$100.00	\$100.00		
Herrera, Danielle Taitano	Student Tuition Rec		\$600.00	\$600.00		
High, Jordan Michelle	Student Tuition Rec		\$150.00	\$150.00		
Hill, Daelin S	Student Tuition Rec		\$45.00	\$45.00		
Hines, Harrison Booker_T.	Student Tuition Rec		\$100.00	\$100.00		
Hinton, Skye L	Student Tuition Rec		\$200.00	\$200.00		
Hiser, Rosario	Student Tuition Rec		\$20.00	\$20.00		
Hoelting & Co	Food Supply Costs	Cafe	\$58.95			\$58.95
	Materials	Cafe	\$75.75			\$75.75
	Food Supply Costs	Cafe	\$35.13			\$35.13
	Materials	Cafe	\$44.95			\$44.95
	Food Supply Costs	Cafe	\$262.64			\$262.64
	Materials	Cafe	\$19.95			\$19.95
	Food Supply Costs	Cafe	\$278.79			\$278.79
	Food Supply Costs	Cafe	\$290.23			\$290.23
	Materials	Cafe	\$70.85			\$70.85
	Food Supply Costs	Cafe	\$30.10			\$30.10
	Materials	Cafe	\$65.90			\$65.90
	Food Supply Costs	Cafe	\$54.88			\$54.88
	Materials	Cafe	\$70.85			\$70.85
	Food Supply Costs	Cafe	\$148.85			\$148.85
	Materials	Cafe	\$95.20			\$95.20
Hoff, Jacob D	Student Tuition Rec		\$200.00	\$200.00		
Holliday, Samantha Jean	Student Tuition Rec		\$150.00	\$150.00		
Holmes, Natalee	Student Tuition Rec		\$225.00	\$225.00		
Holmes, Tamera Shante	Student Tuition Rec		\$225.00	\$225.00		
Holmlund, William Robert	Student Tuition Rec		\$1,200.00	\$1,200.00		
Hood, Kerianne Elisabeth	Student Tuition Rec		\$200.00	\$200.00		
Horn, Trent A	Student Tuition Rec		\$1,200.00	\$1,200.00		
Hosler, Sean Andrew	Student Tuition Rec		\$20.00	\$20.00		
Houran, Casey Ruth	Student Tuition Rec		\$200.00	\$200.00		

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Howse, Dillon						
	CARES Act Grant	CARES Act Grant	\$25.00			\$25.00
Hudson, Deja R						
	Student Tuition Rec		\$1,200.00	\$1,200.00		
Huffman, Maggie Christine						
	Student Tuition Rec		\$200.00	\$200.00		
Hutton, Margaret						
	Student Tuition Rec		\$750.00	\$750.00		
IHLS-OCLC						
	Materials	LRC	\$5.25	\$5.25		
Illinois Association Future Farm						
	Registration Fees	Agriculture	\$100.00	\$100.00		
Illinois Century Network						
	Internet	Telecommunications	\$1,200.00		\$1,200.00	
Illinois Federation of Teachers						
	Union Dues-RFT		\$1,771.90	\$1,771.90		
Illinois State Disbursement Unit						
	Wage Garnishment Orders		\$120.00	\$120.00		
	Wage Garnishment Orders		\$590.92	\$590.92		
	Wage Garnishment Orders		\$120.00	\$120.00		
Inda, Andrew P						
	Student Tuition Rec		\$700.00	\$700.00		
Isaacson, Elena Grace						
	Student Tuition Rec		\$150.00	\$150.00		
Jefson, Samantha						
	Student Tuition Rec		\$100.00	\$100.00		
Johnson, Carlee Suzanne						
	Student Tuition Rec		\$700.00	\$700.00		
Jones, James P						
	Student Tuition Rec		\$100.00	\$100.00		
Judd, Ryan Lauleneke						
	Student Tuition Rec		\$200.00	\$200.00		
KONE Inc						
	Equip Repair/Maint Agree	Maintenance	\$371.96		\$371.96	
Kallenbach, Mackenzie Taylor						
	Student Tuition Rec		\$350.00	\$350.00		
Kellermann, Brooke Erin						
	Student Tuition Rec		\$200.00	\$200.00		
Kendrick, Reis Dillon						
	Student Tuition Rec		\$200.00	\$200.00		
Kirkland, Mikayla Dianne Marie						
	Student Tuition Rec		\$200.00	\$200.00		
Klaus, Kathy L						
	CARES Act Grant	CARES Act Grant	\$80.00			\$80.00
	CARES Act Grant	CARES Act Grant	\$80.00			\$80.00
Knotts, Adam L						
	Student Tuition Rec		\$600.00	\$600.00		
Kopp, Abigail Faith						
	Student Tuition Rec		\$200.00	\$200.00		
Koslofski, Gabrielle Marie						
	Student Tuition Rec		\$200.00	\$200.00		
Krohn, Emily Mae						
	Student Tuition Rec		\$1,200.00	\$1,200.00		
Krows, Andrew E						
	Student Tuition Rec		\$200.00	\$200.00		
Ku, La						
	Student Tuition Rec		\$900.00	\$900.00		
Lamar Companies						
	Advertising	Marketing	\$125.00	\$125.00		
	Advertising	Marketing	\$250.00	\$250.00		
	Advertising	Marketing	\$259.00	\$259.00		
	Advertising	Marketing	\$575.00	\$575.00		
Lambert, Hunter Eugene						
	Student Tuition Rec		\$100.00	\$100.00		
Landgrebe, Callie Leann						
	Student Tuition Rec		\$20.00	\$20.00		
Lash, Sage						
	Student Tuition Rec		\$100.00	\$100.00		
Lee Enterprises - Central IL						
	Equipment-Office	Engineering Technology	\$258.42			\$258.42
Leslie, Brian Gene						
	Student Tuition Rec		\$150.00	\$150.00		
Lindsay, Austin Jordan						

