



February Board of Trustees Meeting

February 18, 2025

Richland Community College

One College Park

Decatur, IL, 62521



Meeting Book - February Board of Trustees Meeting

February 2025 Board of Trustees Meeting

I. Annual Board Book Calendar

- a. Board Book Annual Calendar 2025.docx

II. Principles of Sustainability

- a. Principles of Sustainability.pdf

III. Innovation and Quality Performance System

- a. Strategic Plan Visual updated 3-7-24 for Board Book.pdf

IV. Strategic Plan Priorities

- a. Richland Community College pages for Board 2024.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, Integrity and Accountability, and Diversity, Equity, Inclusion, and Belonging

VIII. Convening of the Regular Meeting

- a. Call to Order
- b. Roll Call

IX. Minutes of the Regular Meeting on January 21, 2025

Needs Action

President
Valdez

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

X. Appearance of Citizens and Introduction of Guests

XI. Written Communications

a. Personnel Update

- a. Personnel Report February - 2025.doc

XII. Special Reports

- a. Report of ICCTA
- b. Monitoring Report - EnRich
- c. Faculty Report

Chairwoman
Carr
Courtney
Carson
Brooke Oliver

XIII. Report of Student Trustee

Brayden
Thomas

a. February 2025 Student Trustee Report.docx

XIV. Foundation Report

Julie Melton

a. February 2025 - BOT Foundation Report.docx

b. Annual Plan - 2nd Quarter Report.pdf

XV. New Business

a. Recommendation for Tenure

Needs Action

Dr. Isaac
Zuniga

a. Tenure Recommendations 2025.pdf

b. 25-5 Brad Curry Tenure.pdf

c. 25-6 Ethan Stephenson Tenure.pdf

d. 25-7 Jennifer Bollinger Tenure.pdf

e. 25-8 Molly Ploessl Tenure.pdf

b. Board Policy 4.6.12 - Second Reading

Dr. Isaac
Zuniga

a. policy4612 2nd reading.pdf

c. Recommendation to Purchase VR Welder

Needs Action

John Oliver

a. MEMO 2025 FEB Virtual Welder_.docx

d. Recommendation for Continuance

Needs Action

Dr. Isaac
Zuniga

a. Recommendation for Continuance 2025.pdf

e. Tuition Recommendation for Fiscal Year 2026

Needs Action

Sheree
Zalanka

a. Tuition Memo FY26.pdf

f. FY 2026 General and Course Fees

Needs Action

Sheree
Zalanka

a. Course fees for BOT.pdf

g. Recommendation for Promotions

Needs Action

Dr. Isaac
Zuniga

a. SN155-Minol25021110200.pdf

XVI. Financial Report

Needs Action

Sheree
Zalanka

a. Financial Memo.docx

b. January 2025 Financials.pdf

XVII. Report of the President

XVIII. Items from the Board

XIX. Executive Session

Needs Action

a. Executive Session.docx

XX. Adjournment

RICHLAND COMMUNITY COLLEGE BOARD OF TRUSTEES ANNUAL CALENDAR 2025

JANUARY 2025

Reports
Consent Agenda
College Legal Contractual Agreements
New Business
Trustee Training
Winter Board Retreat

FEBRUARY 2025

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

MARCH 2025

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 2025

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
Report

MAY 2025

Reorganization of Board of Trustees
Reports
Consent Agenda
New Business
Tentative Budget
RCC Commencement
ICCTALobbyDay
Monitoring Report: Budget

JUNE 2025

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: Budget and Finance

RICHLAND COMMUNITY COLLEGE BOARD OF TRUSTEES ANNUAL CALENDAR 2025

JULY 2025

Reports

Consent Agenda

Monitoring Report:
Institutional
Effectiveness

Summer Board Retreat

AUGUST 2025

Reports

Consent Agenda

Monitoring Report:
Academic Profile

SEPTEMBER 2025

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Institutional
Advancement

OCTOBER 2025

Reports

Consent Agenda

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

Strategic Plan Quarterly
Update

Monitoring Report:
MCLETC

NOVEMBER 2025

Reports

Audit Presentation

Consent Agenda

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

Old Business

Financial Report

Monitoring Report:
Student Services

DECEMBER 2025

Reports

Consent Agenda

Old Business

**Resolution for Fiscal
Year Tax Levy**

**Review of Minutes of
Previous Executive
Sessions**

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
Integrity and Accountability
Diversity, Equity, Inclusion, and Belonging

IBHE Public Agenda/ ICCB Reporting			
Strategic Plan	Strategic Plan 2024-2026	Implementation and Performance	Public Accountability
	Strategic Plan	<p>Goal 1: Transform teaching and learning to improve academic excellence.</p> <p>Strategy A: Promote DEIB faculty professional development by offering four DEIB-focused sessions per year. Strategy B: Promote the importance of student information literacy to faculty. Strategy C: Revise and offer the student information literacy course (CIS 101) and Canvas module to provide increased student access.</p> <p>Goal 2: Bolster and sustain an equitable environment that fosters student success and completion.</p> <p>Strategy A: Boost course and program completion and retention. Strategy B: Enhance the use of campus resources to support students. Strategy C: Ensure equitable outcomes for students. Strategy D: Enhance student engagement in co-curricular activities. Strategy E: Grow enrollment through new and updated pathways. Strategy F: Develop and offer Essential Skills/Trauma-Informed Training for students.</p> <p>Goal 3: Identify and cultivate partnerships to meet the needs of the District communities.</p> <p>Strategy A: Connect with District employers to identify needed skills and collaborate in the delivery of training opportunities. Strategy B: Deliver Essential Skills/Trauma-Informed Training to internal & external stakeholders. Strategy C: Promote training opportunities with internal and external communities to better connect with and inform the District. Strategy D: Implement a single Customer Relationship Management (CRM) system. Strategy E: Deliver data-informed, innovative programs and services that align with the rapidly changing workforce. Strategy F: Expand the impact of the Minority Mentor Protégé Program. Strategy G: Create partnerships to address students' barriers to basic needs, resources, and support.</p> <p>Goal 4: Enhance operational sustainability to meet stakeholder needs.</p> <p>Strategy A: To improve financial policies and procedures to ensure the continued availability of a long-term funding reserve. Strategy B: To support the evolving technology needs of the institution. Strategy C: To formalize or improve policies and procedures that guide Richland's operational sustainability.</p>	<p>Program Review and Program/Discipline Viability</p> <p>Annual Budget</p>
		Implementation and Performance	Public Accountability

Richland Community College 2024-2026 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; Integrity and Accountability; Diversity, Equity, Inclusion, and Belonging.

Goal 1: Transform teaching and learning to improve academic excellence.

- A. Promote DEIB faculty professional development by offering four DEIB-focused sessions per year.
- B. Promote the importance of student information literacy to faculty by offering a minimum of two faculty development sessions in 2024.
- C. Revise and offer the student information literacy course (CIS 101) and Canvas module to provide increased student access.

Goal 2: Bolster and sustain an equitable environment that fosters student success and completion.

- A. Boost course and program completion and retention.
- B. Enhance the use of campus resources to support students.
- C. Ensure equitable outcomes for students.
- D. Enhance student engagement in co-curricular activities for greater success.
- E. Grow enrollment through new and updated pathways.
- F. Develop and offer Essential Skills/Trauma-Informed Training for students.

Goal 3: Identify and cultivate partnerships to meet the needs of the District communities.

- A. Connect with local employers to identify skill gaps and provide training opportunities.
- B. Deliver Essential Skills/Trauma-Informed Training to internal and external stakeholders.
- C. Promote training opportunities with internal and external communities to better connect with and inform the District.
- D. Implement a single Customer Relations Management (CRM) system to track communications and touchpoints with potential students and corporate training customers across all areas of the College.
- E. Deliver data-informed, innovative programs and services that align with the rapidly changing workforce.
- F. Expand the impact of the Minority Mentor Protégé Program.
- G. Create partnerships to address students' barriers to basic needs, resources, and support.

Goal 4: Enhance operational sustainability to meet stakeholder needs.

- A. To improve financial policies and procedures to ensure the continued availability of a long-term funding reserve.
- B. To support the evolving technology needs of the institution.
- C. To formalize or improve upon policies and procedures that guide Richland's operational sustainability initiatives.

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

January 21, 2025

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:36 p.m. Tuesday, January 21, 2025, in the Board Room of Richland Community College by Chairwoman Carr. Chairwoman Carr also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Dan Diskey, Dale Colee, Ben Andreas, Marcy Rood, Vicki Carr, and Brayden Thomas

Trustees Absent: Bishop Wayne Dunning

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on December 17, 2024, had been distributed to the Board prior to this meeting.

Colee moved to approve the minutes of the Regular Meeting on December 17, 2024. Rood seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed those in attendance.

WRITTEN COMMUNICATIONS

Personnel Update

Changes

Name	Position	Start Date
Ariel Velasco	Literacy Coordinator to Dual Credit Coordinator	12/16/2024

Retirements, Resignations, and Terminations

Name	Position	Last Day
Sally Anselmo	Director of Enterprise Systems	12/31/2024
Connie Hartman	Executive Administrative Assistant Academic and Student Success	12/31/2024

SPECIAL REPORTS

REPORT OF ICCTA

Chairwoman Carr reminded everyone that the National Legislative Summit is scheduled for February 9-12, 2025, in Washington D.C. After discussion, It was decided that we would not attend the ACCT Governance Leadership Conference in March. We will work to send a team next year.

STRATEGIC PLAN UPDATE

Teena Zindel-McWilliams and Jill Feinstein gave an update on the Strategic Plan.

REPORT OF STUDENT TRUSTEE

Student Trustee Brayden Thomas presented the Student Leadership Council Report.

CONSENT AGENDA

A recommendation was made to the Board of Trustees that would authorize the destruction of the verbatim tapes of the March 21, 2023, April 18, 2023, and May 16, 2023, closed session tapes, as presented.

Andreas moved to approve the Consent Agenda, as presented. Diskey seconded. Roll call votes being all ayes, Chairwoman Carr declared the motion carried.

NEW BUSINESS

BOARD POLICY 4.6.12 – FIRST READING

In compliance with Illinois Public Act 103-871 (effective January 1, 2025), Richland Community College must adopt a policy allowing students serving in the National Guard or Reserve components to submit missed classwork and complete assignments resulting from military obligations, such as required drills or other service commitments.

Board Policy 4.6.12 ensures compliance with state mandates and provides clear procedures for students to notify faculty of their service obligations, adjust deadlines as needed, and

maintain flexibility while upholding academic standards. The policy also includes provisions for training faculty and staff to ensure consistent implementation and support across the college.

This initiative reflects Richland's commitment to supporting our military-affiliated students and their success, recognizing the unique challenges they face. We recommend your review and approval of this policy to ensure our institution is prepared to meet these requirements and maintain alignment with state legislation.

TIME AND PLACE FOR 2025 REGULAR MEETINGS

A recommendation was made to the Board of Trustees that sets the time and place of the regular monthly meetings to be the third Tuesday of each month (unless otherwise noted) to be convened at 5:30 p.m. in the Boardroom of the College.

Ritter moved to set the time and place of the regular monthly meetings to be the third Tuesday of each month (unless otherwise noted) to be convened at 5:30 p.m. in the Boardroom of the College, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The December 2024 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$1,7777,195.57 for December 2024 was distributed to the Board prior to the meeting.

Ritter moved to ratify the December bills and travel expenditures paid and approve the Financial Statement subject to audit. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

REPORT OF THE PRESIDENT

- President Valdez reported to the Board of Trustees that the College will be incorporating the Faculty and Adjunct Faculty of the Year and those nominated will be sent on to the ICCTA for recognition, as well.
- Rev. Courtney Carson will be recognized by the State of Illinois on February 20, 2025.
- Dr. Isaac Zuniga has been nominated by AACC as a Rising Star for Executives.
- We are very proud of these accomplishments.

ITEMS FROM THE BOARD

None

EXECUTIVE SESSION

None

ADJOURNMENT

Colee moved and Rood seconded to adjourn the meeting at 6:14 p.m.

Benjamin Andreas, Secretary

To: Cris Valdez, President
From: Amy Snow, Interim Executive Director, Human Resources
Date: February 18, 2025
Subject: Personnel Report January 2025

New Employees

Name	Position	Start Date
Kendra Hentz	Administrative Assistant/CEJA Data Coordinator	01/13/2025
Julie Rambo	Executive Administrative Assistant Academic and Student Success	01/13/2025
Anna Shapland	Instructional Technology Specialist	01/13/2025

Changes

Name	Position	Start Date
April Ingram	EnRich Director of Workforce Equity to Executive Director Workforce	01/02/2025
Gina Taylor	Director of Essential Skills to Executive Director of EnRich	01/02/2025
Elizabeth Weber	PT Nursing Adjunct to Temporary FT Practical Nursing Instructor	01/13/2025
Jodi Schoen	Perkins Coordinator to Grants Coordinator	01/02/2025

Retirements, Resignations, and Terminations

Name	Position	Last Day
Gordon Gurley	FT Faculty Biology	01/14/2025

Richland Community College
STUDENT LEADERSHIP COUNCIL
BOARD REPORT

February 2025

Student Trustee: Brayden Thomas

Members: Phillip Knee, Sonic Basamania-Eeten, Stephen Hicks, Tristin Blankenship

February 19 – Transfer Fair-Colleges on campus to help students with college transfer
February 27 – National Chili Day-Free Chili
March 4 – Illinois Wesleyan Table Visit
March 6 – Make Your Own License Plate
March 18 – Eastern Illinois Table Visit



Foundation Richland Board of Trustees Report February 2025

Top Accomplishments

- The Foundation Board of Directors met on February 11, 2025 for the quarterly Foundation Board Meeting. The Foundation assets have increased from \$26.5M to \$29.2M at the same time last year. As of 12/31/24, we have raised \$1.78M and we are trending 2% ahead of last year. Additionally, we have seen a 16% increase in the number of donors and a 18% increase in the number of gifts. A copy of the Foundation Annual Plan 2nd Quarter Report is in your packet.
- The Foundation received several significant year-end gifts including \$100K from the Schrodt Family Foundation, \$40K from the Erwin Arends estate and \$155K from the Ullrich Foundation.
- The Foundation staff hired William Soquet as our Donor Information and Database Coordinator. This position was approved by the Foundation Board of Directors in November. William starts in the Foundation on February 10.
- For the fall semester, the Foundation awarded over \$913,000 in scholarships. Additionally, including spring semester, the Foundation has received 2,196 scholarship applications exceeding our goal by 11%.
- In January, the Foundation completed the preparing and sending annual tax statements to all 2024 donors to assist with their tax preparations.
- Our new Corporate Partnership Brochures were sent out in October for 2025 to secure corporate support in both the 2024 and 2025 budget cycles. We have currently secured \$25,000 towards our goal of \$75,000.
- The conversion to FE NXT is complete, providing more efficient business practices in the Foundation.
- Loren McGinnis, our Assistant Director of Annual Giving & Alumni Engagement, and her husband, Zach, celebrated the arrival of Wynona "Winnie" Leigh McGinnis in early December. Loren will return from maternity leave on March 3.
- Our staff continues to be asked to share the great work of the Foundation. Julie Melton was asked to serve on a panel for Women in Advancement Leadership for the CASE District V Conference in Chicago in March. Tara Mata was invited to serve as faculty for the CASE Summer Institute in Advancement Services in Madison in July. And Loren McGinnis was

asked to serve on the planning committee for the CASE Conference for Community College Advancement in New Orleans in October.

In Progress

- On Wednesday, April 30 from 5-8pm, we will be hosting an event called The Power of Giving: A Celebration of Legacy & Learning to induct our lifetime members (\$50,000+) to the Howard Brown Society and provide an opportunity for our donors to meet their scholarship recipients.
- With the hiring of William Soquet, the Foundation team will be focusing on implementing our data health plan and documenting our processes and procedures for all our databases to ensure the more accurate data and efficient practices.
- The Foundation is partnering with Culinary's Third Thursday events in the Bistro to follow up with attendees and encourage additional support for the Culinary Summer Trip.
- On May 8, we are working with DPS to plan a celebration banquet for the graduation of the first cohort from Prep Academy and our newest Alumni.

On the Horizon

- The Annual Meeting & Celebration is scheduled for Thursday, July 24, 2025 at 5pm. Location is TBD.
- The Bright Futures Gala is scheduled for Saturday, November 8 in the Shilling Salons. Save the date to join us as we raise funds to students and programs across Richland.



FY25 ANNUAL FUNDRAISING PLAN

Mission of Richland Community College Foundation

The Richland Community College Foundation is a nonprofit 501(c)3 organization dedicated to growing assets of the Foundation through gifts, grants and investment income and providing leadership in the allocation of funds for scholarship, programs, equipment and facilities. Our mission is to support the College by strengthening connections to the community, promoting excellence in teaching, and providing access for student success.

Introduction

This is the FY25 Annual Fundraising Plan for Richland Community College Foundation. It has been prepared by Julie Melton, Executive Director of the Richland Community College Foundation with support from Foundation Staff, Loren McGinnis, Assistant Director of Annual Giving & Alumni Engagement; Tara Mata, Assistant Director of Scholarships & Advancement Services; and Brian Silotto, Director of Major & Planned Giving. This plan is outcome based and ties into the Strategic Plan of Richland Community College (detailed below). It addresses the following revenue components that have the ability to increase revenue and administer funds to provide the greatest impact on Richland and our students.

Components of the Annual Plan

- Major & Planned Giving
- Scholarship Program
- Annual Giving
- Alumni Engagement
- Constituent Engagement

Strategic Plan Alignment

The following goals from the Richland Community College 2024-2026 Strategic Plan align with the initiatives detailed in the Richland Community College Foundation Annual Plan for FY25.

Goal 1: Transform teaching and learning to improve academic excellence

- Utilize Schwandt-Albert Professional Development funds to support Faculty Development and DEIB efforts across the college
 - Meet with faculty and staff to determine funding priorities to enhance student learning experiences, environments and success
-

Goal 2: Bolster and sustain equitable environment that fosters student success and completion

- Identify funding opportunities, through individual, community and strategic partnerships that provide student support through scholarships and program support
 - Identify and address student basic need barriers, including but not limited to food insecurity, mental health, child care, transportation and unexpected emergency relief
 - Continue growth of the Richland Alumni Mentorship Program (RAMP) to create opportunities for connection between students and alumni
-

Goal 3: Identify and cultivate partnerships to meet the needs of our district communities

- Develop new and broaden existing revenue streams by building partnerships with foundations, corporations, government sources & private donors
 - Implement and utilize wealth screening to reach untapped sources of revenue
 - Align funding priorities with interests and affinity of Board and Donors to increase support
 - Partner with the Marketing Department to promote scholarships and to share the impact on students
-

Goal 4: Enhance operational sustainability to meet stakeholder needs

- Increase unrestricted revenue to create a financial reserve to fund new initiatives and support Foundation growth
- Work closely with the Office of Grants and Sponsored Programs to identify gaps in grant revenue and braid funding to maximize resources to support the most students
- Implement Financial Edge to increase efficiency of business processes and accuracy of financial information

Funding Priorities

Identifying funding priorities will ensure that the Foundation is aligning donor interests with the greatest needs of Richland Community College. The Foundation staff will also work closely with the Office of Grants and Sponsored Programs to determine how funding can be braided to maximize resources and support the most student. Furthermore, outlining our priorities will set the beginning stages for a capital campaign and allow us to begin developing a general Case for Support. The Case for Support will be crucial for our Major & Planned Giving efforts, as well as engaging our constituents.

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Database Health & Enhancement

Database health and enhancement is crucial to a highly functioning workflow. Current and planned expansion of additional software solutions has further prioritized an examination of database health and opportunity for enhancement. Procedures will be refined and developed to integrate new financial accounting software, wealth screening software, and other implementations. Prioritization of database optimization will improve efficiency and allow for enhanced portfolio management, improved communication with donors, easily accessible reporting, automation opportunities, and more.



FY25 ANNUAL FUNDRAISING PLAN

Major & Planned Giving

Brian Silotto, Director of Major & Planned Giving

Synopsis:

Major Giving focuses on securing high-value gifts from a relatively small number of prospects with the capacity to give at the highest level. Richland Community College Foundation defines a major gift as \$5,000 or greater. Planned Giving entails a contribution that is arranged in the present and allocated at a future date. Commonly donated through a will or trust, planned gifts are most often granted once the donor has passed away and require cultivation and stewardship with the donor throughout their lifetime.

Overall Goal:

Develop productive, long-term relationships, which requires substantial investment of time in the cultivation and solicitation of the donor, to provide solid annual support and occasional special purpose gifts which can be transformational for Richland.

Outcomes:

- 5% increase in overall Major Gift funding/pledges from previous year
- Close five (5) planned/estate gifts per year via the FreeWill online partnership
- Secure 15 annual members to the Howard Brown Society (\$5,000 greater)

Tactics:

- Send out the new Estate & Gift Planning Brochure in the fall & spring to qualified prospects
- Build out the Estate & Gift Planning page on the new college website to appropriately highlight Free Will
- Implement & Utilize wealth screening to identify and prioritize top level major and planned giving prospects from our current pool
- Continue to implement the Planned Giving Series to present various gift planning topics to various prospects
- Average at least 2 donor visits/substantive contacts per week (80+/year) with supporting contact reports and appropriate follow up steps to discover new prospective donors and cultivate/steward new and existing relationships which lead to new and/or larger gifts
- Develop a formal stewardship process to track, cultivate and recognize individuals who have identified Richland in their estate gift plans

Results:

OUTCOMES IDENTIFIED IN THE FY25 ANNUAL PLAN	FY24 Results	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Goal
5% Increase in Overall Major Gift funding/pledges from previous year	\$802,326	\$123,775	\$622,061			\$842,443
Close five (5) planned/estate gifts per year via the Freewill online partnership	1	0	1			5
Secure 15 annual members to the Howard Brown Society (\$5,000 or greater)	26	4	18			15



FY25 ANNUAL FUNDRAISING PLAN

Scholarship Program

Tara Mata, Assistant Director of Scholarships & Advancement Services

Synopsis:

Scholarships are often crucial for students to enroll and persist at Richland. With the rising cost of living as well as tuition and fees, more and more students are struggling to find ways to fund their education. Scholarship administration is through Blackbaud's Award Management software. The number and amount of scholarships awarded has grown substantially in recent years, however, we continue to struggle to find enough qualified applicants and are continually unable to expend all available funding. Increasing the number of qualified applicants will continue to be a priority.

Overall Goal:

Increase percentage of students applying for scholarships and continue to streamline the scholarship administration process.

Outcomes:

- Increase the amount of scholarships awarded by all private sources by 5%
- Increase the number of students applying for scholarships by 5% each semester

Tactics:

- Evaluate the scholarship administration for improved efficiency and consistency
- Revise and enhance written procedures for scholarship administration
- Improve donor stewardship, with emphasis on newly established named scholarships
- Provide a variety of opportunities for donors and students to connect and interact
- Evaluate funding gaps and pursue scholarship funding with a focus on removing those gaps

Results:

OUTCOMES IDENTIFIED IN THE FY25 ANNUAL PLAN	FY24 Results	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Goal
Increase the amount of scholarships awarded by all private sources by 5%	\$1,750,000	\$913,000	\$913,000			\$1,837,500
Increase the number of student applying for scholarships by 5%	1,878	1,527	2,196			1,972



FY25 ANNUAL FUNDRAISING PLAN

Annual Giving

Loren McGinnis, Assistant Director of Annual Giving & Alumni Engagement

Synopsis:

Annual Giving is a term for annual activities that are designed to stimulate annual support to the Foundation. For FY25, the Richland Community College Foundation will focus on special events, direct mail, online giving campaigns, employee giving, and giving societies. Annual Giving will provide the Foundation for Major & Planned Giving Support. Below are the initiatives that the Foundation will implement to increase revenue and overall support.

Overall Goal:

Increase Annual Giving Revenue through direct mail, giving societies, online giving, employee giving, & special events.

Outcomes:

- Achieve \$75,000 in Corporate Partnership Revenue
- Increase overall annual fundraising revenue by 5%
- Achieve 55% participation of full-time employees through the Employee Giving Campaign
- Increase monthly donors to 25 per month by the end of FY25

Tactics:

- Refresh the Richland Employee Campaign to increase overall participation
- Enhance our CYE and FYE appeals by coordinating with college marketing campaign and utilizing wealth screening to create targeted donor segments
- Send out an appeal to scholarship donors to encourage increase scholarships award amounts
- Update and communicate the Corporate Partner Brochure to local businesses to encourage early commitments for 2025
- Implement Bash in a Box in March 2025 to support the Culinary Arts Institute
- Delay Bright Futures Gala to November 2025
- Implement a Monthly Giving Campaign to grow our recurring revenue

Results:

OUTCOMES IDENTIFIED IN THE FY25 ANNUAL PLAN	FY24 Results	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Goal
Achieve \$75,000 in Corporate Partnership Revenue	\$66,000	\$0	\$25,000			\$75,000
Increase overall fundraising revenue by 5%	\$2,077,697	\$149,591	\$1,744,399			\$2,181,582
Achieve 55% participation of full-time employees through the Employee Giving Campaign	51%	58%	58%			55%
Increase monthly donors to 25 per month by the end of FY25	3	3	4			25



FY25 ANNUAL FUNDRAISING PLAN

Alumni Engagement

Loren McGinnis, Assistant Director of Annual Giving & Alumni Engagement

Synopsis:

Alumni Engagement is referred to as the planning and implementation of programs and projects that strategically engage alumni in strengthening programs and provide tangible benefits to alumni and current students. The Richland Community College Foundation refers to graduates and attendees of Richland Community College as Alumni & Friends. The Foundation will identify and prioritize alumni that we want to reach and develop action plans with the goal of engaging alumni to become donors and mentors.

