



June 2021 - Board of Trustees Meeting

June 15, 2021

Richland Community College - Board Room

One College Park

Decatur, IL, 62521



Meeting Book - June 2021 - Board of Trustees Meeting

June 2021 Board of Trustees Meeting

I. Annual Board Book Calendar

- a. Board Book Annual Calendar 2021.docx

II. Principles of Sustainability

- a. Principles of Sustainability.pdf

III. Innovation and Quality Performance System

- a. Innovation and Quality Performance Strategic Plan Visual updated 11-6-19.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 18, 2021

- a. May MINUTES OF BOARD OF TRUSTEES REGULAR MEETING.docx

Needs Action

X. Appearance of Citizens and Introduction of Guests

XI. Written Communications

- a. College Activities Report
 - a. June 2021 Activities Report.docx
- b. Personnel Updates
 - a. June personnel report.pdf

XII. Special Reports

- a. Report of ICCTA

b. College Spotlight - Essential Skills - Success Stories		Courtney Carson
c. Preliminary FY22 Budget		Greg Florian
XIII. Report of Student Trustee		Rhiannon Hartman
a. June 2021 Student Trustee Report.docx		
XIV. Foundation Report		Julie Melton
a. BOT Report June 2021.docx		
XV. New Business		
a. Approval to Purchase Microbiology Class Autoclave	Needs Action	Andy Hynds
a. MEMO 20210615 Autoclave.doc		
b. Approval for Purchase of two (2) John Deere Z930M Mowers	Needs Action	Greg Florian
a. board memo for JD zero turn 6.1.21.docx		
c. Recommendation to approve the Contract for Richland Federation Teachers Local 4262 for 2021 through 2024	Needs Action	Greg Florian and Dr. Denise Crews
a. Faculty Contract approval 2021_2024.doc		
b. FINAL-COLLECTIVE BARGAINING AGREEMENT-June 9 2021.docx		
d. Approval to Purchase Laboratory Dishwasher (BIOLOGY)	Needs Action	Andy Hynds
a. MEMO 20210615 Laboratory Dishwasher (2nd - Biology Lab).doc		
e. Recommendation to Purchase Two Diesel Semi-Trucks	Needs Action	Greg Florian
a. Truck Purchase CDL Program 1 7.8.21.docx		
f. RAMP FY2023	Needs Action	Greg Florian
a. Board Memo RAMP FY23 6.10.21.doc		
XVI. Financial Report	Needs Action	Greg Florian
a. Financial Memo.docx		
b. 05 May 2021.pdf		
XVII. Report of the President		
XVIII. Items from the Board		
XIX. Executive Session	Needs Action	
a. Executive Session.docx		
XX. Adjournment		

JANUARY 2021

Reports
Consent Agenda
College Legal Contractual Agreements
New Business
 Trustee Training

FEBRUARY 2021

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

MARCH 2021

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 2021

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 2021

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

JUNE 2021

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 2021

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2021

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2021

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2021

Reports

Consent Agenda

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

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2021

Reports

Audit Presentation

Consent Agenda

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

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2021

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

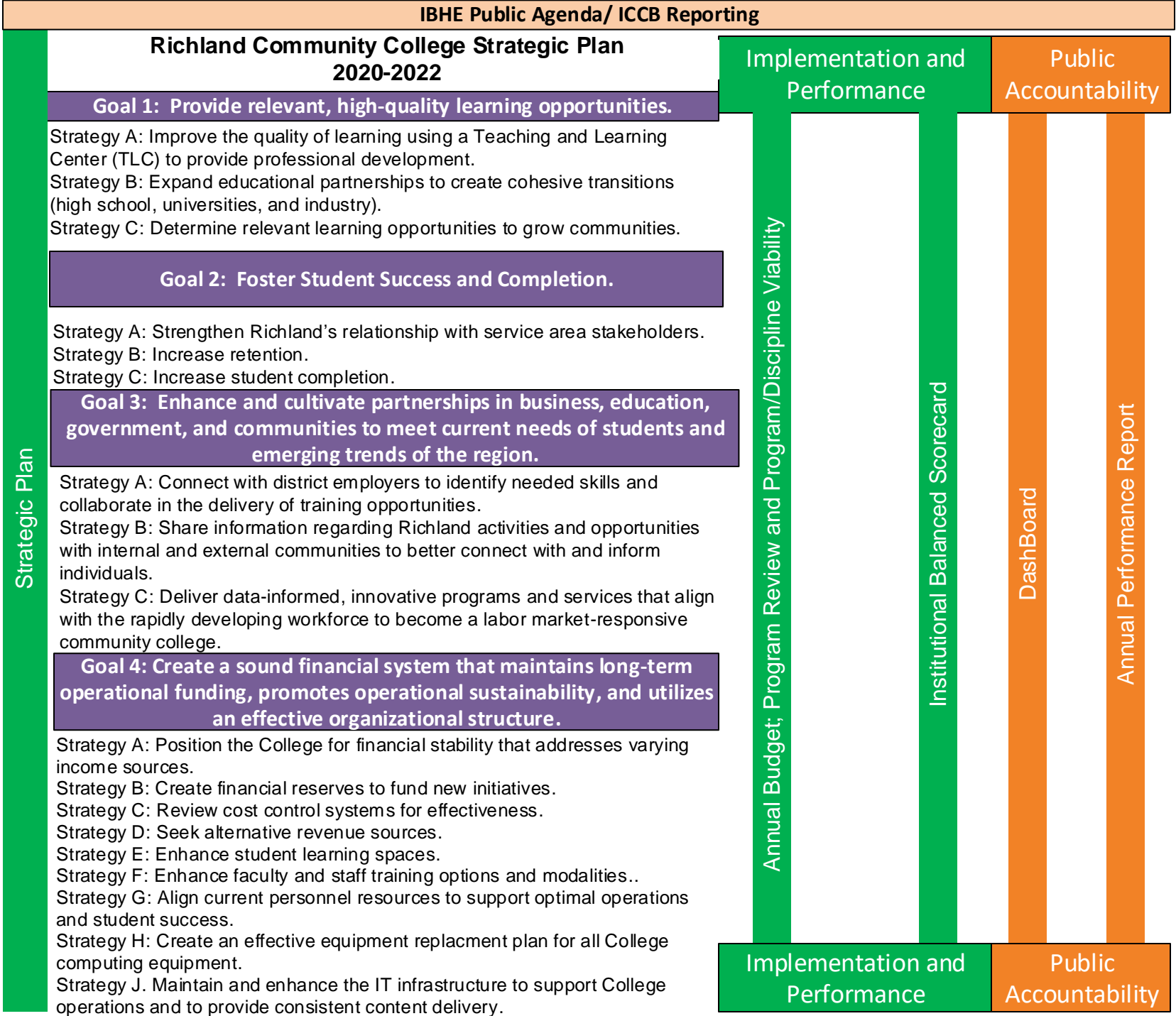




College Vision
To be the best and first choice for education.

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

Core Values
Commitment
Respect
Excellence
Accountability
Diversity



Strategic Plan

Annual Budget; Program Review and Program/Discipline Viability

Institutional Balanced Scorecard

DashBoard

Annual Performance Report

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 18, 2021

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:31 p.m. Tuesday, May 18, 2021, in the Board Room of Richland Community College by Chairman Dunning. Chairman Dunning also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Vicki Carr, Bruce Campbell, Dale Colee, Bishop Wayne Dunning, and Rhiannon Hartman

Trustees Absent: Dr. David Coopridner

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on April 20, 2021 and the Special Meeting on April 27, 2021 had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on April 20, 2021 and the Special Meeting on April 27, 2021. Carr seconded. Voice vote being all ayes, Chairman Dunning declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Valerie Wells of the Herald and Review, Ashley Grayned of DPS #61, students and parents of the Prep Academy, and family and friends of Chairman Dunning.

AD HOC APPOINTMENTS

Chairman Dunning appointed the following:

Liaison to the Richland Community College Foundation Board of Directors

Bruce Campbell

ICCTA Representative

Vicki Carr

Audit Committee

Dr. David Coopridger
Jaime Shobe-Brown

Nominating Committee

Tom Ritter
Dale Colee

WRITTEN COMMUNICATIONS

College Activities Report

May 2021

Summer and Fall Registration going on now – richland.edu/registration
Summer classes begin June 1, 2021
Fall classes begin August 12, 2021

May 29 Macon County Law Enforcement Training Center
 CC 21-10 Graduation
 Online Ceremony – MCLETC Facebook Page, Richland YouTube Page
 10am

May 31 Memorial Day
 College Closed

June 2021

June 1 Richland Farmer's Market
 5pm – 7:30pm
 Outside the Bistro Five Thirty Seven

June 4 Summer Hours Begin – Closed on Fridays through July 30

Women In Trades Event – Recruitment Event to promote CTE Careers to Women

Virtual Events at 3pm:
Week 1 (May 13) - Agriculture
Week 2 (May 20) - Welding
Week 3 (May 27) - HVAC
Week 4 (June 3) - ENGT Technology
Week 5 (June 9) - Automotive
Keynote Speaker - June 10 at 4pm

Media Coverage:

- Women in Trades Event
- Graduation Coverage
- MCLETC RC 21-11 – over 873 interactions on social media with 1532 views.
- Farmer’s Market
 - Board of Trustees Meeting – Board Room, June 15, 2021
 - Other activities listed in the Board Book

Personnel Update

Retirements, Resignations, and Terminations

Stephanie Zimmerman, Admin Info Systems Specialist, effective April 15, 2021

SPECIAL REPORTS

REPORT OF ICCTA

Trustee Campbell attended a zoom meeting on May 4, 2021 and that session included a review of House Bills. Chairman Dunning was elected as Secretary of the ICCTA. The next meeting will be held in Bloomington, IL on June 4-5, 2021.

MONITORING REPORT

Megan Moore presented the monitoring report on the budget.

FACULTY REPORT

Janilyn Kocher presented the Faculty Report.

COLLEGE SPOTLIGHT

Kona Jones presented the College Spotlight – Teaching and Learning Center at Richland.

REPORT OF STUDENT TRUSTEE

Student Trustee Rhiannon Hartman presented the Student Leadership Council Report.

FOUNDATION REPORT

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

CONSENT AGENDA

A recommendation was made to the Board of Trustees to approve the Consent Agenda. It was recommended that the Board approve the employment Full-time Tenure Track Surgical Technology Faculty, Molly Ploessl, effective June 1, 2021.

Campbell moved to approve the Consent Agenda items, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

NEW BUSINESS

APPROVAL TO PURCHASE LAB DISHWASHER

A recommendation was made to the Board of Trustees that would authorize the College Administration to purchase the Laboratory Dishwasher and all necessary accessories from Thomas Scientific, LLC, of Swedesboro, New Jersey for a total cost of \$ 11,215.41, as presented.

Ritter moved to approve and authorize the College Administration to purchase the Laboratory Dishwasher and all necessary accessories from Thomas Scientific, LLC, of Swedesboro, New Jersey for a total cost of \$ 11,215.41, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL TO PURCHASE AUTOCLAVE

This agenda item will be tabled to the June meeting, as documents were not available.

ADOPTION OF BOARD POLICIES 4.6, 4.7.3, & 4.18.1

Teena Zindel-McWilliams and Meredith Johnson-Palmer presented revisions to the following:

- Board Policy 4.6: Reorder sections of the Policy as students would encounter in their educational journey, update grading designations, change GPA standard to 2.0 for academic standing, define “drop” and “withdrawal,” and rename Semester Academic Honors.
- Board Policy 4.7.3: Clarify how transfer credits from other institutions will be incorporated into a student’s Richland transcript.
- Board Policy 4.18.1: Change Financial Aid GPA standard to 2.0 to mirror academic standing proposed GPA.

Carr moved to adopt the revisions to Board Policies 4.6, 4.7.3 & 4.18.1, as presented. Ritter seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

ADOPTION OF BOARD POLICIES 4.15.3, 4.15.4, AND STUDENT GRIEVANCE PROCEDURE

Dr. Denise Crews presented revisions to Board Policies 4.15.3 and 4.15.4, as presented

Carr moved to adopt the revisions to Board Policies 4.15.6 and 4.15.4, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL OF A CONSTRUCTION CONTRACT FOR A PROTECTION, HEALTH, AND SAFETY PROJECT TO REPLACE HAZARDOUS SERVICE DRIVE AND MASONRY RESTORATION

A recommendation was made to the Board of Trustees that would authorize the Administration to contract with Entler Excavation & Construction of Decatur for this project at a cost of \$227,000.00, as presented.

Carr moved to approve and authorize the Administration to contract with Entler Excavation & Construction of Decatur for this project at a cost of \$227,000.00, as presented. Ritter seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

APPROVAL OF A CONTRACT TO CONTRACT WITH FBI BUILDINGS INCORPORATED FOR THE ACQUISITION OF A DEMONSTRATION STRUCTURE

A recommendation was made to the Board of Trustees that would authorize the Administration to contract with FBI Buildings for a used structure at a cost not to exceed \$300,000 for the acquisition and placement, as presented.

Campbell moved to approve and authorize the Administration to contract with FBI Buildings for a used structure at a cost not to exceed \$300,000 for the acquisition and placement, as presented. Carr seconded. Roll call vote being all ayes, Chairman Dunning declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The April 2021 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,199,262.07 for April 2021 was distributed to the Board prior to the meeting.

Ritter 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 Dunning declared the motion carried.

REPORT OF THE PRESIDENT

- You are invited! June 2 and 3 join us as we are excited to host our 1st vaccine clinic for students, staff, and their family members aged 12+ (with parental consent).

In partnership with the Macon County Health Department, we are offering Pfizer (June 2) and Johnson & Johnson (June 3) at the Richland Main Campus.

As we move through this pandemic, we all have to make the very personal choice, to vaccinate or not to vaccinate. Now is the time. We encourage members of our college community to vaccinate.

In Illinois, the latest data from IDPH states more than 4.8 million (38.37% of total population) is now fully vaccinated. What questions do you have?

For more information and scheduling: <https://www.richland.edu/shield/clinic/>

- The Return to Campus plan has been shared with everyone. The goal is to get all employees back to campus two days per week in June, three days per week in July and full time in August.

ITEMS FROM THE BOARD

- Bruce Campbell complimented and thanked Chairman Dunning's family and friends for attending.
- Chairman Dunning thanked the Trustees for always keeping focused and creating good discussion to improve the College.
- Chairman Dunning also asked everyone to keep Dr. Coopriker in their prayers for continued healing.

EXECUTIVE SESSION

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

Meeting convened into closed session at 6:56 p.m.

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

ADJOURNMENT

Carr moved and Ritter seconded to adjourn the meeting at 7:38 p.m.

Dale Colee, Secretary

TO: Dr. Cris Valdez
FROM: June 2, 2021
SUBJECT: June 2021 College Activities Report

Following is *Richland Community College Activities Report* for June 15, 2021 to July 20, 2021. 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 2021

Registration going on now – richland.edu/registration
Fall classes begin August 12, 2021

June 18 Adult Education Graduation
Shilling Auditorium
5pm

June 21-25 Thinkwell 7th Grade Camp
National Sequestration Education Center

June 29 Macon County Law Enforcement Training Center
RC 21-12 Graduation
Shilling Auditorium and YouTube Online Live feed
2pm

July 2021

July 5 College Closed (Independence Day)

July 16 Macon County Relay for Life
Shilling Community Education Center
7-10pm


June and July 2021

Every Tuesday Farmers Market
Bistro Five Thirty Seven (outside)
5-7:30pm

June 28 – July 2 Thinkwell 8th Grade Camp
National Sequestration Education Center

Media Coverage:

- Thinkwell Camp
- Community Foundation Grants
- COVID Vaccine Clinic
- State Budget

To: Cris Valdez, President
From: Robin Bollhorst, Director, Human Resources & Payroll 
Date: June 1, 2021
Subject: Personnel Update

Retirements, Resignations, and Terminations

Name	Position	Last Day
Ryan Rogiers	Culinary Arts Faculty	05/14/2021
Kathy Lee	Surg Tech Faculty	05/31/2021

Richland Community College
STUDENT LEADERSHIP COUNCIL
BOARD REPORT

June 2021

Student Trustee: Rhiannon Hartman

President | Vice-President TBA | Secretary: TBA

Student Engagement Activities:

- Tuesday, July 1 - 4th of July Quiz
- Wednesday, July 7 - Virtual Scavenger Hunt
- Tuesday, July 13 - Summer Fun Quiz
- Monday, July 19 - Show us your favorite Ice Cream Photo



Richland Foundation Report June 2021

Top Accomplishments

- Our Scholarship awards totaled \$898,442 for the 20/21 academic year. This is a 7% increase over the amount awarded last academic year.
- The Foundation received a \$25,000 Community Works grant from the Community Foundation for Bridging the Gap between Education and Workforce. This grant will provide scholarships for non-credit seeking students and provide training and resources for success in the workforce.
- The fiscal year end mailing was sent in mid-June featuring scholarship recipients who have been impacted by generous private support. This mailing featured student trustee, Rhiannon Hartman and donors that support the campaign will receive a personalized thank you message from Rhiannon.

Projects in Progress

- As part of our new Scholarship Application process, scholarships are currently being reviewed by Foundation Board Member. The Scholarship Committee will meet on June 23 to finalize scholarship awards for the fall 2021 semester.
- With the upcoming retirement of Tricia Cordulack on June 30, the Foundation is in process of hiring an Advancement Services & Scholarship Coordinator, along with a Director of Annual Giving & Alumni Relations. The coordinator is currently posted and the director will be posted in the new fiscal year.
- The Foundation is beginning work on goal setting & annual planning for FY22. This will allow us to establish measurable objectives to strive towards and set a baseline as we begin our strategic planning process for completion in FY23.
- The Foundation is planning the Annual Meeting & Celebration on July 27, 2021 at 5pm in the Shilling Salons. This event will celebrate the accomplishments of the Foundation during FY21 and those individuals and businesses that helped us achieve that success.

On the Horizon

- We are working closely with the Student Success Team to develop an alumni mentoring program for Richland students.
- To wrap up the fiscal year, the Foundation will be sending an Annual Report Card in August and Scholarship Impact Report in September/October to highlight the impact of donors support.
- The Foundation will be collaborating with the College to raise funds to support the expansion of the Nursing program, as well as growth of the Ag Program. We will develop fundraising plan to support both of these initiatives.



MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cristobal Valdez

From: Jose Montines
Andrew Hynds

Date: June 15, 2021

Re: Approval to Purchase Microbiology Class Autoclave

The Master Plan Phase 1 renovation includes a makeover of the Microbiology Prep Room. The College’s Math and Science Department requested to acquire an autoclave (steam sterilizer) that is designed for high-performance sterilization of labware, media and laboratory byproducts commonly used in research, analytical, environmental, industrial and school laboratories. It can sterilize solids, liquids, hollows and instruments of various shapes and sizes. Autoclaving destroys microorganisms more efficiently than dry heat and hence the material is exposed to a lower temperature for a short period.

A public bidding was held on April 27, 2021, with four companies responding. The offers are as follows (total price includes the model’s standard options/accessories, discount, delivery & installation):

Consolidated Sterilizer Systems	\$ 36,727.55
Getinge USA Sales, LLC	\$ 41,013.00
Technology International, Inc.	\$ 49,864.00
VWR International LLC	\$ 54,172.99
VWR International LLC (Alternative)	\$ 61,506.71

It is recommended that the Board authorize the College Administration to purchase the Autoclave and all necessary accessories from Consolidated Sterilizer Systems, of Billerica, Massachusetts for a total cost of \$ 36,727.55.

Funding for the equipment purchase is available from the Master Plan Phase 1 project budget.

We are available for any questions you may have.


Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian 
Sam Morrow

Date: May 11, 2021

Re: Approval for Purchase of two (2) John Deere Z930M Mowers

The mowing equipment used on the campus has served the needs of the college well over the last several years. As we continue our efforts to keep the campus lawns both healthy and attractive for our guests and students, we have seen the need for additional mowers to keep up with the ever-growing grass.

We purchased a John Deere Z930M mower three years ago as a replacement for an aging mower, and it has served us well. With the added landscaping to the Quad and North Lawn, we see the need for two additional smaller mowers to help maintain the grounds here on campus, as well as continue to support mowing operations at MCLETC.

The funds for this equipment were approved in the 20-21 equipment budget. Pricing from Sloan's is on the State Joint Purchasing program and bidding is under this program.

Therefore, it is recommended that the Board of Trustees authorize the Administration to purchase two (2) John Deere Z930M Zero Turn Mowers as quoted from Sloan Implement Company of Shelbyville, IL for the total of \$23,083.96.



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Dr. Denise Crews
Greg Florian

Date: June 3, 2021

Re: Recommendation to approve the Contract for Richland Federation Teachers
Local 4262 for 2021 through 2024

The faculty contract for 2020-2021 expires at the end of the 2021 academic year requiring a renegotiation of the contract. The Administration and Faculty agreed to bargain the contract using Interest Based Bargaining (IBB). This process of negotiations continues the support of positive relations between the RFT and the College. The negotiations started in January and concluded in May. Some were via Zoom and finished with in person.

The contract is mature at this point in time which lends itself to minor changes necessary to address current and changing working conditions. The majority of the substantive items address economics and with the current fiscal condition of the College and the State of Illinois in general, these interests composed the majority of discussions.

The proposed contract was approved by the RFT earlier in May.

A summary of the key interests are as follows:

- Lab hour Calculations – Changed the calculation from .87 per equated credit hour to 1 by the end of the contract.
- Clinical Hour Calculation – The rate changes to a 1:1 by the end of the contract.
- Clinical Stipends – The rate for this allowance is reduced by the end of the contract to \$50 from \$200.
- Term of the Contract – A three-year term ending as of the last work day of summer school 2024.
- Salary Schedule Clean Up – fixes anomalies in the contract such that each step is 1.6% higher from the preceding step. Reduces the schedule by 1 column and increase the schedule by 1% each year. This effectively provides a 2.6% increase each year of the contract.

- English Faculty Load – Adjusted the classes that are used to determine writing classes.
- Overload and Summer Pay will increase \$5 per ECH.

It is recommended that the Board of Trustees approve the 2021-2024 RFT contract as presented.

We are available to address questions you may have.

COLLECTIVE BARGAINING AGREEMENT

For the Years

2021- 2024

**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 grievable. 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 twenty-four (24) or more equated credit hours per academic year
- ii. Works as a librarian 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.

A standard teaching workload for English faculty will be twenty-four (24) equated credit hours per academic year as modified below:

For full-time English faculty members teaching writing courses: A full-time teaching load will consist of at least three (3) of the following writing-courses: ENGL 101, ENGL 102, ENGL 110, ENGL 097/101 (Co-requisite course), and one (1) other course per semester. For English Faculty teaching three (3) courses from the following: ENGL 101, ENGL 102, ENGL 110, and/or ENGL 097/101 (Co-requisite course) per semester, any hours above twelve (12) ECH shall be paid at the overload rate. Any English faculty member with fewer than three (3) of the following courses: ENGL 101, ENGL 102, ENGL 110, and/or ENGL 097/101 (Co-requisite course) in a semester will carry the standard workload of fifteen (15) equated credit hours for that semester.

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.

If no course which the faculty is qualified to teach is available, the faculty member may take on nonteaching assignments above and beyond standard duties. If no teaching or non-teaching assignment is available, if the faculty member does not complete the additional non-teaching duties assigned, or if the faculty member chooses not to accept additional non-teaching duties, that faculty member's pay shall be reduced for hours not taught (as a proportion of faculty annual base salary).

The following are suitable assignments a Supervising Dean may consider, along with the input of the affected faculty member, to satisfy an academic year workload:

- Curriculum development above and beyond standard faculty expectations
- Developing a course into a new modality
- Tutoring above and beyond standard faculty expectations
- Substantive work in support of program assessment
- Substantive work in support of student success
- Outreach in support of enrollment growth or program development.
- Substantive work in support of an accreditation (HLC or external entity)
- Substantive work in support of an external collaboration effort
- Re-train or re-educate in a different discipline or new technical competency
- Other duties of value to the college and as agreed upon between the faculty member

and the Supervising Dean

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

Current College Definitions:

ONLINE (V): All instruction and assignments are provided online with specific due dates as outlined by the instructor. Instructors might provide opportunities for live synchronous sessions.

ONLINE LIVE (D): There is a mandatory time when the instructor and students are online together. An example of this is a live lecture streamed to students over the internet. All other course materials and assignments are provided online and available at any time during a specified period as outlined by the instructor. Scheduled time requirements will vary between courses and sections; please refer to the course schedule for more information.

HYBRID (Y): A hybrid class is a combination of face-to-face and ONLINE or ONLINE

LIVE instruction. The course content and most assignments are provided online, but some on-campus face-to-face instruction is still required.

ii. Development of Online Instruction

Faculty members who agree to develop a new online course, which does not include conversion of an existing course to online instruction, shall receive a stipend of \$150 for each equated credit hour of the online course. If a faculty member accepts development compensation, the faculty member 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 and Quality Assurance for Online Instruction

If a faculty member agrees to develop or teach an online course the College will provide mandatory appropriate training that the faculty member must complete.

If extenuating circumstances exist, the faculty member will complete the mandatory training within an agreed upon time frame with the supervising Dean.

All online courses will be compliant with the State Authorization Reciprocity Agreement (SARA). Online course requirements can be found in the Learning Management System (LMS) Instructor Training Course. All online courses will be subject to the online peer review process.

In order to maintain online teaching proficiency, faculty members may elect to participate in online training that is designed and periodically updated to incorporate developments in instructional technology and online education. Faculty will follow the professional development process for approval of online proficiency training. Faculty members who successfully complete approved online proficiency training shall be paid a lump-sum stipend equivalent to one hour at the overload rate. Faculty members may elect such training and qualify for the stipend once, for every year of this contract. If a face-to-face course is converted to an online course and passes quality assurance the faculty member will receive a stipend of \$100 for each equated credit hour of the online course.

iv. Choice

A faculty member shall not be required to teach an online course, online live, or hybrid course unless the faculty member has accepted online development funds for said course from the College, unless extenuating circumstances exist in which online, online live, or hybrid is the only modality available

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.
- iv. If a qualified faculty member requests an additional overload and a course or courses are available, the faculty member shall provide the dean with a rationale for consideration. Examples may include program needs, faculty has previously taught more than one overload for consecutive semesters, quality of teaching not impacted, past practices, etc.

v. The third or more overload request by a faculty member will require an approval of the Vice President of Academics.

vi. If a dean denies a faculty member's request for an additional overload, the dean shall provide a rationale. Examples may include lack of completed self-evaluation, poor performance evaluation, LFS feedback, etc. The dean shall let the faculty member know about overload decisions by Feb.15 for Fall semester and Sept.15 for Spring semester.

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. Salary Schedule Initial Placement Recommendation

The search committee for all new faculty members may make an initial salary schedule placement recommendation, based on relevant available documentation, to the Vice President of Academic Services. When hiring new Career and Technical Education (CTE) faculty, a faculty member's initial placement shall be determined on an individual, case-by-case basis with consideration to the following criteria: the Dean's

recommendation for hire; Human Resource’s involvement in establishing equitable initial salary; equity for existing faculty already in that area (department); years of experience in the field; industry certifications. 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.

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 six (6) categories reflecting educational attainment.

For CTE Faculty:

Category I	Required degree/qualifications to teach
Category II	Required degree/qualifications + 15 credit hours
Category III	Required degree/qualifications + 30 hours

Category IV	Required degree/qualifications + 45 hours
Category V	Required degree/qualifications + 60 hours
Category VI	Required degree/qualifications + 75

For Transfer Faculty:

Category I	MA/MS
Category II	MA/MS + 15 credit hours
Category III	MA/MS + 30 credit hours
Category IV	MA/MS + 45 credit hours
Category V	MA/MS + 60 credit hours
Category VI	MA/MS + 75 or doctoral deg.

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.

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.

ii. Salary Lane 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

For CTE faculty, all continuing education units (CEU's) required to maintain licensure/certification/registration will not be used towards salary advancement. CEU's obtained over the required amount to maintain licensure/certification/registration will be used for salary advancement using the formula above. Under normal circumstances, CEU's paid for by the college will not count toward salary advancement.

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.

iii **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:

$$\text{Engl 101 3-0-3 (3X1) = 3.00 ECH}$$

$$\text{Math 116 4-0-4 (4X1) = 4.00 ECH}$$

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 0.92 in 2021-2022 and 0.96 in 2022-2023 and 1.0 in 2023-2024. To calculate the total ECH for each course, the total lecture ECH will be added to the total lab ECH for that course.

2021 – 2022 Examples:

$$\text{CIS 110 [2-2-3] (2 X 1) + (2 X .92) = 3.84 ECH}$$

$$\text{Draft 101 [2-4-4] (2 X 1) + (4 X .92) = 5.68 ECH}$$

2022 – 2023 Examples:

$$\text{CIS 110 [2-2-3] (2 X 1) + (2 X .96) = 3.92 ECH}$$

$$\text{Draft 101 [2-4-4] (2 X 1) + (4 X .96) = 5.84 ECH}$$

2023 – 2024 Examples:

$$\text{CIS 110 [2-2-3] (2 X 1) + (2 X 1) = 4.0 ECH}$$

$$\text{Draft 101 [2-4-4] (2 X 1) + (4 X 1) = 6.0 ECH}$$

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 by the course's credit hour distribution, will be multiplied by 0.92 in 2021 – 2022 and 0.96 in 2022 – 2023 and 1.0 in 2023-2024. 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, and multiply by one (1) for those additional sections.

2021-2022 Examples:

$$\text{Nurs 250 [3-6-5]} (3 \times 1) + (6 \times .92) = 8.52 \text{ ECH}$$

$$\text{Rad T 102 [3-1-3]} (3 \times 1) + (1 \times .92) = 3.92 \text{ ECH}$$

$$\text{Surg T 125 [2-3-3]} (2 \times 1) + (3 \times .92) = 4.76 \text{ ECH}$$

2022-2023 Examples:

$$\text{Nurs 250 [3-6-5]} (3 \times 1) + (6 \times .96) = 8.76 \text{ ECH}$$

$$\text{Rad T 102 [3-1-3]} (3 \times 1) + (1 \times .96) = 3.96 \text{ ECH}$$

$$\text{Surg T 125 [2-3-3]} (2 \times 1) + (3 \times .96) = 4.88 \text{ ECH}$$

2023-2024 Examples:

$$\text{Nurs 250 [3-6-5]} (3 \times 1) + (6 \times 1) = 9.0 \text{ ECH}$$

$$\text{Rad T 102 [3-1-3]} (3 \times 1) + (1 \times 1) = 4.0 \text{ ECH}$$

$$\text{Surg T 125 [2-3-3]} (2 \times 1) + (3 \times 1) = 5.0 \text{ ECH}$$

iv. **Clinical Stipends**

Courses in which faculty accompany students to a health facility during the clinical portion of a class received clinical stipends. Clinical stipends will be paid to faculty at a rate of \$150 per credit hours in 2021-2022, a rate of \$100 per credit hour in 2022-2023, and a rate of \$50

per credit hour in 2023-2024. These stipends are 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 taught.

Examples Credit Hours Earned:

HLTH 141 [6-4-8] – 8 credits = 6 lecture + 2 clinical

Clinical Stipend

2021-2022 2 X \$150 = \$300/section taught

2022-2023 2 X \$100 = \$200/section taught

2023-2024 2 x \$50 = \$100/section Taught

RADT 115 [0-18-3] = 0 lecture + 3 clinical

Clinical Stipend

2021-2022 3 x \$150 = \$450/section taught

2022-2023 3 X \$100 = \$300/section taught

2023-2024 3 x \$50 = \$150/section taught

v. **Enlarged Section Calculation**

Normally, seated class enrollment is determined by the classroom room size. For classes that also have labs, seated class and lab enrollment are normally the same and determined by the lab room size or by accreditation standards. An "enlarged section" is one in which the lecture enrollment exceeds this normal seated enrollment lab size (e.g. a larger than normal classroom is used). An agreement between the supervising dean and the teaching faculty member must be reached in order for a section to be enlarged.

Enlarged Lecture Sections with Multiple Lab Sections:

Enlarged lecture sections which breakout into two (2) or more separate laboratory sections on a regularly scheduled basis will have the additional laboratory section credited at the regular rate (determined by contract), and will have additional credit for the lecture session at the rate of one-half (0.5) of the equated credit for the lecture-discussion portion of the course for each additional laboratory section included.

Non-Enlarged Lecture with Multiple Lab Sections:

Faculty teaching normal lecture sections that must break out into two (2) or more separate laboratory sections on a regularly scheduled basis will have the additional laboratory section(s) credited at the regular rate (determined by contract).

Examples:

The credit hour distribution for BIOL 201 is 3-2-4. A standard workload for this course would be 4.74 ECH.

-Supposing this course has two (2) labs associated with a unified lecture, and the combined enrollment exceeds the normal seated enrollment size, the following calculation will be made:

$$(3 \times 1) + (2 \times .87) + (3 \times 0.5) + (2 \times .87) = 7.98 \text{ ECH}$$

-Supposing this course has three (3) labs associated with a unified lecture, and the combined enrollment exceeds the normal seated enrollment size, the following calculation will be made:

$$(3 \times 1) + (2 \times .87) + (3 \times 0.5) + (2 \times .87) + (3 \times 0.5) + (2 \times .87) = 11.22 \text{ ECH}$$

-Supposing this course has two (2) labs associated with a unified lecture, and the combined enrollment does not exceed the normal seated enrollment size, the following calculation will be made:

$$(3 \times 1) + (2 \times .87) + (2 \times .87) = 6.48 \text{ ECH}$$

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 shall be granted twelve (12) days (96 hours) of sick leave at the beginning of each academic year. A faculty member who teaches summer school shall be entitled to two (2) additional days of paid sick leave, one of which may be used as a personal 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 Officers) a completed Grievance Form.

An “individual grievant” is an RFT member pursuing a grievance that has been dismissed by the RFT Grievance Officers) 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 Officers), 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 Officers). The RFT Grievance Officers) 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 Officers) dismisses the grievance for lack of merit, an individual grievant may proceed as described below. However, an RFT Grievance Officers) must attend any further meetings associated with the grievance.

The RFT Grievance Officers), 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 Officers) 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 Officers) 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 Officers). Upon receipt of the Grievance Form, the College Grievance Officers) 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 Officers) will notify in writing the RFT Grievance Officer and the individual grievant, if there is one, of the College Grievance Officers' 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 2021 - 2024 academic year and shall remain in full force and effect until the last work day of the 2024 summer term.

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

_____ 2021.

BOARD OF TRUSTEES OF RICHLAND RICHLAND FEDERATION OF COMMUNITY

COLLEGE DISTRICT #537 TEACHERS

LOCAL #426, IFT, AFT, AFL-CIO

BY _____

BY _____

FACULTY SCHEDULE

Base Salary

<u>2021-2022</u>	<u>2022 -2023</u>	<u>2023-2024</u>
\$41,799	\$42,217	\$42,639
(MA/MS)	(MA/MS)	(MA/MS)

Overload Pay

	2021-2022	2022-2023	2023-2024
Instructor	\$675	\$680	\$685
Assistant Professor	\$725	\$730	\$735
Associate Professor	\$775	\$780	\$785
Professor	\$825	\$830	\$835

Summer Pay

	2021-2022	2022-2023	2023-2024
Instructor	\$855	\$860	\$865
Assistant Professor	\$945	\$950	\$955
Associate Professor	\$1035	\$1040	\$1045
Professor	\$1110	\$1115	\$1120

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

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 30, 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 30.