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Lindsay, Austin Jordan	Student Tuition Rec		\$700.00	\$700.00		
Little, Timothy Ryan	Student Tuition Rec		\$150.00	\$150.00		
Livingood, Samantha Leigh	Student Tuition Rec		\$200.00	\$200.00		
Long, Michaila	Student Tuition Rec		\$200.00	\$200.00		
Lundin, Joseph Michael	Student Tuition Rec		\$1,200.00	\$1,200.00		
MR Systems Wireless	Internet	Clinton Center O&M	\$58.00		\$58.00	
Mackling, Kaelyn Joy	Student Tuition Rec		\$350.00	\$350.00		
Malone, Taylor Renee	Student Tuition Rec		\$100.00	\$100.00		
Manion, Gunnar Thomas	Student Tuition Rec		\$350.00	\$350.00		
Marler, Candace Nicole	Student Tuition Rec		\$20.00	\$20.00		
Marquis Beverage Service	Food Supply Costs	Cafe	\$372.95			\$372.95
	Instructional Supplies	Coffee House	\$693.95			\$693.95
Marr, Payton Rene'	Student Tuition Rec		\$200.00	\$200.00		
Massey, Kierra	Student Tuition Rec		\$150.00	\$150.00		
McCauley, Julie	Student Awards	English Communication	\$100.00	\$100.00		
McClure, Janet E_L	Student Tuition Rec		\$225.00	\$225.00		
McCullough, Molly	Student Tuition Rec		\$1,200.00	\$1,200.00		
McCurdy, Lilith Anne	Student Tuition Rec		\$150.00	\$150.00		
McKinney, Nicholas	Student Tuition Rec		\$100.00	\$100.00		
McLain, Tyler	Student Tuition Rec		\$200.00	\$200.00		
Meachum, Kaitlyn Marie	Student Tuition Rec		\$200.00	\$200.00		
Meis, Brandon A	Student Tuition Rec		\$200.00	\$200.00		
Melton, Julie Lynn	Telephone	Foundation & Development	\$60.00	\$60.00		
Menards Inc	Maintenance Supplies	Maintenance	\$41.76		\$41.76	
	Maintenance Supplies	Maintenance	\$767.98		\$767.98	
	Maintenance Supplies	Maintenance	\$172.56		\$172.56	
	Maintenance Supplies	Maintenance	\$962.00		\$962.00	
	Building Improvements	Renovations / Remodeling	\$1,494.21			\$1,494.21
Mendenhall, Austin Douglas	Student Tuition Rec		\$200.00	\$200.00		
Meyer, Brandon	CARES Act Grant	CARES Act Grant	\$200.00			\$200.00
Meyer, Cameron Leigh	Student Tuition Rec		\$100.00	\$100.00		
Michael, Lauren	Student Tuition Rec		\$150.00	\$150.00		
Midwest Electronic Systems Inc	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$75.00			\$75.00
Midwest Fiber Inc of Decatur	Refuse Disposal	Utilities	\$160.00		\$160.00	
Miller, Anthony Weston	Student Tuition Rec		\$20.00	\$20.00		
Miller, Brooklyn Ann	Student Tuition Rec		\$20.00	\$20.00		
Miller, Elise Nichole	Student Tuition Rec		\$450.00	\$450.00		
Miller, Robert Nelson	Student Tuition Rec		\$20.00	\$20.00		
Milligan, Nathaniel	Student Awards	Art-Baccalaureate	\$25.00	\$25.00		