Overall Goal:

Increase Alumni engagement, giving & participation

Outcomes:

- Increase alumni giving by 50%
- Achieve 100 New Members on Richland Connect (AlumniFire Networking Platform)
- Secure 20 individuals as Alumni Mentors in the Richland Alumni Mentorship Program (RAMP)

Tactics:

- Engage and track alumni utilizing Richland Connect; Send invitation to current and new alumni to join 2 times/year
- Revise and recruit mentors & students for the FY25 Alumni Mentorship Program.
- Send communication pieces for targeted engagement with Alumni and recent graduates.
- Highlight Alumni and quotes on social media
- Develop strategies for engaging special alumni populations: Richland Employees, Macon County Law Enforcement Training Center (MCLETC), Minority Mentor Protégé Program (MMPP), Project Read Plus, GED, etc.
- Host Alumni/new graduate engagement event (August 2024)
- Host 1-2 Alumni Appreciation events at identified corporations
- Define and update current definition of “Alumni” at Richland Community College.

Results:

OUTCOMES IDENTIFIED IN THE FY25 ANNUAL PLAN	FY24 Results	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Goal
Increase alumni giving by 50%	40	14	22			60
Achieve 100 New Members on Richland Connect (AlumniFire Networking Platform)	100	72	72			100
Secure 20 individuals as Alumni Mentors in the Richland Alumni Mentorship Program (RAMP)	16	15	15			20



FY25 ANNUAL FUNDRAISING PLAN

Constituent Engagement

Julie Melton, Executive Director

Synopsis:

Engaged constituents (including donors, volunteers, board members) add more value Richland, enabling the Foundation to expand our mission-critical activities. Highly engaged constituents are also willing to serve as ambassadors and share Richland's story with others, thereby increasing the value that we bring to the community. By assessing our current levels of constituent engagement, we can establish baseline metrics and better understand what motivates and inspires our constituents. We can use these findings to build a plan to convert volunteers to financial donors and convert financial donors into influential advocates.

Overall Goal:

Enhance stewardship & constituent engagement efforts to increase giving and donor retention rates.

Outcomes:

- Increase YOY donor retention by 5%
- Increase number of donors by 5%
- 100% Foundation Board, Board of Trustee & Leadership Giving

Tactics:

- Update & Implement activities identified on the Stewardship Matrix
- Continue to send Scholarship Impact Reports each fall, adding Impact Reports for selected programs and funds
- Highlight Donors and Scholarship Recipients on social media to share the power of giving
- Partner with 3-4 nonprofits in the area to host a Community Donor Event
- Host 2-3 Board & Donor experiences annually - highlighting programs at Richland
- Distribute the Board Engagement Menu to identify personalized engagement opportunities
- Develop and Action Plan for areas indicated as "Needs Work" on the Annual Board Assessment

Results:

OUTCOMES IDENTIFIED IN THE FY25 ANNUAL PLAN	FY24 Results	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Goal
Increase YOY donor retention by 5%	51%	21%	23%			55%
Increase number of donors by 5%	494	122	240			519
100% Foundation Board, Board of Trustees & Leadership Giving	72%	38%	59%			100%

TO: Dr. Cristobal Valdez, President
FROM: Dr. Isaac Zuniga, Executive Vice President
Academic and Student Success
SUBJECT: Tenure Recommendation
DATE: January 27, 2025

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

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

The following faculty members are being recommended for tenure:

Molly Ploessi, Instructor, Surgical Technology (AAS, Richland Community College). Date of employment in tenure-track position with the College May 2021.

Bradley Curry, Instructor, Engineering Technology (BS, MS, Eastern Illinois University). Date of employment in tenure-track position with the College is August 2022.

Ethan Stephenson, Assistant Professor, English (BA, Eastern Illinois University; MA, University of Northern Colorado; PhD, Southern Illinois University-Carbondale). Date of employment in tenure-track position with the College is August 2022.

Jennifer Bollinger, Instructor, Health Information Technology (BS, MS, Illinois State University). Date of employment in tenure-track position with the College is August 2022.

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

Thank you.

cc: Dr. Tasha Jones
John Oliver
Danielle Patricio



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: John Oliver, Dean of Applied Science & Technology *JO*

SUBJECT: Brad Curry – Tenure Recommendation and Report

DATE: January 10, 2025

I recommend the granting of tenure for Brad Curry. Brad was hired in August 2022 as an Instructor of Engineering Technology with a specialty in the CNC Machining area. At that time, I appointed a tenure committee consisting of Jason Smith and Brandon Clark.

The committee has fulfilled (with documentation) all of the requirements of the Tenure Review Procedure currently at use in the College:

- Each semester the Dean visited Brad's classes
- Each semester committee members visited Brad's classes
- Brad visited the classes of select committee members, along with other full-time faculty appointed by the committee
- Each semester the committee reviewed his end-of-term student feedback and most semesters midterm feedback was received and reviewed.
- Each year Brad submitted a self-evaluation and met with the Dean to discuss it and to outline goals for the next year
- The committee met every semester to go over goals and outcomes

Brad has consistently taught semesters with equated hours ranging from 16-24 equated hours per semester, and was the lone fulltime Engineering Technology faculty member for 2 years. Brad has consistently worked closely with Bret Hitchings and the Heartland Technical Academy Program to maintain that relationship and pipeline of student, and revamped the ENGT 100 course to more hands-on activities during the lecture for a stimulating introductory course that can spark the attention of high school students. He has done a great job of balancing the teaching of high school students along with the incumbent worker students who train here from Caterpillar, Fuyao, Mueller, and others.

Brad added college service starting in 2023, first as a member of a search committee to hire full-time Engineer Technology faculty member for the Electrical and Instrumentation Specialty areas. The search took over a year due to the complexity in trying to hire technical experts in that area, and the search committee just finished that process in the spring of 2024. Brad has also served on a CDO Canvas integration working group during the 2024-2025 year, and has taken students to the International Manufacturing Trade Show twice during his first three years at the college.

Brad fulfills some community service aspects by managing and promoting Engineering Technology and Manufacturing through Facebook, LinkedIn and Youtube. Brad is also currently working with the newly



established Prairie Land FAME Chapter to become certified to deliver the FAME curriculum and promote that partnership between the college and local employers. Brad is also very active with Technology Education Association of Illinois (TEAI) board that is a non for-profit organization that promotes technology and engineering STEM education through the state of Illinois.

At the end of the tenure process, the committee unanimously agrees that Brad Curry is deserving of tenure. I am available to answer any questions you might have and to provide any necessary documentation.



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Danielle Patricio, Dean of Liberal Arts

Handwritten initials "DP" in blue ink, enclosed in a circle.

SUBJECT: Dr. Ethan Stephenson – Tenure Recommendation and Report

DATE: January 7, 2025

Liberal Arts recommend the granting of tenure for Dr. Ethan Stephenson. Dr. Stephenson was hired in August 2022 as an Assistant Professor of English. At that time, a tenure committee was appointed consisting of Dr. Laurie Hughes, Dr. David Larrick, Professor Chris Schmersahl, and the dean. I assumed the role of Dean of Liberal Arts position in March 2024 and support the committee's previous work in 2022 and 2023, prior to my arrival.

The committee has fulfilled (with documentation) all the requirements of the Tenure Review Procedure currently at use in the College:

- Each semester the Dean visited Dr. Stephenson's classes
- Each semester committee members visited Dr. Stephenson's classes
- He visited the classes of select committee members, along with other full-time faculty appointed by the committee
- Each semester the committee reviewed his end-of-term student feedback
- Each year Dr. Stephenson submitted a self-evaluation and met with the dean to discuss it and to outline goals for the next year
- The committee met every semester to go over goals and outcomes

The tenure committee evaluated Dr. Stephenson's classroom performance, his relationship with students and colleagues, and his contributions to the College and the community. From the onset, Dr. Stephenson assumed a full teaching load in traditional, online, and dual credit courses. Committee members noted his full approach to prepared, engaging classroom teaching. His courses are also supplemented by similar work in Canvas to ensure that students are engaged. His content is rigorous, yet highly accessible. Over the last three years, he has exemplified model instruction in the classroom.

Dr. Stephenson's students appreciate his dedication. A sampling of student feedback from this past year includes:

- "I liked the two video interactions we had. You were very helpful and I enjoyed them. Also, I greatly appreciated being able to send my paper to you for any coaching that you had. I learned so much that way and it proved to be the most helpful way for me to learn what I was doing incorrectly. THANK YOU."



- “This was one of my first ever classes outside of homeschooling, the only other being Math 091 at Richland which I took in tandem with this course. I regarded Dr. Stephenson as professional and communicative, always considering what was best for the student.”
- “I just wanted to take a moment to express how much I truly enjoyed and appreciated this class. Your teaching style was engaging, clear, and inspiring, and it made the material not only accessible but also exciting. I feel like I’ve learned so much, and I’m grateful for the thoughtful and supportive environment you created in the classroom. Thank you for your dedication and for making this course such a rewarding experience. I really loved being a part of it!”

Dr. Stephenson has demonstrated a strong commitment to Richland through extensive service to the College. As a member of the Student Learning Outcomes Assessment (SLOA) Committee, he led the revision of rubrics and processes, helping to shape new procedures that align with our strategic goals and support Higher Learning Commission (HLC) accreditation requirements. Additionally, Dr. Stephenson has served as Honors Coordinator, increasing enrollment in the program from seven to twenty-two students in one semester. This achievement was made possible through his collaboration with student success teams, fellow faculty, and other institutions in the Decatur community. He has also contributed to the DERA committee by redesigning and teaching the developmental English program, collaborating with his department, designing new curriculum, updating assessment practices, and scaling the program to meet student needs. His service to the institution reflects his strong dedication to supporting the vision of RCC.

Dr. Stephenson has also focused on professional development, attending the Accelerated Developmental Education conference in Milwaukee in June 2024, maintaining membership with the Modern Language Association, and participating in the DEIB-A reading group. He serves on the editorial board of *The Incredible Nineteenth Century: Science Fiction, Fantasy, and Fairy Tales Journal*, an interdisciplinary journal housed at Middle Tennessee State University. Additionally, he is completing two research projects for the Research Society for Victorian Periodicals.

In service to the broader community, Dr. Stephenson organized a Chautauqua series in his hometown of Petersburg, IL, aimed at bringing experts in literature, history, and culture from the surrounding areas. Although not directly hosted in Decatur, this monthly lecture and music series was designed to have a far-reaching impact across the mid-state region. In addition to this, Dr. Stephenson volunteered at the Northeast Community Fund. In spring 2025, Dr. Stephenson is launching a Writing Contest in Spring 2025 for local high schools, which will provide a valuable recruitment, and potentially annual, opportunity for the College.

At the end of the tenure process, **the committee unanimously agrees that Dr. Ethan Stephenson is deserving of tenure.** I am available to answer any questions you might have and to provide any necessary documentation.



Richland Community College
Health Professions

Memorandum

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

TO: Dr. Isaac Zuniga, Executive VP of Academic and Student Services

FROM: Dr. Tasha Jones, Dean Allied Health Professions and Nursing

SUBJECT: Tenure Recommendation – Jennifer Bollinger

DATE: January 14, 2025

Since Jennifer Bollinger joined the faculty in 2022, her tenure committee members Crystal Kitchens, Susan Grider, and I evaluated her performance, provided guidance and support, and monitored her professional growth activities and College service. During her third year of the tenure process, the committee met twice during the fall semester.

All committee members concluded that Jennifer Bollinger meets all the required criteria and recommend she be granted tenure by the Board of Trustees. The following summary provides highlights of Jennifer’s accomplishments during the tenure process and include data from online classroom observations by committee members and student feedback on online classroom performance as well as reports given during tenure meetings and in her self-evaluation.

Teaching and Learning

- A. Classroom Performance: Throughout the tenure process, Jennifer utilized different activities in the virtual setting to gauge student learning in the virtual classroom and creation of CANVAS courses. Observations by committee members rated her use of virtual class time, organization, and CANVAS course development as outstanding.

The following student comments on course evaluations support Jennifer’s commitment and dedication to students:

- “I really liked how Jennifer provided feedback on assignments along with correct answers if I was to get a question wrong. This allowed me to work through problems to see where I went wrong and how to get the correct answer. This is a class where you continue to improve with practice.”
- “The instructor assignments and techniques help me gain the necessary knowledge to succeed in the course.”
- “Jennifer Bollinger is the BEST instructor for answering questions and walking through how to understand and solve each code.

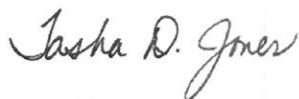
- B. Materials Preparation/Material Relevancy: Each semester during the tenure process, the syllabus is reviewed as part of the virtual classroom observation, and Jennifer's was always current and complete. She meets with students online as needed to address their issues and concerns.
- C. Record Keeping and Instructional Management: Regarding office hours, Jennifer is very flexible and accommodates her students' needs. She submits all required grade rosters and book request in a timely manner.

Professional Development: Jennifer continues to grow professionally and has obtained many certifications, in addition to obtaining her master's degree to improve her ability to develop curriculum to grow the Health Information Technology (HIT) and Healthcare Documentation (HD) programs as well as remain current in her field. Jennifer's certifications include Registered Health Information Administrator (RHIA) and Certified Coding Specialist – Physician Based (CCS-P) certifications.

College and Community Service. Jennifer has served on multiple committees throughout the tenure process. Currently she serves as co-chair for the Academic Standards Committee (ASC), served on the Calendar Committee, and currently serves on the Appeals Panel.

As outlined above, Jennifer Bollinger is an asset to Richland Community College and the HIT/HD programs as documented by her performance in improving teaching and learning and participating in college activities. The committee enjoyed assisting Jennifer throughout the process and knows she will continue to improve her courses and the program to enhance student learning and serve the college and the community.

Sincerely,



Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing



Richland Community College
Health Professions
Memorandum

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

TO: Dr. Isaac Zuniga, Executive VP of Academic and Student Services

FROM: Dr. Tasha Jones, Dean Allied Health Professions and Nursing

SUBJECT: Tenure Recommendation – Molly Ploessl

DATE: January 14, 2025

Since Molly Ploessl joined the faculty in 2021, her tenure committee members Susan Grider, Lizbeth Hernandez, Brooke Oliver, and I evaluated her performance, provided guidance and support, and monitored her professional growth activities, and College service. During her fourth year of the tenure process, the committee met twice during the fall semester.

All committee members concluded that Molly Ploessl meets all the required criteria and recommend she be granted tenure by the Board of Trustees. The following summary provides highlights of Molly’s accomplishments during the tenure process and include data from classroom and clinical observations by committee members and student feedback on classroom performance as well as reports given during tenure meetings and in her self-evaluation.

Teaching and Learning

- A. Classroom Performance: Throughout the tenure process, Molly utilized different teaching activities and modalities to gauge student learning in the classroom. Observations by committee members rated use of class time and organization as proficient.

The following student comments on course evaluations support Molly’s commitment and dedication to her students:

- “Professor Ploessl was very understanding about students’ different situations and makes students feel comfortable talking to her about their thoughts and fears regarding surgical technology.”
- “Overall, Ms. Ploessl is a good teacher for clinical.”
- “I really enjoyed the hands on activities.”

- B. Materials Preparation/Material Relevancy: Each semester during the tenure process, the syllabus is reviewed as a part of the classroom observation, and Molly’s was current and

complete. She meets with students as needed to address their issues and concerns. In addition, Molly serves as the advisor for the Surgical Technology Club.

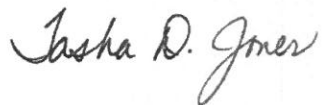
- C. Record Keeping and Instructional Management: Regarding her office hours, Molly accommodates her students' needs. She submits all required grade rosters and book requests in a timely manner.

Professional Development: Molly continues to grow professionally by participating in the AccredEx conference and attending the Illinois Surgical Technologist conference (IST) yearly.

College and Community Service: Molly currently serves on the Academic standards committee, works with and donates to Dove shelter, and organizes the Surgical Technology Club raffle basket yearly which helps SURG Tech students go to the IST conference and pay for pins for graduating students.

As outlined above, Molly Ploessl is an asset to Richland Community College and the Surgical Technology program as documented by her performance in improving teaching and learning and participating in college activities. The committee enjoyed assisting Molly throughout the process and believes she will continue to improve her courses to enhance student learning and serve the college and the community.

Sincerely,



Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing

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

RESOLUTION NO. 25-5: GRANTING OF TENURE TO BRAD CURRY

WHEREAS, Brad Curry has been a full-time faculty member at Richland Community College since 2022, and

WHEREAS, Brad Curry has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Brad Curry is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Brad Curry.

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

BY: _____

Vicki Carr, Chairwoman

ATTEST:

Ben Andreas, Secretary

DATE: February 18, 2025

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

RESOLUTION NO. 25-6: GRANTING OF TENURE TO ETHAN STEPHENSON

WHEREAS, Ethan Stephenson has been a full-time faculty member at Richland Community College since 2022, and

WHEREAS, Ethan Stephenson has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Ethan Stephenson is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Ethan Stephenson.

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

BY: _____
Vicki Carr, Chairwoman

ATTEST:

Ben Andreas, Secretary

DATE: February 18, 2025

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

**RESOLUTION NO. 25-7: GRANTING OF TENURE TO JENNIFER
BOLLINGER**

WHEREAS, Jennifer Bollinger has been a full-time faculty member at Richland Community College since 2022, and

WHEREAS, Jennifer Bollinger has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Jennifer Bollinger is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Jennifer Bollinger.

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

BY: _____
Vicki Carr, Chairwoman

ATTEST:

Ben Andreas, Secretary

DATE: February 18, 2025

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

RESOLUTION NO. 25-8: GRANTING OF TENURE TO MOLLY PLOESSL

WHEREAS, Molly Ploessl has been a full-time faculty member at Richland Community College since 2021, and

WHEREAS, Molly Ploessl has performed the duties of his position as Instructor in a meritorious manner, and

WHEREAS, as a result of the faculty evaluation process, Molly Ploessl is deemed qualified to be a tenured member of the full-time faculty, and meets other stipulations of ARTICLE IIIB of the Illinois Community College Tenure Act.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Richland Community College approves and hereby does grant tenure to Molly Ploessl.

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

BY: _____
Vicki Carr, Chairwoman

ATTEST:

Ben Andreas, Secretary

DATE: February 18, 2025



MEMO

To: Board of Trustees, Dr. Valdez
From: Dr. Isaac Zuniga, Meredith Johnson-Palmer
Re: Board Policies 4.6.12 - Second Reading
Date: 2/18/2025

In compliance with Illinois Public Act 103-871 (effective January 1, 2025), Richland Community College must adopt a policy allowing students serving in the National Guard or Reserve components to submit missed classwork and complete assignments resulting from military obligations, such as required drills or other service commitments.

The attached Board Policy 4.6.12 ensures compliance with state mandates and provides clear procedures for students to notify faculty of their service obligations, adjust deadlines as needed, and maintain flexibility while upholding academic standards. The policy also includes provisions for training faculty and staff to ensure consistent implementation and support across the college.

This initiative reflects Richland's commitment to supporting our military-affiliated students and their success, recognizing the unique challenges they face. We recommend your review and approval of this policy to ensure our institution is prepared to meet these requirements and maintain alignment with state legislation.

Thank you; we are available for any questions you may have.

No changes have been made since the first reading.

4.5 Student Financial Obligations

adopted: Aug-2010

last revised: 11/30/2023

Students shall discharge all financial and other obligations to the College prior to registering for the next semester. These obligations include, but are not limited to, tuition, fees, and any other amount due to the college.

Students with a balance due of \$100 or more will have a hold placed on their account before registration for the next semester opens; grades and transcripts may also be withheld.

Students who wish to have the hold remove to allow for registration should submit a request to the Cashier's office via email at businessoffice@richland.edu, or in person at the Cashier's window located in the Student Success Center.

Students with a balance of \$100 or more who have an unpaid balance after 3 billing cycles may be sent to a third-party collection agency.

In accordance with Illinois Public Act 103-0054, Richland Community College will not withhold transcripts from students with a balance owed if the transcript is requested for the following reasons:

- Complete a job application
- Transfer from one institution of higher learning to another
- Apply for State, Federal, or institutional financial aid
- Join the United States Armed Forces or Illinois National Guard
- Pursue other postsecondary opportunities

4.9.4 Withholding Student Information

adopted: Nov-1995

last revised: 11/15/2023

The College has the right to withhold grade reports, transcripts, certificates and degrees, and other student information if the student has unmet obligations, including financial obligations, to the college.

In accordance with Illinois Public Act 103-0054, Richland Community College will not withhold transcripts from students with a balance owed if the transcript is requested for the following reasons:

- Complete a job application
- Transfer from one institution of higher learning to another
- Apply for State, Federal, or institutional financial aid
- Join the United States Armed Forces or Illinois National Guard
- Pursue other postsecondary opportunities

Richland Community College
Once College Park
Decatur, Illinois 62521



MEMORANDUM

Workforce Development

To: Board of Trustees
Dr. Cristobal Valdez

From: Johnathan Oliver

Date: February 03, 2025

Re: Recommendation to Purchase VR Welder

We are committed to providing the latest technologies in our labs and making sure that all programs are accessible to our students. The rising costs of supporting materials to operate standard welders was reviewed for sustainability and affordability. This Virtual Reality welder provides experiences in all the techniques that we teach in welding (Mig, Stick, Tig) and in a variety of positions and on a variety of materials and eliminates most of the supporting supply cost of standard welders, with the added benefit of increased student safety.

Richland conducted a public bid opening on May 9, 2024. We received one response. Listed is the result:

Responder	Description	Quoted Price
Airweld Industrial 2095 E Olive Street Decatur, IL 62526	Vertex 360 Compact	\$33,789.00

Funding is available through the DCEO grant to purchase a duplicate of the above at the same price. Due to the requirement for a duplicate of existing equipment and the offer of a temporary discount, we request to utilize sole source purchase option.

It is recommended that the Board authorize the College Administration to purchase one (1) Vertex 360 Compact VR Welder from Airweld in Decatur, Illinois for a total cost of \$31,964.46.

We are available for any questions you may have.

TO: Dr. Cristobal Valdez, President

FROM: Dr. Isaac Zuniga, Executive Vice President
Academic and Student Success

RE: Recommendations for Continuance

DATE: February 3, 2025

On behalf of the Dean and members of the Tenure Review Committee, it is a pleasure and an honor to recommend that the following faculty members be granted 2025-2026 contracts with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

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

Derek Clem, Instructor of Art, Math (M.Ed. in Math Education, Concordia University). Date of employment in a tenure-track position with the College is August 2024.

Sean Dial, Welding Instructor, Date of employment in a tenure-track position with the College is August 2024.

William Gubbins, Engineering Technology Instructor. Date of employment in a tenure-track position with the College is August 2024.

Dr. Jim Jones, Business Professor. Date of employment in a tenure-track position with the College is August 2024.

Dr. Melissa Scircle, Professor of Psychology. Date of employment in a tenure-track position with the College is August 2024.

Jami Windhorn-Obermeyer, Instructor of Nurse Assistant. Date of employment in a tenure-track position with the College is August 2024.

Attached please find the letters of recommendation from the Deans for the faculty members listed above. Please contact me if you have questions.


Thank you.

Attachment

Cc: Dr. Tasha Jones
John Oliver
Danielle Patricio



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Danielle Patricio, Dean of Liberal Arts 

SUBJECT: Derek Clem – Tenure Recommendation and Report

DATE: 27 January 2025

Derek Clem’s tenure committee (Danielle Patricio, Program Director Megan Broderick, Professor Michelle Stephens, and Professor Carol Stokes) unanimously recommend that Derek Clem’s contract be renewed for the 2025-2026 academic year.

Derek began tenure-track full-time employment in the Fall 2024 semester, following extensive previous experience as an adjunct instructor at Richland and several other institutions, and as temporary full time faculty. Each member of the committee observed Derek’s classes during the Fall 2024 semester and noted several positive qualities about Derek’s pedagogy including his knowledge of the field, kind demeanor in the classroom, and rapport with students.

Although the focus of Derek’s work this year is centered in the classroom, his position responsibilities also include orchestration of the Erlanson Art Gallery. In his first year, Professor Clem has already facilitated a number of compelling shows featuring artists from all over the state. Student attendance at showings have grown significantly. Likewise, he is creating interactive shows for students and bridging connections to our local high school art programs as a recruiting tactic. Derek’s work reflects a personal investment in the growth of the program already.

Student comments were positive in the end-of-term feedback for Fall 2024. Selected comments include:

- “I so thank him he really has open my eyes and heart to the art world so thank you!”
- “It is a busy semester, but I also feel good in this period. Thank you for your teaching and time. you for taking the time to further advance me in my education.”
- “Professor Clem did an excellent job teaching this course.”

Derek Clem had a very successful introductory year as a tenure-track faculty in English. We unanimously recommend his continued employment. We look forward to his further development at Richland Community College.



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Danielle Patricio, Dean of Liberal Arts 

SUBJECT: Dr. Melissa Scircle – Tenure Recommendation and Report

DATE: 28 January 2025

Dr. Melissa Scircle’s tenure committee (Danielle Patricio, Dr. Mary Beth Wade, Professor Kristi Palmer, Professor Gregg Marcello) unanimously recommend that Dr. Scircle’s contract be renewed for the 2025-2026 academic year.

Dr. Scircle began tenure-track full-time employment in the Fall 2024 semester, following extensive previous experience as a tenured professor at a four-year institution. Each member of the committee observed Dr. Scircle’s classes during the Fall 2024 semester and noted several positive qualities about her pedagogical practice including her knowledge of the Psychology, mindfulness of inclusive classroom environments, and quick understanding of the needs of a two-year institution.