Faculty Salary Schedule 2020-2021

CTE Lanes	RDQ	RDQ+15	RDQ+30	RDQ+45	RDQ+60	RDQ+75
Transfer Lanes	MA/MS	MA/MS+15	MA/MS+30	MA/MS+45	MA/MS+60	MA/MS+75 or PhD
Step	1	2	3	4	5	6
1	41,799	43,971	46,750	49,313	51,577	54,403
2	42,468	44,675	47,498	50,102	52,402	55,273
3	43,147	45,389	48,258	50,903	53,241	56,158
4	43,838	46,116	49,030	51,718	54,092	57,056
5	44,539	46,854	49,815	52,545	54,958	57,969
6	45,252	47,603	50,612	53,386	55,837	58,897
7	45,976	48,365	51,422	54,241	56,731	59,839
8	46,711	49,139	52,245	55,109	57,638	60,796
9	47,459	49,925	53,081	55,991	58,561	61,769
10	48,218	50,724	53,930	56,887	59,498	62,758
11	48,990	51,535	54,792	57,797	60,450	63,761
12	49,774	52,360	55,669	58,722	61,417	64,781
13	50,571	53,199	56,560	59,661	62,400	65,818
14	51,380	54,050	57,466	60,616	63,398	66,871
15	52,203	54,916	58,385	61,587	64,413	67,941
16	53,038	55,795	59,320	62,572	65,444	69,028
17	53,887	56,689	60,269	63,574	66,491	70,132
18	54,750	57,597	61,234	64,591	67,555	71,254
19	55,626	58,519	62,214	65,625	68,636	72,394
20	56,517	59,456	63,209	66,676	69,734	73,553
21	57,421	60,408	64,221	67,743	70,850	74,730
22	58,340	61,376	65,249	68,827	71,984	75,925
23	59,274	62,359	66,293	69,929	73,136	77,140
24	60,223	63,357	67,354	71,048	74,306	78,374
25	61,187	64,372	68,432	72,185	75,495	79,628
26	62,167	65,403	69,527	73,340	76,703	80,902
27	63,162	66,450	70,640	74,514	77,931	82,197
28	64,173	67,514	71,771	75,707	79,178	83,512
29	65,200	68,595	72,919	76,919	80,445	84,848
30	66,244	69,694	74,086	78,150	81,732	86,205

CTE Lanes - RDQ (Required Degree/Qualifications to Teach)

Transfer - Degree Required

Faculty Salary Schedule 2022-2023

CTE Lanes	RDQ	RDQ+15	RDQ+30	RDQ+45	RDQ+60	RDQ+75
Transfer Lanes	MA/MS	MA/MS+15	MA/MS+30	MA/MS+45	MA/MS+60	MA/MS+75 or PhD
Step	1	2	3	4	5	6
1	42,217	44,411	47,218	49,806	52,093	54,947
2	42,893	45,121	47,973	50,603	52,926	55,826
3	43,579	45,843	48,741	51,412	53,773	56,719
4	44,276	46,577	49,521	52,235	54,633	57,627
5	44,985	47,322	50,313	53,071	55,507	58,549
6	45,704	48,079	51,118	53,920	56,396	59,485
7	46,436	48,849	51,936	54,783	57,298	60,438
8	47,178	49,630	52,767	55,660	58,214	61,404
9	47,933	50,425	53,612	56,551	59,146	62,387
10	48,701	51,231	54,469	57,456	60,093	63,385
11	49,480	52,050	55,340	58,374	61,054	64,399
12	50,272	52,884	56,226	59,309	62,031	65,429
13	51,076	53,730	57,126	60,258	63,024	66,476
14	51,894	54,591	58,040	61,223	64,032	67,540
15	52,725	55,465	58,969	62,202	65,057	68,620
16	53,569	56,353	59,913	63,198	66,098	69,718
17	54,426	57,256	60,872	64,210	67,156	70,834
18	55,297	58,173	61,846	65,237	68,230	71,967
19	56,182	59,104	62,836	66,281	69,322	73,118
20	57,082	60,051	63,841	67,342	70,431	74,288
21	57,995	61,012	64,863	68,420	71,559	75,477
22	58,924	61,990	65,901	69,515	72,704	76,684
23	59,867	62,982	66,956	70,628	73,867	77,911
24	60,825	63,991	68,028	71,758	75,049	79,158
25	61,799	65,016	69,116	72,907	76,250	80,424
26	62,788	66,057	70,223	74,074	77,470	81,711
27	63,793	67,115	71,347	75,259	78,710	83,018
28	64,814	68,189	72,488	76,464	79,969	84,347
29	65,852	69,281	73,649	77,688	81,249	85,696
30	66,906	70,391	74,827	78,931	82,549	87,067

CTE Lanes - RDQ (Required Degree/Qualifications to Teach)

Transfer - Degree Required

Faculty Salary Schedule 2023-2024

CTE Lanes	RDQ	RDQ+15	RDQ+30	RDQ+45	RDQ+60	RDQ+75
Transfer Lanes	MA/MS	MA/MS+15	MA/MS+30	MA/MS+45	MA/MS+60	MA/MS+75or PhD
Step	1	2	3	4	5	6
1	42,639	44,855	47,690	50,304	52,614	55,496
2	43,322	45,572	48,453	51,109	53,455	56,384
3	44,015	46,301	49,228	51,926	54,311	57,286
4	44,719	47,043	50,016	52,757	55,179	58,203
5	45,435	47,795	50,816	53,602	56,062	59,134
6	46,161	48,560	51,629	54,459	56,960	60,080
7	46,900	49,337	52,455	55,331	57,871	61,042
8	47,650	50,126	53,295	56,217	58,796	62,018
9	48,412	50,929	54,148	57,117	59,737	63,011
10	49,188	51,743	55,014	58,031	60,694	64,019
11	49,975	52,571	55,893	58,958	61,665	65,043
12	50,775	53,413	56,788	59,902	62,651	66,083
13	51,587	54,267	57,697	60,861	63,654	67,141
14	52,413	55,137	58,620	61,835	64,672	68,215
15	53,252	56,020	59,559	62,824	65,708	69,306
16	54,105	56,917	60,512	63,830	66,759	70,415
17	54,970	57,829	61,481	64,852	67,828	71,542
18	55,850	58,755	62,464	65,889	68,912	72,687
19	56,744	59,695	63,464	66,944	70,015	73,849
20	57,653	60,652	64,479	68,015	71,135	75,031
21	58,575	61,622	65,512	69,104	72,275	76,232
22	59,513	62,610	66,560	70,210	73,431	77,451
23	60,466	63,612	67,626	71,334	74,606	78,690
24	61,433	64,631	68,708	72,476	75,799	79,950
25	62,417	65,666	69,807	73,636	77,013	81,228
26	63,416	66,718	70,925	74,815	78,245	82,528
27	64,431	67,786	72,060	76,012	79,497	83,848
28	65,462	68,871	73,213	77,229	80,769	85,190
29	66,511	69,974	74,385	78,465	82,061	86,553
30	67,575	71,095	75,575	79,720	83,374	87,938

CTE Lanes - RDQ (Required Degree/Qualifications to Teach)

Transfer - Degree Required

TERM OF AGREEMENT

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

day _____ of 2021. *Amended and approved on day _____ of*
2021.

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

LOCAL #4262, IFT, AFT, AFL-CIO

BY _____

BY _____

**Richland Community College
Once College Park
Decatur, Illinois 62521**



MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Dr. Cristobal Valdez

From: Jose Montines
Andrew Hynds

Date: June 15, 2021

Re: Approval to Purchase Laboratory Dishwasher (BIOLOGY)

The Master Plan Phase 1 renovation includes a makeover of the Biology Prep Room. The College's Math and Science Department requested to acquire the same under the counter dishwasher that we bought for the Microbiology Prep Room that is designed to wash and dry the wide variety of wide-mouth and general purpose labware our students can use.

A public bidding was held on April 27, 2021, with three companies confirmed that their prices are valid until August 27, 2021. The offers are as follows (total price includes the model's standard options/accessories, discount, delivery):

The offers are as follows (total price includes the dishwasher and accessories):

Thomas Scientific (Free Ground Shipping)	\$ 11,215.41
VWR International	\$ 11,976.05
The Lab Depot	\$ 12,522.98

It is recommended that the Board authorize the College Administration to purchase the Laboratory Dishwasher and all necessary accessories from Thomas Scientific, LLC, of Swedesboro, New Jersey for a total cost of \$ 11,215.41

Funding for the equipment purchase is available from the Master Plan Phase 1 project budget.

We are available for any questions you may have.



MEMORANDUM

BUSINESS SERVICES

To: Board of Trustees
Cris Valdez

From: Greg Florian
John Oliver

Date: June 8, 2021

Re: Recommendation to Purchase Two Diesel Semi-Trucks

The College's CDL program provides training for class "A" driver's licenses. Demand for drivers is at an all-time high, and is anticipated to continue growing. In February of 2022 the Federal Motor Carrier Safety Administration (FMCSA) is planning to implement new regulations that will require individuals to utilize an authorized training facility in order to receive their license, and Richland is an authorized training facility.

The college currently leases 2 trucks through Shipper's Rental Company (Mack) at an annual cost of \$46,200 which expires in August of 2021. The College can purchase these two used trucks for a total of \$30,000 from Decatur Mack Sales and Service, Inc. of Decatur. These vehicles are in good repair and function quite well for the program. Additionally, regular maintenance and minor repairs can be completed by the students in the Heavy Truck and Trailer program. Servicing these trucks will provide students with a greater experience in the program.

The College's CDL instructor has examined the vehicles and believes they are sound and a good value for the College.

Funding for this purchase will be made with funds from the Workforce Development Grant.

The trucks requested to purchase:
2011 Mack CXU 613 with 447,226 miles;
2014 Mack CXU 613 with 610,852 miles.

It is recommended that the Board of Trustee authorize the College Administration to purchase two (2) used Mack CXU 613s from Decatur Mack Sales & Service, Inc. for a total cost of \$30,000.



MEMORANDUM

FINANCE AND ADMINISTRATION

To: Board of Trustees
Dr. Cris Valdez

From: Greg Florian

Date: June 10, 2021

Re: RAMP FY2023

The ICCB has changed its process for requesting funding for capital projects beginning with the FY21 request. The process has changed how projects are prioritized as well as how they are to be submitted. Colleges will provide the ICCB with a summarized version of the project rather than all the detail that was previously required to be submitted.

This year's request will include two major projects. The first is for Phase II of the Master Plan. This will include renovations to the first floor Center Core, Learning Resource Center (LRC), Café, and faculty offices. If funded, this would complete the major renovations identified in the Master Plan. The second project would provide funding for a separate educational space for the Agriculture Program.

The scope of the Master Plan Phase II continues the student centric concept for enhancing the student experience on campus. The revitalized Center Core becomes a student commons area where students can have space to engage with other students and staff in a modernized Café and Coffee House or can work with study groups in a quiet space adjacent to the LRC. With students' needs for access to more resources on-line, the LRC will be designed for the 21st century to support the virtual learning environment. First floor faculty office space will be reconfigured allowing faculty to have a common area adjacent to their offices that will enhance collaboration among faculty and provide students with easy access to their professors. Access to the new courtyard on the southwest quad will be open, creating an atmosphere that enhances the student's on-campus experience.

This project will renovate approximately 40,600 square feet at an estimated cost of \$14,900,000. A local match of \$3.7 million would be required for this project.

Richland has committed to substantially improving its Agriculture program for the past two years. A continuing need for the appropriate instructional space for this program will include classrooms and labs that adequately support Ag instruction. Currently classroom space for this program is in one building with space shared for labs in the Maintenance Building. Equipment storage is at a premium often with some equipment left outside due

to space restrictions. New space for this program would include classrooms, laboratories, offices, and demonstration space. Storage for large farm equipment is needed. The facility should also support certain types of livestock space.

This project will construct approximately 12,000 new square feet at an estimated cost of \$3,000,000. A local match of \$750,000 million would be required for this project.

It is recommended that the Board of Trustees approve the Fiscal Year 2023 RAMP projects and authorize the Administration to submit the projects to the Illinois Community College Board.

TO: Board of Trustees

FROM: Cris Valdez 

DATE: June 15, 2021

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 2021 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Treasurer's Report

5/31/2021

Fund	Balance 5/1/2021	Receipts for Month	Disbursements for Month	Balance 5/31/2021	Int Bearing Accounts	Separate Inv Instruments
Education Fund	\$7,169,107.33	\$2,142,384.06	(\$1,859,049.34)	\$7,452,442.05	\$7,202,442.05	\$250,000.00
Operations & Maintenance	\$0.00			\$0.00	\$0.00	\$0.00
Oper & Maint Restricted	\$15,334,004.02	\$465,918.55	(\$507,952.83)	\$15,291,969.74	\$15,291,969.74	\$0.00
Bond & Interest Fund	\$1,868,195.99			\$1,868,195.99	\$1,868,195.99	\$0.00
Auxiliary Enterprises	\$1,014,062.71	\$9,744.50	(\$165.21)	\$1,023,642.00	\$1,023,642.00	\$0.00
Restricted Purposes Fund	\$1,179,220.72	\$410,924.46	(\$500,000.00)	\$1,090,145.18	\$791,348.47	\$298,796.71
Working Cash Fund	\$8,362,217.58			\$8,362,217.58	\$8,005,791.52	\$356,426.06
Trust & Agency Fund	\$368,187.84	\$174,673.21	(\$157,672.98)	\$385,188.07	\$385,188.07	\$0.00
Audit Fund	\$111,970.91			\$111,970.91	\$111,970.91	\$0.00
Liability & Protection	\$3,083,134.16		(\$330,000.00)	\$2,753,134.16	\$2,653,134.16	\$100,000.00
Totals	\$38,490,101.26	\$3,203,644.78	(\$3,354,840.36)	\$38,338,905.68	\$37,333,682.91	\$1,005,222.77

Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$5,623,516.00	IL Funds	0.09		0.0
EDUCATION FUND	\$250,000.00	CD-First Mid	0.20	1/30/2022	12.0
RESTRICTED-MASTER PLAN	\$11,245,283.00	PMA	0.98		0.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.40	8/10/2021	12.0
WORKING CASH FUND	\$1,045,059.00	PMA	0.98		0.0
WORKING CASH FUND	\$121,467.71	CD-Regns	0.01	6/7/2021	7.0
WORKING CASH FUND	\$124,952.15	CD-Regns	0.01	10/21/2021	13.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.15	3/23/2022	12.0
LPS FUND	\$100,000.00	CD-Busey	0.10	9/27/2021	6.0

Revenues & Expenses by Fund

	Actual 5/31/2021	Budget 2021	%	Actual 5/31/2020	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$15,686,852.75	\$15,410,760.00	101.79	\$15,609,262.62	\$15,346,123.40
Transfers	(\$1.71)	(\$51,308.00)	0	\$0.00	(\$627,038.24)
Expenses	(\$12,054,110.08)	(\$14,544,405.57)	82.88	(\$11,943,062.38)	(\$13,288,913.22)
	\$3,632,740.96	\$815,046.43		\$3,666,200.24	\$1,430,171.94
Fund 02-Operations & Maintenance					
Revenue	\$1,829,971.69	\$1,992,550.00	91.84	\$1,904,560.57	\$2,748,094.19
Transfers	\$0.00	\$0.00	0	\$0.00	(\$1,000,000.00)
Expenses	(\$1,447,224.07)	(\$1,992,550.00)	72.63	(\$1,507,650.80)	(\$1,765,868.89)
	\$382,747.62	\$0.00		\$396,909.77	(\$17,774.70)
Fund 03-Oper & Maint Restricted					
Revenue	\$5,741,979.53	\$10,964,415.00	52.37	\$15,199,850.47	\$16,753,409.37
Transfers	(\$239,317.15)	\$0.00	0	\$0.00	(\$30,730.49)
Expenses	(\$4,510,742.17)	(\$10,964,415.00)	41.14	(\$680,786.00)	(\$1,131,792.09)
	\$991,920.21	\$0.00		\$14,519,064.47	\$15,590,886.79
Fund 04-Bond & Interest Fund					
Revenue	\$2,779,676.53	\$2,873,015.00	96.75	\$2,847,358.94	\$2,847,380.72
Expenses	(\$2,730,802.20)	(\$2,873,015.00)	95.05	(\$2,868,862.50)	(\$2,868,862.50)
	\$48,874.33	\$0.00		(\$21,503.56)	(\$21,481.78)
Fund 05-Auxiliary Enterprises					
Revenue	\$964,430.44	\$1,673,932.00	57.61	\$1,145,886.66	\$1,560,314.52
Transfers	\$0.00	\$0.00	0	\$0.00	(\$112,236.00)
Expenses	(\$1,138,705.10)	(\$1,673,932.00)	68.03	(\$1,356,273.51)	(\$1,434,676.57)
	(\$174,274.66)	\$0.00		(\$210,386.85)	\$13,401.95
Fund 06-Restricted Purposes Fund					
Revenue	\$8,996,256.73	\$15,516,881.19	57.98	\$8,964,796.99	\$10,508,830.60
Transfers	(\$677.83)	\$0.00	0	(\$6,958.20)	(\$12,197.94)
Expenses	(\$9,007,416.52)	(\$15,516,881.19)	58.05	(\$9,368,306.55)	(\$10,413,659.65)
	(\$11,837.62)	\$0.00		(\$410,467.76)	\$82,973.01
Fund 07-Working Cash Fund					
Revenue	\$22,239.96	\$130,000.00	17.11	\$129,030.52	\$130,817.59
Transfers	(\$14,000.00)	(\$130,000.00)	10.77	(\$123,271.70)	(\$130,817.59)
	\$8,239.96	\$0.00		\$5,758.82	\$0.00
Fund 10-Trust & Agency Fund					
Revenue	\$69,443.75	\$73,425.00	94.58	\$78,067.68	\$72,469.67
Transfers	\$0.00	\$0.00	0	(\$1,400.00)	(\$1,400.00)
Expenses	(\$27,191.78)	(\$73,425.00)	37.03	(\$65,565.38)	(\$70,782.95)
	\$42,251.97	\$0.00		\$11,102.30	\$286.72
Fund 11-Audit Fund					
Revenue	\$67,065.97	\$67,446.00	99.44	\$66,974.78	\$66,982.31
Expenses	(\$53,356.55)	(\$55,860.00)	95.52	(\$54,007.02)	(\$54,736.47)
	\$13,709.42	\$11,586.00		\$12,967.76	\$12,245.84
Fund 12-Liability & Protection					
Revenue	\$2,115,868.61	\$2,134,428.00	99.13	\$1,965,207.82	\$1,973,438.94
Expenses	(\$1,481,520.13)	(\$1,700,232.00)	87.14	(\$1,360,702.00)	(\$1,487,421.54)
	\$634,348.48	\$434,196.00		\$604,505.82	\$486,017.40
Total	\$5,568,720.67	\$1,260,828.43		\$18,574,151.01	\$17,576,727.17