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Milligan, Nathaniel	Student Tuition Rec		\$200.00	\$200.00		
Mills, Tiffany E	Student Tuition Rec		\$100.00	\$100.00		
Minott, Devyn Tyler	Student Tuition Rec		\$200.00	\$200.00		
Mitchell, Hayden Erik	Student Tuition Rec		\$200.00	\$200.00		
Mittleman, Alex Bridger	Student Tuition Rec		\$20.00	\$20.00		
Monson, Hannah L	Student Tuition Rec		\$100.00	\$100.00		
Moore, Sydney Dru	Student Tuition Rec		\$200.00	\$200.00		
Moreman, Jackeline	Student Tuition Rec		\$450.00	\$450.00		
Morris, Lauren Nicole	Student Tuition Rec		\$338.00	\$338.00		
Moss Enterprises	Equipment-Instructional	Engineering Technology	\$22,055.00			\$22,055.00
	Equipment-Instructional	Engineering Technology	\$44,110.00			\$44,110.00
Muehlebach, John	CARES Act Grant	CARES Act Grant	\$100.00			\$100.00
Muir, Randel Marie	Student Tuition Rec		\$45.00	\$45.00		
Mutual of Omaha	LTD Insurance		\$1,920.66	\$1,920.66		
	Life Insurance		\$2,551.28	\$2,551.28		
	Supplemental Life Insur		\$2,666.67	\$2,666.67		
National Safety Council	Instructional Supplies	NonCredit	\$3,993.75			\$3,993.75
Neideffer, Leah A	Student Tuition Rec		\$120.00	\$120.00		
Nelson, Alexis Sidney	Student Tuition Rec		\$20.00	\$20.00		
Neuhoff Media Decatur	Advertising	Law Enforce Trng Ctr	\$5,000.00			\$5,000.00
Newell, Susan K	Student Tuition Rec		(\$65.00)	(\$65.00)		
	CARES Act Grant	CARES Act Grant	\$60.00			\$60.00
	Student Tuition Rec		\$65.00	\$65.00		
Newsome, Andrew Tyler	Student Tuition Rec		\$150.00	\$150.00		
Nicholls, Brooklyn Kay	Student Tuition Rec		\$150.00	\$150.00		
Nichols Paper & Supply Co	Maintenance Supplies	Custodial	\$757.95		\$757.95	
	Maintenance Supplies	Custodial	\$921.87		\$921.87	
	Maintenance Supplies	Custodial	\$50.00		\$50.00	
	Maintenance Supplies	Custodial	\$50.00		\$50.00	
	Maintenance Supplies	Custodial	\$50.00		\$50.00	
	Maintenance Supplies	Custodial	\$311.10		\$311.10	
	Maintenance Supplies	Custodial	\$527.95		\$527.95	
	Maintenance Supplies	Maintenance	\$637.95		\$637.95	
Nichols, Tiffany L	Employee Recognition EAT	Faculty/Staff Devl & Rel	\$105.44	\$105.44		
Nishida Services	Custodial Services	Custodial	\$33,500.00		\$33,500.00	
	Custodial Services	Liab Protection & Settle	\$500.00			\$500.00
Nnaomah, Justina Ugomma	Student Tuition Rec		\$900.00	\$900.00		
North Country Business	Credit Card Fees	Bistro 537	\$125.03			\$125.03
	Prepaid Expenses		\$375.00	\$375.00		
	Credit Card Fees	Cafe	\$125.03			\$125.03
	Credit Card Fees	Coffee House	\$124.94			\$124.94
Nuckolls, Brett James	Student Tuition Rec		\$100.00	\$100.00		
O'Brien, Erin Elizabeth	Student Tuition Rec		\$200.00	\$200.00		
O'Neill-Hollingsead, Lauren J	Student Tuition Rec		\$200.00	\$200.00		
Oliver, Courtney R						