Likewise, Dr. Scircle has swiftly built rapport with her colleagues, attending department and division meetings, and collaborating on the department projects. Dr. Scircle serves Richland in the classroom through facilitating dual credit, traditional, and online classes—excelling in each of these different classroom settings. The committee is excited to see what she will bring forward in her second year via college service.

Student comments were positive in the end-of-term feedback for Fall 2024. Selected comments include:

- “It was a really great class! I loved how Dr. Scircle presented the information and the kind of environment she fostered in the classroom!”
- “Your course was a course I looked forward to attending the three times a week we came. I look forward to taking one of your other courses.”
- “I really liked this course. I was terrified because this is my first online class but you make it awesome and I really like the feedback you would give me on assignments.”

Dr. Melissa Scircle had a very successful introductory year as a tenure-track faculty in Psychology. We unanimously recommend her continued employment. We look forward to Dr. Scircle’s further development at Richland Community College.

TO: Dr. Isaac Zuniga, Executive Vice President of Academic and Student Success

FROM: Sean Dial's Tenure Committee (John Oliver, Karl Evans, Brian Kalata)

SUBJECT: Sean Dial – Renewal of Contract and Report of the Tenure Committee

DATE: Friday, January 10, 2025

I am writing to inform you that the Tenure Committee has reviewed the performance of Sean Dial, Welding Instructor, and has recommended the renewal of his contract for the upcoming academic term. The Tenure Committee, which consists of John Oliver, Karl Evans (Sean's mentor), and Brian Kalata, has provided valuable feedback regarding his performance.

Brian Kalata highlighted Sean's thoughtful instructional approach, specifically his use of a pre-test to gauge students' understanding of how to read a tape measure, followed by a detailed PowerPoint presentation and a post-test to assess their learning. This method demonstrates Sean's commitment to ensuring student comprehension and retention. Brian did suggest that Sean could improve classroom dynamics by facing the students more often and potentially using a microphone system due to the noise from the welding lab.

Karl Evans praised the strong student engagement in Sean's classroom, noting that Sean meets students at their level, which has fostered a positive and effective learning environment. Karl also recommended that Sean consider integrating more technology into his lessons and start classes on time, as the current practice of allowing a 10-minute grace period may disrupt the flow of the class.

John Oliver offered additional suggestions for improvement, particularly regarding the topic of tape measures. John emphasized that this is a critical skill in the industry and recommended dedicating more time to the subject, as he felt the lecture on this topic was rushed. He also suggested administering the post-test a few days after the lecture to allow students to better retain and process the material. John further recommended incorporating hands-on learning activities, such as having students take actual measurements in the classroom or lab, to reinforce their understanding.

The committee is pleased with Sean's overall performance and the positive feedback from students during his first year of teaching. Most students indicated agreement or strong agreement with Sean's teaching methods and the learning environment he has created.

Based on this feedback, we believe that Sean has the potential to continue developing as an instructor, and we look forward to his continued contributions to the Welding program.

TO: Dr. Isaac Zuniga, Executive Vice President of Academic and Student Success

FROM: William Gubbins Tenure Committee (John Oliver, Karl Evans, Jill Feinstein)

SUBJECT: William Gubbins – Renewal of Contract and Report of the Tenure Committee

DATE: Friday, January 10, 2025

The Tenure Committee has completed its evaluation of William "Bill" Gubbins, Engineering Technology Instructor, for the academic year 2024-2025. After thorough review and observation, the committee unanimously recommends the renewal of his faculty contract for the academic year 2025-2026.

The committee noted several strengths in Bill's teaching. Karl Evans highlighted Bill's strong knowledge of the course materials and his ability to deliver content clearly while keeping students engaged. John Oliver appreciated Bill's consistent practice of reviewing prior lectures to reinforce key concepts before introducing new material. Jill Feinstein, who observed Bill in the lab environment, commended his effective interactions with students and his ability to address their questions. Additionally, John Oliver praised Bill's use of equipment, multimedia, and the whiteboard during lectures, which enhanced student understanding and engagement.

While Bill has demonstrated significant strengths, the committee also identified areas for improvement. Karl Evans suggested that Bill work on time management to address occasional gaps in instruction and ensure comprehensive coverage of all key topics. John Oliver recommended varying his tone during lectures to avoid a monotone deliver and foster more student interaction. The committee also noted the importance of gathering more detailed student feedback since only two (2) students submitted instructor feedback. Jill emphasized the value of soliciting qualitative feedback, in addition to quantitative ratings, to gain actionable insights. The committee encourages Bill to dedicate time at the end of each semester for structured feedback collection.

As goals for the upcoming academic year, we encourage Bill to focus on improving time management to ensure all instructional material is covered effectively, incorporating techniques to vary his tone and foster active student participation during lectures, and implementing structured opportunities for collecting detailed student feedback. These efforts will further enhance his teaching and contribute to his continued success as an instructor.

These suggestions provide an opportunity for professional growth, and we are confident that Bill will continue to excel in his role. In light of these observations, we recommend the renewal of William "Bill" Gubbins' faculty contract for the 2025-2026 academic year.

TO: Dr. Isaac Zuniga, Executive Vice President of Academic and Student Success

FROM: Dr. Jim Jones' Tenure Committee (John Oliver, Carol Hood, Faith Brenner)

SUBJECT: Dr. Jim Jones – Renewal of Contract and Report of the Tenure Committee

DATE: Monday, January 13, 2025

I am pleased to inform you that, following a thorough review of Dr. Jim Jones' teaching performance during the 2024 academic semester, the tenure committee, comprised of Andy Hynds, Carol Hood, and Faith Brenner, has unanimously recommended him for a faculty contract continuation for the 2025–2026 academic year.

The committee's observations highlighted Dr. Jones' consistent ability to relate course content to real-life examples and personal experiences, which helped students understand complex terms and concepts more effectively. His use of open-ended questions facilitated meaningful discussions, and his efforts to call on students by name encouraged engagement even among less attentive individuals. Dr. Jones also ensured that students retained creative control over assignments, allowing them to connect their personal interests to the course material. This approach kept students engaged while aligning with the objectives of the curriculum.

Students provided overwhelmingly positive feedback, with the majority strongly agreeing or agreeing that Dr. Jones' teaching style was effective and impactful. They noted that everything he taught would be useful in a business environment and appreciated the incorporation of his personal life experiences into lessons. His practice of using TED Talks for reflection was particularly well-received, as it exposed students to new ideas and concepts while encouraging self-reflection. Many students remarked on the value of class participation in building their confidence and fostering a sense that their opinions mattered.

One student likened Dr. Jones to a “grandfatherly figure,” noting that his teaching style felt personal and relatable, like sitting at a dinner table listening to a family member share wisdom and experiences. This unique rapport contributed significantly to the positive learning atmosphere in his classroom.

From the committee's perspective, Dr. Jones' presentations were consistently well-organized, effectively balancing reviews of prior material with the introduction of new concepts. His use of technology, such as spreadsheet demonstrations and the document camera, enhanced the learning experience and helped students connect theoretical concepts to practical applications. Despite challenges with classroom distractions, particularly among high school students using personal devices, Dr. Jones employed strategies to maintain engagement and participation.

The committee did identify opportunities for improvement, including the potential implementation of stricter device management strategies to reduce distractions. Encouraging students to use college-issued laptops, which are subject to network restrictions, may be an effective solution to address this issue.

Overall, Dr. Jones has demonstrated exemplary teaching performance, creating an engaging and supportive learning environment while covering a substantial amount of material. His ability to connect with students and foster their confidence and participation is commendable.

If you have any questions or need further details regarding the committee's review process, please feel free to reach out.



TO: Dr. Isaac Zuniga, Executive VP of Academic and Student Services

FROM: Dr. Tasha D. Jones, Dean Allied Health Professions and Nursing

SUBJECT: Year 1 tenure progress report – Jami Windhorn-Obermeyer

DATE: January 17, 2025

Jami Windhorn-Obermeyer, Instructor of Nurse Assistant, is currently in the first year-second semester of the tenure process. Date of employment in the tenure track position at the College is August 2024. Her tenure committee consists of Bridget Harrison, Lizabeth Hernandez, Brooke Oliver, and I serve as chair. I met with Jami during the fall semester. The committee is scheduled to meet with Jami in January 2025 and again at the end of the semester.

After reviewing information gathered such as course room observations, clinical evaluations, and student feedback, the tenure committee recommends renewal of Jami’s teaching contract.

Committee members visited classroom and clinical and the following comments summarize Jami’s performance:

- “The course is well-organized with documents, PowerPoint, and a video in the module. Jami used appropriate video and supplemental handouts.”

These student comments from evaluations summarize Jami’s performance, “I loved your teaching style, and I learned so much from you! I feel so accurately and confidently prepared for working as a CAN because of you!!” “You did an amazing job.”

Regarding professional development during the fall semester, Jami is working to update the course syllabus so that the course reflects industry standards and best practice. Jami also participates in Richland CE opportunities as well.

The tenure committee members look forward to assisting Jami in the tenure process.

TO: Dr. Cristobal Valdez
FROM: Dr. Isaac Zuniga, Executive Vice President
Academic and Student Success
RE: Recommendation for Continuance
DATE: February 3, 2025

On behalf of the faculty, Dean, and members of the Tenure Committee, it is a pleasure and an honor to recommend that the following faculty members be granted 2025-2026 contract with the College. This recommendation is consistent with the expectations and guidelines outlined in the "Tenure Review Process Tenure-Track Teaching Faculty" procedure.

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

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

Lindy Bridgman, Instructor, Practical Nursing (BS, Eastern Illinois University). Date of employment in a tenure-track position with the College is November 2023.

Laura Philips, Instructor, Mathematics (BS, Iowa State University). Date of employment in a tenure-track position with the College is August 2023.

George Strohl, Automotive Tech Instructor, Workforce Development (AAS, Richland Community College). Date of employment in a tenure-track position with the College is August 2023.

Jennifer Thomas, Instructor, English (AA, Richland Community College; BA, Illinois State University; MA, University of Central Florida). Date of employment in a tenure-track position with the College is December 2023.

Schuy Weishaar, Instructor, English (BA, Trevecca Nazarene College; M Theological Studies, Duke University; PhD, Middle Tennessee State University)

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

Thank you.

Attachment

cc: Tasha Jones
John Oliver
Danielle Patricio
Andy Hynds



TO: Dr. Isaac Zuniga, Executive VP of Academic and Student Services

FROM: Dr. Tasha D. Jones, Dean Allied Health Professions and Nursing

SUBJECT: Year 2 tenure progress report – Lindy Bridgman

DATE: January 17, 2025

Lindy Bridgman, Instructor of Practical Nursing, is currently in the second year-first semester of the tenure process. Date of employment in the tenure track position at the College is January 2024. Her tenure committee consists of Dr. Richard Harmon, Matthew Cardinal, Bridget Harrison, and I serve as chair. We met twice during the fall semester. Our next meeting is scheduled for the end of the Spring semester 2025

After reviewing information gathered such as course room observations, clinical evaluations, and student feedback, the tenure committee recommends renewal of Lindy’s teaching contract.

Committee members visited classroom and clinical and the following comments summarize Lindy’s performance:

- “Though I did not get to see any students actually take care of any patients I did get to see plenty of direction, instruction and encouragement from Lindy to her students. All I can say is keep up the good work.”
- “Lindy’s online course module was well organized, and she demonstrated good use of multiple modalities, including text, video, and classroom activities.

Student feedback concurs with the committee. These student comments from evaluations summarize Lindy’s performance, “I really enjoyed this class and how you taught it and how you helped us understand the material. I also liked how you fostered an easy-going environment at clinicals so we weren’t so intimidated by the new learning atmosphere.” “Lindy is a great instructor and always comes to class with a smile!”

Regarding professional development during the fall semester, Lindy provided a list of opportunities and activities. Lindy completed her masters of science in nursing degree (MSN) summer 2024. Lindy continues to update program syllabi so that courses reflect industry standards and best practice. Lindy also participates in Richland CE opportunities as well.

The tenure committee members look forward to assisting Lindy in the tenure process.

TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Andy Hynds, Executive Dean of Academics

SUBJECT: Laura Philips – Tenure Recommendation and Report

DATE: January 31, 2025

Laura Philips' tenure committee (Andy Hynds, Marcella Cremer [mentor], Travis White, and Janilyn Kocher) unanimously recommends that Laura's contract be renewed for the 2025-2026 academic year.

Laura began tenure-track full-time employment in the Fall 2023 semester, following decades of previous experience as an adjunct instructor. Over the past year, each member of the committee observed Laura's classes during the Spring 2024 and Fall 2024 semesters. The committee members noted several positive qualities about Laura's presence in the classroom and her work with students.

Laura continued her same successful teaching approach in 2024. She is using a Flipped Classroom model in MATH 110 (Concepts of Mathematics). This approach as worked well for her students. In MATH 099 (Preparatory Math for General Education), Laura has found success by using a Process Oriented Guided Inquiry Learning (POGIL) approach. It has allowed her to keep her students active and engaged. I witnessed this in motion when I observed her MATH 099 class this past fall.

Laura attended a regional workshop called "Relationships Matter" that was held on Richland's campus in April 2024 and sponsored by the National Institute for Staff and Organizational Development (NISOD), a leading organization for two-year college educators. She also participated in the DEIB book club for the Fall 2024 semester, where she read and discussed the book *Disability Visibility* with peers and applied some lessons to her teaching and student approach. Laura participated in the Equity-Minded Leadership Academy, which is a virtual training through the University of Southern California, using the content to develop a more inclusive classroom environment. Within Richland, Laura is actively contributing to the Academic Standards Committee, and she is contributing monthly to our statewide efforts in Developmental Math through the Developmental Education Reform Act (DERA) legislation and grant.

Laura Philips had a successful second year as a tenure-track faculty in Math. We unanimously recommend her continued employment. We look forward to her further development at Richland.

TO: Dr. Isaac Zuniga, Executive Vice President of Academic and Student Success

FROM: George Strohl's Tenure Committee (John Oliver, Brandon Clark, and Jess Smithers)

SUBJECT: George Strohl – Renewal of Contract and Report of the Tenure Committee

DATE: Tuesday, January 14, 2025

The Tenure Committee has completed its evaluation of George Strohl, Automotive Instructor, for the academic year 2024-2025. After thorough review and observation, the committee unanimously recommends the renewal of his faculty contract for the academic year 2025-2026.

The committee unanimously agrees that George Strohl has completed great work in the automotive program and has demonstrated exceptional dedication to his students and “focus on the college.” Student feedback highlighted George’s helpfulness, encouragement, and effectiveness as a teacher. Students specifically noted that they enjoyed the lab activities and hands-on learning opportunities he provided.

Brandon Clark commended George’s extensive knowledge of a wide range of automotive technologies and his positive rapport with students. Brandon, who spends considerable time in the shop with George, observed firsthand his care for the students and his commitment to the future of the college. John Oliver appreciated George’s great sense of humor and his engaging interactions with students. He also noted the successful implementation of new e-learning materials, which replaced outdated textbooks with interactive, multimedia presentations. John suggested that George continue to explore additional videos and resources to further explain complex topics and to ensure he explains why certain answers are incorrect before moving on to new material.

The committee also recognizes George’s significant contributions to advancing the automotive program. This year, George played a key role in launching the EV/Hybrid Certificate program. He also attended multiple professional development opportunities to support this initiative, including a two-week trip with other automotive instructors to New Zealand to study how Otago Polytechnic conducts EV training. These efforts have positioned the automotive program as a leader in emerging technologies and demonstrate George’s commitment to innovation and professional growth.

In light of these observations, the committee strongly supports the renewal of George Strohl’s faculty contract for the academic year 2025-2026. We are confident that George will continue to excel in his role and further enhance the automotive program through his expertise and dedication.



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Danielle Patricio, Dean of Liberal Arts 

SUBJECT: Jennifer Thomas – Tenure Recommendation and Report

DATE: 27 January 2025

Professor Jennifer Thomas's tenure committee (Danielle Patricio, Dr. Laurie Hughes, Professor Chris Schmersahl, Professor Travis White) unanimously recommend that Jennifer Thomas's contract be renewed for the 2025-2026 academic year.

Jennifer began tenure-track full-time employment in the Fall 2023 semester, following previous experience as an adjunct instructor, temporary full-time faculty, and with extensive secondary teaching background. Each member of the committee observed Jennifer's classes during the Fall 2024 semester. The committee members noted several positive qualities about Jennifer's classroom presence including her ability to create a supportive classroom environment and maintain student engagement, especially with some of our most high-risk student populations in Developmental Reading and Writing classes.

This year in addition to excellence in the classroom, her focus is also service to the institution. The committee reports successful and helpful engagement in Retention, Persistence, and Completion (RPC) Committee, participation in several subcommittees, leadership within her department in reform of developmental coursework and DERA grant implementation, as well as presentations at in-house student workshops and faculty retreats. Along with teaching both developmental English and ENGL 101, Jennifer expands her audience to include dual credit courses at Unity Christian School. The committee noted that she makes good use of technology in the classroom to enhance learning and engaging a positive methods of student redirection.

Student comments were positive in the end-of-term feedback for Fall 2024. Selected comments include:

- "She's truly amazing!! Help me understand and learn better! If I didn't understand she would explain it a different way until I retained it! Literally my favorite class!"
- "I felt as if you did an amazing job. I loved how inclusive and supportive you are of everyone and every standpoint. You made my mornings so interesting and I appreciate that very much."
- "As someone who had a terrible experience with my childhood schooling, I felt as if Jennifer did an outstanding job at making sure everyone was included, and she respected boundaries without questioning why."

Jennifer Thomas had a successful second year as a tenure-track faculty in English. We unanimously recommend her continued employment. We look forward to her further development at Richland Community College.



TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success

FROM: Danielle Patricio, Dean of Liberal Arts 

SUBJECT: Dr. Schuy Weishaar – Tenure Recommendation and Report

DATE: 27 January 2025

Dr. Schuy Weishaar’s tenure committee (Danielle Patricio, Dr. Laurie Hughes, Professor Chris Schmersahl, Dr. Srinivasan Durairaj) unanimously recommend that Dr. Weishaar’s contract be renewed for the 2025-2026 academic year.

Schuy began tenure-track full-time employment in the Fall 2023 semester, following previous experience as an adjunct instructor and a previous tenure-track position at a four-year institution. Each member of the committee observed Schuy’s classes during the Fall 2023 semester. The committee members noted several positive qualities about Dr. Weishaar’s classroom presence.

This year in addition to excellence in the classroom, his focus is also service to the institution. The committee reports participation in Academic Standards Committee, and collaborative work with the English department. He also recently joined the Appeal Panel and is working with fellow English faculty to create a high school writing competition as a recruiting tool. Dr. Weishaar is teaching multiple sections of ENGL 101 at Mt. Zion High School, expanding his audience and helping the College to serve the community.

Student comments were positive in the end-of-term feedback for Fall 2024. Selected comments include:

- “My instructor showed true dedication and effort into making this course impactful!”
- “Super fun, easy to understand, love the pop culture references. 10/10”
- “Thank you for taking the time to further advance me in my education.”

Dr. Weishaar had a successful second year as a tenure-track faculty in English. We unanimously recommend his continued employment. We look forward to his further development at Richland Community College.



MEMORANDUM

To: Board of Trustees
Dr. Cris Valdez

From: Sheree C. Zalanka, Vice President of Financial Services

Date: February 7, 2025

Re: Tuition Recommendation for Fiscal Year 2026

One of the first steps in the development of the FY26 budget is the establishment of tuition rates. An initial projection of revenue has been developed based on the following assumptions: enrollment and credit hours increasing slightly, property taxes for general funds increasing slightly, and State base operating grants decreasing.

Expenditures have increased over the last few years due to increasing costs for employee salaries, benefits, supplies, equipment, and utilities, as well as a minimum wage increases at the State level.

Based on these assumptions, we recommend a \$3 per credit hour increase for all tuition types during fiscal year 2026. With this proposal, Richland's per credit hour tuition rate will remain at the median amongst Illinois community colleges.

The following tuition rates are recommended:

Tuition Type	FY 2026	FY 2025
Standard	\$145	\$142
On-line	\$181	\$178
Health Professions	\$173	\$170
Out of District	\$346	\$346
Out of State	\$555	\$555
Chargeback	\$376	\$300

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

Section 1501.505 b.5 of the Illinois Administrative Rules allows for community college districts to charge in-district tuition to out-of-district students who are "attending an educational institution located within the college district." Richland has approved this action previous years in an effort to serve a broader constituent base. It is recommended

that the Board continue this practice so that dual credit students attending area high schools and Millikin students can be charged in-district rates.

It is recommended that the Board of Trustees set the Academic Year 2025-2026 tuition per credit hour for the standard in-district tuition rate at \$145.00, the in-state out-of-district tuition rate at \$346.00, the out-of-state tuition rate at \$555.00, the chargeback rate at \$376.00, the online tuition rate at \$181.00, the variable tuition rate for designated Health Professions classes at \$173.00, the standard fee at \$14.00 per credit hour, and reauthorize the practice of charging in-district tuition to students who live out of district and are attending an in-district educational institution.

I am available for any questions you may have.

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

To: Board of Trustees
Dr. Cris Valdez

From: Sheree C. Zalanka

Date: February 7, 2025

Re: Fiscal Year 2026 General and Course Fees

Attached is the list of proposed fees for various courses and the general fee for the 2025-2026 academic year.

The Deans and Vice Presidents have reviewed Richland's current programs and course fees. The course fees are used to support the cost of materials, supplies, software, or exams used in a specific course. The \$14.00 standard fee, per credit hour, will remain the same as prior year and is allocated as follows: \$1.50 Student Life, \$1.50 Fitness Center usage, \$2.00 registration, \$2.00 infrastructure and \$7.00 technology.

It is recommended that the Board of Trustees approve the attached fee schedule to be applied starting with the Summer 2025 semester.

I am available for any questions you may have.