Operating Funds Revenue

	Actual Revenue YTD 5/31/2021	Budget 2021	%	Actual Revenue YTD 5/31/2020	Prior Year Revenue 6/30/2020
Investment Revenue					
Investment Revenue	\$6,512.80	\$61,000.00	10.68	\$119,006.84	\$121,961.51
	<u>\$6,512.80</u>	<u>\$61,000.00</u>	10.68	<u>\$119,006.84</u>	<u>\$121,961.51</u>
Local Government Sources					
Current Taxes	\$7,553,680.04	\$7,547,179.00	100.09	\$7,317,449.15	\$7,317,449.15
Interest on Taxes	\$8,339.16	\$7,000.00	119.13	\$12,002.76	\$12,002.76
	<u>\$7,562,019.20</u>	<u>\$7,554,179.00</u>	100.1	<u>\$7,329,451.91</u>	<u>\$7,329,451.91</u>
Other Revenue					
Facility Rental	\$206,406.70	\$252,455.00	81.76	\$249,434.02	\$253,698.72
Other Revenue	\$436,006.87	\$543,644.00	80.2	\$298,209.81	\$702,554.76
Transfer In	\$14,677.83	\$130,000.00	11.29	\$130,229.90	\$143,015.53
	<u>\$657,091.40</u>	<u>\$926,099.00</u>	70.95	<u>\$677,873.73</u>	<u>\$1,099,269.01</u>
State Government Sources					
ICCB CTE Formula Grant	\$130,556.00	\$208,464.00	62.63	\$226,300.00	\$226,300.00
ICCB Credit Hour Grants	\$1,571,204.84	\$1,655,043.00	94.93	\$1,536,525.56	\$1,719,323.00
ICCB Equalization Grant	\$41,666.69	\$50,000.00	83.33	\$37,500.03	\$50,000.04
Replacement Taxes	\$591,090.51	\$325,000.00	181.87	\$466,013.62	\$466,013.62
	<u>\$2,334,518.04</u>	<u>\$2,238,507.00</u>	104.29	<u>\$2,266,339.21</u>	<u>\$2,461,636.66</u>
Student Tuition & Fees					
Tuition Discount	\$5,700.00	\$0.00	0	\$0.00	\$0.00
Tuition-Cohort Contract	\$49,438.00	\$52,125.00	94.85	\$51,765.00	\$51,765.00
Tuition-Credit	\$6,134,595.00	\$5,891,329.00	104.13	\$6,235,244.00	\$6,199,430.00
Various Fees	\$766,950.00	\$680,071.00	112.77	\$834,142.50	\$830,703.50
	<u>\$6,956,683.00</u>	<u>\$6,623,525.00</u>	105.03	<u>\$7,121,151.50</u>	<u>\$7,081,898.50</u>
Total Revenue	\$17,516,824.44	\$17,403,310.00	100.65	\$17,513,823.19	\$18,094,217.59

Operating Funds Expenses

	Actual Expenses YTD 5/31/2021	Budget 2021	%	Actual Expenses YTD 5/31/2020	Prior Year Expenses 6/30/2020
Salaries					
Academic Support-PT	\$40,102.35	\$38,226.00	104.91	\$77,550.48	\$83,172.88
Administrative Staff Sal	\$1,640,697.47	\$1,852,344.00	88.57	\$1,561,237.08	\$1,769,062.97
Car Allowance	\$8,307.84	\$9,000.00	92.31	\$8,307.84	\$9,000.16
Classified-Temporary	\$56,373.54	\$60,050.00	93.88	\$18,134.50	\$19,957.00
Clinical Risk Stipends	\$32,000.92	\$33,725.00	94.89	\$32,740.86	\$32,740.86
Custodial, Maint Stf Sal	\$117,544.51	\$128,210.00	91.68	\$104,076.95	\$115,685.62
Custodial, Maint-Temp	\$0.00	\$4,000.00	0	\$8,403.00	\$8,403.00
F/T Classified Salary	\$782,756.79	\$864,522.00	90.54	\$740,597.90	\$817,127.54
F/T Faculty Salary	\$3,413,979.93	\$3,915,662.00	87.19	\$3,248,069.44	\$3,936,019.89
F/T Faculty-Summer Sal	\$260,494.19	\$263,340.00	98.92	\$236,183.85	\$234,646.35
Faculty Curriculum Dev	\$0.00	\$0.00	0	\$1,014.00	\$1,014.00
Faculty Tutors Salary	\$9,476.45	\$28,000.00	33.84	\$32,259.92	\$33,254.47
Independent Study Salary	\$7,950.00	\$9,545.00	83.29	\$12,990.00	\$12,990.00
Interpreter Salary	\$0.00	\$20,000.00	0	\$10,664.60	\$10,664.60
LabFacilitators	\$6,197.64	\$18,242.00	33.97	\$13,746.57	\$13,788.42
Overload Salary	\$654,156.47	\$633,819.00	103.21	\$547,003.35	\$546,654.05
Overtime Wages	\$4,497.10	\$13,777.00	32.64	\$13,424.98	\$13,548.46
P/T Classified Salary	\$12,188.89	\$11,590.00	105.17	\$6,930.43	\$8,268.11
P/T Faculty Salary	\$572,014.71	\$758,055.60	75.46	\$689,789.79	\$689,789.79
P/T Faculty-Summer Sal	\$60,505.64	\$56,788.00	106.55	\$87,545.88	\$87,545.88
Professional/Tech Salary	\$1,083,465.96	\$1,230,920.00	88.02	\$990,270.73	\$1,128,778.40
Professional/Tech-PT	\$10,131.69	\$12,100.00	83.73	\$12,509.84	\$14,298.34
Stipend	\$0.00	\$0.00	0	\$300.00	\$300.00
Student Workers Salary	\$13,358.00	\$64,130.00	20.83	\$41,149.33	\$38,739.16
Subs Instructors Salary	\$9,958.78	\$8,480.00	117.44	\$18,603.53	\$18,603.53
Supervisory Staff Salary	\$208,985.51	\$227,130.00	92.01	\$201,749.12	\$232,572.12
Test Proctor Salary	\$28,429.93	\$25,000.00	113.72	\$28,017.61	\$30,562.46
	<u>\$9,033,574.31</u>	<u>\$10,286,655.60</u>	87.82	<u>\$8,743,271.58</u>	<u>\$9,907,188.06</u>
Employee Benefits					
EmployeeBenefitsTotal	(\$33,532.41)	\$18,500.00	-181.26	\$15,824.07	\$16,099.07
FICA-Social Security	\$82.89	\$0.00	0	\$0.00	\$0.00
Grants Share of SURS	\$6,492.57	\$6,550.00	99.12	\$79.48	\$1,672.40
Group Dental Ins	\$62,676.58	\$70,929.00	88.37	\$55,536.32	\$60,664.67
Group LTD Ins	\$16,109.42	\$20,001.00	80.54	\$16,193.52	\$17,582.21
Group Life Ins	\$25,412.20	\$22,300.00	113.96	\$25,360.97	\$27,252.95
Group Medical Ins	\$1,627,922.64	\$1,960,991.00	83.02	\$1,587,133.66	\$1,739,456.14
Medicare	\$0.00	\$0.00	0	(\$35.10)	\$26.78
SURS-RetireeHealthContri	\$41,858.73	\$41,457.00	100.97	\$41,146.42	\$44,702.46
Staff/Family Waivers	\$28,274.00	\$35,000.00	80.78	\$45,879.17	\$45,879.17
	<u>\$1,775,296.62</u>	<u>\$2,175,728.00</u>	81.6	<u>\$1,787,118.51</u>	<u>\$1,953,335.85</u>
Contractual Services					
Accreditation Fees	\$23,559.40	\$27,870.00	84.53	\$19,060.00	\$20,060.00
Admin Computer-Maint	\$340,739.88	\$346,101.00	98.45	\$312,466.45	\$312,466.45
Building Repair/Maint	\$53,575.15	\$122,000.00	43.91	\$79,590.29	\$88,484.95
Consultants/Workshops	\$1,775.00	\$4,000.00	44.38	\$2,000.00	\$2,300.00
Contractual-Other	\$76,379.75	\$219,993.00	34.72	\$40,993.15	\$52,121.67
Contractual-Tutoring	\$85.00	\$10,730.00	0.79	\$0.00	\$0.00
Custodial Services	\$322,320.00	\$442,000.00	72.92	\$333,710.64	\$396,950.64
Diversity Initiatives	\$0.00	\$15,000.00	0	\$0.00	\$0.00
Employee Awards	\$100.00	\$800.00	12.5	\$119.00	\$319.00
Employee Recognition EAT	\$1,619.75	\$2,500.00	64.79	\$1,882.68	\$1,882.68
Equip Repair/Maint Agree	\$71,034.83	\$108,007.75	65.77	\$68,826.01	\$91,899.17
Faculty Development	\$0.00	\$2,300.00	0	\$0.00	\$0.00
Grounds Maintenance	\$14,259.37	\$18,500.00	77.08	\$14,406.98	\$15,446.98
Legal Services-Admin	\$20,206.50	\$40,000.00	50.52	\$13,836.00	\$19,182.00
Meals	\$0.00	\$3,000.00	0	\$1,220.03	\$1,220.03
Pest Control	\$12,795.76	\$17,950.00	71.29	\$8,150.12	\$9,087.62
Professional Fees	\$7,999.55	\$8,200.00	97.56	\$7,678.06	\$7,678.06
Recruitment	\$0.00	\$4,000.00	0	\$456.26	\$456.26
Royalties	\$0.00	\$350.00	0	\$0.00	\$0.00
Staff/Faculty Developmen	\$10,219.00	\$21,784.00	46.91	\$26,865.22	\$26,865.22

Operating Funds Expenses

	Actual Expenses YTD 5/31/2021	Budget 2021	%	Actual Expenses YTD 5/31/2020	Prior Year Expenses 6/30/2020
Contractual Services					
Student Awards	\$0.00	\$375.00	0	\$275.00	\$275.00
Student Development	\$75.00	\$1,925.00	3.9	\$430.47	\$430.47
Telephone Maint Agree	\$1,283.04	\$2,200.00	58.32	\$15,827.06	\$15,827.06
Wellness Program	\$9,875.00	\$12,500.00	79	\$0.00	\$0.00
	<u>\$967,901.98</u>	<u>\$1,432,085.75</u>	67.59	<u>\$947,793.42</u>	<u>\$1,062,953.26</u>
Materials & Supplies					
Advertising	\$54,991.40	\$89,400.00	61.51	\$79,444.04	\$95,184.20
Audio/Visual/Stream Mat	\$1,680.00	\$2,641.00	63.61	\$100.44	\$100.44
Books-Library Collection	\$5,222.83	\$5,444.16	95.93	\$8,801.21	\$8,901.16
Computer Software	\$167,610.79	\$170,899.00	98.08	\$189,536.34	\$195,318.17
Digital Print/Curric Spt	\$56,865.20	\$56,784.00	100.14	\$55,372.91	\$52,574.91
Event Expense	\$1,085.13	\$4,430.00	24.5	\$2,148.07	\$2,548.07
Graphic Supplies	\$1,222.02	\$3,500.00	34.91	\$2,693.98	\$3,104.51
Instructional Supplies	\$103,835.41	\$136,938.25	75.83	\$79,184.80	\$84,370.50
Laundry/Linen Supplies	\$728.85	\$875.00	83.3	\$318.82	\$318.82
Maintenance Supplies	\$63,145.62	\$108,540.00	58.18	\$80,447.13	\$84,112.66
Materials	\$20,258.63	\$68,367.64	29.63	\$63,136.04	\$63,753.60
Non Consumable Supplies	\$11,455.75	\$14,660.00	78.14	\$9,696.37	\$9,696.37
Office Supplies	\$7,412.31	\$16,478.10	44.98	\$12,592.63	\$14,608.68
Postage	\$10,479.11	\$16,000.00	65.49	\$11,074.73	\$13,348.72
Printing	\$5,070.54	\$22,763.00	22.28	\$20,618.33	\$21,656.26
Publications & Dues	\$91,943.91	\$108,115.90	85.04	\$77,365.82	\$79,950.95
Reference Materials	\$0.00	\$0.00	0	\$4,254.00	\$4,254.00
Specialties	\$420.00	\$1,500.00	28	\$0.00	\$728.67
Transcripts	\$14,551.40	\$16,000.00	90.95	\$14,551.40	\$14,551.40
Uniforms	\$4,309.67	\$4,900.00	87.95	\$2,914.06	\$3,310.06
Vehicle Expense	\$10,404.63	\$20,000.00	52.02	\$11,318.34	\$14,735.45
Wind Turbine Maintenance	\$500.00	\$10,250.00	4.88	\$12,944.21	\$12,944.21
	<u>\$633,193.20</u>	<u>\$878,486.05</u>	72.08	<u>\$738,513.67</u>	<u>\$780,071.81</u>
Conference & Meeting Exp					
Community Relations/Spon	\$2,350.00	\$5,000.00	47	\$6,500.00	\$6,500.00
Meeting Expense	\$1,958.17	\$14,170.00	13.82	\$13,137.91	\$13,183.26
Registration Fees	\$12,196.20	\$54,430.00	22.41	\$30,046.99	\$34,017.99
Relocation	\$0.00	\$5,000.00	0	\$2,759.39	\$2,759.39
Travel-In State	\$1,597.88	\$16,367.00	9.76	\$13,419.56	\$13,621.21
Travel-In State Mileage	\$4,195.91	\$10,413.17	40.29	\$7,336.70	\$7,637.99
Travel-Out of State	\$0.00	\$63,014.00	0	\$58,499.48	\$59,529.93
	<u>\$22,298.16</u>	<u>\$168,394.17</u>	13.24	<u>\$131,700.03</u>	<u>\$137,249.77</u>
Fixed Charges					
Credit Card Fees	\$23,572.47	\$25,000.00	94.29	\$24,005.74	\$25,873.74
Equipment Rental	(\$75.79)	\$200.00	-37.89	\$75.79	\$75.79
Facility Rental	\$73,909.00	\$80,640.00	91.65	\$73,909.00	\$80,628.00
Graduation Expense	\$7,589.25	\$20,000.00	37.95	\$5,618.94	\$15,004.69
Install Pymt Lease/Purch	\$47,811.85	\$37,400.00	127.84	\$75,139.36	\$75,083.79
Interest Expense	\$0.00	\$1,000.00	0	\$0.00	\$4,530.30
Property Taxes	\$2,045.34	\$18,800.00	10.88	\$17,344.72	\$18,714.29
	<u>\$154,852.12</u>	<u>\$183,040.00</u>	84.6	<u>\$196,093.55</u>	<u>\$219,910.60</u>
Utilities					
Electricity and Nat Gas	\$333,363.48	\$356,300.00	93.56	\$338,135.67	\$404,828.52
Internet	\$12,638.00	\$17,390.00	72.67	\$12,883.28	\$15,399.28
Propane	\$159.28	\$1,500.00	10.62	\$0.00	\$0.00
Refuse Disposal	\$13,860.82	\$24,705.00	56.11	\$21,162.64	\$23,162.86
Telephone	\$70,563.80	\$43,690.00	161.51	\$52,760.19	\$75,314.62
Water, Sewage	\$31,998.82	\$39,750.00	80.5	\$34,931.77	\$41,190.34
	<u>\$462,584.20</u>	<u>\$483,335.00</u>	95.71	<u>\$459,873.55</u>	<u>\$559,895.62</u>
Capital Outlay					
Equipment-Instructional	\$0.00	\$353,790.00	0	\$0.00	\$0.00
Equipment-Service	\$0.00	\$88,574.00	0	\$5,000.00	\$5,000.00
	<u>\$0.00</u>	<u>\$442,364.00</u>	0	<u>\$5,000.00</u>	<u>\$5,000.00</u>
Tuition Adjustments					
Illinois Veterans Grants	\$0.00	\$12,500.00	0	\$0.00	\$0.00

Operating Funds Expenses

	Actual Expenses YTD 5/31/2021	Budget 2021	%	Actual Expenses YTD 5/31/2020	Prior Year Expenses 6/30/2020
Tuition Adjustments					
Tuition Waiver	\$11,879.00	\$12,500.00	95.03	\$4,022.00	\$4,566.00
Unfunded ING/MIA/POW	\$2,975.00	\$25,000.00	11.9	\$20,576.00	\$0.00
Write-Off	\$204,876.84	\$240,000.00	85.37	\$226,724.78	\$211,036.16
	<u>\$219,730.84</u>	<u>\$290,000.00</u>	75.77	<u>\$251,322.78</u>	<u>\$215,602.16</u>
Other Expense					
Bank Service Charges	\$5,138.14	\$5,000.00	102.76	\$3,103.34	\$3,621.18
Contributions	\$197,063.03	\$153,464.00	128.41	\$160,154.00	\$160,154.00
Expense-Other	\$3,990.01	\$3,500.00	114	\$801.45	\$21,700.42
FND-Loss on Sale-Investm	\$0.01	\$0.00	0	\$0.00	\$0.00
	<u>\$206,191.19</u>	<u>\$161,964.00</u>	127.31	<u>\$164,058.79</u>	<u>\$185,475.60</u>
Transfers					
Transfer Out	\$1.71	\$51,308.00	0	\$0.00	\$627,038.24
	<u>\$1.71</u>	<u>\$51,308.00</u>	0	<u>\$0.00</u>	<u>\$627,038.24</u>
Total Expenses	\$13,475,624.33	\$16,553,360.57	81.41	\$13,424,745.88	\$15,653,720.97