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Oliver, Courtney R						
	Student Tuition Rec		\$100.00	\$100.00		
Olson, Maya Rae						
	Student Tuition Rec		\$100.00	\$100.00		
Oost, James Gregory						
	Student Tuition Rec		\$120.00	\$120.00		
Owens, Jordan						
	Student Tuition Rec		\$150.00	\$150.00		
Paige, Adam Nathaniel						
	Student Tuition Rec		\$200.00	\$200.00		
Parker, Claire A						
	Student Tuition Rec		\$900.00	\$900.00		
Parker, Jessica Rena						
	Student Tuition Rec		\$225.00	\$225.00		
Parks, Benjamin D						
	Student Tuition Rec		\$200.00	\$200.00		
Paxton, Leah E						
	Student Tuition Rec		\$1,200.00	\$1,200.00		
Peete, Tania D						
	Student Tuition Rec		\$338.00	\$338.00		
Per Mar Security & Research						
	Security	Public Safety Department	\$2,580.93			\$2,580.93
	Security	Public Safety Department	\$207.00			\$207.00
	Security	Public Safety Department	\$2,286.41			\$2,286.41
	Security	Public Safety Department	\$2,261.16			\$2,261.16
	Security	Public Safety Department	\$2,261.16			\$2,261.16
Peters, Claire E						
	Student Tuition Rec		\$200.00	\$200.00		
Phillips, Benjamin Richard						
	Student Tuition Rec		\$600.00	\$600.00		
Platzbecker, Jenna Kristine						
	Student Tuition Rec		\$150.00	\$150.00		
Poe, Bryson						
	Student Tuition Rec		\$200.00	\$200.00		
Poe, Hailee Nicole						
	Student Tuition Rec		\$200.00	\$200.00		
Poland, Charles Andrew						
	Student Tuition Rec		\$200.00	\$200.00		
Polley, Braden John						
	Student Tuition Rec		\$70.00	\$70.00		
Powell, Jacob T						
	Student Tuition Rec		\$200.00	\$200.00		
PowerGrid Partners LTD						
	Wind Turbine Maintenance	Utilities	\$2,709.21		\$2,709.21	
Pressley, Libby Michelle						
	Student Tuition Rec		\$200.00	\$200.00		
Pride Cleaners						
	Contractual-Other	Cafe	\$12.90			\$12.90
	Contractual-Other	Cafe	\$12.90			\$12.90
Prince, Gentry Jackson						
	Student Tuition Rec		\$100.00	\$100.00		
Pruitt, Hadley Rachel						
	Student Tuition Rec		\$200.00	\$200.00		
Purdue University						
	Materials	Agriculture	\$303.00			\$303.00
Pygott, Miranda Rose						
	Student Tuition Rec		\$200.00	\$200.00		
Quinlan, Tristin Ryan						
	Student Tuition Rec		\$150.00	\$150.00		
RCC Foundation						
	RCC Foundation Schrsips		\$472.00			\$472.00
	Richland Foundation		\$1,672.00	\$1,672.00		
	RCC Foundation A/R		\$12,556.05	\$12,556.05		
	RCC Foundation Schrsips		\$778.00			\$778.00
Ragsdale, Leah Marie						
	Student Tuition Rec		\$338.00	\$338.00		
Rathje Enterprises, Inc						
	Building Repair/Maint	Maintenance	\$10,642.00		\$10,642.00	
Ratliff, Mary A						
	Student Tuition Rec		\$234.00	\$234.00		
Realityworks Inc						
	Instructional Supplies	Agriculture	\$7,821.82	\$7,821.82		
Redpath, Michael Hunter						