Class	Course Description	Credit Hours	Proposed Rate
			SU25/FA25/SP26
AGRIC106	Animal Science	4	\$40
AGRIC112	Computer Skills for Agriculture	4	\$40
AGRIC116	Sustainable Agriculture Fundamentals	3	\$40
AGRIC126	Small Scale Livestock Management	3	\$40
AGRIC130	Crop Science	4	\$40
AGRIC210	Soil Science	4	\$40
AGRIC 226	Pest Management	3	\$40
AGRIC 231	Crop Scouting	3	\$40
AGRIC235	Agriculture Business Management	3	\$40
AGRIC 261	Precision Ag	3	\$40
AGRIC 270	Soil Fertility and Nutrient Management	3	\$40
AGRIC 275	Crop Management	3	\$40
ART 101	Introduction to Drawing 1	3	\$25
ART 102	Introduction to Drawing 2	3	\$25
ART 111	Design 1	3	\$25
ART 112	Design 2	3	\$25
ART 113	Figure Drawing 1	3	\$65
ART 114	Figure Drawing 2	3	\$65
ART 117	Painting 1	3	\$25
ART 118	Painting 2	3	\$25
ART 123	Watercolor 1	3	\$25
ART 124	Watercolor 2	3	\$25
AUTO 101	Basic Theory	3	\$75
AUTO 102	Electrical Systems	4	\$75
AUTO 113	Introduction to Hybrid/EV	3	\$50
AUTO 201	Suspension & Steering Alignment	4	\$75
AUTO 202	Heating and Air Conditioning	4	\$50
AUTO 203	Fuel and Emission Systems	4	\$75
AUTO 204	Engine Repair	4	\$75
AUTO 205	Manual Drive Train & Axles	4	\$75
AUTO 206	Automatic Transmissions/Transaxles	4	\$75
AUTO 207	Advanced Automotive Electronics	4	\$75
AUTO 208	Automotive Brakes	4	\$75
AUTO 209	Adv. Driveability ProblemDiagnosis	4	\$75
AUTO 213	Hybrid/EV Maintenance and Repair	4	\$50
AUTOU101	Uniform Fee		\$35
BIOL 101	Concepts of Biology 1	4	\$35
BIOL 102	Concepts of Biology 2	4	\$35
BIOL 200	Essentials of Anatomy& Physiology	4	\$35
BIOL 201	Human Anatomy & Physiology 1	4	\$35
BIOL 202	Human Anatomy and Physiology 2	4	\$35
BIOL 205	Human Cadaver Lab	3	\$35
BIOL 210	Environmental Biology	4	\$35
BIOL 220	Microbiology	4	\$35
CA 101	Intro To Culinary Arts	2	\$70
CA 105	Culinary Fundamentals	4	\$300
CA 115	Culinary Applications	4	\$300
CA 120	Baking and Pastry Fundamentals	4	\$300
CA 200	Meat, Poultry, and Fish	3	\$350
CA 210	Garde Manger	3	\$300
CA 220	Advanced Baking and Pastry	4	\$300
CA 221	Artisan Breads	4	\$300
CA 222	Cakes, Pastries and Plated	4	\$300

Class	Course Description	Credit Hours	Proposed Rate
			SU25/FA25/SP26
CA 230	International Cuisine	4	\$300
CA 250	Restaurant Fundamentals	5	\$300
CA 260	Farm-to-Table Fundamentals	3	\$200
CA 270	Food Truck Operations	4	\$200
CAU 101	Culinary Uniforms	0	\$475
CDL 1000	Tractor/Trailer Driver Training	5	\$3,550
CDL 1001	Class "B" License Training	1	\$1,775
CDL 1002	CDL Refresher - 8 hours	0.5	\$500
CDL 1003	CDL Refresher - 16 hours	1	\$900
CDL 1004	CDL Refresher - 40 hours	2	\$1,500
CDL 1005	CDL Permit	5	\$815
CHEM 100	Concepts of Chemistry	4	\$20
CHEM 106	Chemistry in Everyday Life	4	\$175
CHEM 131	General Chemistry 1	4	\$20
CHEM 132	General Chemistry 2	5	\$20
CHEM 201	Organic Chemistry 1	5	\$600
CHEM 202	Organic Chemistry 2	5	\$600
CIS 110	Computer Business Applications	3	\$21
CRT 100	Introduction to Collision Repair	4	\$55
CRT 105	Damage Estimating & CustomerService	2	\$65
CRT 110	Painting & Refinishing 1	4	\$85
CRT 120	Non-structural CollisionRepair 1	4	\$70
CRT 130	Structural Collision Repair 1	4	\$70
CRT 135	Paint Preparation & Detail	2	\$70
CRT 205	Mechanical Systems	3	\$70
CRT 210	Painting & Refinishing 2	4	\$85
CRT 220	Non-structural CollisionRepair 2	4	\$70
CRT 230	Structural Collision Repair 2	4	\$70
CRT 235	Stationary & Rolling Glass	2	\$40
CRTU 101	Uniform Fee	0	\$35
CS 105	Foundations of Info Technology	3	\$21
CS 230	Event-Driven Programming	4	\$30
CS 251	Object-Oriented Programming	4	\$40
CS 281	Adv. Object-Oriented Programming	4	\$40
DMHT 101	Truck Preventative Maintenance	4	\$325
DMHT 110	Basic Electrical Systems	4	\$125
DMHT 115	Advanced Electrical Systems	4	\$50
DMHT 120	Diesel Fuel and Emissions	4	\$125
DMHT 125	Diesel Driveability Diagnosis	4	\$130
DMHT 130	Diesel Engine Repair	4	\$175
DMHT 135	Diesel Truck Transmissions	4	\$75
DMHT 200	Medium/Heavy HVAC	4	\$75
DMHT 210	Truck Steering, Suspension &Alignment	4	\$50
DMHT 211	Truck Drive Train System	4	\$75
DMHT 212	Medium/Heavy Truck Brakes	4	\$120
DMHTU101	Uniform Fee	0	\$35
DRAFT103	AutoCAD, Introductory	3	\$35
DRAFT236	Solid Modeling 2	4	\$60
EMS 100	Emergency Medical Responder	3	\$223
EMS 120	Emergency Medical Technician	6.5	\$296
EMS 125	EMT Clinical	0.5	\$38
EMS 200	Introduction to Prehospital Medicine	2	\$269
EMS 201	Pathophysiology for the Paramedic	4	\$50
EMS 210	Fundamentals of Clinical Care	4.5	\$70
EMS 215	Paramedic Clinical 1	1	\$10
EMS 220	Principles of Trauma	4	\$50
EMS 225	Paramedic Clinical 2	1	\$10

Class	Course Description	Credit Hours	Proposed Rate
			SU25/FA25/SP26
EMS 230	Cardiopulmonary Emergencies	4	\$50
EMS 235	Paramedic Clinical 3	1.5	\$15
EMS 240	Medical Conditions and Management	4	\$50
EMS 245	Paramedic Clinical 4	1	\$10
EMS 250	EMS Special Populations	4	\$70
EMS 255	Paramedic Clinical 5	1.5	\$15
EMS 260	EMS Operations and Certifications	3	\$174
EMS 265	Paramedic Clinical 6	1.5	\$119
EMS 270	Paramedic Capstone	4	\$260
EMS 280	Critical Care Transport	7	\$160
EMS 285	Critical Care Transport Clinical	1.5	\$75
ELTRN 100	AC/DC Electrical Systems	2	\$15
ENGT 100	Manufacturing Processes	3	\$55
ENGT 101	Motor Control Fundamentals	4	\$60
ENGT 103	Fluid Power Fundamentals	3	\$40
ENGT 104	CNC Fundamentals	3	\$65
ENGT 105	Occupational Safety (MSSC-1)	3	\$35
ENGT 111	Motor Control Applications	4	\$40
ENGT 120	Process Control Fundamentals	3	\$40
ENGT 131	Maintenance Fundamentals	4	\$60
ENGT 150	Machining Fundamentals	2	\$50
ENGT 151	Cutting & Workholding	2	\$55
ENGT 160	Metrology and Quality Control	3	\$50
ENGT 210	PLC Fundamentals	4	\$40
ENGT 211	PLC Applications & Data Acquisiton	3	\$30
ENGT 212	Motor Control Systems	4	\$40
ENGT 213	Robotic Fundamentals	3	\$30
ENGT 214	Motion Control Applications	3	\$30
ENGT 215	Motion Control Systems	3	\$30
ENGT 220	Process Control Applications	3	\$30
ENGT 230	Power Transmission Applications	3	\$21
ENGT 231	Piping Fundamentals	2	\$40
ENGT 233	Lubrication Systems	2	\$40
ENGT 234	Pump Applications	2	\$40
ENGT 235	Industrial Machinery Repair	2	\$40
ENGT 242	Fluid Power Systems	3	\$40
ENGT 250	CNC Turning	3	\$60
ENGT 251	CNC Milling	3	\$60
ENGT 252	CAM Applications	3	\$45
GIS 100	Intro to Geographic InformationSys	4	\$25
HIT 118	Intro to HealthcareDocumentation	3	\$30
HIT 142	Healthcare Documentation 1	4	\$45
HIT 143	Basic ICD Coding	3	\$225
HIT 215	Electronic Health Records	3	\$30
HIT 242	Healthcare Documentation 2	4	\$45
HIT 243	Basic CPT Coding	3	\$225
HIT 245	Health Info Law & Ethics	3	\$30
HIT 248	Pathophysiology	3	\$30
HIT 250	Reimbursement Principles inHealthcare	3	\$30
HLTH 110	Cardio Pulmonary Resuscitation	0.5	\$27
HLTH 141	Nurse Assistant Training	8	\$225
HLTH 197	Special Topics in Healthcare	1 to 3	\$10
HLTH 290	Health Internship	1 to 2	\$50
HLTH 297	Advanced Topics in Healthcare	1 to 3	\$10
HORT 100	Horticulture Science	4	\$50
HORT 110	Turf Management	3	\$35
HORT 115	Soils & Fertility	3	\$35

Class	Course Description	Credit Hours	Proposed Rate
			SU25/FA25/SP26
HORT 120	Landscape Plant Identification	3	\$35
HORT 121	Landscape Design Principles	3	\$35
HORT 128	Small Farm Equipment	3	\$35
HORT 200	Perennial Plant Material	3	\$35
HORT 202	Vegetable Crop Production	4	\$35
HORT 211	Horticulture Mechanics	3	\$35
HORT 221	Landscape Construction	3	\$35
HORT 225	Tree & Shrub Maintenance	3	\$35
HORT 226	Fruit Production	3	\$35
HORT 230	Greenhouse Operations	3	\$35
HORT 231	Bedding and Plant Production	3	\$35
HOSP 202	Hospitality Nutrition	3	\$25
HOSP 203	Bar & Beverage Management	3	\$30
HVAC 100	Refrigeration Fundamentals	3	\$145
HVAC 107	HVAC/R Installation	3	\$100
HVAC 130	Electricity Fundamentals	3	\$100
HVAC 132	Control Applications	3	\$45
HVAC 141	Residential Heating Systems	3	\$90
HVAC 143	Residential Air Conditioning	3	\$120
HVAC 202	Residential and Self-Contained Refrigeration	3	\$60
HVAC 230	Motors and Controls	3	\$45
HVAC 241	Troubleshooting Electrical Heating Components	3	\$45
HVAC 243	Troubleshooting Air Conditioning Systems	3	\$45
HVAC 251	Commercial HVAC/R	3	\$80
IT 114	Word Processing/Keyboarding	3	\$25
IT 116	Windows Client Operating Systems	3	\$30
IT 120	Spreadsheet Applications	3	\$25
IT 130	Word Processor Applications	3	\$25
IT 131	Programming Logic	3	\$45
IT 141	Networking Fundamentals	4	\$60
IT 153	Web Development	4	\$30
IT 173	A+ Computer Technologies	4	\$175
IT 174	Python Programming	3	\$30
IT 218	Ethical Hacking	3	\$40
IT 219	Digital Forensics	3	\$40
IT 221	Database Design Using SQL	3	\$30
IT 231	Office Management Software	3	\$30
IT 241	Network Routing Technologies	4	\$48
IT 242	Wireless Networking	3	\$48
IT 245	Network Security	3	\$48
IT 246	Voice Over IP Fundamentals	3	\$48
IT 247	Virtualization Fundamentals	3	\$48
IT 256	Firewalls and VPN's	3	\$40
IT 271	Windows Server Operating Systems	3	\$48
IT 272	Linux Fundamentals	3	\$40
IT 273	Managing Windows Networks	3	\$48
IT 276	Cloud Technology	3	\$40
IT 282	Dynamic Web Development	4	\$48
IT 286	Penetration Testing	3	\$40
MA 121	Patient Care	5	\$75
MA 135	Clinical Medical Assisting	6	\$179
MCE 101	Manufacturing Safety Culture	1	\$10
MCE 102	Total Management Production	1	\$10
MCE 103	Advanced Manufacturing 5S	1	\$10
MCE 104	Problem Solving in Manufacturing	1	\$10
MCE 105	Maintenance Reliability	1	\$10
MUSIC100	Music Appreciation	3	\$25

Class	Course Description	Credit Hours	Proposed Rate
			SU25/FA25/SP26
MUSIC180	Non-Western Music	3	\$25
NURS 110	Fundamentals of Nursing Practice	5.5	\$193
NURS 111	Nursing Foundations Intro to Nursing Success	2	\$240
NURS 154	Pharmacological Principles for Nursing Practice	3	\$30
NURS 162	Mental Health Nursing	5.5	\$223
NURS 165	Medical-Surgical Nursing I	5.5	\$193
NURS 216	Maternal-Child Nursing	5.5	\$325
NURS 230	Nursing Leadership	2	\$50
NURS 240	Medical-Surgical Nursing II	5.5	\$175
NURS 262	Medical-Surgical Nursing III	5	\$175
NURS 280	NCLEX Success	2	\$302
OT 117	Business Communication Fundamentals	3	\$25
PASS 150	College Success Math-10 Week		\$50
PASS 250	College Success Math-6 Month		\$75
PASS 300	College Success English-10 Week		\$50
PASS 400	College Success English-6 Month		\$75
PHLEB110	Basic Phlebotomy	2	\$35
PHLEB115	Phlebotomy Clinical	3	\$90
PHLEB120	Advanced Phlebotomy	1	\$144
PHYS 101	Introduction to Physics 1	4	\$25
PHYS 102	Introduction to Physics 2	4	\$25
PHYS 151	Mechanics and Wave Motion	4	\$25
PHYS 152	Electricity and Magnetism	4	\$25
PHYS 153	Thermodynamics and Modern Physics	4	\$25
PN 115	Professional Nursing 1	1	\$230
PN 118	Fundamental Nursing Skills	2	\$20
PN 120	Practical Nursing Concepts 1	6	\$210
PN 125	Pharmacology for Practical Nursing	3	\$30
PN 126	Professional Nursing II	2	\$419
PN 140	Practical Nursing Concepts II	7	\$245
PROD 3370	Conversational Spanish	0.5	\$75
RADT 101	Introduction to Radiography	4	\$40
RADT 102	Radiologic Patient Care	3	\$140
RADT 108	Radiographic Procedures I	3	\$205
RADT 110	Principles of Radiography I	3	\$30
RADT 115	Radiography Clinical I	3.5	\$60
RADT 118	Radiographic Procedures II	3	\$100
RADT 120	Principles of Radiography II	3	\$30
RADT 125	Radiography Clinical II	4.5	\$175
RADT 128	Radiographic Procedures III	3	\$100
RADT 155	Radiography Clinical III	3.5	\$105
RADT 215	Radiography Clinical IV	4.5	\$80
RADT 218	Radiographic Procedures IV	3	\$133
RADT 219	Radiation Protection & Radiobiology	3	\$90
RADT 225	Radiography Clinical V	3.5	\$70
RADT 228	Radiographic Image Analysis	3	\$90
RADT 230	Radiography Seminar	3	\$513
SURGT110	Introduction to Surgical Technology	2	\$135
SURGT120	Principles of Surgical Technology I	4	\$65
SURGT125	Fundamentals of Surgical Technology	3	\$190
SURGT128	Intro to the Clinical Experience	1	\$20
SURGT130	Principles of Surgical Technology II	3	\$195
SURGT135	Surgical Procedures I	2	\$125
SURGT138	Basic Surgical Technology Clinical I	3	\$60
SURGT240	Principles of Surgical Technology III	6	\$85
SURGT245	Surgical Procedures II	2	\$125
SURGT248	Int. Surgical Technology Clinical II	6	\$120

Class	Course Description	Credit Hours	Proposed Rate	
			SU25/FA25/SP26	
SURGT250	Principles of Surgical Technology IV	2		\$70
SURGT255	Surgical Procedures III	2		\$100
SURGT258	Adv. Surgical Tech Clinical III	6		\$120
SURGT259	Professional Seminar	1		\$300
SURGT290	Internship in Surgical Technology	5		\$50
WELD 100	Welding Fundamentals	2		\$100
WELD 101	Shielded Metal Arc Welding	4		\$125
WELD 120	Intermediate Shielded Metal ArcWelding	3		\$125
WELD 125	Gas Metal Arc/Flux Core ArcWelding (MIG)	2		\$125
WELD 130	Gas Tungsten Arc Welding	3		\$125
WELD 135	Advanced Shielded Metal ArcWelding	3		\$125
WELD 140	Pipe Welding	4		\$100
WELD 145	Welding Tools and Safety	3		\$100
WELD 150	Gas Metal Arc Welding for AutoBody	2		\$100
WELD 190	Maintenance Repair Welding	2		\$100
WELD 195	Industrial Welding Fundamentals	3		\$100
WELD 202	Welder Certification	2		\$100
WELD 208	Pipefitting Fundamentals	4		\$100
WELD 215	Pipefitting Applications	4		\$100
WELD 243	Aluminum and Stainless SteelWelding	4		\$125
WELD 245	GMAW/FCAW Pipe Welding	3		\$100
Test Fee	Placement Re-Testing Fee			\$15
Test Fee	CLEP/Dantes			\$30
Test Fee	University Test Monitor			\$25
Test Fee	Test Proctoring for Companies			\$30
Test Fee	Proficiency Exam			1/2 of Tuition
Test Fee	Credit Equivalency for Professional Experience (Portfolio Review)			1/2 of Tuition
Test Fee	Credit by Advance Course Completion			\$20 per Cr. Hr
Test Fee	Strong Interest Inventory			\$15
Test Fee	Nelson Denny Retest			\$15
Misc. Fees	Replacement Diploma			\$25
Misc. Fees	Identification Card Replacement Fee			\$5
Misc. Fees	Registration		Per Cr Hr.	\$2
Misc. Fees	Digital Course Materials; only courses that use Follett ACCESS		Per Course	variable
Misc. Fees	Laptop of similar computing device		Per student	variable
General Fee	Academic/Technology/Infrastructure/Student Life/Fitness Center		Per Cr Hr.	\$12
Hybrid Online	50% - 75% Online Courses/Hybrid		Per Cr Hr.	\$5
Insurance	Fee for Courses as Identified in Course Schedule		Per Sem	\$8
Hlth Prof	PSB Surg Tech Placement Test			\$25
Hlth Prof	Evaluation of Course Syllabi for Transfer Credit			\$35 Per Course
Hlth Prof	Human Simulator - Use in Clinical Settings - Hours to be stated up front			\$20/hour & \$35/hour for faculty time



MEMORANDUM

TO: Dr. Cristobal Valdez, President

FROM: Dr. Isaac Zuniga, Executive Vice President
Academic and Student Success

A handwritten signature in black ink, appearing to be "IZ", is written to the right of the "FROM:" line.

RE: Faculty Promotion

DATE: February 10, 2025

On behalf of the members of the Promotion Committee (Dr. Mary Beth Wade, Chair, Brian Tucker, James Jones, and Ashley Hall), and on behalf of Dean Dr. Tasha Jones, Dean Danielle Patricio, and Dean Andy Hynds, it is indeed an honor and privilege to recommend the promotion in rank for the following faculty members:

Jennifer Bollinger – Promotion from Instructor to Assistant Professor
Matt Cardinal – Promotion from Assistant Professor to Associate Professor
Dr. Christopher Merli – Promotion from Associate Professor to Professor
Dr. Ethan Stephenson – Promotion from Assistant Professor to Associate Professor

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

cc: Dr. Tasha Jones
Andy Hynds
Danielle Patricio

TO: Dr. Isaac Zuniga, Executive Vice President of Academic and Student Services
Promotion Committee
Dr. Cris Valdez, President
Board of Trustees of Richland Community College

FROM: Dr. Tasha D. Jones
Dean of Allied Health Professions and Nursing

SUBJECT: Jennifer Bollinger, Promotion to Assistant Professor

DATE: January 15, 2025

I am recommending that Jennifer Bollinger be promoted to the rank of Assistant Professor.

Jennifer began teaching at Richland in 2022 as an instructor in the Health Information Technology (HIT) and Healthcare Documentation (HD) programs. Her duties over the past three years have included didactic and CANVAS course design of HIT/HD virtual courses in the fall, spring, and summer semesters.

Jennifer is an excellent educator. Her passion for her field is evident in the course content that she creates. When I've reviewed Jennifer's online CANVAS course content, I was impressed with the course design, online activities, and her ability to engage students virtually. Her students have provided the following reflections:

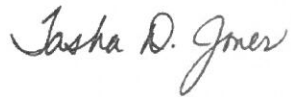
- "I really liked how Jennifer provided feedback on assignments along with correct answers if I was to get a question wrong. This allowed me to work through problems to see where I went wrong and how to get the correct answer. This is a class where you continue to improve with practice."
- "The instructor assignments and techniques help me gain the necessary knowledge to succeed in the course."
- "Jennifer Bollinger is the BEST instructor for answering questions and walking through how to understand and solve each code."

Jennifer is continually active in the life of the college through participation in committee work and participation in professional development activities. She currently serves as the co-chair of the Academic Standards Committee (ASC). Jennifer has also served on the Appeals Panel,

Neurodiversity subcommittee, the Calendar committee, and participates in student recruitment for the HIT/HD programs.

Jennifer is an asset to the HIT/HD programs and to Richland Community College. She is a professional, dependable, and trusted colleague. It is with great enthusiasm that I recommend that she is promoted to the rank of Assistant Professor.

Sincerely,

A handwritten signature in cursive script that reads "Tasha D. Jones".

Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing

Updated 2024

Faculty Self-Evaluation

Name Jennifer Bollinger

Division Health Professions

Academic Year 2024-2025

TEACHING AND LEARNING

Comment on your teaching and learning activities including classroom performance, assessment of learning, materials preparation and relevancy. How would you characterize your growth, development, and/or contributions in this area? Include any concerns you have and/or additional support or resources that you need.

Faculty Comments

I strive to offer learning in a variety of ways while still aligning with program accreditation requirements. One way I use varied instruction is by incorporating AHIMA's Virtual Lab into my coding class. In the first half of the semester, students learn to code using the coding books. The use of the CPT book builds their knowledge of the layout and structure of the coding classification system. In the second half of the semester, students are introduced to the 3M encoder through the Virtual Lab application. This technology allows students to code chart notes and operative reports using a real-world industry-standard encoder. The encoder training is also a skill they can add to their resume.

Another example of how I use differentiated instruction is to incorporate patient connection and real-world case scenarios into discussions. This allows students to improve their critical thinking skills by analyzing and discussing situations they will face in the workplace.

I have learned from past teaching experiences that incorporating relatable assignments and integrating interactive technology enhances student engagement. One of my goals is to incorporate more interactive lessons and professionally relevant technology into my classes. This aligns nicely with CAHIIM's new competency-based requirements for accredited programs effective in 2026.

Dean Comments

Updated 2024

ASSESSMENT

Mark all assessment activities you completed.

- Data entry for discipline/program SLO
- Participated in discipline/program SLO meeting
- Completed CDO curriculum map
- Served as CDO reviewer
- Participated in CDO data review session

Based upon your participation in the assessment activities, describe one improvement you plan to implement or have implemented. Include any concerns you have and/or additional support or resources you need

Faculty Comments

Upon review of my most recent SLO data, all measurement tools met the expected outcomes. However, as the HIT program transitions to a hybrid-based competency learning module, I anticipate modifying the current the measurement tools for my classes. Through my online peer review this semester, I learned that I need to list specific measurement tools on the CDO grid within my syllabi. I currently list a general measurement such as "Submit written homework, discussion board posts, and quizzes/tests for each chapter" for the *Communicate Effectively in Writing* cross disciplinary outcome.

Dean Comments

FACULTY DEVELOPMENT

Summarize your faculty development activities this year. What were your primary takeaways from your faculty development activities, and have you incorporated them into your professional practice? Include any concerns you have and/or additional support or resources you need.

Faculty Comments

The health information profession is ever-changing. I must continually educate myself about industry trends and new standards. I am required to have a minimum of forty continued education units every two years to maintain my Registered Health Information Administrator (RHIA) and Certified Coding Specialist - Physician Based (CCS-P) certifications.

I have always felt confident in my knowledge of the health information profession but less so in my ability to teach in an online environment. Eighteen months ago, I decided to improve my online teaching skills by earning a Master of Science degree in Learning Experience Design and Educational Technology. I am happy to report that I earned my degree last August.

In addition to the required CEUs and graduate classes, I attended local training sessions about creating rubrics, Simple Syllabus, and AI in the classroom.

I have also found that being active in my professional association is beneficial for staying abreast of current industry trends. I was recently asked to serve on the American Health Information Association's Council for Excellence in Education workgroup. We were tasked with reviewing two industry-standard textbooks and building a pool of exam questions for Health Occupations Students of America (HOSA). We categorized the questions into eight domains ranging from data integrity and quality to health information ethics and governance. Serving in the workgroup helped me to sharpen my skills in developing formative and summative assessments.

Dean Comments

Updated 2024

COLLEGE SERVICE

Describe your contributions to your discipline, division, and/or college-wide projects, committees, or initiatives. Include any concerns you have and/or additional support or resources you need.

Faculty Comments

I have enjoyed serving on several committees and participating in many college activities this year:

- Appeals Panel
- Academic Standards Committee, team co-chair effective 2024
- Calendar Committee
- Career and Technical Education programs open house
- CAHIIM reaccreditation of the HIT program
- Health Information Technology Program Advisory Committee
- Healthcare Days
- Neurodiversity Sub-Committee
- Speaker - Heartland Tech Academy Health Occupations classes

Dean Comments

Updated 2024

PROFESSIONAL CONTRIBUTIONS

Describe your contributions to and participation in professional associations, projects, conferences, and/or committees outside the College. Include any concerns and/or additional support or resources you need.

Faculty Comments

I am actively involved in three professional organizations (see below). Recently, I joined the Health Occupations Students of America (HOSA) HIM Speaker's Bureau. This is an excellent opportunity to promote the health information profession to high school students interested in pursuing careers in health occupations.

Professional Activities:

- American Health Information Management Association – member and Council on Excellence in Education Workgroup volunteer
- Illinois Health Information Management Association – member
- Central Illinois Health Information Management Association - member
- Health Occupations Students of America (HOSA) HIM Speaker's Bureau

Dean Comments

Updated 2024

COMMUNITY SERVICE

Describe your contributions to and participation in community service. Include any concerns and/or additional support or resources you need.

Faculty Comments

I continue to volunteer in areas of the community that are near and dear to my heart.

Ongoing Community Activities:

- First Christian Church - Youth Services volunteer and former trustee
- Mt. Zion School District – volunteer – Special Education Parent Panel, Spring Fling, Teacher Appreciation Week, Color Fun Run,
- Not Forgotten organization - member
- Decatur Area Special Blessings organization – member

Dean Comments

Updated 2024

FUTURE GOALS TO SUPPORT STUDENT LEARNING

As you know, our HIT program's national accrediting body is transitioning to a hybrid competency-based curriculum. This also includes a shift from Bloom's Taxonomy to Miller's Pyramid. The new curriculum focuses more on authentic learning activities and experiential learning. In my research for a more interactive hands-on curriculum, I have talked to and reviewed classes of other faculty who use interactive tools and adaptive technology in their classes. My goals for the upcoming academic year are to revise my assignments, discussions, and assessments to align with the new competencies and incorporate interactive tools and adaptive technology into the curriculum.

OBSTACLES OR BARRIERS ENCOUNTERED

SIGNATURES

By signing below, you confirm that the information and documentation included in this self-evaluation accurately reflects what has taken place during this evaluation period.

Faculty Signature Jennifer Bollinger Date 12/03/2024

Dean Acknowledgement Shasha D. Jones Date 1/13/2025

TEACHING & LEARNING

Dean's Comments: Jennifer's virtual classroom observations are excellent. She has a great rapport with the students, and she continues to seek out ways to improve and innovate her teaching. As noted by the student course evaluations, she is held in high esteem amongst the students of the program. She has a clear understanding of the teaching and learning cycle and consistently looks for ways to improve her delivery of the course content in the virtual environment. Her work in this area is commendable.

ASSESSMENT

Dean's Comments: Jennifer works to improve assessment in the Health Information Technology and Healthcare Documentation programs. Jennifer participated in the CDO pilot online review as noted in her self-evaluation, taking in feedback from the review committee to make the changes on her course syllabi to improve student learning. Her work in this area is commendable.

FACULTY DEVELOPMENT

Dean's Comments: Jennifer continues to grow professionally and has obtained numerous certifications to improve her ability to teach, assess, and develop curriculum to grow the program. She completed her master's degree in learning experience design and education technology. She continues to participate in professional development offerings at the College. She intentionally seeks out conferences aimed at improving instruction for the students. Her work in this area is commendable.