Revenues by Fund Summary

	Actual Revenue YTD 5/31/2021	Budget 2021	%	Actual Revenue YTD 5/31/2020	Prior Year Revenue 6/30/2020
Fund 01-Education Fund					
Local Government Sources	\$6,601,588.18	\$6,594,503.00	100.11	\$6,399,650.70	\$6,399,650.70
State Government Sources	\$2,334,518.04	\$2,176,507.00	107.26	\$2,266,339.21	\$1,696,636.66
Student Tuition & Fees	\$6,434,794.76	\$6,124,440.00	105.07	\$6,535,944.82	\$6,496,894.97
Investment Revenue	\$6,512.80	\$61,000.00	10.68	\$119,006.84	\$121,961.51
Other Revenue	\$309,438.97	\$454,310.00	68.11	\$288,321.05	\$630,979.56
Total Revenue Fund 01	\$15,686,852.75	\$15,410,760.00	101.79	\$15,609,262.62	\$15,346,123.40
Fund 02-Operations & Maintenance					
Local Government Sources	\$960,431.02	\$959,676.00	100.08	\$929,801.21	\$929,801.21
State Government Sources	\$0.00	\$62,000.00	0	\$0.00	\$765,000.00
Student Tuition & Fees	\$521,888.24	\$499,085.00	104.57	\$585,206.68	\$585,003.53
Other Revenue	\$347,652.43	\$471,789.00	73.69	\$389,552.68	\$468,289.45
Total Revenue Fund 02	\$1,829,971.69	\$1,992,550.00	91.84	\$1,904,560.57	\$2,748,094.19
Fund 03-Oper & Maint Restricted					
Local Government Sources	\$380,750.21	\$806,614.00	47.2	\$15,143,521.61	\$15,615,718.07
Investment Revenue	\$85,054.45	\$20,000.00	425.27	\$20,748.79	\$21,754.70
Other Revenue	\$5,276,174.87	\$10,137,801.00	52.04	\$35,580.07	\$1,115,936.60
Total Revenue Fund 03	\$5,741,979.53	\$10,964,415.00	52.37	\$15,199,850.47	\$16,753,409.37
Fund 04-Bond & Interest Fund					
Local Government Sources	\$2,778,664.91	\$2,773,045.00	100.2	\$2,834,464.99	\$2,834,464.99
Investment Revenue	\$1,011.62	\$3,000.00	33.72	\$12,893.95	\$12,915.73
Other Revenue	\$0.00	\$96,970.00	0	\$0.00	\$0.00
Total Revenue Fund 04	\$2,779,676.53	\$2,873,015.00	96.75	\$2,847,358.94	\$2,847,380.72
Fund 05-Auxiliary Enterprises					
Customized Training	\$399,010.37	\$600,628.00	66.43	\$426,983.31	\$434,372.12
Student Tuition & Fees	\$123,418.53	\$88,803.00	138.98	\$102,526.58	\$102,551.58
Auxiliary Enterprises	\$418,494.75	\$898,320.00	46.59	\$572,685.39	\$579,655.27
Investment Revenue	\$751.89	\$0.00	0	\$10,057.41	\$10,148.38
Other Revenue	\$22,754.90	\$86,181.00	26.4	\$33,633.97	\$433,587.17
Total Revenue Fund 05	\$964,430.44	\$1,673,932.00	57.61	\$1,145,886.66	\$1,560,314.52
Fund 06-Restricted Purposes Fund					
Financial Aid	\$7,003,809.62	\$10,913,458.00	64.18	\$6,792,346.00	\$7,833,611.73
Investment Revenue	\$30.38	\$600.00	5.06	\$670.74	\$1,743.01
Other Revenue	\$1,992,416.73	\$4,602,823.19	43.29	\$2,171,780.25	\$2,673,475.86
Total Revenue Fund 06	\$8,996,256.73	\$15,516,881.19	57.98	\$8,964,796.99	\$10,508,830.60
Fund 07-Working Cash Fund					
Investment Revenue	\$22,239.96	\$130,000.00	17.11	\$129,030.52	\$130,817.59
Total Revenue Fund 07	\$22,239.96	\$130,000.00	17.11	\$129,030.52	\$130,817.59
Fund 10-Trust & Agency Fund					
Club Revenue	\$8,784.25	\$15,800.00	55.6	\$15,192.01	\$13,492.67
Investment Revenue	\$283.00	\$2,500.00	11.32	\$3,898.67	\$0.00
Other Revenue	\$60,376.50	\$55,125.00	109.53	\$58,977.00	\$58,977.00
Total Revenue Fund 10	\$69,443.75	\$73,425.00	94.58	\$78,067.68	\$72,469.67
Fund 11-Audit Fund					
Local Government Sources	\$66,990.84	\$66,946.00	100.07	\$65,973.45	\$65,973.45
Investment Revenue	\$75.13	\$500.00	15.03	\$1,001.33	\$1,008.86
Total Revenue Fund 11	\$67,065.97	\$67,446.00	99.44	\$66,974.78	\$66,982.31
Fund 12-Liability & Protection					
Local Government Sources	\$2,111,739.30	\$2,109,378.00	100.11	\$1,927,530.09	\$1,927,530.09
Student Tuition & Fees	\$1,832.00	\$10,000.00	18.32	\$9,856.00	\$9,840.00
Investment Revenue	\$2,297.31	\$15,050.00	15.26	\$27,821.73	\$28,061.40
Other Revenue	\$0.00	\$0.00	0	\$0.00	\$8,007.45
Total Revenue Fund 12	\$2,115,868.61	\$2,134,428.00	99.13	\$1,965,207.82	\$1,973,438.94
Total Revenue	\$38,273,785.96	\$50,836,852.19	75.29	\$47,910,997.05	\$52,007,861.31

Expenses by Fund Summary

	Budget 2021	Actual YTD as of 5/31/2021	Encumbered as of 5/31/2021	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$9,995,747.60	\$8,795,785.71	\$0.00	\$8,795,785.71	88	\$9,673,160.91	88.26
Employee Benefits	\$2,106,663.00	\$1,698,961.96	\$8,293.85	\$1,707,255.81	81.04	\$1,891,382.89	91.57
Contractual Services	\$671,260.75	\$497,433.43	\$4,160.00	\$501,593.43	74.72	\$442,951.44	96.98
Materials & Supplies	\$716,801.05	\$541,233.36	\$9,532.60	\$550,765.96	76.84	\$643,570.35	94.94
Conference & Meeting Exp	\$169,499.17	\$21,699.75	\$629.72	\$22,329.47	13.17	\$134,501.85	97.38
Fixed Charges	\$72,850.00	\$68,428.84	\$1,871.61	\$70,300.45	96.5	\$98,368.02	84.01
Utilities	\$5,830.00	\$4,645.00	\$495.00	\$5,140.00	88.16	\$3,900.00	91.15
Capital Outlay	\$353,790.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Other Expense	\$240,000.00	\$204,876.84	\$0.00	\$204,876.84	85.37	\$211,036.16	107.43
Tuition Adjustments	\$50,000.00	\$14,854.00	\$0.00	\$14,854.00	29.71	\$4,566.00	538.72
Other Expense	\$161,964.00	\$206,191.19	\$0.00	\$206,191.19	127.31	\$185,475.60	88.45
Transfers	\$51,308.00	\$1.71	\$0.00	\$1.71	0	\$627,038.24	0
Total Expense Fund 01	\$14,595,713.57	\$12,054,111.79	\$24,982.78	\$12,079,094.57	82.76	\$13,915,951.46	85.82
Fund 02-Operations & Maintenance							
Salaries	\$297,275.00	\$240,155.60	\$0.00	\$240,155.60	80.79	\$237,066.15	87.89
Employee Benefits	\$94,651.00	\$99,679.19	\$0.00	\$99,679.19	105.31	\$87,013.34	89.76
Contractual Services	\$761,325.00	\$470,468.55	\$78,497.64	\$548,966.19	72.11	\$620,001.82	83.58
Materials & Supplies	\$162,285.00	\$91,959.84	\$2,406.40	\$94,366.24	58.15	\$136,501.46	93.39
Conference & Meeting Exp	\$745.00	\$598.41	\$0.00	\$598.41	80.32	\$2,747.92	26.27
Fixed Charges	\$110,190.00	\$86,423.28	\$6,719.00	\$93,142.28	84.53	\$121,542.58	93.35
Utilities	\$477,505.00	\$457,939.20	\$3,258.00	\$461,197.20	96.58	\$555,995.62	82.07
Capital Outlay	\$88,574.00	\$0.00	\$0.00	\$0.00	0	\$5,000.00	100
Total Expense Fund 02	\$1,992,550.00	\$1,447,224.07	\$90,881.04	\$1,538,105.11	77.19	\$1,765,868.89	85.38
Fund 03-Oper & Maint Restricted							
Contractual Services	\$6,150.00	\$9,360.55	\$0.00	\$9,360.55	152.2	\$29,631.25	100
Materials & Supplies	\$200,000.00	\$514.89	\$0.00	\$514.89	0.26	\$1,025.31	100
Capital Outlay	\$10,758,265.00	\$4,500,866.73	\$3,445,620.61	\$7,946,487.34	73.86	\$1,101,135.53	59.04
Transfers	\$0.00	\$239,317.15	\$0.00	\$239,317.15	0	\$0.00	0
Total Expense Fund 03	\$10,964,415.00	\$4,750,059.32	\$3,445,620.61	\$8,195,679.93	74.75	\$1,131,792.09	60.15
Fund 04-Bond & Interest Fund							
Fixed Charges	\$2,871,515.00	\$2,729,302.20	\$0.00	\$2,729,302.20	95.05	\$2,866,862.50	100
Other Expense	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	100	\$2,000.00	100
Total Expense Fund 04	\$2,873,015.00	\$2,730,802.20	\$0.00	\$2,730,802.20	95.05	\$2,868,862.50	100
Fund 05-Auxiliary Enterprises							
Salaries	\$722,238.00	\$565,707.37	\$0.00	\$565,707.37	78.33	\$703,378.36	92.08
Employee Benefits	\$149,504.00	\$158,101.02	\$0.00	\$158,101.02	105.75	\$139,043.39	91.03
Contractual Services	\$85,500.00	\$49,644.35	\$2,830.31	\$52,474.66	61.37	\$51,814.81	99.19
Materials & Supplies	\$645,640.00	\$315,215.94	\$25,876.88	\$341,092.82	52.83	\$482,593.78	98.55
Conference & Meeting Exp	\$7,500.00	\$1,354.75	\$0.00	\$1,354.75	18.06	\$8,374.77	94.57
Fixed Charges	\$61,750.00	\$48,681.67	\$3,850.00	\$52,531.67	85.07	\$34,178.54	95.77
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0	\$13,836.47	100
Other Expense	\$1,800.00	\$0.00	\$0.00	\$0.00	0	\$1,456.45	36.13
Total Expense Fund 05	\$1,673,932.00	\$1,138,705.10	\$32,557.19	\$1,171,262.29	69.97	\$1,434,676.57	94.54
Fund 06-Restricted Purposes Fund							
Salaries	\$1,669,199.07	\$744,765.59	\$0.00	\$744,765.59	44.62	\$967,782.53	92.29
Employee Benefits	\$499,279.10	\$201,315.64	\$0.00	\$201,315.64	40.32	\$272,135.12	92.79
Contractual Services	\$1,284,463.81	\$441,107.48	\$23,952.82	\$465,060.30	36.21	\$501,390.57	89.72
Materials & Supplies	\$433,526.00	\$105,478.56	\$16,037.26	\$121,515.82	28.03	\$163,136.30	81.28
Conference & Meeting Exp	\$71,079.31	\$20,879.46	\$981.00	\$21,860.46	30.76	\$22,011.33	102.52
Fixed Charges	\$158,189.90	\$39,840.90	\$1,527.00	\$41,367.90	26.15	\$99,495.39	74.73
Capital Outlay	\$524,980.00	\$252,248.83	\$22,572.31	\$274,821.14	52.35	\$664,323.73	82.19
Financial Aid Expense	\$10,871,164.00	\$7,201,780.06	\$82,596.17	\$7,284,376.23	67.01	\$7,721,672.34	90.62
Other Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$1,712.34	0
Transfers	\$0.00	\$677.83	\$0.00	\$677.83	0	\$0.00	0
Total Expense Fund 06	\$15,516,881.19	\$9,008,094.35	\$147,666.56	\$9,155,760.91	59.01	\$10,413,659.65	89.96

Expenses by Fund Summary

	Budget 2021	Actual YTD as of 5/31/2021	Encumbered as of 5/31/2021	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 07-Working Cash Fund							
Transfers	\$130,000.00	\$14,000.00	\$0.00	\$14,000.00	10.77	\$130,817.59	94.23
Total Expense Fund 07	\$130,000.00	\$14,000.00	\$0.00	\$14,000.00	10.77	\$130,817.59	94.23
Fund 10-Trust & Agency Fund							
Contractual Services	\$15,550.00	\$6,092.00	\$0.00	\$6,092.00	39.18	\$12,865.42	89.7
Materials & Supplies	\$49,150.00	\$19,696.53	\$0.00	\$19,696.53	40.07	\$45,294.10	91.41
Conference & Meeting Exp	\$8,025.00	\$1,118.00	\$0.00	\$1,118.00	13.93	\$11,874.27	100
Other Expense	\$700.00	\$285.25	\$0.00	\$285.25	40.75	\$749.16	100
Total Expense Fund 10	\$73,425.00	\$27,191.78	\$0.00	\$27,191.78	37.03	\$70,782.95	92.63
Fund 11-Audit Fund							
Salaries	\$7,565.00	\$7,103.99	\$0.00	\$7,103.99	93.91	\$7,371.71	92.24
Employee Benefits	\$1,795.00	\$1,752.56	\$0.00	\$1,752.56	97.64	\$1,864.76	91.55
Contractual Services	\$46,500.00	\$44,500.00	\$2,000.00	\$46,500.00	100	\$45,500.00	100
Total Expense Fund 11	\$55,860.00	\$53,356.55	\$2,000.00	\$55,356.55	99.1	\$54,736.47	98.67
Fund 12-Liability & Protection							
Salaries	\$732,363.00	\$658,227.05	\$0.00	\$658,227.05	89.88	\$686,945.37	91.36
Employee Benefits	\$345,544.00	\$308,166.51	\$0.00	\$308,166.51	89.18	\$326,421.07	88.63
Contractual Services	\$220,800.00	\$183,448.01	\$2,087.02	\$185,535.03	84.03	\$156,337.44	84.52
Materials & Supplies	\$40,150.00	\$35,793.15	\$3,354.09	\$39,147.24	97.5	\$37,121.31	96.56
Conference & Meeting Exp	\$4,200.00	\$1,155.49	\$817.50	\$1,972.99	46.98	\$15,018.16	97.03
Fixed Charges	\$325,000.00	\$265,528.88	\$43,378.26	\$308,907.14	95.05	\$262,382.03	98.4
Utilities	\$4,225.00	\$4,697.69	\$0.00	\$4,697.69	111.19	\$3,196.16	83.97
Capital Outlay	\$27,950.00	\$22,871.37	\$0.00	\$22,871.37	81.83	\$0.00	0
Other Expense	\$0.00	\$1,631.98	\$0.00	\$1,631.98	0	\$0.00	0
Total Expense Fund 12	\$1,700,232.00	\$1,481,520.13	\$49,636.87	\$1,531,157.00	90.06	\$1,487,421.54	91.48
Total Expenses	\$49,576,023.76	\$32,705,065.29	\$3,793,345.05	\$36,498,410.34	73.62	\$33,274,569.71	88.14

Auxiliary Enterprises Revenue & Expenses

MAY 2021

	<u>Actual Revenue</u>	<u>Budget Revenue</u>	<u>Actual Expenses</u>	<u>Budget Expenses</u>	<u>Net Actual</u>	<u>Net Budget</u>
Community Events						
6019 -Admin Outdoor Events	\$0.00	\$1,510.00	\$5,113.97	\$5,885.00	(\$5,113.97)	(\$4,375.00)
6030 -Misc Events	\$350.00	\$5,000.00	\$0.00	\$625.00	\$350.00	\$4,375.00
	<u>\$350.00</u>	<u>\$6,510.00</u>	<u>\$5,113.97</u>	<u>\$6,510.00</u>	<u>(\$4,763.97)</u>	<u>\$0.00</u>
Continuing & Professional Education						
6000 -Adminstration-CPED	\$14,376.70	\$57,792.00	\$112,443.79	\$141,766.00	(\$98,067.09)	(\$83,974.00)
6001 -CDL	\$202,000.00	\$245,000.00	\$175,698.44	\$192,984.00	\$26,301.56	\$52,016.00
6003 -Dance	\$8,794.60	\$72,000.00	\$31,284.06	\$60,514.00	(\$22,489.46)	\$11,486.00
6004 -Personal Development	\$689.00	\$22,000.00	\$9,646.23	\$17,916.00	(\$8,957.23)	\$4,084.00
6007 -Safety-Industrial	\$159,625.82	\$204,871.00	\$125,849.21	\$201,903.00	\$33,776.61	\$2,968.00
6008 -Shilling Rentals	\$14,885.00	\$28,000.00	\$14,185.18	\$12,119.00	\$699.82	\$15,881.00
6027 -Tech Go Camp	\$0.00	\$2,628.00	\$2,435.88	\$2,628.00	(\$2,435.88)	\$0.00
6005 -Workforce Development	\$50,421.25	\$57,000.00	\$48,598.23	\$63,785.00	\$1,823.02	(\$6,785.00)
	<u>\$450,792.37</u>	<u>\$689,291.00</u>	<u>\$520,141.02</u>	<u>\$693,615.00</u>	<u>(\$69,348.65)</u>	<u>(\$4,324.00)</u>
Culinary						
8907 -Bistro 537	\$23,248.18	\$35,000.00	\$30,524.00	\$35,000.00	(\$7,275.82)	\$0.00
8970 -Cafe	\$392,925.49	\$795,500.00	\$484,377.71	\$795,500.00	(\$91,452.22)	\$0.00
8908 -Coffee House	\$0.00	\$21,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00
	<u>\$416,173.67</u>	<u>\$851,500.00</u>	<u>\$514,901.71</u>	<u>\$851,500.00</u>	<u>(\$98,728.04)</u>	<u>\$0.00</u>
Fitness Center						
1157 -Fitness Center	\$141,602.03	\$142,864.00	\$132,511.60	\$149,864.00	\$9,090.43	(\$7,000.00)
	<u>\$141,602.03</u>	<u>\$142,864.00</u>	<u>\$132,511.60</u>	<u>\$149,864.00</u>	<u>\$9,090.43</u>	<u>(\$7,000.00)</u>
Horticulture						
4503 -Garden Center	\$4,097.00	\$23,220.00	\$12,636.22	\$23,220.00	(\$8,539.22)	\$0.00
9099 -Produce Market	\$0.00	\$3,479.00	\$0.00	\$3,479.00	\$0.00	\$0.00
	<u>\$4,097.00</u>	<u>\$26,699.00</u>	<u>\$12,636.22</u>	<u>\$26,699.00</u>	<u>(\$8,539.22)</u>	<u>\$0.00</u>
Traffic Safety School						
6009 -Traffic Safety	\$18,018.00	\$25,000.00	\$21,544.34	\$20,676.00	(\$3,526.34)	\$4,324.00
	<u>\$18,018.00</u>	<u>\$25,000.00</u>	<u>\$21,544.34</u>	<u>\$20,676.00</u>	<u>(\$3,526.34)</u>	<u>\$4,324.00</u>