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Redpath, Michael Hunter	Student Tuition Rec		\$200.00	\$200.00		
Reeves, Travis	CARES Act Grant	CARES Act Grant	\$80.00			\$80.00
Rexx Battery of Decatur Inc	Vehicle Expense	College Vehicle	\$173.90		\$173.90	
Reyna, Kevin	Student Tuition Rec		\$150.00	\$150.00		
Reynolds, Dustin	Student Tuition Rec		\$200.00	\$200.00		
Riddle, Harrison	Student Tuition Rec		\$200.00	\$200.00		
Ringler, Jamie Marie	Student Tuition Rec		\$900.00	\$900.00		
Riser, Alexis Nicole	Student Tuition Rec		\$200.00	\$200.00		
Roberts, Brayley	Student Tuition Rec		\$525.00	\$525.00		
Roberts, Cole A	Student Tuition Rec		\$100.00	\$100.00		
Roberts, Colton Lane	Student Tuition Rec		\$150.00	\$150.00		
Roberts, Shannon M	Student Tuition Rec		\$350.00	\$350.00		
Robinson, Colton	Student Tuition Rec		\$150.00	\$150.00		
Robinson, Noah James	Student Tuition Rec		\$200.00	\$200.00		
Roemer, Kirsten Noel	Student Tuition Rec		\$100.00	\$100.00		
Ross, John James	Student Tuition Rec		\$225.00	\$225.00		
Ross, Karilyn Ann-Helen	Student Tuition Rec		\$200.00	\$200.00		
Ruppel, Simon Isaiah	Student Tuition Rec		\$200.00	\$200.00		
Ryan, Bralyn C	Student Tuition Rec		\$20.00	\$20.00		
S J Smith Company Inc	Materials	Automotive-Tech Occ	\$21.70	\$21.70		
	Instructional Supplies	AAS Nursing -Health Occ	\$37.76	\$37.76		
	Materials	Automotive-Tech Occ	\$21.00	\$21.00		
	Instructional Supplies	Human Simulator	\$96.60	\$96.60		
STL Communications Inc	Prepaid Expenses		\$1,283.04	\$1,283.04		
Sawafta, Suzanne	Student Tuition Rec		\$700.00	\$700.00		
Schneider, Thomas P	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Schoonover, Kelly C	Travel-In State Mileage	Enrollment Management	\$306.43	\$306.43		
Scribner, Shelby Leigh	Student Tuition Rec		\$150.00	\$150.00		
Seitz, Thomas	RCC Foundation A/R		\$395.00	\$395.00		
Sewell, Scott Gordon	Student Tuition Rec		\$200.00	\$200.00		
Sharp, Darrel Dwayne	CARES Act Grant	CARES Act Grant	\$105.00			\$105.00
Shew, Bryce Dalton	Student Tuition Rec		\$20.00	\$20.00		
Shields, Morgan J	Student Tuition Rec		\$200.00	\$200.00		
Shippers Rental Inc	Equipment Rental	Credit	\$2,100.00			\$2,100.00
	Equipment Rental	Credit	\$1,750.00			\$1,750.00
Sidener, Tim R	Student Tuition Rec		\$20.00	\$20.00		
Siefert, Victoria E	Student Tuition Rec		\$150.00	\$150.00		
Sinclair Digital	Advertising	Marketing	\$250.00	\$250.00		
	Advertising	Marketing	\$395.00	\$395.00		