COLLEGE SERVICE

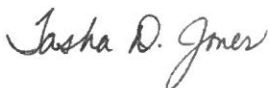
Dean's Comments: Jennifer serves on a number of committees and contributes to the overall well-being of the College. She currently serves as co-chair of the Academic Standards Committee and serves as a member of the College Appeal Panel. Her work in this area is commendable.

PROFESSIONAL CONTRIBUTIONS

Dean's Comments: Jennifer is enthusiastic about her field of study and is active in three professional organizations. She continues to work with the American Health Information Management Associate (AHIMA) as a member of the council on excellence in education. Additionally, she volunteers her time as a member of the Central Illinois Health Information Management Association. Her work in this area is commendable.

COMMUNITY SERVICE

Dean's Comments: Jennifer volunteers with a number of local organizations including the Mt. Zion school district as well as the Not forgotten organization, "a community organization that bring families and educators together to create sustainable resources for individuals living with exceptional needs." Her dedication to her community and the students of Richland is commendable.



Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing



Richland Community College
Health Professions
Memorandum

TO: Dr. Isaac Zuniga, Executive VP of Academic and Student Services
Promotion Committee
Dr. Cris Valdez, President
Board of Trustees of Richland Community College

FROM: Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing

SUBJECT: Matt Cardinal, Promotion to Associate Professor

DATE: January 17, 2025

I am recommending that Matt Cardinal be promoted to the rank of Associate Professor.

Matt began teaching at Richland in August of 2013 as an instructor in the Radiography program. His teaching duties over the past 12 years have included the didactic and clinical portions of Radiography courses in the fall, spring, and summer semesters. Matt became the program director of the Radiography program in June of 2014.

Matt is an outstanding educator. His passion for his field is evident in the course content that he creates and the collaborative environment in his classroom. Matt continues to seek out professional development opportunities that center on effective teaching methods and assessment for his students. When I've observed Matt, I am amazed at the rapport that he has with his students and colleagues. Not only does Matt possess a wealth of knowledge in his field, but he is also passionate about ensuring that Radiography students learn course material. His students have provided the following reflections:

- "Mr. Cardinal is very energetic and excellent instructor, class was always enjoyable. He did assignments that were interesting that went along with some of the chapter."
- "Mr. Cardinal is a great instructor and I always enjoyed coming to class. He was upbeat, never monotone and made lectures more tolerable. No one likes lectures, but his were easy to follow and he'd talk about the material we were learning in a way that we could understand."
- "I could tell you enjoy what you do, and that instantly makes it easier to teach, and for us to learn from you."

Matt is very active in the life of the College through his participation in committee work and participation in professional development activities. Matt currently serves as chair of the Student Learning Outcomes Assessment Committee (SLOA). He also serves on faculty tenure committees, offering feedback and support for faculty members working to attain tenure here at the college. Matt has also served as chair and co-chair of the Academic Standards Committee (ASC) and represented the college at Alliance for Innovation and Transformation (AFIT) summer institutes, engaging with national initiatives for institutional improvement and transformation.

Matt continues to grow professionally to improve his ability to teach, assess, and develop curriculum to grow the program. As noted in his portfolio, here a few of Matt's many accomplishments:

- Completed a master's degree in Online Education from the University of Illinois.
- Co-led a faculty training on Finding Motivation.
- Contributed to the *Radiologic Technology* article, "The Need for Shielding is Undeniable" which was published in the peer-reviewed journal of the American Society of Radiologic Technologists (ASRT).
- Active volunteer at the annual Illinois State Society of Radiologic Technologists (ISSRT) conference.

Matt remains active in the community. Matt maintains his license as a certified Radiologic Technologist. Matt also serves as an active volunteer with the Alzheimer's Association, Great Illinois Chapter, serving as co-chair for Decatur's Walk to End Alzheimer's. Additionally, Matt served as ambassador for Illinois Congressional District 13 for the Alzheimer's Advocacy Ambassador's program. Matt also volunteers his time coaching t-ball, baseball, and softball teams while volunteering in his children's classroom as a "room parent" on special days.

Matt is a tremendous asset to Richland Community College. He is a true professional in his field, assists the students of the Radiography program, and is a reliable and trusted colleague. It is with great enthusiasm that I recommend his promotion to Associate Professor.

Sincerely,



Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing

TEACHING & LEARNING

Dean's Comments: Matt's classroom observations are excellent. He has a great rapport with the students. Matt works diligently to deepen his instructional skills by participating in Richland's CE programs and taking online courses in course design. Matt consistently looks for innovative ways to improve student learning and retention in his program. His work and contributions in this area is commendable.

ASSESSMENT

Dean's Comments: Matt excels in this area as he leads his program and the college to discuss assessment, analyze program and cross disciplinary data (CDO) to create improvement plans, and make changes as necessary. Matt leads the way incorporating CDO rubrics within his program to ensure that students meet all assessment outcomes. His work as chair of the SLOA committee has impacted many departments across the college, enhancing student learning. His work in this area is commendable.

FACULTY DEVELOPMENT

Dean's Comments: Matt continues to grow professionally, obtaining his master's degree in online Education from the University of Illinois to teach, assess, and develop curriculum to grow the program. He continues to participate in and lead professional development offerings at the College. He intentionally seeks out online course offerings to improve his understanding of assessment and course design to make effective changes in the Radiography program. His work in this area is commendable.

COLLEGE SERVICE

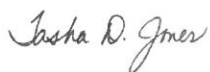
Dean's Comments: Matt serves on several committees and contributes to the overall well-being of the College. Matt serves as chair of the Student Learning Outcomes Assessment Committee and served as chair and co-chair of the Academic Standards Committee. Matt currently serves and has served as a member of several tenure committees in the Health Professions division. His work in this area is commendable.

PROFESSIONAL CONTRIBUTIONS

Dean's Comments: Matt is passionate about his field of study and is an active participant in the Illinois State Society of Radiologic Technologists (ISSRT) where he organizes scholastic bowl events for Radiography students across the State, promotes professional development, as well as serves as sergeant at arms for the organization. His work in this area is commendable.

COMMUNITY SERVICE

Dean's Comments: Matt serves as an active volunteer with the Alzheimer's Association, Great Illinois Chapter, serving as co-chair for Decatur's Walk to End Alzheimer's in addition to serving as the ambassador for Illinois Congressional District 13 for the Alzheimer's Advocacy Ambassador's program. Matt also volunteers at his children's school. His dedication to his community and the students of Richland is commendable.



Dr. Tasha D. Jones
Dean Allied Health Professions and Nursing

FACULTY SELF EVALUATION

Academic Year 2024-2025

Name Matt Cardinal

Division Allied Health

TEACHING & LEARNING

Comment on your teaching and learning activities including classroom performance, assessment of learning, materials preparation and relevancy. How would you characterize your growth, development, and/or contributions in this area? Include any concerns you have and/or additional support or resources that you need.

It has been ten years since my last promotion, and in that time, I have learned and accomplished many things that have enhanced my role as an educator. In all of my classes, I strive to create a dynamic learning environment that supports student success and aligns with industry standards. My approach to teaching emphasizes both flexibility and depth while maintaining an interactive and encouraging atmosphere. I continually evaluate and adapt my teaching materials to ensure relevance, incorporating updated resources like the latest textbook and the RADT Boot Camp supplemental platform to boost student engagement and knowledge retention. Through regular assessment and feedback from my students and peers, I refine my teaching strategies to better address diverse learning needs and build foundational skills early in the program.

Since my last promotion, I have taken deliberate steps to deepen my instructional skills. My completion of a Master's Degree in Online Education, along with ongoing continuing education, demonstrates my commitment to evolving as an instructor, especially in integrating digital platforms that support both theoretical and practical learning.

Looking forward, I plan to build on these efforts by continuing to adapt our curriculum based on assessment data and student feedback. My focus remains on helping students build strong foundational skills and preparing them thoroughly for the demands of the radiography profession. I am eager to pursue any additional professional development and institutional resources that further support this goal, ensuring that our program continues to uphold high standards and foster student success in all facets of their education.

Dean Comments

(see attached document)

ASSESSMENT

Mark all assessment activities you completed:

- Data entry for discipline/
program SLO
- Participated in
discipline/
program SLO
meeting
- Completed CDO
curriculum map
- Served as CDO reviewer
- Participated in CDO
data review session

Based upon your participation in the assessment activities, describe one improvement you plan to implement or have implemented. Include any concerns you have and/or additional support or resources you need.

Assessment is a key focus for program improvement. Each year, the radiography faculty and I review the program's mission statement, goals, and outcomes. We analyze program data and discuss improvement plans, implementing changes where the data supports it. One recent improvement has been moving all testing in online or hybrid didactic courses to a face-to-face setting to better prepare students for the national registry exam required after graduation. We have also integrated Cross-Disciplinary Outcomes (CDO) rubrics into our assessments for more meaningful outcome analysis.

As the current co-chair of the Student Learning Outcome Assessment Committee, I actively engage in all assessment activities, which has given me a solid understanding of institutional goals and methodologies. Recently, I participated in a pilot group using Canvas LMS to assess cross-disciplinary outcomes. This experience has helped me align our program's rubric language with CDO criteria, enhancing students' understanding of how radiography skills connect to broader competencies like critical thinking and communication.

Dean Comments

(See attached document)

FACULTY DEVELOPMENT

Summarize your faculty development activities this year. What were your primary takeaways from your faculty development activities, and have you incorporated them into your professional practice? Include any concerns you have and/or additional support or resources you need

I feel that my entire career as a radiography instructor and program director has been rooted in faculty development. Shortly after my last promotion, I earned a Master's Degree in Online Education from the University of Illinois. I have since participated in numerous campus-led faculty development opportunities, including training on active shooter preparedness, addressing plagiarism in education, and fostering anti-racist classrooms. I also co-led a faculty academy training with Alex Berry on finding motivation, stay current on all Safe Colleges training, and attend mandatory faculty development sessions during convocation week.

Additionally, I complete annual continuing education in radiography. I attend the Illinois State Society of Radiologic Technologists (ISSRT) conference each year, where speakers present on safety, patient care, and best practices in medical imaging education.

Most recently, I completed an online course through the University of Illinois Springfield, which strengthened my skills in online course design and digital pedagogy. This experience has directly supported my efforts to redesign online and hybrid courses within the radiography program, with a specific focus on RADT 120. I also participated in the online peer review process at Richland Community College, where I gathered valuable feedback to refine course structure, content organization, and interactive elements, supporting a more student-centered learning experience.

Dean Comments

(see attached document)

COLLEGE SERVICE

Describe your contributions to your discipline, division, and/or college-wide projects, committees, or initiatives. Include any concerns you have and/or additional support or resources you need.

As I previously mentioned, I am the current chair of the Student Learning Outcome Assessment (SLOA) Committee. In this role, I contribute to the continuous improvement of instructional quality and student learning across the college. I lead efforts to align assessment practices with institutional goals, ensuring that faculty across disciplines have the tools and resources to measure student outcomes effectively. My responsibilities include coordinating meetings, facilitating discussions on assessment methodologies, and overseeing the implementation of new assessment tools, such as the integration of Cross-Disciplinary Outcomes (CDO) rubrics. This initiative supports a more cohesive approach to measuring skills like critical thinking, communication, and professionalism college-wide.

Through this role, I work closely with faculty members to refine assessment techniques and set benchmarks that reflect both program-specific goals and broader institutional objectives. One area of concern, however, is the need for additional data analysis support to ensure that assessment results are effectively interpreted and applied to curriculum adjustments. Access to a data specialist would greatly enhance our ability to make data-driven decisions that positively impact student learning outcomes.

In addition to my work with the SLOA Committee, I have also served as chair and co-chair for the Academic Standards Committee from 2016 to 2018 and represented the college at consecutive Alliance for Innovation & Transformation (AFIT) Summer Institutes, where I engaged with national initiatives for institutional improvement and transformation. Currently, I also serve on faculty tenure committees, contributing to the development and support of faculty members as they work toward tenure and long-term success at the college.

Dean Comments

See attached document.

PROFESSIONAL CONTRIBUTIONS

Describe your contributions to and participation in professional associations, projects, conferences, and/or committees outside the College. Include any concerns you have and/or additional support or resources you need.

As an active participant in the Illinois State Society of Radiologic Technologists (ISSRT), I contribute to advancing the radiologic sciences profession by engaging with peers, staying informed on best practices, and promoting professional development. Through ISSRT, I participate in conferences where current trends, research, and regulatory updates are discussed, enhancing my own expertise and enabling me to bring back valuable insights to my students and colleagues. I have participated in a multitude of service at these conferences ranging from judging scholarly papers and the scholar bowl competition between other radiography programs throughout the state. I have also helped create and edit the questions for the scholar bowl competition. I have served as sargent at arms during presentations and business sessions and have been on planning committees, most recently planing the 90th anniversary dinner this upcoming April.

Dean Comments

(see attached document)

COMMUNITY SERVICE

Describe your contributions to and participation in community service. Include any concerns and/or additional support or resources you need

From 2015 to 2018, I was an active volunteer with the Alzheimer's Association, Greater Illinois Chapter, serving in two distinct roles. My first involvement was with Decatur's Walk to End Alzheimer's, the association's largest national fundraising event. I began as a volunteer on the sponsorship subcommittee, where I successfully brought in four new sponsors, raising an additional \$2,000 for the walk. In my second year, I was invited to serve as co-chair of the committee, a role I continued into my third year. As co-chair, I helped lead the planning and execution of the walk, which aims to raise awareness and funds for Alzheimer's care, support, and research.

In addition, for two of those years, I participated in the Alzheimer's Advocacy Ambassador Program, serving as an ambassador for Illinois Congressional District 13. In this capacity, I worked to establish relationships with congressional officers to advocate for the federal policy priorities of the Alzheimer's Association. This role involved meeting with Congressman Rodney Davis to discuss relevant topics and proposed legislation and attending advocacy days in Springfield, Illinois, to engage with elected officials on legislative priorities supporting Alzheimer's research and care initiatives.

Since 2021, the majority of my free time has been devoted to family activities, with much of my volunteer work now centering around my children's interests. I have coached multiple T-ball, baseball, softball, soccer, and flag football teams. I've also volunteered at my children's school as a "room parent" on special days, and I help run the concession stand and keep the scorebook at my daughter's basketball games.

Dean Comments

(see attached document)

FUTURE GOALS TO SUPPORT STUDENT LEARNING

My future goals are centered on staying the course with the ongoing initiatives and practices that have proven beneficial for our students and the Radiography Program. Every effort I make ultimately connects back to enhancing student learning, refining our program, and ensuring that we are meeting the highest standards in teaching and assessment.

In teaching and learning, my commitment remains to provide accessible and relevant education. I will continue refining the courses we offer to ensure they align with modern standards and industry expectations, incorporating the latest resources and feedback from peer reviews. Through this approach, I strive to prepare students effectively for both their credentialing exams and real-world clinical environments.

Furthermore, I intend to uphold high standards of professional development, continuously seeking out training, conferences, and peer collaboration opportunities that enhance my skills and knowledge. T

OBSTACLES OR BARRIERS ENCOUNTERED

I have not encountered many barriers to self-improvement. Most obstacles stem from the high cost of resources that may or may not positively impact the program, faculty, and students. However, the college has been supportive of my efforts to continue growing as a professional and to support our students in meaningful ways, both in and out of the classroom. As a result, any barriers I face are often opportunities to explore different paths toward improvement.

SIGNATURE SECTION

By signing below, you confirm that the information and documentation included in this self-evaluation accurately reflects what has taken place during this evaluation period.

Faculty signature

Date

Josha D. Jmer

Dean Acknowledgement

1/14/2025

Date

TO: Dr. Isaac Zúñiga, Executive Vice President of Academic and Student Success
Promotion Committee

FROM: Andy Hynds, Executive Dean of Academics

RE: Promotion of Dr. Christopher Merli to Professor of Chemistry

DATE: January 31, 2025

I'm writing this letter in support of Dr. Christopher Merli's promotion to Professor. Dr. Merli has held the rank of Associate Professor for more than 10 years. He has gone above and beyond the requirements for a promotion in rank during this time.

Chris has taught both Biology and Chemistry courses over his 17 years at Richland. He moved to full-time Chemistry instruction in 2020. This move was necessary following the sudden retirement of our previous full-time Chemistry professor during the COVID-19 pandemic. I will always remember the way in which Chris stepped up to maintain academic quality and rigor, while assisting students, during a trying time for everyone. He took over all of the upper-level Chemistry courses during the first week of April 2020, while still maintaining his existing load, and just weeks following the sudden closure of the campus for the pandemic. He worked with each student individually through the following summer to ensure that they could finish their course successfully. In the following academic year (2020-2021), he converted all of the Chemistry courses to a format of only having labs on campus while we had ongoing in-person restrictions. The same upper-level Chemistry courses had never been taught in a hybrid format prior to this time, but he put in the time to keep these courses on the schedule during the hybrid year of instruction.

Over the course of Chris' time as Associate Professor, he has also served on multiple College committees. He was part of the taskforce in the conversion from Angel to the Canvas Learning Management System in 2013. He served as one of the chairs for the Academic Standards Committee. He served in the Student Learning Outcomes Assessment Committee for several years, and was one of the key faculty in the development and implementation of program and cross-disciplinary outcomes. He also contributed to the Strategic Plan development in 2014, 2020, and 2023. Most recently, he took over as one of the co-champions for Strategic Plan Goal 1 (Teaching and Learning). Chris has also participated in a variety of short-term projects such as search committees, and served a term in the IAI Chemistry Panel.

In the classroom, Chris developed and taught three new courses – CHEM 106 (Chemistry in Everyday Life), SCI 101 (Integrated Science 1), and SCI 102 (Integrated Science 2). CHEM 106 continues to be offered annually, allowing students the opportunity to complete a lab science course in a virtual setting.

Chris continues to contribute to the Community. He works with youth in the chess community and

recently led an effort to teach Decatur children how to ride a bike properly. He has represented Richland well over the years.

Dr. Chris Merli has demonstrated continued dedication to the College's mission over his time as Associate Professor. I fully support his promotion to Professor. I'm available to answer any questions.

TEACHING & LEARNING

Dean Comments

Dr. Stephenson's colleagues speak highly of his teaching in ENGL 280 "Non-Western Literature" and work in his co-requisite courses, he collaborated with the committee to design and implement. It is clear he is intentional in the materials and scope of the courses he creates, demonstrating preparedness and expertise in content and pedagogical practice. Furthermore, his work with his colleagues showcases his wide-range in the classroom spanning from developmental to advanced coursework. All grade reports were submitted by the deadline and Dr. Stephenson was intentional in working with struggling students.

ASSESSMENT

Dean Comments

As a member of the Student Learning Outcomes Assessment (SLOA) Committee, Dr. Stephenson led the revision of rubrics and processes, helping to shape new procedures that align with our strategic goals and support Higher Learning Commission (HLC) accreditation requirements. He is implementing these strategies in his own classes and piloting new assessment artifacts.

FACULTY DEVELOPMENT

Dean Comments

Dr. Stephenson contributed to the DERA committee by redesigning and teaching the developmental English program, collaborating with his department, designing new curriculum, updating assessment practices, and scaling the program to meet student needs. He focused on professional development, attending the Accelerated Developmental Education conference in Milwaukee in June 2024. His service to the institution reflects his strong dedication to supporting the vision of RCC.

COLLEGE SERVICE

Dean Comments

In service to the broader community, Dr. Stephenson organized a Chautauqua series in his hometown of Petersburg, IL, aimed at bringing experts in literature, history, and culture from the surrounding areas. Although not directly hosted in Decatur, this monthly lecture and music series was designed to have a far-reaching impact across the mid-state region. In addition to this, Dr. Stephenson volunteered at the Northeast Community Fund and is launching a Writing Contest in Spring 2025 for local high schools, which will provide a valuable recruitment opportunity for the College.

PROFESSIONAL CONTRIBUTIONS

Dean Comments

Dr. Stephenson has also focused on professional development, attending the Accelerated Developmental Education conference in Milwaukee in June 2024, maintaining membership with the Modern Language Association, and participating in the DEIB-A reading group. He serves on the editorial board of *The Incredible Nineteenth Century: Science Fiction, Fantasy, and Fairy Tales Journal*, an interdisciplinary journal housed at Middle Tennessee State University. Additionally, he is completing two research projects for the Research Society for Victorian Periodicals.

FUTURE GOALS TO SUPPORT STUDENT LEARNING

Dean Comments

I am encouraged by the progress Dr. Stephenson has already made with the Honors Program and trust his efforts will continue to grow the program into more robust numbers. He has already outlined future professional development opportunities and will continue contributing to his discipline and department here at Richland in meaningful ways.

Dean's Signature

Danielle L.P. Patricio

Date: 1/22/2025

FACULTY SELF EVALUATION

Academic Year 2024-2025

Name Dr. Ethan Stephenson

Division Liberal Arts

TEACHING & LEARNING

Comment on your teaching and learning activities including classroom performance, assessment of learning, materials preparation and relevancy. How would you characterize your growth, development, and/or contributions in this area? Include any concerns you have and/or additional support or resources that you need.

I have developed two areas of my teaching in my third year. I have continued to build my ENGL 280 "Non-Western Literature" class and, with help from colleagues, redesigned my co-requisite course to meet current best practices in the field.

First, in the fall of 2024, I returned to the ENGL 280 that I redesigned when I first started in 2022. That Non-Western Literature class was offered online in the fall and will run online in the spring 2025 for Honors students. To build upon the academic rigor for this class, I focused on reading deeply in the fields of World Literature to better both my knowledge of the discipline and my understanding of the historical context for the works I assign. I set out for myself a rigorous reading schedule to prepare for this work. Below is a short bibliography:

David Damrosch *What is World Literature?* (2003)

Walter Rodney *How Europe Underdeveloped Africa* (1972)

Thomas Pakenham *The Scramble for Africa* (1991)

The New Cambridge History of India (2008)

David Armitage & Sanjay Subrahmanyam *The Age of Revolution in Global Context, c. 1760-1840* (2010)

Edward Said *Culture and Imperialism* (1993)

Because World Literature is not my primary degree focus, I have decided to learn as much as I can about the history of the

Dean Comments

See attached.

FACULTY DEVELOPMENT

Summarize your faculty development activities this year. What were your primary takeaways from your faculty development activities, and have you incorporated them into your professional practice? Include any concerns you have and/or additional support or resources you need

In my third year, my professional development has predominantly been centered around revisions to our developmental reading and writing sequence and our co-requisite course. This professional development was largely funded by the DERA grant that the division applied for and received in 2023-2024. That grant, responding to recent state legislation, has tasked community colleges with eliminating stand-alone developmental coursework and moving to a co-requisite model. The issue is framed at the state level as an issue of equity. The co-requisite is designed to shorten the time to completion for community college students.

To respond to this grant and initiative, a colleague and I attended the Conference on Accelerated Developmental Education in Milwaukee in June of 2024. There, we attended panels specifically relevant to Richland and where it is at in the process of revising our developmental coursework. My colleague and I learned about larger national trends in developmental education, trends which provide context for Illinois's own recent legislative initiatives. We also attended panels on the more substantive curricular strategies for designing and implementing developmental coursework at Richland. Best practices indicate that a move to Integrated Reading and Writing models helps to streamline course offerings. Best practices also indicate that an accelerated 8-week Integrated Reading and Writing course is effective followed by an 8-week, traditional 101. We learned about assessment strategies as well and how to best measure student success in our co-requisites to make informed decisions about the direction of our programming.

My colleague and I brought this information back to a larger work group in May, and I worked to schedule a follow up with Kristin Sericati of Northeast Wisconsin Technical College, who was the keynote at CADE, to help us build out our developmental curriculum. Simultaneously, the work group tasked with making substantive changes to our co-requisite and developmental sequence carried out a reading group, studying recent trends in teaching developmental English nationwide. Together, the conference, the reading group, and the consultation, have provided me a better grounding for how developmental English is conceived of and practiced at the college, in the state of Illinois, and in the U.S. broadly. This was integral to my role at the college as developmental (or co-requisite English) will be at the heart of what I do over the course of my career.

Dean Comments

See attached.

COMMUNITY SERVICE

Describe your contributions to and participation in community service. Include any concerns and/or additional support or resources you need

My community service to this point has been focused on bringing literature and the humanities to a general audience in the region and serving the Decatur community directly through volunteer work.

May-September of 2024, I organized and hosted a Chautauqua series in my hometown of Petersburg, IL with the aim of bringing in experts on literature, history and culture from the surrounding areas. This monthly lecture and music series, while not directly held in the Decatur, was purposefully far reaching in its mission to be relevant to the mid-state region writ large. We hosted lectures, loosely themed around Illinois poet Edgar Lee Masters, his writing and life; he lived in the Springfield area as a child. As a representative faculty of Richland Community College, I provided the introductory lecture on the history of the Old Salem Chautauqua held in Petersburg at the turn of the century and the largest outside of New York. I spoke briefly on Edgar Lee Masters' Spoon River Anthology as well, a poetry cycle that provides a snap shot into the region's politics, culture, religion, etc. in the 19th century. We also hosted the current Interim Director of the Illinois State Museum, Dr. Michael Wiant, and the current Director of the Illinois State Historic Society, William Furry. Dr. Wiant spoke on the history of Native American treatises in Illinois and specifically along the Sangamon River. William Furry, spoke on and performed folk music from the region that was popular during the 19th century. We also hosted John Hallwas, whose biography of Masters, published by the University of Illinois, remains the definitive study of Masters' life and works. We hosted Dr. Bailey Shaw of Lincoln Land Community College to speak on the parallels between Masters idyllic poetry and Thomas Hardy's Wessex poems. We concluded the series with a performance by Tom Irwin, whose musical Sangamon Songs documents the life a young boy growing up in central Illinois at the turn of the century. His performance was followed by a reading by poets from communities as far reaching as Bloomington, Pana, and Champaign. Overall, the series was a success, and we have plans to expand its scope and reach in the summer of 2025. Further, to promote this series, I appeared on NPR Illinois's Community Voices, identified as a Richland faculty member, to promote the series.