Restricted Purposes Fund Revenue & Expenses

MAY 2021

			Budget	Actual Revenue	Actual Expenses	Encumbered Expenses	Net
GRANTS							
Dept of Commerce & Economic Oppo							
12027-Workforce Develop Grant	7/1/2019	6/30/2021	\$0.00	\$0.00	\$49,043.90	\$0.00	(\$49,043.90)
ICCB							
12154-Adult Ed Performance	7/1/2020	6/30/2021	\$74,475.00	\$67,027.50	\$43,487.06	\$0.00	\$30,987.94
12172-Adult Ed State Basic Grn	7/1/2020	6/30/2021	\$173,715.00	\$156,343.50	\$105,183.27	\$0.00	\$68,531.73
12106-CURES Act ICCB/IDHS Wkrf	10/1/2020	2/28/2021	\$53,300.00	\$53,300.00	\$53,300.00	\$0.00	\$0.00
12105-CURES ICCB/IDHS Adult Ed	8/1/2020	2/28/2021	\$22,000.00	\$21,987.37	\$21,608.37	\$0.00	\$391.63
12138-Early School LeaverTrans	7/1/2020	6/30/2021	\$60,000.00	\$0.00	\$17,480.03	\$9,931.69	\$32,588.28
12132-Federal Adult Basic Grnt	7/1/2020	6/30/2021	\$124,285.00	\$99,054.00	\$116,543.70	\$0.00	\$7,741.30
12139-Hospitality Bridge CTE	7/1/2020	6/30/2021	\$20,000.00	\$0.00	\$1,499.68	\$0.00	\$18,500.32
12030-Scaling Apprenticeship	9/1/2019	6/30/2021	\$99,267.00	\$0.00	\$11,917.09	\$0.00	\$87,349.91
12031-Transitional Math Grant	7/1/2019	6/30/2021	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
12029-Wrkfrce Equity Initive	9/18/2019	12/31/2021	\$219,030.00	\$0.00	\$143,583.65	\$975.70	\$74,470.65
12129-Wrkfrce Equity Initive	11/1/2020	10/31/2021	\$960,170.00	\$960,170.00	\$363,135.56	\$11,426.08	\$585,608.36
Illinois Board of Higher Ed							
12020-Co-Op Work Study Grant	9/1/2019	8/31/2020	\$29,663.81	\$14,137.29	\$14,137.29	\$2,776.50	\$12,750.02
12120-Co-Op Work Study Grant	7/1/2020	8/31/2021	\$18,000.00	\$9,000.00	\$2,587.75	\$0.00	\$15,412.25
Illinois State Board of Educ							
12141-Education Career Pathway	6/1/2020	6/30/2023	\$157,940.00	\$111,616.00	\$58,402.04	\$0.00	\$99,537.96
North Central Region SARE							
11930-Alliance for Ag Advance	10/1/2018	9/30/2021	\$17,585.83	\$0.00	\$0.00	\$0.00	\$17,585.83
RCC Foundation							
12133-Foundation Gifts to RCC	7/1/2020	6/30/2021	\$57,285.00	\$27,443.56	\$26,011.14	\$15,385.78	\$15,888.08
Richland Community College							
11458-Project READ			\$97,275.00	\$148,706.30	\$87,990.03	\$0.00	\$9,284.97
EQUI -Reserved for Equipment			\$385,218.00	\$30.38	\$108,810.67	\$36,743.22	\$239,664.11
Secretary of State							
12164-SOS Literacy Grant	7/1/2020	6/30/2021	\$100,000.00	\$100,000.00	\$96,287.70	\$0.00	\$3,712.30
US Department of Agriculture							
12140-NRCS Cooperative	4/24/2020	4/22/2024	\$15,349.00	\$6,231.58	\$6,231.58	\$0.00	\$9,117.42
US Department of Education							
12112-Carl Perkins-ICCB	7/1/2020	6/30/2021	\$260,142.00	\$41,817.59	\$157,518.30	\$81,900.72	\$20,722.98
12142-ICCB Education Mentor Pr	8/1/2020	12/31/2021	\$96,608.00	\$15,932.35	\$15,932.35	\$0.00	\$80,675.65
12080-TRIO Grant	8/26/2019	8/31/2020	\$39,020.55	\$39,042.91	\$39,020.55	\$0.00	\$0.00

Restricted Purposes Fund Revenue & Expenses

MAY 2021

			Budget	Actual Revenue	Actual Expenses	Encumbered Expenses	Net
GRANTS							
US Department of Energy							
11816-Carbon SAFE Illinois	4/1/2017	3/31/2021	\$10,185.00	\$2,149.98	\$2,149.98	\$0.00	\$8,035.02
US Department of Housing & Urban							
12165-City Dev Block Grant	4/12/2021	6/30/2022	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00
US Department of Transportation							
12118-Hwy Construct Career Grn	7/1/2020	6/30/2021	\$354,400.00	\$109,455.06	\$194,522.82	\$11,019.50	\$148,857.68
Total			\$3,499,914.19	\$1,983,445.37	\$1,736,384.51	\$170,159.19	\$1,593,370.49

Macon County Law Enforcement Training Center Revenue & Expenses

MAY 2021



MAY Actual

YTD Actual

Budget

Revenue

Basic Law Enforce Acad	\$361,160.83	\$1,051,057.48	\$1,097,950.00
Basic Corrections Acad	\$15,100.00	\$223,566.20	\$388,500.00
Misc Law Enforce Trng	\$700.00	\$23,725.55	\$7,500.00
Uniform/Lodging Reimburs	\$17,483.00	\$152,197.98	\$120,925.00
Gifts/Donations	\$0.00	\$27,500.00	\$27,500.00
FundBalanceAppropriation	\$0.00	\$0.00	\$6,800.00
Revenue-Contractual	\$0.00	\$0.00	\$26,372.00
Revenue-Misc/OtherSource	\$217.00	\$5,789.51	\$5,000.00
Total Revenue	\$394,660.83	\$1,483,836.72	\$1,680,547.00

Expenses

Law Enforce Trng Ctr

Administrative Staff Sal	\$25,404.66	\$304,702.99	\$330,260.00
Professional/Tech Salary	\$3,890.30	\$46,660.19	\$90,575.00
SURS-RetireeHealthContri	\$146.48	\$1,764.51	\$2,104.00
Group Medical Ins	\$3,880.38	\$34,852.80	\$49,598.00
Group Dental Ins	\$144.75	\$1,243.95	\$1,414.00
Group Life Ins	\$99.32	\$1,092.52	\$610.00
Group LTD Ins	\$71.37	\$785.07	\$850.00
Medicare	\$0.00	\$0.00	\$0.00
Staff/Family Waivers	\$0.00	\$525.00	\$0.00
Contractual-Other	\$5.30	\$5.30	\$0.00
Office Supplies	\$328.73	\$996.92	\$2,000.00
Instructional Supplies	\$0.00	\$0.00	\$500.00
Vehicle Expense	\$0.00	\$2,978.96	\$5,000.00
Printing	\$0.00	\$1,918.10	\$500.00
Materials	\$0.00	\$82.49	\$0.00
Postage	\$0.00	\$234.47	\$500.00
Non Consumable Supplies	\$0.00	\$3,553.49	\$2,550.00
Computer Software	\$0.00	\$63.51	\$510.00
Publications & Dues	\$0.00	\$100.00	\$100.00
Uniforms	\$16.00	\$753.00	\$1,000.00
Meeting Expense	\$0.00	\$0.00	\$500.00
Registration Fees	\$0.00	\$0.00	\$300.00
Travel-In State	\$0.00	\$0.00	\$500.00
Equipment Rental	\$157.28	\$4,320.04	\$3,020.00
Credit Card Fees	\$29.90	\$445.12	\$500.00
Telephone	\$60.00	\$1,260.00	\$1,440.00
Expense-Other	\$0.00	\$152.94	\$5,000.00
	\$34,234.47	\$408,491.37	\$499,331.00

Basic Law Enforce Trng

P/T Faculty Salary	\$20,812.50	\$167,157.50	\$180,000.00
Medicare	\$0.00	\$0.00	\$2,610.00
FICA-Social Security	\$0.00	\$0.00	\$11,160.00
Meals	\$121,574.00	\$268,721.22	\$257,250.00
Office Supplies	\$0.00	\$0.00	\$200.00
Instructional Supplies	\$0.00	\$13,887.13	\$20,840.00
Vehicle Expense	\$0.00	\$0.00	\$2,000.00
Firearms & Accessories	\$2,370.00	\$21,643.36	\$36,750.00

Macon County Law Enforcement Training Center Revenue & Expenses

MAY 2021



	<u>MAY Actual</u>	<u>YTD Actual</u>	<u>Budget</u>
Printing	\$0.00	\$0.00	\$2,500.00
Uniforms	\$0.00	\$66,102.44	\$100,910.00
Expense-Other	\$0.00	\$173.77	\$2,200.00
	\$144,756.50	\$537,685.42	\$616,420.00
Basic Corrections Trng			
P/T Faculty Salary	\$3,587.50	\$13,096.25	\$28,000.00
Medicare	\$0.00	\$0.00	\$406.00
FICA-Social Security	\$0.00	\$0.00	\$1,736.00
Contractual-Other	\$0.00	\$0.00	\$114,660.00
Meals	\$38,057.00	\$67,984.00	\$67,410.00
Instructional Supplies	\$700.98	\$6,738.39	\$8,000.00
Firearms & Accessories	\$0.00	\$23.76	\$22,000.00
Printing	\$0.00	\$0.00	\$1,000.00
Uniforms	\$5,827.76	\$27,068.52	\$31,050.00
Expense-Other	\$0.00	\$113.97	\$1,000.00
	\$48,173.24	\$115,024.89	\$275,262.00
Misc Law Enforce Trng			
P/T Faculty Salary	\$1,700.00	\$3,890.00	\$0.00
Medicare	\$24.64	\$56.39	\$0.00
Contractual-Other	\$3,585.30	\$7,655.10	\$12,500.00
Meals	\$7,559.98	\$8,441.98	\$8,000.00
	\$12,869.92	\$20,043.47	\$20,500.00
Law Enforce Trng Ctr O&M			
F/T Classified Salary	\$6,563.20	\$72,494.07	\$86,010.00
Custodial,Maint-Temp	\$0.00	\$2,036.80	\$0.00
Overtime Wages	\$0.00	\$1,391.16	\$0.00
SURS-RetireeHealthContri	\$32.80	\$369.65	\$430.00
Group Medical Ins	\$3,464.30	\$36,470.36	\$44,775.00
Group Dental Ins	\$116.70	\$1,147.62	\$1,315.00
Group Life Ins	\$22.49	\$226.20	\$224.00
Group LTD Ins	\$16.36	\$164.68	\$198.00
Medicare	\$0.00	\$0.00	\$0.00
Equip Repair/Maint Agree	\$244.95	\$7,942.54	\$8,000.00
Building Repair/Maint	\$0.00	\$335.00	\$25,000.00
Facility Repair	\$0.00	\$2,089.33	\$3,700.00
Contractual-Other	\$0.00	\$2,800.00	\$2,800.00
Pest Control	\$0.00	\$2,304.40	\$5,800.00
Grounds Maintenance	\$80.00	\$880.00	\$2,400.00
Maintenance Supplies	\$164.20	\$5,450.79	\$6,182.00
Materials	\$0.00	\$108.46	\$0.00
Non Consumable Supplies	\$0.00	\$427.44	\$1,000.00
Laundry/Linen Supplies	\$1,076.00	\$8,549.03	\$10,500.00
Uniforms	\$44.80	\$736.44	\$2,500.00
Electricity and Nat Gas	\$2,847.46	\$48,938.21	\$48,000.00
Water,Sewage	\$837.68	\$6,276.35	\$6,600.00
Telephone	\$0.00	\$926.08	\$4,000.00
Refuse Disposal	\$150.00	\$1,485.55	\$3,300.00
Internet	\$1,240.76	\$11,720.97	\$16,800.00
Equipment-Service	\$0.00	\$0.00	\$5,850.00
	\$16,901.70	\$215,271.13	\$285,384.00
Total Expenses	\$256,935.83	\$1,296,516.28	\$1,696,897.00
Net Revenue & Expenses	\$137,725.00	\$187,320.44	(\$16,350.00)

Bills for Ratification



May 2021

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
AFLAC						
	AFLAC		\$162.00	\$162.00		
AT&T						
	Telephone	Telecommunications	\$724.65		\$724.65	
	Telephone	Telecommunications	\$737.78		\$737.78	
	Telephone	Telecommunications	\$555.68		\$555.68	
	Telephone	Telecommunications	\$927.22		\$927.22	
	Telephone	Telecommunications	\$663.51		\$663.51	
AT&T Long Distance						
	Telephone	Telecommunications	\$104.44		\$104.44	
Advanced Disposal Services						
	Electricity and Nat Gas	Utilities	\$1,929.92		\$1,929.92	
	Refuse Disposal	Law Enforce Trng Ctr O&M	\$150.00			\$150.00
Airgas-Mid America						
	Instructional Supplies	Collision Repair Tech	\$168.30	\$168.30		
Airweld Industrial Gases & Suppl						
	Instructional Supplies	Welding-Technical Occ	\$7.50	\$7.50		
	Instructional Supplies	Welding-Technical Occ	\$35.00	\$35.00		
	Instructional Supplies	Welding-Technical Occ	\$63.06	\$63.06		
	Instructional Supplies	Welding-Technical Occ	\$102.78	\$102.78		
	Equip Repair/Maint Agree	Welding-Technical Occ	(\$337.41)	(\$337.41)		
	Participant Supplies	Instruction-Other	\$158.30			\$158.30
	Instructional Supplies	Welding-Technical Occ	\$327.00	\$327.00		
	Equip Repair/Maint Agree	Welding-Technical Occ	\$818.08	\$818.08		
Altofer						
	Equipment Rental	Instruction-Other	\$473.00			\$473.00
	Equipment Rental	Instruction-Other	\$382.00			\$382.00
	Equipment Rental	Instruction-Other	\$512.00			\$512.00
AmerenIP						
	Electricity and Nat Gas	Workforce Development Ct	\$1,480.22		\$1,480.22	
	Electricity and Nat Gas	Clinton Center O&M	\$160.50		\$160.50	
	Electricity and Nat Gas	Clinton Center O&M	\$62.53		\$62.53	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$72.72		\$72.72	
	Electricity and Nat Gas	Utilities	\$2,761.99		\$2,761.99	
	Electricity and Nat Gas	Utilities	\$186.09		\$186.09	
	Electricity and Nat Gas	Utilities	\$4,778.10		\$4,778.10	
	Electricity and Nat Gas	Utilities	\$214.29		\$214.29	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$938.21			\$938.21
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$921.67			\$921.67
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$757.68			\$757.68
	Electricity and Nat Gas	Sequestration Bldg O&M	\$235.14		\$235.14	
	Electricity and Nat Gas	Utilities	\$42.30		\$42.30	
	Electricity and Nat Gas	Utilities	\$89.40		\$89.40	
	Electricity and Nat Gas	Workforce Development Ct	\$26.80		\$26.80	
	Electricity and Nat Gas	Utilities	\$134.57		\$134.57	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$114.91		\$114.91	
American Heart Association						
	Instructional Supplies	Credit	\$536.55			\$536.55
	Instructional Supplies	Credit	\$312.20			\$312.20
	Instructional Supplies	Credit	\$255.00			\$255.00
	Instructional Supplies	Credit	\$120.10			\$120.10
Anderson, Joshua Jeameire						
	Student Tuition Rec		\$75.00	\$75.00		
Applied Combative Solutions LLC						
	Registration Fees	Public Safety Department	\$100.00			\$100.00
Aramark Uniform Services						
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$92.34			\$92.34
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$131.99			\$131.99
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$171.47			\$171.47
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Uniforms	Maintenance	\$201.00		\$201.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$203.50			\$203.50
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Uniforms	Maintenance	\$66.00		\$66.00	
	Uniforms	Maintenance	\$66.00		\$66.00	
	Uniforms	Maintenance	\$66.00		\$66.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$128.62			\$128.62
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$167.22			\$167.22
	Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$180.86			\$180.86

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Aramark Uniform Services					
Uniforms	Law Enforce Trng Ctr O&M	\$6.40			\$6.40
Architectural Expressions LLP					
Building Improvements	Renovations / Remodeling	(\$3,062.75)			(\$3,062.75)
Building Improvements	Renovations / Remodeling	\$9,570.00			\$9,570.00
Area Disposal Service Inc					
Refuse Disposal	Clinton Center O&M	\$98.70		\$98.70	
Refuse Disposal	Clinton Center O&M	\$99.51		\$99.51	
Building Improvements	Renovations / Remodeling	\$400.00			\$400.00
Ascendium Education Solutions					
Contractual-Other	Fin Aid & Vet Affairs	\$98.00	\$98.00		
Askins, Donald L,, Jr					
Meeting Expense	Public Safety Department	\$72.15			\$72.15
Auto Zone					
Instructional Supplies	Automotive-Tech Occ	\$31.64	\$31.64		
B & A Screenprinting					
Contractual-Other	Grant-Administration	\$436.66			\$436.66
B & H Photo					
Equipment-Instructional	Renovations / Remodeling	\$4,011.00			\$4,011.00
BLDD Architects Inc					
Building Improvements	Renovations / Remodeling	\$12,259.27			\$12,259.27
Building Improvements	Renovations / Remodeling	\$6,045.00			\$6,045.00
Site Improvements	Renovations / Remodeling	\$9,065.45			\$9,065.45
Barbeck Communications Group					
Equipment-Service	Public Safety Department	\$9,920.25			\$9,920.25
Barrow, Brandon Zachary					
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
BearMail Co					
Heartland Academy Recv		\$67.08	\$67.08		
Other Receivables		\$1.04	\$1.04		
RCC Foundation A/R		\$25.52	\$25.52		
Postage	Business Office	\$513.48	\$513.48		
Postage	CPED Administration	\$8.60			\$8.60
Postage	Dean-Liberal Arts	\$0.52	\$0.52		
Postage	Enrollment Management	\$157.04	\$157.04		
Postage	Fin Aid & Vet Affairs	\$69.68	\$69.68		
Graduation Expense	General Expenses	\$2.08	\$2.08		
Postage	General Expenses	\$203.14	\$203.14		
Advertising	Grant-Administration	\$77.48			\$77.48
Postage	Human Resources	\$57.48	\$57.48		
Office Supplies	Student Activities	\$1.56			\$1.56
Postage	VP Student Success	\$1.04	\$1.04		
Behavioral Health Centers of IL					
Contractual-Other	General Expenses	\$2,375.00	\$2,375.00		
Blue Cross and Blue Shield of IL					
EmployeeBenefitsTotal	General Expenses	(\$1,253.85)	(\$1,253.85)		
Group Insurance		\$36,443.99	\$36,443.99		
Health Insurance		\$194,965.62	\$194,965.62		
Bollhorst, Robin L					
Telephone	Human Resources	\$50.00	\$50.00		
Broadnax, Xavier Ali					
Stipends	Grant-SupportServices	\$730.00			\$730.00
Stipends	Grant-SupportServices	\$140.00			\$140.00
Stipends	Grant-SupportServices	\$100.00			\$100.00
Brown, Madonna M					
Telephone	Presidents Office	\$50.00	\$50.00		
Brozio, Seth Edward					
Contractual-Other	Grant-Administration	\$30.00			\$30.00
Buckley, Jerry W					
Instructional Supplies	Instruction-Other	\$275.85			\$275.85
Bush, Jessica Lynn					
Student Tuition Rec		\$409.00	\$409.00		
CDS Leasing					
Equipment Rental	Law Enforce Trng Ctr	\$157.28			\$157.28
CDS Office Technologies					
Printing	Copiers	\$643.84	\$643.84		
RCC Foundation A/R		\$4.24	\$4.24		
Printing	General Expenses	\$33.00	\$33.00		
Instructional Supplies	Basic Corrections Trng	\$675.00			\$675.00
CDWG Government Inc					
Computer Software	Career Services	\$155.30	\$155.30		