Bills for Ratification

May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sinclair Digital						
	Advertising	Marketing	\$2,250.00	\$2,250.00		
Sleeth, Cody T						
	CARES Act Grant	CARES Act Grant	\$100.00			\$100.00
Smalley, Parker Devin						
	Student Tuition Rec		\$150.00	\$150.00		
Smith, Clayton Riley						
	Student Tuition Rec		\$350.00	\$350.00		
Smith, Lauren						
	Student Tuition Rec		\$150.00	\$150.00		
Smith, Michael Scott						
	CARES Act Grant	CARES Act Grant	\$65.00			\$65.00
Smith, Nathaniel J						
	Student Tuition Rec		\$450.00	\$450.00		
Springfield Electric Supply Co						
	Maintenance Supplies	Maintenance	\$548.79		\$548.79	
	Equip Repair/Maint Agree	Workforce Development Ct	\$572.00		\$572.00	
Springshare LLC						
	Digital Print/Curric Spt	LRC	\$2,798.00	\$2,798.00		
State Universities Retirement						
	SURS 1/2%		\$2,505.00	\$2,505.00		
	SURS 8%		\$3,457.24	\$3,457.24		
	SURS 8%		\$20,736.00	\$20,736.00		
	SURS 1/2%		\$2,513.24	\$2,513.24		
	SURS 8%		\$3,334.33	\$3,334.33		
	SURS 8%		\$20,796.14	\$20,796.14		
	SURS 8%		\$123.33	\$123.33		
	SURS 1/2%		\$2,234.68	\$2,234.68		
	SURS 8%		\$20,231.41	\$20,231.41		
Steele, Zachary						
	Student Tuition Rec		\$150.00	\$150.00		
Steiner, Ian Robert						
	Student Tuition Rec		\$150.00	\$150.00		
Stockton, Kaelee N						
	Student Tuition Rec		\$100.00	\$100.00		
Stoner, Toni M						
	Student Tuition Rec		\$100.00	\$100.00		
Street, Jacob Allen						
	Student Tuition Rec		\$700.00	\$700.00		
Streich, Carmyn Randall						
	Student Tuition Rec		\$200.00	\$200.00		
Sullivan, Jeffery						
	Student Tuition Rec		\$1,200.00	\$1,200.00		
Sunbelt						
	Equipment Rental	Credit	\$548.02			\$548.02
Sysco Central Illinois Inc						
	Food Supply Costs	Cafe	\$622.14			\$622.14
	Materials	Cafe	\$256.85			\$256.85
	Food Supply Costs	Cafe	\$1,310.95			\$1,310.95
	Materials	Cafe	\$177.93			\$177.93
	Food Supply Costs	Cafe	\$51.20			\$51.20
	Food Supply Costs	Cafe	\$903.04			\$903.04
	Materials	Cafe	\$218.11			\$218.11
	Food Supply Costs	Cafe	\$1,154.54			\$1,154.54
	Materials	Cafe	\$276.94			\$276.94
	Food Supply Costs	Cafe	\$1,164.77			\$1,164.77
	Materials	Cafe	\$274.01			\$274.01
Tarter, Payton Nicole						
	Student Tuition Rec		\$150.00	\$150.00		
Taylor, Alexis L						
	Student Tuition Rec		\$150.00	\$150.00		
Taylor, Lauren Michelle						
	Student Tuition Rec		\$150.00	\$150.00		
Taylor, Riordan Shay						
	Student Tuition Rec		\$700.00	\$700.00		
Teitsort, Brandon Riley						
	Student Tuition Rec		\$150.00	\$150.00		
The Decatur Club						
	Publications & Dues	General Expenses	\$100.00	\$100.00		
The Omni Group						
	Contractual-Other	Human Resources	\$8.00	\$8.00		
Thomas, Cody Jonathan						
	Student Tuition Rec		\$200.00	\$200.00		

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Thompson, Gabriel Kaine	Student Tuition Rec		\$1,200.00	\$1,200.00		
Thompson, Gabriel Lee	Student Tuition Rec		\$20.00	\$20.00		
Thornton, Timothy D	Student Tuition Rec		\$700.00	\$700.00		
ThyssenKrupp Elevator Corp	Equip Repair/Maint Agree	Maintenance	\$550.53		\$550.53	
Tica Inc	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$84.00			\$84.00
	Building Repair/Maint	Law Enforce Trng Ctr O&M	\$662.50			\$662.50
Tovar, Isaiah Deavon	Student Tuition Rec		\$700.00	\$700.00		
Trostle, Gregory Christopher	Student Tuition Rec		\$20.00	\$20.00		
Tuggle, Kaylee R	Student Tuition Rec		\$200.00	\$200.00		
Tulak, Annah Marie	Student Tuition Rec		\$150.00	\$150.00		
Turner, Patrick Rashaad	Student Tuition Rec		\$225.00	\$225.00		
ULINE	Materials	Public Safety Department	\$515.54			\$515.54
US Postage Service	Postage	General Expenses	\$250.00	\$250.00		
	Postage	General Expenses	\$250.00	\$250.00		
Union Home Mortgage Corp	RCC Foundation A/R		\$1,000.00	\$1,000.00		
United Way of Decatur/Macon	United Way		\$385.00	\$385.00		
Valdez, Cristobal O	Telephone	Presidents Office	\$125.00	\$125.00		
Van Natta, Hailey	Student Tuition Rec		\$200.00	\$200.00		
Verizon Wireless	Telephone	Telecommunications	\$253.67		\$253.67	
	Telephone	Telecommunications	\$176.18		\$176.18	
Vidmar, Johnny Hamilton	Student Tuition Rec		\$338.00	\$338.00		
Viewpoint LLC	Fees Pass Thru Backgrnd		\$460.00	\$460.00		
Volle, Audrey K	Student Tuition Rec		\$200.00	\$200.00		
Walter, Zamani K.	Student Tuition Rec		\$200.00	\$200.00		
Waltrip, Shelby J	Student Tuition Rec		\$200.00	\$200.00		
Warner, Gretchen Elizabeth	Student Tuition Rec		\$100.00	\$100.00		
Warnick, Genna Elaine	Student Tuition Rec		\$200.00	\$200.00		
Weeks, Nathan Michael	Student Tuition Rec		\$20.00	\$20.00		
Wegmann, Marco A	Student Tuition Rec		\$150.00	\$150.00		
Weiss, Koleton Martin	Student Tuition Rec		\$200.00	\$200.00		
Wendell, Logan Nicholas	Student Tuition Rec		\$200.00	\$200.00		
Wendt, Aaron Michael	Student Tuition Rec		\$200.00	\$200.00		
Wertz, Cameron J	Student Tuition Rec		\$200.00	\$200.00		
Wertz, Rustin D	Student Tuition Rec		\$200.00	\$200.00		
West, Jamie	CARES Act Grant	CARES Act Grant	\$105.00			\$105.00
Weybright, Brittany Nicole	Student Tuition Rec		\$150.00	\$150.00		
White, Lane Merlin	Student Tuition Rec		\$200.00	\$200.00		
Wilber, Bradley R	Student Tuition Rec		\$200.00	\$200.00		