In more direct service to Decatur and Macon county, I volunteered at the Northeast Community Fund on Veteran's Day, stocking the food pantry and helping community members to shop for their Thanksgiving meals. Responsibilities included helping community members check out their groceries and helping them to load their vehicles.

Dean Comments

See attached.

FUTURE GOALS TO SUPPORT STUDENT LEARNING

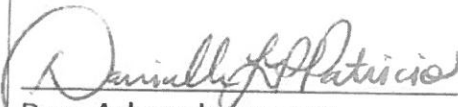
My future plans include continuing to build the Honors Program and growing a more substantial relationship with the region's four-year institutions. Now that our numbers are more substantial, I also plan to lead an honors trip in the Spring, which we didn't get to do in the Fall of 2024 as originally planned. Finally, I would like to continue to push for additional funding for our Honors students to make participation in the program even more enticing.

I intend to continue to attend the CADE conference to better serve our developmental and co-requisite populations, and I would also welcome the opportunity to attend the MMLA at Marquette University in 2025, where I could present on issues relevant to the teaching of World Literature at the Community College. If there is interest, I might even see if I could take students from my Honors ENGL 280 to this conference. That may be too ambitious, but it could be a good experience for

OBSTACLES OR BARRIERS ENCOUNTERED

I have enjoyed my time through the tenure process and have not encountered any significant obstacles. In general, I have felt supported by my Dean and especially my faculty mentor, Professor Christopher Schmersahl, who has been an invaluable resource for me as I develop in my position at the college and in the community.

SIGNATURE SECTION

<i>By signing below, you confirm that the information and documentation included in this self-evaluation accurately reflects what has taken place during this evaluation period.</i>			
Ethan Taylor Stephenson	12/19/2024		12/19/2024
Faculty signature	Date	Dean Acknowledgement	Date

TEACHING & LEARNING

Dean Comments

Dr. Stephenson's colleagues speak highly of his teaching in ENGL 280 "Non-Western Literature" and work in his co-requisite courses, he collaborated with the committee to design and implement. It is clear he is intentional in the materials and scope of the courses he creates, demonstrating preparedness and expertise in content and pedagogical practice. Furthermore, his work with his colleagues showcases his wide-range in the classroom spanning from developmental to advanced coursework. All grade reports were submitted by the deadline and Dr. Stephenson was intentional in working with struggling students.

ASSESSMENT

Dean Comments

As a member of the Student Learning Outcomes Assessment (SLOA) Committee, Dr. Stephenson led the revision of rubrics and processes, helping to shape new procedures that align with our strategic goals and support Higher Learning Commission (HLC) accreditation requirements. He is implementing these strategies in his own classes and piloting new assessment artifacts.

FACULTY DEVELOPMENT

Dean Comments

Dr. Stephenson contributed to the DERA committee by redesigning and teaching the developmental English program, collaborating with his department, designing new curriculum, updating assessment practices, and scaling the program to meet student needs. He focused on professional development, attending the Accelerated Developmental Education conference in Milwaukee in June 2024. His service to the institution reflects his strong dedication to supporting the vision of RCC.

COLLEGE SERVICE

Dean Comments

In service to the broader community, Dr. Stephenson organized a Chautauqua series in his hometown of Petersburg, IL, aimed at bringing experts in literature, history, and culture from the surrounding areas. Although not directly hosted in Decatur, this monthly lecture and music series was designed to have a far-reaching impact across the mid-state region. In addition to this, Dr. Stephenson volunteered at the Northeast Community Fund and is launching a Writing Contest in Spring 2025 for local high schools, which will provide a valuable recruitment opportunity for the College.

PROFESSIONAL CONTRIBUTIONS

Dean Comments

Dr. Stephenson has also focused on professional development, attending the Accelerated Developmental Education conference in Milwaukee in June 2024, maintaining membership with the Modern Language Association, and participating in the DEIB-A reading group. He serves on the editorial board of *The Incredible Nineteenth Century: Science Fiction, Fantasy, and Fairy Tales Journal*, an interdisciplinary journal housed at Middle Tennessee State University. Additionally, he is completing two research projects for the Research Society for Victorian Periodicals.

FUTURE GOALS TO SUPPORT STUDENT LEARNING

Dean Comments

I am encouraged by the progress Dr. Stephenson has already made with the Honors Program and trust his efforts will continue to grow the program into more robust numbers. He has already outlined future professional development opportunities and will continue contributing to his discipline and department here at Richland in meaningful ways.

Dean's Signature

Danielle L.P. Patrick

Date: 1/22/2025

TO: Board of Trustees

FROM: Cris Valdez 

DATE: February 18, 2025

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.

Sheree Zalanka 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 January 2025 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Exceeding Richland Community College Financials – Narrative

Financial Statement Discussion and Analysis

For the Period Ended January 31, 2025

Executive Summary

For the month of January, the College began the month with a Balance of \$20,989,598.35

The College had receipts of \$5,280,893.58 and disbursements of \$6,072,441.64 ending with a **Balance of \$20,022,296.06** as of January 31, 2025.

In January of 2025, the College reported \$3,826,167.65 in Operating Interest-Bearing Accounts and \$16,196,128.41 in Operating Separate Investment Instruments.

Separate Investment Instruments detail

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$14,236,944.61	IL Funds	4.20		0.0
EDUCATION FUND	\$250,000.00	CD-First Mid	0.85	1/30/2025	12.0
RESTRICTED-MASTER PLAN2	\$11,852,485.43	PMA	4.59		0.0
RESTRICTED-MASTER PLAN	\$2,721,857.01	PMA	4.70		0.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.15	8/10/2025	12.0
WORKING CASH FUND	\$1,172,489.18	PMA	4.59		0.0
WORKING CASH FUND	\$121,474.73	CD-Regns	0.01	1/24/2025	7.0
WORKING CASH FUND	\$124,972.00	CD-Regns	0.01	1/25/2025	13.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.15	3/23/2025	12.0

Hickory Point Bank: Communicated with Bennett Jackson. Signatories have been updated. Reminder set to connect and evaluate rates on March 13th.

Bills for Ratification total \$2,464,478.36

Of this total:

Bills exceeding \$10,000 – \$243,561.02

Bills exceeding \$10,000, detail

<i>Vendor Account</i>	<i>Center</i>	<i>Amount</i>	<i>Ed Fund</i>	<i>O&M Fund</i>	<i>Other Fund</i>
AEP Energy, Inc					
Electricity and Nat Gas	Utilities	\$25,455.37		\$25,455.37	
Arthur J Gallagher Risk Services					
General Insurance	Liab Protection & Settle	\$11,750.00			\$11,750.00
CDWG Government Inc					
Participant Supplies	Minority Entrp MentorPrg	\$20,752.80			\$20,752.80
Employers Assurance Co					
General Insurance	Liab Protection & Settle	\$10,891.86			\$10,891.86
Hanover Insurance Group Co					
General Insurance	Liab Protection & Settle	\$23,327.00			\$23,327.00
Jenzabar Inc					
Consultants/Workshops	Administrative Info Syst	\$13,475.00	\$13,475.00		
NRG Business Marketing LLC					
Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,212.84			\$1,212.84
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$125.27		\$125.27	
Electricity and Nat Gas	Utilities	\$10,050.03		\$10,050.03	
Nishida Services					
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Per Mar Security & Research					
Security	Public Safety Department	\$20,820.85			\$20,820.85
Starlight Creative Studios LLC					
Contractual-Other	Marketing	\$10,000.00	\$10,000.00		
		\$243,561.02	\$23,475.00	\$131,330.67	\$88,755.35

Bills exceeding \$50,000 – \$1,707,836.95

Bills exceeding \$50,000, detail

<i>Vendor Account</i>	<i>Center</i>	<i>Amount</i>	<i>Ed Fund</i>	<i>O&M Fund</i>	<i>Other Fund</i>
Blue Cross and Blue Shield of IL					
Group Insurance		\$47,896.00	\$47,896.00		
Health Insurance		\$239,449.20	\$239,449.20		
EmployeeBenefitsTotal	General Expenses	\$1,310.91	\$1,310.91		
TCCI Manufacturing LLC					
TCCI Climate Cntr	TCCI	\$1,419,180.84			\$1,419,180.84
		\$1,707,836.95	\$288,656.11	\$0.00	\$1,419,180.84

Trustee Travel:

None

Richland Community College
Treasurer's Report
January 31, 2025

Fund	Balance 12/31/2024	Receipts for Month	Disbursements for Month	Balance 1/31/2025	Int. Bearing Accounts	Separate Inv. Instrments
Education Fund	3,346,950.69	2,726,516.72	(4,246,716.64)	1,826,750.77	1,576,750.77	250,000.00
Oper & Maint Restricted	16,098,980.60	526,419.15	-	16,625,399.75	679,271.34	15,946,128.41
Bond & Interest Fund	15,861,349.27	58,485.44	-	15,919,834.71	54,635.95	15,865,198.76
Auxiliary Expenses	865,181.12	24,018.83	-	889,199.95	889,199.95	.00
Restricted Purposes Fund	2,177,224.39	1,915,598.00	(1,825,725.00)	2,267,097.39	1,967,097.39	300,000.00
Working Cash Fund	7,482,959.83	26,205.39	-	7,509,165.22	7,152,646.19	356,519.03
Trust & Agency Fund	286,820.22	1,080.09	-	287,900.31	287,900.31	.00
Audit Fund	30,427.73	110.31	-	30,538.04	30,538.04	.00
Liability & Protection	678,485.94	2,459.65	-	680,945.59	680,945.59	.00
Totals	20,989,598.35	5,280,893.58	(6,072,441.64)	20,022,296.06	3,826,167.65	16,196,128.41

Separate Investment Instruments

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	\$15,422,617.28	IL Funds	4.70		0.0
EDUCATION FUND	\$250,000.00	CD-First Mid	0.85	1/30/2025	12.0
RESTRICTED-MASTER PLAN2	\$11,897,530.81	PMA	4.50		0.0
RESTRICTED-MASTER PLAN	\$2,732,450.77	PMA	4.50		0.0
RESTR-EQUIP REPLACEMENT	\$300,000.00	CD-HPB	0.15	8/10/2025	12.0
WORKING CASH FUND	\$1,176,929.09	PMA	4.50		0.0
WORKING CASH FUND	\$110,000.00	CD-HPB	0.15	3/23/2025	12.0
WORKING CASH FUND	\$246,523.21	CD-Regions	3.04	1/21/2026	12.0

Revenues & Expenses by Fund

	Actual 1/31/2025	Budget 2425	%	Actual 1/31/2024	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$3,941,156.89	\$16,724,996.00	23.56	\$14,696,375.85	\$17,364,066.11
Expenses	(\$8,030,660.92)	(\$16,679,593.05)	48.15	(\$7,948,321.30)	(\$13,649,301.22)
	(\$4,089,504.03)	\$45,402.95		\$6,748,054.55	\$3,714,764.89
Fund 02-Operations & Maintenance					
Revenue	\$518,403.51	\$2,571,151.00	20.16	\$1,474,162.96	\$1,777,895.58
Expenses	(\$1,130,081.44)	(\$2,541,169.00)	44.47	(\$1,158,821.55)	(\$2,068,678.35)
	(\$611,677.93)	\$29,982.00		\$315,341.41	(\$290,782.77)
Fund 03-Oper & Maint Restricted					
Revenue	\$121,004.33	\$14,837,061.00	0.82	\$677,286.52	\$699,753.44
Expenses	(\$866,247.37)	(\$14,470,171.04)	5.99	(\$2,220,469.53)	(\$3,297,650.86)
	(\$745,243.04)	\$366,889.96		(\$1,543,183.01)	(\$2,597,897.42)
Fund 04-Bond & Interest Fund					
Revenue	\$477,550.77	\$3,248,730.00	14.7	\$3,209,993.40	\$3,218,057.42
Expenses	(\$79,085.00)	(\$3,241,630.00)	2.44	(\$2,793,387.50)	(\$3,144,162.50)
	\$398,465.77	\$7,100.00		\$416,605.90	\$73,894.92
Fund 05-Auxiliary Enterprises					
Revenue	\$909,393.79	\$2,731,467.00	33.29	\$1,194,622.76	\$2,299,868.07
Expenses	(\$1,410,970.14)	(\$2,731,467.00)	51.66	(\$1,397,123.24)	(\$2,443,310.86)
	(\$501,576.35)	\$0.00		(\$202,500.48)	(\$143,442.79)
Fund 06-Restricted Purposes Fund					
Revenue	\$655,634.28	\$30,724,585.32	2.13	\$8,101,641.93	\$11,387,352.76
Expenses	(\$13,655,556.97)	(\$30,724,585.46)	44.45	(\$7,688,438.21)	(\$18,045,508.18)
	(\$12,999,922.69)	(\$0.14)		\$413,203.72	(\$6,658,155.42)
Fund 07-Working Cash Fund					
Revenue	\$13,458.29	\$80,000.00	16.82	\$227,900.42	\$385,758.12
Transfers	\$0.00	(\$80,000.00)	0	\$0.00	\$0.00
	\$13,458.29	\$0.00		\$227,900.42	\$385,758.12
Fund 10-Trust & Agency Fund					
Revenue	\$110,631.56	\$59,312.00	186.52	\$132,780.94	\$167,219.28
Expenses	(\$54,323.69)	(\$59,312.00)	91.59	(\$45,845.49)	(\$101,868.49)
	\$56,307.87	\$0.00		\$86,935.45	\$65,350.79
Fund 11-Audit Fund					
Revenue	\$14,895.75	\$95,110.00	15.66	\$70,688.68	\$73,227.14
Expenses	(\$27,051.05)	(\$92,333.00)	29.3	(\$6,463.79)	(\$46,570.75)
	(\$12,155.30)	\$2,777.00		\$64,224.89	\$26,656.39
Fund 12-Liability & Protection					
Revenue	\$415,677.16	\$2,681,005.00	15.5	\$2,009,300.14	\$2,051,559.81
Expenses	(\$1,304,369.78)	(\$2,681,005.00)	48.65	(\$1,075,058.56)	(\$1,770,880.43)
	(\$888,692.62)	\$0.00		\$934,241.58	\$280,679.38
Fund 21-Brush College LLC					
Revenue	(\$140.48)	\$161,100.00	-0.09	\$34,795.07	\$126,338.33
Expenses	(\$78,196.09)	(\$161,100.00)	48.54	(\$100,683.36)	(\$145,708.08)
	(\$78,336.57)	\$0.00		(\$65,888.29)	(\$19,369.75)
Fund 25-Law Enforcement Trng Ctr					
Revenue	\$2,004,082.46	\$4,099,037.00	48.89	\$1,799,491.44	\$3,620,366.55
Expenses	(\$1,592,354.61)	(\$3,293,784.75)	48.34	(\$1,542,323.17)	(\$2,859,149.17)
	\$411,727.85	\$805,252.25		\$257,168.27	\$761,217.38
Total	(\$19,047,148.75)	\$1,257,404.02		\$7,652,104.41	(\$4,401,326.28)

Operating Funds Revenue

	Actual Revenue YTD 1/31/2025	Budget 2425	%	Actual Revenue YTD 1/31/2024	Prior Year Revenue 6/30/2024
Investment Revenue					
Investment Revenue	\$0.00	\$150,300.00	0	\$461,845.58	\$540,996.66
	<u>\$0.00</u>	<u>\$150,300.00</u>	0	<u>\$461,845.58</u>	<u>\$540,996.66</u>
Local Government Sources					
Current Taxes	\$1,474,686.90	\$9,409,341.00	15.67	\$8,572,099.63	\$8,591,461.07
Interest on Taxes	\$0.00	\$600.00	0	\$83.42	\$83.42
	<u>\$1,474,686.90</u>	<u>\$9,409,941.00</u>	15.67	<u>\$8,572,183.05</u>	<u>\$8,591,544.49</u>
Other Revenue					
Facility Rental	\$0.00	\$205,668.00	0	\$149,367.90	\$153,632.60
Other Revenue	\$130,245.00	\$1,289,178.00	10.1	\$131,712.17	\$244,772.13
Transfer In	\$0.00	\$80,000.00	0	\$0.00	\$0.00
	<u>\$130,245.00</u>	<u>\$1,574,846.00</u>	8.27	<u>\$281,080.07</u>	<u>\$398,404.73</u>
State Government Sources					
ICCB CTE Formula Grant	\$0.00	\$211,932.00	0	\$105,966.00	\$211,932.00
ICCB Credit Hour Grants	\$0.00	\$1,939,167.00	0	\$1,221,863.61	\$1,335,235.31
ICCB Equalization Grant	\$0.00	\$287,580.00	0	\$167,755.00	\$191,720.00
Replacement Taxes	\$0.00	\$285,000.00	0	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$2,723,679.00</u>	0	<u>\$1,495,584.61</u>	<u>\$1,738,887.31</u>
Student Tuition & Fees					
Tuition-Credit	\$2,518,704.00	\$4,923,906.00	51.15	\$4,715,420.50	\$6,932,830.00
Various Fees	\$335,924.50	\$513,475.00	65.42	\$644,425.00	\$939,298.50
	<u>\$2,854,628.50</u>	<u>\$5,437,381.00</u>	52.5	<u>\$5,359,845.50</u>	<u>\$7,872,128.50</u>
Total Revenue	\$4,459,560.40	\$19,296,147.00	23.11	\$16,170,538.81	\$19,141,961.69

Operating Funds Expenses

	Actual Expenses YTD 1/31/2025	Budget 2425	%	Actual Expenses YTD 1/31/2024	Prior Year Expenses 6/30/2024
Salaries					
Academic Support-PT	\$8,880.38	\$34,406.00	25.81	\$19,105.93	\$28,018.90
Administrative Staff Sal	\$1,524,332.55	\$2,356,152.00	64.7	\$1,218,048.26	\$2,149,868.83
Administrative Staff-PT	\$8,129.97	\$0.00	0	\$0.00	\$0.00
Car Allowance	\$5,538.56	\$10,000.00	55.39	\$5,192.40	\$9,000.16
Classified-Temporary	\$0.00	\$0.00	0	\$1,755.90	\$1,755.90
Clinical Risk Stipends	\$240.12	\$3,375.00	7.11	\$7,243.22	\$10,403.70
Custodial, Maint Stf Sal	\$130,025.07	\$163,193.00	79.68	\$113,253.58	\$197,847.92
Custodial, Maint-Temp	\$12,650.35	\$0.00	0	\$11,880.11	\$17,891.88
F/T Classified Salary	\$720,402.63	\$1,199,496.00	60.06	\$697,835.56	\$1,173,232.00
F/T Faculty Salary	\$1,415,245.62	\$3,706,187.00	38.19	\$1,904,418.23	\$3,569,774.83
F/T Faculty-Summer Sal	\$149,067.82	\$102,516.00	145.41	\$155,131.06	\$253,927.94
FWSP Workers Salary	\$2,589.00	\$0.00	0	\$8,743.50	\$11,494.50
Faculty Curriculum Dev	\$3,000.00	\$0.00	0	\$4,050.00	\$4,050.00
Faculty Tutors Salary	\$30,717.52	\$0.00	0	\$23,493.32	\$43,490.64
Independent Study Salary	\$8,580.00	\$0.00	0	\$4,188.47	\$13,010.14
Interpreter Salary	\$0.00	\$8,000.00	0	\$0.00	\$0.00
LabFacilitators	\$20,598.45	\$29,280.00	70.35	\$16,558.66	\$28,614.05
Overload Salary	\$323,922.38	\$801,825.00	40.4	\$324,267.52	\$594,742.20
Overtime Wages	\$3,966.09	\$18,280.00	21.7	\$17,618.58	\$25,422.09
P/T Classified Salary	\$4,468.15	\$0.00	0	\$3,591.90	\$5,974.25
P/T Faculty Salary	\$336,112.30	\$642,777.00	52.29	\$301,091.91	\$540,460.28
P/T Faculty-Summer Sal	\$33,913.00	\$80,601.00	42.08	\$37,560.66	\$58,832.66
Professional/Tech Salary	\$1,063,832.64	\$1,909,973.00	55.7	\$861,855.31	\$1,504,922.80
Professional/Tech-PT	\$9,060.00	\$0.00	0	\$6,664.97	\$16,731.64
Proficiency Exam Salary	\$52.50	\$0.00	0	\$0.00	\$0.00
SURS Fringe Benefit	\$11,324.44	\$25,000.00	45.3	\$10,413.18	\$17,814.64
Severance Payments	\$0.00	\$0.00	0	\$49,738.00	\$49,738.00
Student Workers Salary	\$40,799.00	\$80,720.00	50.54	\$31,572.75	\$61,798.75
Subs Instructors Salary	\$16,177.08	\$9,630.00	167.99	\$4,141.72	\$22,045.10
Supervisory Staff Salary	\$83,297.53	\$134,390.00	61.98	\$74,910.57	\$129,845.12
Supervisory Staff-PT	\$258.00	\$0.00	0	\$0.00	\$0.00
Test Proctor Salary	\$26,141.43	\$36,701.00	71.23	\$21,704.16	\$39,103.57
	<u>\$5,993,322.58</u>	<u>\$11,352,502.00</u>	<u>52.79</u>	<u>\$5,936,029.43</u>	<u>\$10,579,812.49</u>
Employee Benefits					
EmployeeBenefitsTotal	\$1,785.05	\$0.00	0	\$21,459.45	\$44,478.99
Employer Annuity Contrib	\$22,144.00	\$0.00	0	\$23,843.20	\$39,380.00
FICA-Social Security	\$50.47	\$0.00	0	\$73.78	\$73.78
Grants Share of SURS	\$10,428.65	\$339.00	3076.3	(\$185.20)	\$661.68
Group Dental Ins	\$32,024.29	\$90,981.00	35.2	\$38,702.96	\$60,167.59
Group LTD Ins	\$8,223.56	\$21,904.00	37.54	\$9,809.28	\$16,238.29
Group Life Ins	\$13,961.54	\$29,439.00	47.43	\$17,113.67	\$25,175.64
Group Medical Ins	\$697,741.95	\$1,945,914.00	35.86	\$852,191.89	\$1,295,874.31
Medicare	\$2,363.50	\$416.00	568.15	\$1,317.81	\$2,548.24
SURS-RetireeHealthContri	\$52,757.86	\$49,936.00	105.65	\$41,465.26	\$72,084.17
Staff/Family Waivers	\$17,261.25	\$25,000.00	69.05	\$19,330.17	\$34,016.17
	<u>\$858,742.12</u>	<u>\$2,163,929.00</u>	<u>39.68</u>	<u>\$1,025,122.27</u>	<u>\$1,590,698.86</u>
Contractual Services					
Accreditation Fees	\$13,850.00	\$22,800.00	60.75	\$17,963.19	\$17,963.19
Admin Computer-Maint	\$541,168.48	\$576,964.00	93.8	\$180,688.75	\$180,688.75
Advisor Awards	\$0.00	\$0.00	0	\$218.44	\$218.44
Building Repair/Maint	\$29,527.34	\$129,000.00	22.89	\$48,924.99	\$131,755.81
Consultants/Workshops	\$77,790.40	\$444,000.00	17.52	\$15,423.75	\$15,678.35
Contractual-Other	\$84,791.95	\$574,894.88	14.75	\$443,932.17	\$604,489.71
Contractual-Tutoring	\$0.00	\$1,500.00	0	\$0.00	\$0.00
Custodial Services	\$273,759.82	\$622,050.00	44.01	\$255,224.31	\$506,966.01
Employee Awards	\$0.00	\$400.00	0	\$0.00	\$599.99
Employee Recognition	\$0.00	\$0.00	0	\$3,326.20	\$3,652.96
Equip Repair/Maint Agree	\$58,314.31	\$153,408.00	38.01	\$90,654.51	\$154,997.06
Faculty Development	\$600.00	\$11,380.00	5.27	\$450.00	\$1,850.00
Grounds Maintenance	\$8,164.88	\$10,500.00	77.76	\$5,493.89	\$5,493.89
Legal Services-Admin	\$21,045.50	\$25,000.00	84.18	\$855.08	\$1,089.08