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
CDWG Government Inc					
Equipment-Instructional	Technical Services Suprt	\$258.34			\$258.34
Calhoun, Jalen V					
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$160.00			\$160.00
Callaway, Scott					
Stipends	Grant-SupportServices	\$350.00			\$350.00
Stipends	Grant-SupportServices	\$355.00			\$355.00
Stipends	Grant-SupportServices	\$240.00			\$240.00
Stipends	Grant-SupportServices	\$240.00			\$240.00
Cantu, Alexander Scott					
Student Tuition Rec		\$32.34	\$32.34		
Carson, Courtney L					
Telephone	Essential Skills	\$50.00	\$50.00		
Carson, J'son J'Quan					
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Central Illinois X-Ray Inc					
Equip Repair/Maint Agree	Radiology Tech-Hlth Occ	\$625.00	\$625.00		
City of Clinton Water					
Water, Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur					
Accrued Sales Tax		\$93.18			\$93.18
Accrued Sales Tax		\$112.85			\$112.85
City of Decatur IL					
Water, Sewage	CSI Building O&M	\$60.22		\$60.22	
Water, Sewage	Sequestration Bldg O&M	\$164.07		\$164.07	
Water, Sewage	Macon Co Soil & Water Bd	\$166.49		\$166.49	
Prepaid Expenses		\$2,200.00	\$2,200.00		
Water, Sewage	Utilities	\$180.69		\$180.69	
Water, Sewage	Utilities	\$1,543.52		\$1,543.52	
Water, Sewage	Utilities	\$216.62		\$216.62	
Water, Sewage	Utilities	\$187.54		\$187.54	
Water, Sewage	Utilities	\$291.44		\$291.44	
Water, Sewage	Law Enforce Trng Ctr O&M	\$91.45			\$91.45
Water, Sewage	Law Enforce Trng Ctr O&M	\$143.86			\$143.86
Water, Sewage	Law Enforce Trng Ctr O&M	\$602.37			\$602.37
Clinton Area Chamber of					
Registration Fees	Clinton Center	\$45.00	\$45.00		
Clinton Journal					
Advertising	Marketing	\$49.00	\$49.00		
Clinton RCC LLC					
Facility Rental	Clinton Center O&M	\$6,719.00		\$6,719.00	
CoAEMSP					
Accreditation Fees	Emergency Medical Svcs	\$3,450.00	\$3,450.00		
Comcast					
Internet	Law Enforce Trng Ctr O&M	\$1,026.89			\$1,026.89
Internet	Law Enforce Trng Ctr O&M	\$213.87			\$213.87
Telephone	Telecommunications	\$45.00		\$45.00	
Confidential On-Site Paper					
Contractual-Other	General Expenses	\$80.56	\$80.56		
Contractual-Other	Law Enforce Trng Ctr	\$5.30			\$5.30
Connor Co					
Maintenance Supplies	Maintenance	\$13.24		\$13.24	
Consociate Group					
Contractual-Other	Human Resources	\$257.25	\$257.25		
Constellation NewEnergy Gas					
Electricity and Nat Gas	Workforce Development Ct	\$31.32		\$31.32	
Electricity and Nat Gas	Workforce Development Ct	\$351.69		\$351.69	
Crews, Denise,, Dr					
Telephone	VP Academic Services	\$60.00	\$60.00		
Cunningham, Sedrick Lamont					
Stipends	Grant-SupportServices	\$730.00			\$730.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Stipends	Grant-SupportServices	\$200.00			\$200.00
Decatur Construction Services					
Instructional Supplies	Instruction-Other	\$308.00			\$308.00
Decatur Housing Authority					
RCC Foundation A/R		\$91.93	\$91.93		
Decatur Memorial Hospital					
Testing	Grant-SupportServices	\$90.00			\$90.00

Bills for Ratification



May 2021

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Decatur Trailer Sales & Service						
	Equip Repair/Maint Agree	Credit	\$70.33			\$70.33
Dees, Charvelle M						
	Student Tuition Rec		\$400.00	\$400.00		
Dickerson, Christopher John						
	Student Tuition Rec		\$225.00	\$225.00		
Diligent Corporation						
	Prepaid Expenses		\$4,120.00	\$4,120.00		
Direct Energy						
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$229.90			\$229.90
	Electricity and Nat Gas	Utilities	\$3,228.22		\$3,228.22	
Drew, Alyssa Michelle						
	Student Tuition Rec		\$400.00	\$400.00		
Dunker Electric						
	Maintenance Supplies	Maintenance	(\$12.98)		(\$12.98)	
	Maintenance Supplies	Maintenance	\$25.33		\$25.33	
	Maintenance Supplies	Maintenance	\$25.56		\$25.56	
E L Pruitt						
	Building Repair/Maint	Maintenance	\$231.92		\$231.92	
EagleScreen						
	Contractual-Other	Human Resources	\$356.45	\$356.45		
Ecolab						
	Contractual-Other	Cafe	\$174.95			\$174.95
	Pest Control	Maintenance	\$300.00		\$300.00	
	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$169.95			\$169.95
Elan Corporate Payment						
	Credit Card Pmt Clearing		\$8,762.36	\$8,762.36		
Electrical Service Co						
	Accrued Expenses		\$8,500.00		\$8,500.00	
Elsevier Inc						
	Fees Pass Thru Nursing		\$1,715.00	\$1,715.00		
Energy Harbor						
	Electricity and Nat Gas	Utilities	\$12,673.32		\$12,673.32	
	Electricity and Nat Gas	Workforce Development Ct	\$1,529.52		\$1,529.52	
	Electricity and Nat Gas	Utilities	\$140.47		\$140.47	
	Electricity and Nat Gas	Utilities	\$17.30		\$17.30	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$382.69		\$382.69	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$105.99		\$105.99	
	Electricity and Nat Gas	Utilities	\$12,678.91		\$12,678.91	
	Electricity and Nat Gas	Workforce Development Ct	\$1,561.37		\$1,561.37	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$368.12		\$368.12	
	Electricity and Nat Gas	Utilities	\$137.80		\$137.80	
	Electricity and Nat Gas	Utilities	\$17.57		\$17.57	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$106.47		\$106.47	
Eridanus, Seth Idris						
	Student Tuition Rec		\$500.00	\$500.00		
Evergreen FS-Stephens #24						
	Vehicle Expense	Credit	\$12.53			\$12.53
	Vehicle Expense	Credit	\$230.61			\$230.61
	Vehicle Expense	Credit	\$468.77			\$468.77
	Vehicle Expense	Credit	\$873.72			\$873.72
Examity Inc						
	Instructional Supplies	Academic Success	\$260.00	\$260.00		
	Instructional Supplies	Academic Success	\$540.00	\$540.00		
	Instructional Supplies	Academic Success	\$1,000.00	\$1,000.00		
	Instructional Supplies	Academic Success	\$1,220.00	\$1,220.00		
Fastenal Industrial Supply Co						
	Instructional Supplies	Instruction-Other	\$108.90			\$108.90
	Instructional Supplies	Instruction-Other	\$104.09			\$104.09
	Instructional Supplies	Instruction-Other	\$9.45			\$9.45
Fenderson, Dwayne K						
	Student Tuition Rec		\$208.00	\$208.00		
Fidelity Security Life Insurance						
	Vision Insurance		\$1,121.92	\$1,121.92		
Firm Systems						
	Fees Pass Thru Backgrnd		\$235.00	\$235.00		
Fisher Scientific						
	Equipment-Instructional	Renovations / Remodeling	\$2,179.50			\$2,179.50
Fitt, Heather N_L						
	Student Tuition Rec		\$639.00	\$639.00		
Fleet Pride						
	Instructional Supplies	Diesel Med/Hvy Trk Tech	\$225.58	\$225.58		
Flinn Scientific Inc						

Bills for Ratification



May 2021

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Flinn Scientific Inc						
	GEER Grant	GEER Grant	\$1,547.72			\$1,547.72
	CARES Act Grant	CARES Act Grant	\$186.99			\$186.99
	Instructional Supplies	Chemistry-Baccalaureate	\$274.50	\$274.50		
Flowers, Michael Leroy						
	Stipends	Grant-SupportServices	\$200.00			\$200.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
Fraleigh, Angel Deanna						
	Student Tuition Rec		\$436.44	\$436.44		
Fritts, Katlyn						
	Stipends	Grant-SupportServices	\$200.00			\$200.00
	Stipends	Grant-SupportServices	\$160.00			\$160.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
Frontier						
	Telephone	Clinton Center O&M	\$163.27		\$163.27	
GJ Builders Hardware Inc						
	Maintenance Supplies	Maintenance	\$7.00		\$7.00	
GOBI Library Solutions						
	Books-Library Collection	LRC	\$39.95	\$39.95		
Garner, Ashley N						
	Student Tuition Rec		\$126.00	\$126.00		
Garratt-Callahan Co						
	Maintenance Supplies	Maintenance	\$2,562.00		\$2,562.00	
Gharst, Miranda						
	Stipends	Grant-SupportServices	\$850.00			\$850.00
	Stipends	Grant-SupportServices	\$320.00			\$320.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
Global Industrial Equipment						
	Equipment-Instructional	Renovations / Remodeling	\$2,138.37			\$2,138.37
Grainger						
	Maintenance Supplies	Custodial	\$98.66		\$98.66	
	CARES Act Grant	CARES Act Grant	\$134.70			\$134.70
Grainger Inc						
	Maintenance Supplies	Maintenance	\$116.72		\$116.72	
Grey, Thomas						
	Contractual-Other	Instruction-Other	\$640.00			\$640.00
	Contractual-Other	Instruction-Other	\$640.00			\$640.00
	Contractual-Other	Instruction-Other	\$1,280.00			\$1,280.00
Grider, Susan						
	Travel-In State Mileage	Radiology Tech-Hlth Occ	\$302.40	\$302.40		
Grimm, Alexander James						
	Student Tuition Rec		\$158.00	\$158.00		
Guidish, Morgan Ashlee						
	Student Tuition Rec		\$820.00	\$820.00		
Guynn, Tiffany ReEllen						
	Student Tuition Rec		\$256.00	\$256.00		
Hardy, Eric						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$355.00			\$355.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
Harrison, Brian						
	Security	Public Safety Department	\$46.01			\$46.01
Hathaway, Taylor Danielle						
	Student Tuition Rec		\$206.00	\$206.00		
Hawkins, David						
	Student Tuition Rec		\$465.00	\$465.00		
Herff Jones Inc						
	Graduation Expense	General Expenses	\$243.09	\$243.09		
Hester, Martrel A						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
Hodge, Brylan						
	Stipends	Grant-SupportServices	\$200.00			\$200.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
Hoelting & Co						
	Food Supply Costs	Cafe	\$19.50			\$19.50
	Food Supply Costs	Cafe	\$25.50			\$25.50

Bills for Ratification



May 2021

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Hoelting & Co						
	Food Supply Costs	Cafe	\$59.68			\$59.68
	Food Supply Costs	Cafe	\$38.95			\$38.95
	Materials	Cafe	\$62.95			\$62.95
	Food Supply Costs	Cafe	\$349.80			\$349.80
	Food Supply Costs	Cafe	\$509.50			\$509.50
	Food Supply Costs	Cafe	\$504.99			\$504.99
	Materials	Cafe	\$126.77			\$126.77
	Food Supply Costs	Cafe	\$511.19			\$511.19
	Materials	Cafe	\$129.43			\$129.43
	Food Supply Costs	Cafe	\$567.03			\$567.03
	Materials	Cafe	\$102.54			\$102.54
	Food Supply Costs	Cafe	\$831.50			\$831.50
	Materials	Cafe	\$109.21			\$109.21
	Food Supply Costs	Cafe	\$20.50			\$20.50
	Materials	Cafe	\$215.80			\$215.80
	Food Supply Costs	Cafe	\$139.45			\$139.45
	Materials	Cafe	\$108.74			\$108.74
	Food Supply Costs	Cafe	\$483.88			\$483.88
	Materials	Cafe	\$334.47			\$334.47
	Food Supply Costs	Cafe	\$920.39			\$920.39
	Materials	Cafe	\$119.34			\$119.34
Holmes, Tammi						
	Student Tuition Rec		\$60.00	\$60.00		
Honorable, Zachery Corderia						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$285.00			\$285.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$160.00			\$160.00
Horn, Tyler Donald						
	Student Tuition Rec		\$216.00	\$216.00		
Houston, Lila G						
	Travel-In State Mileage	Clinton Center	\$24.64	\$24.64		
Hughes, Warren						
	Stipends	Grant-SupportServices	\$280.00			\$280.00
	Stipends	Grant-SupportServices	\$305.00			\$305.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$190.00			\$190.00
IAVAT						
	Registration Fees	Agriculture	\$150.00	\$150.00		
ICCTA						
	Travel-In State	Board of Trustees	\$75.00	\$75.00		
	Travel-In State	Board of Trustees	\$198.00	\$198.00		
	Registration Fees	Board of Trustees	\$75.00	\$75.00		
	Publications & Dues	Presidents Office	\$400.00	\$400.00		
Illinois Association Future Farm						
	Registration Fees	Agriculture	\$150.00	\$150.00		
Illinois Century Network						
	Internet	Telecommunications	\$1,200.00		\$1,200.00	
Illinois Federation of Teachers						
	Union Dues-RFT		\$1,474.20	\$1,474.20		
Illinois State Disbursement Unit						
	Wage Garnishment Orders		\$120.00	\$120.00		
	Wage Garnishment Orders		\$122.35	\$122.35		
	Wage Garnishment Orders		\$590.92	\$590.92		
	Wage Garnishment Orders		\$122.35	\$122.35		
	Wage Garnishment Orders		\$120.00	\$120.00		
Imgruet, Brianna Rose						
	Student Tuition Rec		\$75.00	\$75.00		
Infobase Publishing						
	Prepaid Expenses		\$4,513.00	\$4,513.00		
Irby, Griffin						
	Student Tuition Rec		\$656.00	\$656.00		
J J Keller						
	Instructional Supplies	Credit	\$125.04			\$125.04
Jackson, Krystle						
	Student Tuition Rec		\$66.04	\$66.04		
Jarrett, Xandre Jamall						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$285.00			\$285.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
Johnson Controls Fire Protection						

Bills for Ratification



May 2021

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Johnson Controls Fire Protection						
	Equip Repair/Maint Agree	CSI Building O&M	\$375.00		\$375.00	
	Equip Repair/Maint Agree	Maintenance	\$528.00		\$528.00	
	Equip Repair/Maint Agree	Workforce Development Ct	\$1,102.00		\$1,102.00	
	Equip Repair/Maint Agree	Maintenance	\$6,782.00		\$6,782.00	
KONE Inc						
	Equip Repair/Maint Agree	Maintenance	\$380.14		\$380.14	
Kanopy Inc.						
	Audio/Visual/Stream Mat	LRC	\$600.00	\$600.00		
Knight, Shimeka L						
	Stipends	Grant-SupportServices	\$850.00			\$850.00
	Stipends	Grant-SupportServices	\$320.00			\$320.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
Lamar Companies						
	Advertising	Marketing	\$209.00	\$209.00		
	Advertising	Marketing	\$250.00	\$250.00		
Lee Enterprises Inc						
	Equipment-Instructional	Renovations / Remodeling	\$78.84			\$78.84
	Equipment-Instructional	Renovations / Remodeling	\$80.30			\$80.30
Lee, Larry						
	Stipends	Grant-SupportServices	\$180.00			\$180.00
	Stipends	Grant-SupportServices	\$160.00			\$160.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
Lofton, Kalin						
	Stipends	Grant-SupportServices	\$830.00			\$830.00
	Stipends	Grant-SupportServices	\$320.00			\$320.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
	Stipends	Grant-SupportServices	\$400.00			\$400.00
MAR-BELL Auto Beauty Inc						
	Contractual-Other	Grant-SupportServices	\$1,749.00			\$1,749.00
MR Systems Wireless						
	Internet	Clinton Center O&M	\$58.00		\$58.00	
	Internet	Clinton Center O&M	\$58.00		\$58.00	
Mabins, Carmeisha Yavon						
	Student Tuition Rec		\$500.00	\$500.00		
Madison, Malachi D						
	Student Tuition Rec		\$550.00	\$550.00		
Marquis Beverage Service						
	Food Supply Costs	Cafe	\$79.50			\$79.50
	Food Supply Costs	Cafe	\$213.95			\$213.95
	Food Supply Costs	Cafe	\$318.00			\$318.00
	Food Supply Costs	Cafe	\$394.50			\$394.50
Massey, Jessica Marie						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$305.00			\$305.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
	Stipends	Grant-SupportServices	\$90.00			\$90.00
Mathews, Samiah Lynnette						
	Student Tuition Rec		\$138.00	\$138.00		
Maverik Marketing						
	Contractual-Other	Grant-Administration	\$1,040.84			\$1,040.84
May, Stephon D						
	Stipends	Grant-SupportServices	\$160.00			\$160.00
	Stipends	Grant-SupportServices	\$105.00			\$105.00
	Stipends	Grant-SupportServices	\$200.00			\$200.00
Mays, Damarius						
	Stipends	Grant-SupportServices	\$350.00			\$350.00
	Stipends	Grant-SupportServices	\$355.50			\$355.50
	Stipends	Grant-SupportServices	\$210.00			\$210.00
	Stipends	Grant-SupportServices	\$240.00			\$240.00
Mazzotti Services						
	Materials	Automotive-Tech Occ	\$104.00	\$104.00		
McColley, Dillon Rex						
	Student Tuition Rec		\$600.00	\$600.00		
McKesson Medical Surgical Gov						
	Instructional Supplies	Emergency Medical Svcs	\$25.56	\$25.56		
	Instructional Supplies	Emergency Medical Svcs	\$66.16	\$66.16		
	Instructional Supplies	Radiology Tech-Hlth Occ	\$140.54	\$140.54		
	Instructional Supplies	Radiology Tech-Hlth Occ	\$304.62	\$304.62		
Medline Industries Inc						
	CARES Act Grant	CARES Act Grant	\$156.00			\$156.00
Melton, Julie Lynn						