Bills for Ratification



May 2020

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Wilder, Portia						
	RCC Foundation A/R		\$625.00	\$625.00		
Wiley, Tristen						
	Student Tuition Rec		\$100.00	\$100.00		
Wilhelm, Sierra						
	Student Tuition Rec		\$150.00	\$150.00		
Willer, Paige Allison						
	Student Tuition Rec		\$200.00	\$200.00		
Williams, Tad A						
	Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Willian, Alexis Nicolle						
	Student Tuition Rec		\$150.00	\$150.00		
Willoughby, Hannah						
	Student Tuition Rec		\$20.00	\$20.00		
Wilson, Cortney Nicole						
	Student Tuition Rec		\$100.00	\$100.00		
Wilson, Jalen A						
	Student Tuition Rec		\$225.00	\$225.00		
Winchester, Darren A						
	CARES Act Grant	CARES Act Grant	\$60.00			\$60.00
Winter, Christine Elizabeth						
	Student Tuition Rec		\$350.00	\$350.00		
Witherspoon, Angela Arnika						
	Student Tuition Rec		\$45.00	\$45.00		
Witherspoon, Noah Xavier						
	Student Tuition Rec		\$20.00	\$20.00		
Withrow, Tracy L						
	Telephone	Marketing	\$50.00	\$50.00		
Witts, Elizabeth Joy						
	Student Tuition Rec		\$200.00	\$200.00		
Woodland, Jasmine						
	Student Tuition Rec		\$45.00	\$45.00		
Woods, Marcus						
	Student Tuition Rec		\$450.00	\$450.00		
	Student Tuition Rec		\$36.40	\$36.40		
Workforce Investment Solutions						
	Contractual-Other	Grant-Administration	\$3,576.87			\$3,576.87
	Office Supplies	Grant-Administration	\$11.91			\$11.91
	Contractual-Other	Instruction	\$6,601.13			\$6,601.13
	Instructional Supplies	Instruction	\$88.58			\$88.58
	Printing	Instruction	\$32.99			\$32.99
Wright, Dalton						
	Student Tuition Rec		\$1,200.00	\$1,200.00		
Wright, Levi C						
	Student Tuition Rec		\$20.00	\$20.00		
Wright, Lydia Rae						
	Student Tuition Rec		\$200.00	\$200.00		
Wright, Sydney Nicole						
	Student Tuition Rec		\$200.00	\$200.00		
Xerox Corporation						
	Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
	Install Pymt Lease/Purch	Copiers	\$822.14	\$822.14		
Yepsen, Sarah Fu_Juan						
	Student Tuition Rec		\$200.00	\$200.00		
Young, Misty						
	Student Tuition Rec		\$20.00	\$20.00		
			\$813,678.43	\$479,202.49	\$97,848.69	\$236,627.25

Executive Session- June 16, 2020

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 .