Operating Funds Expenses

	Actual Expenses YTD 1/31/2025	Budget 2425	%	Actual Expenses YTD 1/31/2024	Prior Year Expenses 6/30/2024
Contractual Services					
Meals	\$263.64	\$0.00	0	\$0.00	\$3,809.01
Pest Control	\$10,101.23	\$18,000.00	56.12	\$12,126.47	\$20,191.69
Professional Fees	\$0.00	\$5,000.00	0	\$0.00	\$10,700.00
Recruitment	\$5,104.52	\$15,000.00	34.03	\$5,229.68	\$5,850.45
Royalties	\$1,109.56	\$1,120.00	99.07	\$570.97	\$570.97
Staff/Faculty Developmen	\$1,173.49	\$28,925.00	4.06	\$3,301.43	\$6,458.33
Student Awards	\$0.00	\$375.00	0	\$0.00	\$375.00
Student Development	\$0.00	\$3,550.00	0	\$102.55	\$1,172.19
Telephone Maint Agree	\$0.00	\$1,750.00	0	\$1,516.56	\$4,083.12
Transportation	\$0.00	\$500.00	0	\$182.89	\$182.89
	<u>\$1,126,765.12</u>	<u>\$2,646,116.88</u>	42.58	<u>\$1,086,185.83</u>	<u>\$1,678,836.89</u>
Materials & Supplies					
Advertising	\$92,465.00	\$200,000.00	46.23	\$110,952.57	\$127,280.57
Audio/Visual/Stream Mat	\$871.99	\$17,500.00	4.98	\$13,668.01	\$13,908.01
Books-Library Collection	\$1,372.39	\$8,500.00	16.15	\$2,005.55	\$5,676.74
Computer Software	\$178,248.53	\$246,425.00	72.33	\$72,543.91	\$129,375.94
Digital Print/Curric Spt	\$53,925.53	\$61,500.00	87.68	\$55,374.16	\$58,063.88
Event Expense	\$11,501.52	\$38,200.00	30.11	\$21,008.22	\$26,386.91
Graphic Supplies	\$0.00	\$2,000.00	0	\$170.95	\$170.95
Instructional Supplies	\$64,387.09	\$150,468.80	42.79	\$49,079.17	\$113,458.16
Laundry/Linen Supplies	\$424.00	\$2,425.00	17.48	\$234.00	\$396.00
Maintenance Supplies	\$68,823.41	\$119,500.00	57.59	\$77,028.42	\$101,984.91
Materials	\$24,820.28	\$95,350.00	26.03	\$37,597.06	\$65,362.63
Non Consumable Supplies	\$1,461.69	\$8,000.00	18.27	\$0.00	\$4,950.39
Office Supplies	\$926.39	\$31,717.67	2.92	\$10,432.29	\$17,017.55
Postage	\$9,909.11	\$15,937.00	62.18	\$6,627.66	\$16,722.42
Printing	\$39,468.18	\$83,040.00	47.53	(\$3,094.48)	\$19,623.38
Publications & Dues	\$88,172.68	\$126,880.33	69.49	\$67,228.77	\$101,880.17
Readiness Initiative	\$3,311.75	\$3,900.00	84.92	\$0.00	\$568.64
Specialities	\$0.00	\$2,000.00	0	\$309.60	\$309.60
Transcripts	\$5,570.60	\$17,000.00	32.77	\$7,724.59	\$13,355.29
Uniforms	\$2,496.41	\$6,750.00	36.98	\$4,768.77	\$7,730.19
Vehicle Expense	\$10,361.69	\$24,000.00	43.17	\$13,434.11	\$16,204.61
Wind Turbine Maintenance	\$0.00	\$15,000.00	0	\$7,200.00	\$7,200.00
	<u>\$658,518.24</u>	<u>\$1,276,093.80</u>	51.6	<u>\$554,293.33</u>	<u>\$847,626.94</u>
Conference & Meeting Exp					
Community Relations/Spon	\$4,000.00	\$10,000.00	40	\$0.00	\$0.00
Meeting Expense	\$3,791.22	\$26,430.00	14.34	\$12,286.71	\$21,471.47
Registration Fees	\$7,243.08	\$105,989.00	6.83	\$21,393.08	\$52,796.81
Relocation	\$0.00	\$6,000.00	0	\$1,500.00	\$1,633.39
Relocation Expense	\$0.00	\$0.00	0	\$0.00	\$13.97
Travel-In State	\$7,128.28	\$38,964.88	18.29	\$19,340.46	\$29,653.90
Travel-In State Mileage	\$7,038.35	\$37,099.49	18.97	\$7,696.34	\$15,387.22
Travel-In State-Instruct	\$49.98	\$0.00	0	\$0.00	\$0.00
Travel-Out State-Instruc	\$0.00	\$3,000.00	0	\$602.80	\$602.80
Travel-Out State-Other	\$0.00	\$0.00	0	\$2,169.61	\$8,403.07
Travel-Out of State	\$24,975.04	\$155,335.00	16.08	\$44,426.82	\$92,861.12
	<u>\$54,225.95</u>	<u>\$382,818.37</u>	14.16	<u>\$109,415.82</u>	<u>\$222,823.75</u>
Fixed Charges					
Credit Card Fees	\$76.00	\$10,000.00	0.76	\$16,351.63	\$16,446.63
Equipment Rental	\$0.00	\$1,500.00	0	\$0.00	\$0.00
Graduation Expense	\$1,462.07	\$25,000.00	5.85	\$54.75	\$19,678.31
Property Taxes	\$1,543.86	\$3,500.00	44.11	\$1,536.51	\$3,080.37
	<u>\$3,081.93</u>	<u>\$40,000.00</u>	7.7	<u>\$17,942.89</u>	<u>\$39,205.31</u>
Utilities					
Electricity and Nat Gas	\$281,172.56	\$543,000.00	51.78	\$250,193.03	\$422,345.13
Internet	\$7,200.00	\$20,100.00	35.82	\$7,200.00	\$14,400.00
Propane	\$0.00	\$300.00	0	\$0.00	\$0.00
Refuse Disposal	\$40,440.10	\$51,300.00	78.83	\$34,360.18	\$68,775.74
Telephone	\$18,676.32	\$37,520.00	49.78	\$23,516.01	\$43,497.83
Water,Sewage	\$32,138.14	\$57,200.00	56.19	\$41,938.47	\$66,215.75

Operating Funds Expenses

	Actual Expenses YTD 1/31/2025	Budget 2425	%	Actual Expenses YTD 1/31/2024	Prior Year Expenses 6/30/2024
Utilities					
	\$379,627.12	\$709,420.00	53.51	\$357,207.69	\$615,234.45
Capital Outlay					
Equipment-Instructional	\$12,055.13	\$90,000.00	13.39	(\$1,011.27)	\$19,082.10
Equipment-Office	\$0.00	\$8,000.00	0	\$0.00	\$0.00
Equipment-Service	\$17,925.11	\$255,000.00	7.03	\$3,597.97	\$44,083.06
	\$29,980.24	\$353,000.00	8.49	\$2,586.70	\$63,165.16
Other Expense					
Write-Offs	\$0.00	\$100,000.00	0	\$756.00	\$785.00
	\$0.00	\$100,000.00	0	\$756.00	\$785.00
Tuition Adjustments					
Tuition Waiver	\$11,756.00	\$12,000.00	97.97	\$5,745.00	\$13,430.00
Unfunded ING/MIA/POW	\$0.00	\$5,000.00	0	\$0.00	\$0.00
	\$11,756.00	\$17,000.00	69.15	\$5,745.00	\$13,430.00
Other Expense					
Bank Service Charges	\$0.00	\$5,500.00	0	\$645.95	\$705.90
Contributions	\$32,889.45	\$90,078.00	36.51	\$31,661.25	\$60,145.20
Expense-Other	\$1,931.46	\$51,600.00	3.74	(\$37,077.56)	(\$16,967.88)
	\$34,820.91	\$147,178.00	23.66	(\$4,770.36)	\$43,883.22
Total Expenses	\$9,150,840.21	\$19,188,058.05	47.69	\$9,090,514.60	\$15,695,502.07

Revenues by Fund Summary

	Actual Revenue YTD 1/31/2025	Budget 2425	%	Actual Revenue YTD 1/31/2024	Prior Year Revenue 6/30/2024
Fund 01-Education Fund					
Local Government Sources	\$1,291,347.78	\$8,234,313.00	15.68	\$7,495,026.88	\$7,511,928.95
State Government Sources	\$0.00	\$2,288,419.00	0	\$1,495,584.61	\$1,738,887.31
Student Tuition & Fees	\$2,605,249.50	\$4,907,539.00	53.09	\$5,105,082.70	\$7,399,196.40
Other Revenue	\$0.00	\$0.00	0	\$80,610.00	\$80,610.00
Investment Revenue	\$0.00	\$150,300.00	0	\$461,845.58	\$540,996.66
Other Revenue	\$44,559.61	\$1,144,425.00	3.89	\$58,226.08	\$92,446.79
Total Revenue Fund 01	\$3,941,156.89	\$16,724,996.00	23.56	\$14,696,375.85	\$17,364,066.11
Fund 02-Operations & Maintenance					
Local Government Sources	\$183,339.12	\$1,175,628.00	15.59	\$1,077,156.17	\$1,079,615.54
State Government Sources	\$0.00	\$435,260.00	0	\$0.00	\$0.00
Student Tuition & Fees	\$249,379.00	\$529,842.00	47.07	\$254,762.80	\$472,932.10
Other Revenue	\$85,685.39	\$430,421.00	19.91	\$142,243.99	\$225,347.94
Total Revenue Fund 02	\$518,403.51	\$2,571,151.00	20.16	\$1,474,162.96	\$1,777,895.58
Fund 03-Oper & Maint Restricted					
Local Government Sources	\$121,004.33	\$771,890.00	15.68	\$631,768.36	\$633,391.54
Investment Revenue	\$0.00	\$50,000.00	0	\$45,518.16	\$66,361.90
Other Revenue	\$0.00	\$14,015,171.00	0	\$0.00	\$0.00
Total Revenue Fund 03	\$121,004.33	\$14,837,061.00	0.82	\$677,286.52	\$699,753.44
Fund 04-Bond & Interest Fund					
Local Government Sources	\$477,550.77	\$3,239,730.00	14.74	\$3,208,406.76	\$3,215,286.91
Investment Revenue	\$0.00	\$9,000.00	0	\$1,586.64	\$2,770.51
Total Revenue Fund 04	\$477,550.77	\$3,248,730.00	14.7	\$3,209,993.40	\$3,218,057.42
Fund 05-Auxiliary Enterprises					
Customized Training	\$340,983.50	\$602,500.00	56.59	\$325,078.50	\$553,153.50
Student Tuition & Fees	\$5,730.00	\$48,900.00	11.72	\$7,197.00	\$11,368.00
Auxiliary Enterprises	\$557,667.29	\$1,975,940.00	28.22	\$796,021.30	\$1,680,620.99
Investment Revenue	\$0.00	\$63,127.00	0	\$0.00	\$0.00
Other Revenue	\$4,557.00	\$41,000.00	11.11	\$66,325.96	\$54,725.58
Total Revenue Fund 05	\$908,937.79	\$2,731,467.00	33.28	\$1,194,622.76	\$2,299,868.07
Fund 06-Restricted Purposes Fund					
Financial Aid	\$664,452.87	\$6,509,508.00	10.21	\$3,577,182.77	\$6,320,504.05
Investment Revenue	\$0.00	\$200.00	0	\$1,172.87	\$1,330.83
Other Revenue	(\$8,818.59)	\$24,214,877.32	-0.04	\$4,523,286.29	\$5,065,517.88
Total Revenue Fund 06	\$655,634.28	\$30,724,585.32	2.13	\$8,101,641.93	\$11,387,352.76
Fund 07-Working Cash Fund					
Investment Revenue	\$13,458.29	\$80,000.00	16.82	\$227,900.42	\$385,758.12
Total Revenue Fund 07	\$13,458.29	\$80,000.00	16.82	\$227,900.42	\$385,758.12
Fund 10-Trust & Agency Fund					
Club Revenue	\$8,068.21	\$13,650.00	59.11	\$9,785.26	\$14,652.26
Auxiliary Enterprises	\$57,936.40	\$0.00	0	\$0.00	\$0.00
Investment Revenue	\$0.00	\$250.00	0	\$7,822.27	\$8,909.66
Other Revenue	\$44,626.95	\$45,412.00	98.27	\$115,173.41	\$143,657.36
Total Revenue Fund 10	\$110,631.56	\$59,312.00	186.52	\$132,780.94	\$167,219.28
Fund 11-Audit Fund					
Local Government Sources	\$14,895.75	\$95,010.00	15.68	\$67,421.45	\$67,621.27
Investment Revenue	\$0.00	\$100.00	0	\$3,267.23	\$5,605.87
Total Revenue Fund 11	\$14,895.75	\$95,110.00	15.66	\$70,688.68	\$73,227.14
Fund 12-Liability & Protection					
Local Government Sources	\$412,285.16	\$2,475,100.00	16.66	\$1,939,197.37	\$1,944,727.90
Student Tuition & Fees	\$3,392.00	\$3,500.00	96.91	\$6,512.00	\$9,552.00
Investment Revenue	\$0.00	\$2,050.00	0	\$63,590.77	\$97,279.91
Other Revenue	\$0.00	\$200,355.00	0	\$0.00	\$0.00
Total Revenue Fund 12	\$415,677.16	\$2,681,005.00	15.5	\$2,009,300.14	\$2,051,559.81

Revenues by Fund Summary

	Actual Revenue YTD 1/31/2025	Budget 2425	%	Actual Revenue YTD 1/31/2024	Prior Year Revenue 6/30/2024
Fund 21-Brush College LLC					
Auxiliary Enterprises	\$0.00	\$35,000.00	0	\$0.00	\$0.00
Other Revenue	\$0.00	\$10,000.00	0	\$8,650.00	\$99,563.61
Investment Revenue	(\$140.48)	\$200.00	-70.24	\$895.07	\$1,524.72
Other Revenue	\$0.00	\$115,900.00	0	\$25,250.00	\$25,250.00
Total Revenue Fund 21	(\$140.48)	\$161,100.00	-0.09	\$34,795.07	\$126,338.33
Fund 25-Law Enforcement Trng Ctr					
Auxiliary Enterprises	\$1,462,493.00	\$2,819,000.00	51.88	\$1,161,884.18	\$2,154,656.93
Other Revenue	\$541,589.46	\$1,280,037.00	42.31	\$637,607.26	\$1,465,709.62
Total Revenue Fund 25	\$2,004,082.46	\$4,099,037.00	48.89	\$1,799,491.44	\$3,620,366.55
Total Revenue	\$9,181,292.31	\$78,013,554.32	11.77	\$33,629,040.11	\$43,171,462.61

Expenses by Fund Summary

	Budget 2425	Actual YTD as of 1/31/2025	Encumbered as of 1/31/2025	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$11,019,120.00	\$5,772,261.25	\$0.00	\$5,772,261.25	52.38	\$10,218,713.19	55.93
Employee Benefits	\$2,090,871.00	\$829,296.95	\$0.00	\$829,296.95	39.66	\$1,515,706.91	64.16
Contractual Services	\$1,694,016.88	\$736,984.66	\$381,320.11	\$1,118,304.77	66.01	\$865,544.35	78.6
Materials & Supplies	\$1,097,918.80	\$575,375.04	\$33,240.60	\$608,615.64	55.43	\$709,787.75	63.65
Conference & Meeting Exp	\$376,468.37	\$54,092.91	\$39,079.90	\$93,172.81	24.75	\$222,223.76	49.24
Fixed Charges	\$35,000.00	\$1,538.07	\$0.00	\$1,538.07	4.39	\$36,124.94	45.42
Utilities	\$4,020.00	\$2,480.00	\$1,540.00	\$4,020.00	100	\$4,020.00	58.33
Capital Outlay	\$98,000.00	\$12,055.13	\$0.00	\$12,055.13	12.3	\$19,082.10	0
Other Expense	\$100,000.00	\$0.00	\$0.00	\$0.00	0	\$785.00	96.31
Tuition Adjustments	\$17,000.00	\$11,756.00	\$0.00	\$11,756.00	69.15	\$13,430.00	42.78
Other Expense	\$147,178.00	\$34,820.91	\$0.00	\$34,820.91	23.66	\$43,883.22	0
Total Expense Fund 01	\$16,679,593.05	\$8,030,660.92	\$455,180.61	\$8,485,841.53	50.88	\$13,649,301.22	58.23
Fund 02-Operations & Maintenance							
Salaries	\$333,782.00	\$221,481.33	\$0.00	\$221,481.33	66.36	\$363,106.30	61.47
Employee Benefits	\$101,937.00	\$38,927.32	\$0.00	\$38,927.32	38.19	\$95,462.45	70.43
Contractual Services	\$952,100.00	\$389,780.46	\$289,742.21	\$679,522.67	71.37	\$813,292.54	49.91
Materials & Supplies	\$179,600.00	\$83,143.20	\$1,763.32	\$84,906.52	47.28	\$137,839.19	74.36
Conference & Meeting Exp	\$8,350.00	\$133.04	\$653.28	\$786.32	9.42	\$599.99	0
Fixed Charges	\$5,000.00	\$1,543.86	\$0.00	\$1,543.86	30.88	\$3,080.37	49.88
Utilities	\$705,400.00	\$377,147.12	(\$74.72)	\$377,072.40	53.46	\$611,214.45	58.06
Capital Outlay	\$255,000.00	\$17,925.11	\$0.00	\$17,925.11	7.03	\$44,083.06	8.16
Total Expense Fund 02	\$2,541,169.00	\$1,130,081.44	\$292,084.09	\$1,422,165.53	55.97	\$2,068,678.35	56.02
Fund 03-Oper & Maint Restricted							
Contractual Services	\$0.00	(\$25,000.00)	\$0.00	(\$25,000.00)	0	\$75,083.96	31.96
Materials & Supplies	\$165,000.00	\$23,570.80	\$0.00	\$23,570.80	14.29	\$23,537.00	26.02
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0	\$87.92	0
Capital Outlay	\$14,305,171.04	\$867,676.57	\$206,194.64	\$1,073,871.21	7.51	\$3,198,941.98	68.47
Total Expense Fund 03	\$14,470,171.04	\$866,247.37	\$206,194.64	\$1,072,442.01	7.41	\$3,297,650.86	67.33
Fund 04-Bond & Interest Fund							
Fixed Charges	\$3,239,630.00	\$78,585.00	\$0.00	\$78,585.00	2.43	\$3,142,162.50	88.84
Other Expense	\$2,000.00	\$500.00	\$0.00	\$500.00	25	\$2,000.00	100
Total Expense Fund 04	\$3,241,630.00	\$79,085.00	\$0.00	\$79,085.00	2.44	\$3,144,162.50	88.84
Fund 05-Auxiliary Enterprises							
Salaries	\$1,261,504.00	\$659,916.38	\$0.00	\$659,916.38	52.31	\$1,074,384.22	57.85
Employee Benefits	\$183,881.00	\$102,707.26	\$0.00	\$102,707.26	55.86	\$160,469.98	55.3
Contractual Services	\$200,800.00	\$69,567.73	\$7,734.77	\$77,302.50	38.5	\$134,544.23	64.68
Materials & Supplies	\$1,021,249.00	\$573,941.19	\$10,324.95	\$584,266.14	57.21	\$1,016,927.94	55.28
Conference & Meeting Exp	\$40,100.00	\$2,285.08	\$3,131.62	\$5,416.70	13.51	\$28,831.31	63.66
Fixed Charges	\$22,733.00	\$1,702.50	\$0.00	\$1,702.50	7.49	\$27,603.18	70.15
Utilities	\$1,200.00	\$800.00	\$400.00	\$1,200.00	100	\$250.00	0
Other Expense	\$0.00	\$50.00	\$0.00	\$50.00	0	\$300.00	0
Total Expense Fund 05	\$2,731,467.00	\$1,410,970.14	\$21,591.34	\$1,432,561.48	52.45	\$2,443,310.86	57.18
Fund 06-Restricted Purposes Fund							
Salaries	\$1,418,676.52	\$1,062,822.19	\$0.00	\$1,062,822.19	74.92	\$1,560,060.21	54.8
Employee Benefits	\$385,599.19	\$276,746.94	\$0.00	\$276,746.94	71.77	\$468,672.20	57.24
Contractual Services	\$15,830,181.19	\$6,306,278.27	\$114,331.16	\$6,420,609.43	40.56	\$9,013,856.83	30.4
Materials & Supplies	\$285,307.86	\$54,044.68	\$8,678.37	\$62,723.05	21.98	\$68,219.07	38.21
Conference & Meeting Exp	\$173,629.12	\$66,937.68	\$58,165.55	\$125,103.23	72.05	\$111,388.35	56.75
Fixed Charges	\$262,431.98	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Capital Outlay	\$680,671.00	\$347,105.98	\$66,871.32	\$413,977.30	60.82	\$402,300.30	26.03
Financial Aid Expense	\$7,011,402.00	\$5,519,660.76	\$0.00	\$5,519,660.76	78.72	\$6,219,654.46	55.39
Other Expense	\$4,676,686.60	\$21,960.47	(\$1,426.00)	\$20,534.47	0.44	\$201,356.76	92.38
Total Expense Fund 06	\$30,724,585.46	\$13,655,556.97	\$246,620.40	\$13,902,177.37	45.25	\$18,045,508.18	42.61
Fund 10-Trust & Agency Fund							

Expenses by Fund Summary

	Budget 2425	Actual YTD as of 1/31/2025	Encumbered as of 1/31/2025	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 10-Trust & Agency Fund							
Contractual Services	\$18,300.00	\$25,336.56	\$1,165.29	\$26,501.85	144.82	\$22,970.00	61.27
Materials & Supplies	\$39,352.00	\$27,625.03	\$1,759.80	\$29,384.83	74.67	\$76,315.89	40.71
Conference & Meeting Exp	\$460.00	\$1,362.10	\$1,844.00	\$3,206.10	696.98	\$1,982.60	20.21
Other Expense	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$600.00	50
Total Expense Fund 10	\$59,312.00	\$54,323.69	\$4,769.09	\$59,092.78	99.63	\$101,868.49	45
Fund 11-Audit Fund							
Salaries	\$12,566.00	\$7,794.56	\$0.00	\$7,794.56	62.03	\$10,450.70	54.17
Employee Benefits	\$2,772.00	\$1,406.49	\$0.00	\$1,406.49	50.74	\$1,995.55	40.23
Contractual Services	\$76,995.00	\$17,850.00	\$0.00	\$17,850.00	23.18	\$34,124.50	0
Total Expense Fund 11	\$92,333.00	\$27,051.05	\$0.00	\$27,051.05	29.3	\$46,570.75	13.88
Fund 12-Liability & Protection							
Salaries	\$688,299.00	\$420,736.76	\$0.00	\$420,736.76	61.13	\$632,507.91	56.78
Employee Benefits	\$126,594.00	\$147,753.53	\$0.00	\$147,753.53	116.71	\$260,073.84	60.39
Contractual Services	\$419,547.00	\$204,407.93	\$182,828.41	\$387,236.34	92.3	\$423,165.89	48.31
Materials & Supplies	\$166,665.00	\$85,608.98	\$3,962.09	\$89,571.07	53.74	\$28,900.72	51.55
Conference & Meeting Exp	\$3,700.00	\$343.85	\$0.00	\$343.85	9.29	\$1,092.85	93.76
Fixed Charges	\$410,000.00	\$388,916.86	\$0.00	\$388,916.86	94.86	\$372,223.00	81.68
Utilities	\$5,250.00	\$1,634.41	\$0.00	\$1,634.41	31.13	\$2,021.11	55.45
Capital Outlay	\$54,060.00	\$24,505.06	\$9,975.00	\$34,480.06	63.78	\$17,513.00	0
Other Expense	\$806,890.00	\$30,462.40	\$0.00	\$30,462.40	3.78	\$33,382.11	100
Total Expense Fund 12	\$2,681,005.00	\$1,304,369.78	\$196,765.50	\$1,501,135.28	55.99	\$1,770,880.43	60.71
Fund 21-Brush College LLC							
Contractual Services	\$41,800.00	\$2,565.00	\$2,235.00	\$4,800.00	11.48	\$16,132.19	75.51
Materials & Supplies	\$200.00	\$1,478.06	\$0.00	\$1,478.06	739.03	\$1,458.51	97.06
Fixed Charges	\$65,000.00	\$55,615.70	\$0.00	\$55,615.70	85.56	\$74,692.07	70.98
Utilities	\$54,000.00	\$18,528.33	\$0.00	\$18,528.33	34.31	\$52,603.31	63.29
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0	\$5,004.00	100
Other Expense	\$100.00	\$9.00	\$0.00	\$9.00	9	(\$4,182.00)	0
Total Expense Fund 21	\$161,100.00	\$78,196.09	\$2,235.00	\$80,431.09	49.93	\$145,708.08	69.1
Fund 25-Law Enforcement Trng Ctr							
Salaries	\$949,607.00	\$664,515.57	\$0.00	\$664,515.57	69.98	\$1,008,026.75	58.46
Employee Benefits	\$189,115.00	\$100,641.13	\$0.00	\$100,641.13	53.22	\$184,182.01	65.02
Contractual Services	\$1,576,161.00	\$541,424.31	\$615.66	\$542,039.97	34.39	\$1,206,846.35	46.26
Materials & Supplies	\$437,701.75	\$207,260.40	\$6,989.88	\$214,250.28	48.95	\$286,863.38	60.14
Conference & Meeting Exp	\$4,500.00	\$0.00	\$0.00	\$0.00	0	\$574.82	96.52
Fixed Charges	\$700.00	\$2,895.67	\$0.00	\$2,895.67	413.67	\$7,663.21	49.68
Utilities	\$117,000.00	\$73,025.31	\$0.00	\$73,025.31	62.41	\$120,017.62	50.91
Capital Outlay	\$4,000.00	\$0.00	\$0.00	\$0.00	0	\$27,415.97	79.67
Other Expense	\$15,000.00	\$2,592.22	\$250.00	\$2,842.22	18.95	\$17,559.06	86.51
Total Expense Fund 25	\$3,293,784.75	\$1,592,354.61	\$7,855.54	\$1,600,210.15	48.58	\$2,859,149.17	53.94
Total Expenses	\$76,676,150.30	\$28,228,897.06	\$1,433,296.21	\$29,662,193.27	38.69	\$47,572,788.89	54.6