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Melton, Julie Lynn					
Telephone	Foundation & Development	\$60.00	\$60.00		
Menards Inc					
Maintenance Supplies	Maintenance	\$15.38		\$15.38	
Maintenance Supplies	Maintenance	\$35.97		\$35.97	
Maintenance Supplies	Maintenance	\$956.80		\$956.80	
Building Improvements	Renovations / Remodeling	\$9,691.28			\$9,691.28
Maintenance Supplies	Maintenance	(\$11.96)		(\$11.96)	
Maintenance Supplies	Maintenance	\$5.99		\$5.99	
Maintenance Supplies	Maintenance	\$57.03		\$57.03	
Instructional Supplies	Instruction-Other	\$348.80			\$348.80
Inventory-CentralStores		\$7.78	\$7.78		
CARES Act Grant	CARES Act Grant	\$400.66			\$400.66
Mendenhall, Bethany					
Student Tuition Rec		\$800.00	\$800.00		
Mennel, Margaret L					
Student Tuition Rec		\$500.00	\$500.00		
Midwest Electronic Systems Inc					
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$75.00			\$75.00
Midwest Fiber Inc of Decatur					
Grounds Maintenance	Law Enforce Trng Ctr O&M	\$80.00			\$80.00
Midwestern University					
Materials	LRC	\$10.00	\$10.00		
Miller, Aeden Charles					
Student Tuition Rec		\$600.00	\$600.00		
Morgan, William Lee					
Stipends	Grant-SupportServices	\$660.00			\$660.00
Stipends	Grant-SupportServices	\$720.00			\$720.00
Morris, Juanita M					
Contractual-Other	Institutional Research	\$3,166.67	\$3,166.67		
Contractual-Other	Grant-Administration	\$61.42			\$61.42
Contractual-Other	Grant-Administration	\$220.12			\$220.12
Moss Enterprises					
Equipment-Instructional	Engineering Technology	\$68,190.00			\$68,190.00
NACU					
Publications & Dues	Administrative Info Syst	\$200.00	\$200.00		
National Business Furniture					
Contractual-Other	General O & M	\$6,323.20			\$6,323.20
Neuhoff Media Decatur					
Advertising	Marketing	\$450.00	\$450.00		
Advertising	Marketing	\$2,000.00	\$2,000.00		
Nichols Paper & Supply Co					
Maintenance Supplies	Custodial	\$2,527.31		\$2,527.31	
Maintenance Supplies	Custodial	\$267.20		\$267.20	
Nichols, Tiffany L					
Telephone	Human Resources	\$50.00	\$50.00		
Noregon Systems Inc					
Computer Software	Academic Lab Support	\$1,499.00	\$1,499.00		
O'Connor, Shawna Marie					
Student Tuition Rec		\$400.00	\$400.00		
O'Neill, Seth M					
Student Tuition Rec		\$5.00	\$5.00		
O'Reilly Auto Parts					
Instructional Supplies	Automotive-Tech Occ	\$17.21	\$17.21		
Instructional Supplies	Automotive-Tech Occ	\$27.48	\$27.48		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$29.98	\$29.98		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$37.03	\$37.03		
Instructional Supplies	Automotive-Tech Occ	\$65.67	\$65.67		
Instructional Supplies	Diesel Med/Hvy Trk Tech	\$94.23	\$94.23		
Office Depot Inc					
Inventory-CentralStores		\$9.82	\$9.82		
Inventory-CentralStores		\$9.82	\$9.82		
Inventory-CentralStores		\$12.10	\$12.10		
Inventory-CentralStores		\$17.37	\$17.37		
Inventory-CentralStores		\$19.38	\$19.38		
Inventory-CentralStores		\$20.00	\$20.00		
Inventory-CentralStores		\$20.09	\$20.09		
Inventory-CentralStores		\$21.02	\$21.02		
Inventory-CentralStores		\$30.38	\$30.38		
Inventory-CentralStores		\$40.90	\$40.90		
Inventory-CentralStores		\$45.22	\$45.22		
Inventory-CentralStores		\$47.98	\$47.98		
Inventory-CentralStores		\$48.78	\$48.78		

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Office Depot Inc					
Inventory-CentralStores		\$69.41	\$69.41		
Inventory-CentralStores		\$82.10	\$82.10		
Inventory-CentralStores		\$95.71	\$95.71		
Inventory-CentralStores		\$154.94	\$154.94		
Inventory-CentralStores		\$160.67	\$160.67		
Inventory-CentralStores		\$161.54	\$161.54		
Inventory-CentralStores		\$1,615.44	\$1,615.44		
Oliver, Brooke D					
Travel-In State Mileage	Surgical Tech-Health Occ	\$430.08	\$430.08		
Per Mar Security & Research					
Security	Public Safety Department	\$2,984.87			\$2,984.87
Security	Public Safety Department	\$207.00			\$207.00
Security	Public Safety Department	\$3,022.72			\$3,022.72
Security	Public Safety Department	\$3,270.96			\$3,270.96
Security	Public Safety Department	\$3,206.63			\$3,206.63
Perales, Josue H					
Student Tuition Rec		\$3,900.00	\$3,900.00		
PeriopSim					
GEER Grant	GEER Grant	\$2,000.00			\$2,000.00
Peters, Billi Tia					
Student Tuition Rec		\$400.00	\$400.00		
Pollok, Seth Daniel					
Student Tuition Rec		\$9.00	\$9.00		
Powell, Kanoski D					
Stipends	Grant-SupportServices	\$660.00			\$660.00
Stipends	Grant-SupportServices	\$720.00			\$720.00
Presido/Netech					
Equipment-Instructional	Renovations / Remodeling	\$614.75			\$614.75
Equipment-Instructional	Renovations / Remodeling	\$5,408.71			\$5,408.71
Price, Alyssa Jo					
Student Tuition Rec		\$653.50	\$653.50		
Pride Cleaners					
Contractual-Other	Cafe	\$12.90			\$12.90
Contractual-Other	Cafe	\$12.90			\$12.90
Contractual-Other	Cafe	\$12.90			\$12.90
Contractual-Other	Bistro 537	\$19.35			\$19.35
Contractual-Other	Culinary Arts	\$23.22	\$23.22		
Contractual-Other	Culinary Arts	\$36.12	\$36.12		
Contractual-Other	Bistro 537	\$51.60			\$51.60
Contractual-Other	Bistro 537	\$60.63			\$60.63
Contractual-Other	Bistro 537	\$104.49			\$104.49
Prideaux, Nick					
Student Tuition Rec		\$500.00	\$500.00		
RCC					
Stipends	Grant-SupportServices	\$50.00			\$50.00
Stipends	Grant-SupportServices	\$50.00			\$50.00
Contractual-Other	Grant-SupportServices	\$838.75			\$838.75
Stipends	Grant-SupportServices	\$50.00			\$50.00
Stipends	Grant-SupportServices	\$50.00			\$50.00
RCC Bookstore					
Materials	Marketing	\$34.24	\$34.24		
Event Expense	Club Expenses	\$643.50			\$643.50
RCC Foundation					
Revenue-Misc/OtherSource		\$25.00	\$25.00		
FoundationScholarshipExp	FoundationScholarships	\$492.00			\$492.00
Richland Foundation		\$1,530.84	\$1,530.84		
Rawls, Jasmine					
Stipends	Grant-SupportServices	(\$50.00)			(\$50.00)
Stipends	Grant-SupportServices	\$260.00			\$260.00
Stipends	Grant-SupportServices	(\$50.00)			(\$50.00)
Stipends	Grant-SupportServices	\$277.50			\$277.50
Stipends	Grant-SupportServices	(\$50.00)			(\$50.00)
Stipends	Grant-SupportServices	\$90.00			\$90.00
Stipends	Grant-SupportServices	(\$50.00)			(\$50.00)
Stipends	Grant-SupportServices	\$200.00			\$200.00
Ray O'Herron Company Inc					
Firearms & Accessories	Basic Law Enforce Trng	\$900.00			\$900.00
Firearms & Accessories	Basic Law Enforce Trng	\$1,470.00			\$1,470.00
Refreshment Services Pepsi					
Food Supply Costs	Cafe	\$17.33			\$17.33
Food Supply Costs	Cafe	\$19.50			\$19.50
Food Supply Costs	Cafe	\$39.00			\$39.00

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Refreshment Services Pepsi					
Food Supply Costs	Cafe	\$44.74			\$44.74
Food Supply Costs	Cafe	\$54.03			\$54.03
Food Supply Costs	Cafe	\$94.98			\$94.98
Food Supply Costs	Cafe	\$110.35			\$110.35
Food Supply Costs	Cafe	\$157.61			\$157.61
Food Supply Costs	Cafe	\$421.40			\$421.40
Richardson, Alex Michael					
Stipends	Grant-SupportServices	\$585.00			\$585.00
Stipends	Grant-SupportServices	\$720.00			\$720.00
Rigsby, Kelsey Jo					
Student Tuition Rec		\$107.00	\$107.00		
Rusty Pig BBQ					
Graduation Expense	General Expenses	\$250.00	\$250.00		
Ruyle Mechanical Services Inc					
Building Repair/Maint	Maintenance	\$1,732.00		\$1,732.00	
Equip Repair/Maint Agree	Workforce Development Ct	\$1,203.00		\$1,203.00	
S J Smith Company Inc					
Materials	Automotive-Tech Occ	\$21.00	\$21.00		
Safety Shoe Distributors					
Instructional Supplies	Instruction-Other	\$100.00			\$100.00
Instructional Supplies	Instruction-Other	\$100.00			\$100.00
Sam's Club Direct					
Credit Card Fees	General Expenses	\$49.65	\$49.65		
Samuels Miller Schroeder Jackson					
Legal Services-Admin	Board of Trustees	\$3,723.50	\$3,723.50		
Sawafta, Suzanne					
Student Tuition Rec		\$400.00	\$400.00		
Shewmake, Samuel Aaron					
Stipends	Grant-SupportServices	\$280.00			\$280.00
Stipends	Grant-SupportServices	\$355.50			\$355.50
Stipends	Grant-SupportServices	\$240.00			\$240.00
Stipends	Grant-SupportServices	\$240.00			\$240.00
Shippers Rental Inc					
Equipment Rental	Credit	\$1,750.00			\$1,750.00
Equipment Rental	Credit	\$2,100.00			\$2,100.00
SimTutor Inc					
Expense-Other	General Expenses	\$558.00	\$558.00		
Sligo Steel					
Instructional Supplies	Instruction-Other	\$986.00			\$986.00
Instructional Supplies	Instruction-Other	\$1,238.00			\$1,238.00
Smoodies's Trucking, LLC					
Student Support	Minority Entrp MentorPrg	\$2,500.00			\$2,500.00
South Side Control Supply					
Maintenance Supplies	Maintenance	\$23.18		\$23.18	
Springshare LLC					
Prepaid Expenses		\$2,896.00	\$2,896.00		
St Mary's Hospital					
Instructional Supplies	Radiology Tech-Hlth Occ	\$199.55	\$199.55		
State Universities Retirement					
SURS 1/2%		\$2,452.60	\$2,452.60		
SURS 8%		\$3,055.97	\$3,055.97		
SURS 8%		\$19,971.22	\$19,971.22		
SURS 8%		\$376.54	\$376.54		
SURS 1/2%		\$2,015.40	\$2,015.40		
SURS 8%		\$18,043.73	\$18,043.73		
SURS 1/2%		\$2,492.62	\$2,492.62		
SURS 8%		\$2,754.27	\$2,754.27		
SURS 8%		\$20,274.34	\$20,274.34		
SURS 8%		\$513.70	\$513.70		
SURS 1/2%		\$2,367.42	\$2,367.42		
SURS 8%		\$20,892.40	\$20,892.40		
Statpacks					
Materials	Emergency Medical Svcs	\$493.57	\$493.57		
Materials	Emergency Medical Svcs	\$604.85	\$604.85		
Stennett-Brewer, Linda					
Student Support	Grant-SupportServices	\$350.00			\$350.00
Stinnett, Kristin E					
Contractual-Other	General Expenses	\$500.00			\$500.00
Street, Thomas Earl,, Jr					
Stipends	Grant-SupportServices	\$570.00			\$570.00
Stipends	Grant-SupportServices	\$320.00			\$320.00
Stipends	Grant-SupportServices	\$400.00			\$400.00

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Street, Thomas Earl,, Jr					
Stipends	Grant-SupportServices	\$400.00			\$400.00
Stryder Corp, DBA_Handshake					
Prepaid Expenses		\$2,307.00	\$2,307.00		
Sunbelt					
Site Improvements	Renovations / Remodeling	\$82.50			\$82.50
Site Improvements	Renovations / Remodeling	\$1,731.51			\$1,731.51
Site Improvements	Renovations / Remodeling	\$1,844.51			\$1,844.51
Sutton, Michael L					
Stipends	Grant-SupportServices	\$320.00			\$320.00
Sysco Central Illinois Inc					
Food Supply Costs	Cafe	\$93.30			\$93.30
Food Supply Costs	Cafe	\$397.46			\$397.46
Food Supply Costs	Cafe	\$517.47			\$517.47
Food Supply Costs	Cafe	\$545.99			\$545.99
Materials	Cafe	\$68.15			\$68.15
Food Supply Costs	Cafe	\$638.59			\$638.59
Food Supply Costs	Cafe	\$926.08			\$926.08
Materials	Cafe	\$154.16			\$154.16
Food Supply Costs	Cafe	\$1,045.79			\$1,045.79
Materials	Cafe	\$305.46			\$305.46
Food Supply Costs	Cafe	\$1,419.75			\$1,419.75
Food Supply Costs	Cafe	\$1,579.35			\$1,579.35
Materials	Cafe	\$64.90			\$64.90
Instructional Supplies	Culinary Arts	\$152.45	\$152.45		
Food Supply Costs	Bistro 537	\$242.71			\$242.71
Instructional Supplies	Culinary Arts	\$255.23	\$255.23		
Materials	Culinary Arts	\$321.17	\$321.17		
Instructional Supplies	Culinary Arts	\$552.72	\$552.72		
Materials	Cafe	\$41.94			\$41.94
Materials	Culinary Arts	\$71.85	\$71.85		
Instructional Supplies	Culinary Arts	\$406.88	\$406.88		
Food Supply Costs	Cafe	\$428.53			\$428.53
Instructional Supplies	Culinary Arts	\$464.06	\$464.06		
Food Supply Costs	Cafe	\$849.34			\$849.34
Materials	Cafe	\$149.24			\$149.24
Food Supply Costs	Cafe	\$1,029.00			\$1,029.00
Food Supply Costs	Cafe	\$1,166.45			\$1,166.45
Materials	Cafe	\$143.03			\$143.03
Food Supply Costs	Cafe	\$1,507.63			\$1,507.63
Food Supply Costs	Cafe	\$1,547.98			\$1,547.98
Materials	Cafe	\$771.10			\$771.10
Taylor, Terrence A					
Graduation Expense	General Expenses	\$600.00	\$600.00		
Templeton, Vanessa Elizabeth					
Student Tuition Rec		\$984.00	\$984.00		
The Decatur Club					
Meeting Expense	Presidents Office	\$29.79	\$29.79		
Meeting Expense	Presidents Office	\$84.34	\$84.34		
Publications & Dues	General Expenses	\$100.00	\$100.00		
The Omni Group					
Contractual-Other	Human Resources	\$8.00	\$8.00		
The SOLVR Group					
Contractual-Other	Marketing	\$832.00	\$832.00		
Tiffany Mills Floral Designer					
Graduation Expense	General Expenses	\$159.70	\$159.70		
TransUnion Risk and Alternative					
Publications & Dues	Public Safety Department	\$150.00			\$150.00
United States Department of					
EmployeeBenefitsTotal	General Expenses	\$3,247.89	\$3,247.89		
United Way of Decatur/Macon					
United Way		\$336.00	\$336.00		
Valdez, Cristobal O					
Telephone	Presidents Office	\$125.00	\$125.00		
Verizon Wireless					
Telephone	Public Safety Department	\$434.72			\$434.72
Telephone	Telecommunications	\$176.39		\$176.39	
Viewpoint Screening					
Fees Pass Thru Backgrnd		\$380.00	\$380.00		
WAND					
Advertising	Marketing	\$400.00	\$400.00		
Advertising	Marketing	\$1,100.00	\$1,100.00		
Advertising	Marketing	\$1,100.00	\$1,100.00		

Bills for Ratification



May 2021

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Wherry, Krystal R					
Student Tuition Rec		\$225.00	\$225.00		
White, Scott Parker					
Stipends	Grant-SupportServices	\$280.00			\$280.00
Stipends	Grant-SupportServices	\$355.50			\$355.50
Stipends	Grant-SupportServices	\$240.00			\$240.00
Stipends	Grant-SupportServices	\$240.00			\$240.00
Whitford, Edward Joseph					
Stipends	Grant-SupportServices	\$350.00			\$350.00
Stipends	Grant-SupportServices	\$355.50			\$355.50
Stipends	Grant-SupportServices	\$240.00			\$240.00
Stipends	Grant-SupportServices	\$240.00			\$240.00
Whittle, Jonaria M					
Student Tuition Rec		\$249.00	\$249.00		
Wiggins, Aaron J					
Student Tuition Rec		\$65.29	\$65.29		
Williams, Tad A					
Telephone	Law Enforce Trng Ctr	\$60.00			\$60.00
Withrow, Tracy L					
Telephone	Marketing	\$50.00	\$50.00		
Workforce Investment Solutions					
Contractual-Other	General Expenses	\$439.50			\$439.50
Contractual-Other	Instruction-Other	\$180.00			\$180.00
Contractual-Other	Grant-Administration	\$3,589.77			\$3,589.77
Office Supplies	Grant-Administration	\$23.85			\$23.85
Printing	Grant-Administration	\$10.37			\$10.37
Contractual-Other	Instruction	\$4,280.35			\$4,280.35
Contractual-Other	Student Servs-Counseling	\$615.92			\$615.92
Contractual-Other	Student Servs-Counseling	\$1,848.80			\$1,848.80
Wright, Lydia Rae					
Student Tuition Rec		\$32.12	\$32.12		
Wyatt, Tavarez					
Stipends	Grant-SupportServices	\$350.00			\$350.00
Stipends	Grant-SupportServices	\$355.50			\$355.50
Stipends	Grant-SupportServices	\$240.00			\$240.00
Stipends	Grant-SupportServices	\$190.00			\$190.00
Xerox Corporation					
Install Pymt Lease/Purch	Copiers	\$186.19	\$186.19		
Install Pymt Lease/Purch	Copiers	\$822.14	\$822.14		
Printing	Marketing	\$295.89	\$295.89		
		\$777,607.28	\$422,120.10	\$89,028.91	\$266,458.27

Executive Session- June 15, 2021

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 .