Auxiliary Enterprises Revenue & Expenses

NOV 2425

	<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						
6030 -Misc Events	\$930.00	\$100,000.00	\$0.00	\$0.00	\$930.00	\$100,000.00
	<u>\$930.00</u>	<u>\$100,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$930.00</u>	<u>\$100,000.00</u>
Continuing & Professional Education						
6000 -Admininstration-CPED	\$15,986.00	\$3,000.00	\$15,049.92	\$22,447.00	\$936.08	(\$19,447.00)
6001 -CDL	\$186,030.00	\$385,000.00	\$101,468.68	\$244,607.00	\$84,561.32	\$140,393.00
6002 -Computer & Technology	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6004 -Personal Development	\$7,605.00	\$4,000.00	\$3,249.88	\$3,450.00	\$4,355.12	\$550.00
6007 -Safety-Industrial	\$37,873.50	\$180,500.00	\$57,025.98	\$168,346.00	(\$19,152.48)	\$12,154.00
6008 -Shilling Rentals	\$3,507.50	\$15,000.00	\$0.00	\$0.00	\$3,507.50	\$15,000.00
6009 -Traffic Safety	\$16,125.00	\$20,500.00	\$7,695.18	\$19,265.00	\$8,429.82	\$1,235.00
6005 -Workforce Development	\$840.00	\$9,500.00	\$1,018.58	\$8,300.00	(\$178.58)	\$1,200.00
	<u>\$267,967.00</u>	<u>\$617,500.00</u>	<u>\$185,508.22</u>	<u>\$466,415.00</u>	<u>\$82,458.78</u>	<u>\$151,085.00</u>
Culinary						
8907 -Bistro 537	\$92.50	\$190,000.00	\$102,344.97	\$255,314.00	(\$102,252.47)	(\$65,314.00)
8970 -Cafe	\$525,202.79	\$402,000.00	\$337,429.32	\$606,888.00	\$187,773.47	(\$204,888.00)
8908 -Coffee House	\$0.00	\$123,800.00	\$0.00	\$164,614.00	\$0.00	(\$40,814.00)
	<u>\$525,295.29</u>	<u>\$715,800.00</u>	<u>\$439,774.29</u>	<u>\$1,026,816.00</u>	<u>\$85,521.00</u>	<u>(\$311,016.00)</u>
Fitness Center						
1157 -Fitness Center	\$4,307.00	\$48,900.00	\$37,130.26	\$93,568.00	(\$32,823.26)	(\$44,668.00)
	<u>\$4,307.00</u>	<u>\$48,900.00</u>	<u>\$37,130.26</u>	<u>\$93,568.00</u>	<u>(\$32,823.26)</u>	<u>(\$44,668.00)</u>
Horticulture						
4503 -Garden Center	\$2,613.50	\$0.00	\$8,059.88	\$18,098.00	(\$5,446.38)	(\$18,098.00)
9099 -Produce Market	\$0.00	\$0.00	\$1,200.42	\$4,057.00	(\$1,200.42)	(\$4,057.00)
	<u>\$2,613.50</u>	<u>\$0.00</u>	<u>\$9,260.30</u>	<u>\$22,155.00</u>	<u>(\$6,646.80)</u>	<u>(\$22,155.00)</u>

Education Fund Revenue & Expenses

NOV 2425

	<u>Actual Revenue</u>	<u>Budget Revenue</u>	<u>Actual Expenses</u>	<u>Budget Expenses</u>	<u>Net Actual</u>	<u>Net Budget</u>
Continuing & Professional Education						
6007 -Safety-Industrial	\$0.00	\$0.00	\$327.26	\$0.00	(\$327.26)	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$327.26</u>	<u>\$0.00</u>	<u>(\$327.26)</u>	<u>\$0.00</u>
Culinary						
8907 -Bistro 537	\$0.00	\$0.00	\$600.00	\$0.00	(\$600.00)	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$600.00</u>	<u>\$0.00</u>	<u>(\$600.00)</u>	<u>\$0.00</u>

Restricted Purposes Fund Revenue & Expenses

NOV 2425

	<u>Actual Revenue</u>	<u>Budget Revenue</u>	<u>Actual Expenses</u>	<u>Budget Expenses</u>	<u>Net Actual</u>	<u>Net Budget</u>
Continuing & Professional Education						
6007 -Safety-Industrial	\$0.00	\$0.00	\$1,775.38	\$0.00	(\$1,775.38)	\$0.00
6009 -Traffic Safety	\$0.00	\$0.00	\$261.82	\$6,986.00	(\$261.82)	(\$6,986.00)
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,037.20</u>	<u>\$6,986.00</u>	<u>(\$2,037.20)</u>	<u>(\$6,986.00)</u>
Culinary						
8970 -Cafe	\$0.00	\$0.00	\$1,617.00	\$0.00	(\$1,617.00)	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,617.00</u>	<u>\$0.00</u>	<u>(\$1,617.00)</u>	<u>\$0.00</u>

Trust & Agency Fund Revenue & Expenses

NOV 2425

	<u>Actual Revenue</u>	<u>Budget Revenue</u>	<u>Actual Expenses</u>	<u>Budget Expenses</u>	<u>Net Actual</u>	<u>Net Budget</u>
Culinary						
8907 -Bistro 537	\$57,936.40	\$0.00	(\$2,623.38)	\$0.00	\$60,559.78	\$0.00
	<u>\$57,936.40</u>	<u>\$0.00</u>	<u>(\$2,623.38)</u>	<u>\$0.00</u>	<u>\$60,559.78</u>	<u>\$0.00</u>

Over \$10,000

Bills for Ratification



January 2025

<i>Vendor Account</i>	<i>Center</i>	<i>Amount</i>	<i>Ed Fund</i>	<i>O&M Fund</i>	<i>Other Fund</i>
AEP Energy, Inc					
Electricity and Nat Gas	Utilities	\$25,455.37		\$25,455.37	
Arthur J Gallagher Risk Services					
General Insurance	Liab Protection & Settle	\$11,750.00			\$11,750.00
CDWG Government Inc					
Participant Supplies	Minority Entrp MentorPrg	\$20,752.80			\$20,752.80
Employers Assurance Co					
General Insurance	Liab Protection & Settle	\$10,891.86			\$10,891.86
Hanover Insurance Group Co					
General Insurance	Liab Protection & Settle	\$23,327.00			\$23,327.00
Jenzabar Inc					
Consultants/Workshops	Administrative Info Syst	\$13,475.00	\$13,475.00		
NRG Business Marketing LLC					
Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,212.84			\$1,212.84
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$125.27		\$125.27	
Electricity and Nat Gas	Utilities	\$10,050.03		\$10,050.03	
Nishida Services					
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Per Mar Security & Research					
Security	Public Safety Department	\$20,820.85			\$20,820.85
Starlight Creative Studios LLC					
Contractual-Other	Marketing	\$10,000.00	\$10,000.00		
		\$243,561.02	\$23,475.00	\$131,330.67	\$88,755.35

Over \$50,000

Bills for Ratification



January 2025

<i>Vendor Account</i>	<i>Center</i>	<i>Amount</i>	<i>Ed Fund</i>	<i>O&M Fund</i>	<i>Other Fund</i>
Blue Cross and Blue Shield of IL					
Group Insurance		\$47,896.00	\$47,896.00		
Health Insurance		\$239,449.20	\$239,449.20		
EmployeeBenefitsTotal	General Expenses	\$1,310.91	\$1,310.91		
TCCI Manufacturing LLC					
TCCI Climate Cntr	TCCI	\$1,419,180.84			\$1,419,180.84
		<u>\$1,707,836.95</u>	<u>\$288,656.11</u>	<u>\$0.00</u>	<u>\$1,419,180.84</u>

Bills for Ratification



January 2025

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
4 Imprint Inc						
	Participant Supplies	Student Activities	\$1,174.40			\$1,174.40
AEP Energy, Inc						
	Electricity and Nat Gas	Utilities	\$369.59		\$369.59	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$373.00		\$373.00	
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,503.49			\$1,503.49
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,644.19			\$1,644.19
	Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$3,276.44			\$3,276.44
	Electricity and Nat Gas	Workforce Development Ct	\$5,156.89		\$5,156.89	
	Electricity and Nat Gas	Utilities	\$34.47		\$34.47	
	Electricity and Nat Gas	Utilities	\$128.73		\$128.73	
	Electricity and Nat Gas	Utilities	\$399.23		\$399.23	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$421.22		\$421.22	
	Electricity and Nat Gas	Utilities	\$25,455.37		\$25,455.37	
AFLAC						
	AFLAC		\$139.88	\$139.88		
ARC/STSA						
	Accreditation Fees	Surgical Tech-Health Occ	\$2,750.00	\$2,750.00		
ASCAP S&C Licensing						
	Publications & Dues	General Expenses	\$453.71	\$453.71		
AT&T						
	Telephone	Telecommunications	\$816.46		\$816.46	
	Telephone	Telecommunications	\$1,690.81		\$1,690.81	
	Telephone	Telecommunications	\$1,697.33		\$1,697.33	
	Telephone	Utilities	\$90.30		\$90.30	
Ability SCS Inc						
	Equip Repair/Maint Agree	Maintenance	\$1,860.00		\$1,860.00	
Ace Sign Co						
	Maintenance Supplies	Maintenance	\$1,374.06		\$1,374.06	
Adams, Samuel						
	Stipends	CDL / Transportation	\$390.00			\$390.00
	Stipends	CDL / Transportation	\$325.00			\$325.00
	Stipends	CDL / Transportation	\$455.00			\$455.00
Airweld Industrial Gases & Suppl						
	Instructional Supplies	Human Simulator	\$2.57	\$2.57		
	Instructional Supplies	Human Simulator	\$31.00	\$31.00		
Altorfer Inc						
	Contractual-Other	Liab Protection & Settle	\$1,492.00			\$1,492.00
	Contractual-Other	Liab Protection & Settle	\$1,742.00			\$1,742.00
	Contractual-Other	Liab Protection & Settle	\$1,344.86			\$1,344.86
Amazon Capital Services						
	Maintenance Supplies	Workforce Development Ct	\$314.00		\$314.00	
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	(\$79.72)			(\$79.72)
	Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	(\$19.93)			(\$19.93)
	Participant Supplies	Student Activities	\$1,286.49			\$1,286.49
AmerenIP						
	Electricity and Nat Gas	Utilities	\$5,746.67		\$5,746.67	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$1,861.49		\$1,861.49	
	Electricity and Nat Gas	Workforce Development Ct	\$445.36		\$445.36	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$158.91		\$158.91	
	Electricity and Nat Gas	Workforce Development Ct	\$69.46		\$69.46	
	Electricity and Nat Gas	Utilities	\$920.46		\$920.46	
	Electricity and Nat Gas	Utilities	\$521.22		\$521.22	
	Electricity and Nat Gas	Utilities	\$191.67		\$191.67	
	Electricity and Nat Gas	Utilities	\$4.25		\$4.25	
American Heart Association						
	Instructional Supplies	Credit	\$517.30			\$517.30
	Instructional Supplies	Credit	\$85.00			\$85.00
	Instructional Supplies	Credit	\$105.60			\$105.60
	Instructional Supplies	Credit	\$561.00			\$561.00
	Instructional Supplies	Credit	\$914.60			\$914.60
Anderson, Ferita Sheree						
	Stipends	Student Activities	\$26.00			\$26.00
	Stipends	Student Activities	\$260.00			\$260.00
	Stipends	Student Activities	\$156.00			\$156.00
Anderson, Mesha						
	Stipends	Student Activities	\$223.00			\$223.00
Arbon Equipment Corporation						
	Building Repair/Maint	Maintenance	\$4,684.80		\$4,684.80	
Architectural Expressions LLP						
	Building Improvements	Renovations / Remodeling	\$330.00			\$330.00
Arthur J Gallagher Risk Services						
	General Insurance	Liab Protection & Settle	\$50.00			\$50.00

Bills for Ratification



January 2025

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Arthur J Gallagher Risk Services						
	General Insurance	Liab Protection & Settle	\$908.00			\$908.00
	General Insurance	Liab Protection & Settle	\$1,037.00			\$1,037.00
	General Insurance	Liab Protection & Settle	\$11,750.00			\$11,750.00
Ascendium Education Solutions						
	Contractual-Other	Fin Aid & Vet Affairs	\$89.00	\$89.00		
B & A Screenprinting						
	Student Support	Student Activities	\$5,677.77			\$5,677.77
B & H Photo						
	Printing	Student Success	\$285.00	\$285.00		
BMI						
	Publications & Dues	General Expenses	\$506.81	\$506.81		
Bank Mobile						
	Prepaid Expenses		\$15.00	\$15.00		
Barbee, Malik						
	Stipends	CDL / Transportation	\$578.50			\$578.50
	Stipends	CDL / Transportation	\$240.50			\$240.50
	Stipends	CDL / Transportation	\$247.00			\$247.00
	Stipends	CDL / Transportation	\$123.50			\$123.50
Bean, Davin						
	Event Expense	Club Expenses	\$4,000.00			\$4,000.00
BearMail Co						
	Postage	General Expenses	\$1,393.66	\$1,393.66		
Beasley, Timothy L						
	Stipends	Student Activities	\$104.00			\$104.00
	Stipends	Student Activities	\$520.00			\$520.00
	Stipends	Student Activities	\$520.00			\$520.00
Beck's Studio						
	Uniforms	Basic Law Enforce Trng	\$520.00			\$520.00
	Materials	Marketing	\$119.50	\$119.50		
	Uniforms	Basic Corrections Trng	\$227.50			\$227.50
Beeson, Robert Allen						
	Travel-In State	Technical Services Suprt	\$87.10	\$87.10		
Best One of Central Illinois						
	Equip Repair/Maint Agree	Credit	\$1,152.46			\$1,152.46
Binkley, Alyxandriah Claudine						
	Stipends	Student Activities	\$26.00			\$26.00
	Stipends	Student Activities	\$260.00			\$260.00
	Stipends	Student Activities	\$260.00			\$260.00
Black, Bruce E						
	Stipends	Student Activities	\$104.00			\$104.00
	Stipends	Student Activities	\$312.00			\$312.00
Blackmore and Glunt Inc						
	Building Repair/Maint	Maintenance	\$520.00		\$520.00	
Blue Cross and Blue Shield of IL						
	Group Insurance		\$47,896.00	\$47,896.00		
	Health Insurance		\$239,449.20	\$239,449.20		
	EmployeeBenefitsTotal	General Expenses	\$1,310.91	\$1,310.91		
Bond, Antonio						
	Stipends	Industrial Skills	\$300.00			\$300.00
Bond, Dean M						
	Stipends	Student Activities	\$208.00			\$208.00
Bradford, Qwuantavion						
	Stipends	Student Activities	\$26.00			\$26.00
	Stipends	Student Activities	\$260.00			\$260.00
	Stipends	Student Activities	\$156.00			\$156.00
Brady, Jeffery						
	Stipends	CDL / Transportation	\$390.00			\$390.00
	Stipends	CDL / Transportation	\$325.00			\$325.00
	Stipends	CDL / Transportation	\$455.00			\$455.00
	Stipends	CDL / Transportation	\$253.50			\$253.50
Breakthru Beverage Illinois LLC						
	Food Supply Costs	Bistro 537	\$225.50			\$225.50
	Food Supply Costs	Bistro 537	\$265.15			\$265.15
Brown, Carlos Francisco						
	Stipends	Student Activities	\$260.00			\$260.00
	Stipends	Student Activities	\$182.00			\$182.00
Brown, Madonna M						
	Telephone	Presidents Office	\$50.00	\$50.00		
Buckner, Roszelle Charles						
	Stipends	CDL / Transportation	\$390.00			\$390.00
	Stipends	CDL / Transportation	\$325.00			\$325.00
	Stipends	CDL / Transportation	\$455.00			\$455.00

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Burch, Joshua L					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$208.00			\$208.00
Stipends	Student Activities	\$104.00			\$104.00
CASAS					
Participant Supplies	Student Activities	\$558.25			\$558.25
CC Fire Equipment Co Inc					
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$227.50			\$227.50
CDS Leasing					
Printing	Copiers	\$119.75	\$119.75		
Equipment Rental	Law Enforce Trng Ctr	\$8.25			\$8.25
CDS Office Technologies					
Printing	Copiers	\$63.38	\$63.38		
Printing	Copiers	\$35.01	\$35.01		
Equipment Rental	Law Enforce Trng Ctr	\$245.52			\$245.52
Printing	Copiers	\$4,605.55	\$4,605.55		
Equipment Rental	Law Enforce Trng Ctr	\$60.00			\$60.00
Equipment Rental	Law Enforce Trng Ctr	\$60.00			\$60.00
Equipment Rental	Law Enforce Trng Ctr	\$160.40			\$160.40
Printing	Copiers	\$232.25	\$232.25		
Printing	Copiers	\$405.26	\$405.26		
Participant Supplies	Grant-Administration	\$407.65			\$407.65
CDWG Government Inc					
Equipment-Instructional	Academic Lab Support	(\$117.20)	(\$117.20)		
Equipment-Instructional	Academic Lab Support	\$5,799.36	\$5,799.36		
Materials	Academic Lab Support	\$896.44	\$896.44		
Participant Supplies	Minority Entrp MentorPrg	\$20,752.80			\$20,752.80
Campbell, Myesha					
Stipends	CDL / Transportation	\$78.00			\$78.00
Carolina Biological Supply Co					
Instructional Supplies	Biology-Baccalaureate	\$654.50	\$654.50		
Participant Supplies	Student Activities	\$692.48			\$692.48
Instructional Supplies	Biology-Baccalaureate	\$980.10	\$980.10		
Carter, Maurice J					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$162.50			\$162.50
Caterpillar Inc					
Contractual-Other	CPED Administration	\$106.34			\$106.34
Chicago Automobile Trade					
Travel-In State	Student Activities	\$268.80			\$268.80
Cintas Corporation					
Uniforms	Maintenance	\$71.06		\$71.06	
Uniforms	Maintenance	\$116.24		\$116.24	
Uniforms	Maintenance	\$71.06		\$71.06	
Uniforms	Maintenance	\$71.06		\$71.06	
City of Decatur IL					
Water,Sewage	Utilities	\$182.77		\$182.77	
Water,Sewage	Utilities	\$2,356.03		\$2,356.03	
Water,Sewage	CSI Building O&M	\$180.52		\$180.52	
Water,Sewage	CSI Building O&M	\$74.49		\$74.49	
Water,Sewage	Utilities	\$394.64		\$394.64	
Water,Sewage	Macon Co Soil & Water Bd	\$209.94		\$209.94	
Water,Sewage	Utilities	\$182.42		\$182.42	
Water,Sewage	Utilities	\$207.22		\$207.22	
Water,Sewage	Law Enforce Trng Ctr O&M	\$70.36			\$70.36
Water,Sewage	Law Enforce Trng Ctr O&M	\$421.25			\$421.25
Water,Sewage	Law Enforce Trng Ctr O&M	\$184.39			\$184.39
Water,Sewage	Utilities	\$199.50		\$199.50	
Coleman, Jessica Lynn					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Coleman, Marcus,, Jr					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Coles, Dennis Deangelo,, Jr					
Stipends	Student Activities	\$104.00			\$104.00
Comage, JaPaul Ontario					
Stipends	CDL / Transportation	\$253.50			\$253.50
Comcast					
Internet	MCLETC - IDOC	\$413.50			\$413.50

Bills for Ratification



January 2025

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Comcast						
	Internet	Law Enforce Trng Ctr O&M	\$437.50			\$437.50
	Telephone	Utilities	\$12.00		\$12.00	
	Internet	Law Enforce Trng Ctr O&M	\$1,206.96			\$1,206.96
	Internet	Law Enforce Trng Ctr O&M	\$223.79			\$223.79
Confidential On-Site Paper						
	Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$47.50			\$47.50
Connor Co						
	Maintenance Supplies	Maintenance	\$37.04		\$37.04	
	Maintenance Supplies	Maintenance	\$26.07		\$26.07	
	Equipment-Office	Grant-Administration	\$348.23			\$348.23
Consociate Group						
	Contractual-Other	Human Resources	\$246.75	\$246.75		
Continental Research Corp						
	Maintenance Supplies	Maintenance	\$295.09		\$295.09	
Cotton, Jesse						
	Stipends	CDL / Transportation	\$78.00			\$78.00
Creation Gardens Inc						
	Materials	MCLETC Food Service	(\$85.80)			(\$85.80)
	Food Supply Costs	MCLETC Food Service	\$157.65			\$157.65
	Materials	MCLETC Food Service	\$85.80			\$85.80
	Food Supply Costs	Cafe	(\$36.90)			(\$36.90)
	Food Supply Costs	MCLETC Food Service	\$30.65			\$30.65
	Food Supply Costs	Cafe	\$36.90			\$36.90
	Food Supply Costs	Cafe	\$218.81			\$218.81
	Food Supply Costs	MCLETC Food Service	\$1,748.80			\$1,748.80
	Instructional Supplies	Culinary Arts	(\$10.20)	(\$10.20)		
	Food Supply Costs	Cafe	\$128.20			\$128.20
	Food Supply Costs	Cafe	\$155.10			\$155.10
	Food Supply Costs	Cafe	\$168.30			\$168.30
	Food Supply Costs	Cafe	\$192.35			\$192.35
	Food Supply Costs	MCLETC Food Service	\$149.00			\$149.00
	Materials	MCLETC Food Service	\$50.15			\$50.15
	Food Supply Costs	Cafe	\$237.30			\$237.30
	Instructional Supplies	Culinary Arts	\$272.25	\$272.25		
	Instructional Supplies	Culinary Arts	\$306.65	\$306.65		
	Instructional Supplies	Culinary Arts	\$99.10	\$99.10		
	Materials	Culinary Arts	\$300.90	\$300.90		
	Food Supply Costs	MCLETC Food Service	\$238.55			\$238.55
	Materials	MCLETC Food Service	\$438.74			\$438.74
	Food Supply Costs	Bistro 537	\$769.91			\$769.91
	Food Supply Costs	Bistro 537	\$1,118.70			\$1,118.70
	Food Supply Costs	Cafe	(\$39.15)			(\$39.15)
	Food Supply Costs	Bistro 537	\$75.00			\$75.00
	Food Supply Costs	Cafe	\$44.35			\$44.35
	Materials	Cafe	\$40.84			\$40.84
	Instructional Supplies	Culinary Arts	\$120.95	\$120.95		
	Food Supply Costs	MCLETC Food Service	\$154.75			\$154.75
	Food Supply Costs	Cafe	\$251.65			\$251.65
	Food Supply Costs	MCLETC Food Service	\$114.25			\$114.25
	Materials	MCLETC Food Service	\$171.60			\$171.60
	Food Supply Costs	MCLETC Food Service	\$292.95			\$292.95
	Food Supply Costs	MCLETC Food Service	\$306.45			\$306.45
	Food Supply Costs	Bistro 537	\$309.49			\$309.49
	Food Supply Costs	Bistro 537	\$382.46			\$382.46
	Food Supply Costs	Bistro 537	\$407.05			\$407.05
	Food Supply Costs	MCLETC Food Service	\$632.95			\$632.95
	Food Supply Costs	Cafe	\$552.00			\$552.00
	Materials	Cafe	\$100.30			\$100.30
Crystal Clean						
	Materials	Automotive-Tech Occ	\$81.68	\$81.68		
	Materials	Diesel Med/Hvy Trk Tech	\$81.67	\$81.67		
Cunningham, Tavarez Tierre,, Jr						
	Stipends	Student Activities	\$104.00			\$104.00
Currie, Chanelle Felicia						
	Stipends	Student Activities	\$26.00			\$26.00
	Stipends	Student Activities	\$260.00			\$260.00
	Stipends	Student Activities	\$260.00			\$260.00
DB Productions of NW Ar. Inc						
	Contractual-Other	AAS Nursing -Health Occ	\$125.00	\$125.00		
	Contractual-Other	AAS Nursing -Health Occ	\$400.00	\$400.00		
DCC Marketing LLC						
	Contractual-Other	Grant-Administration	\$9,861.13			\$9,861.13

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
DCC Marketing LLC					
Contractual-Other	Student Activities	\$4,945.91			\$4,945.91
Dampeer, Lawrence M					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$520.00			\$520.00
Stipends	Student Activities	\$520.00			\$520.00
Dandridge, Michael					
Stipends	CDL / Transportation	\$78.00			\$78.00
Dawson, Shamar Quindre					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
DeBose Consulting					
Contractual-Other	Credit	\$645.10			\$645.10
DeJaynes, Edison Logan					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$338.00			\$338.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$286.00			\$286.00
Dearborn Life Insurance					
LTD Insurance		\$2,108.93	\$2,108.93		
Life Insurance		\$2,264.72	\$2,264.72		
Supplemental Life Insur		\$2,392.82	\$2,392.82		
LTD Insurance		\$2,114.77	\$2,114.77		
Life Insurance		\$2,569.34	\$2,569.34		
Supplemental Life Insur		\$2,493.79	\$2,493.79		
Decatur Blueprint Company					
Expense-Other	Law Enforce Trng Ctr	\$318.00			\$318.00
Decatur Brazilian Jiu Jitsu Inc					
Instructional Supplies	Basic Law Enforce Trng	\$3,000.24			\$3,000.24
Decatur Trailer Sales & Service					
Equip Repair/Maint Agree	Credit	\$509.55			\$509.55
Dibartolomeo, Hailey Rose					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$208.00			\$208.00
Stipends	Student Activities	\$260.00			\$260.00
Dick Blick					
Materials	Art-Baccalaureate	\$161.76	\$161.76		
Dickerson, Michael Dureall					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$312.00			\$312.00
Dunker Electric					
Maintenance Supplies	Maintenance	\$163.64		\$163.64	
Facility Repair	Law Enforce Trng Ctr O&M	\$93.64			\$93.64
Dynagraphics Inc					
Heartland Academy Recv		\$216.79	\$216.79		
Maintenance Supplies	Maintenance	\$826.79		\$826.79	
ECSI Springfield					
Building Repair/Maint	Maintenance	\$485.90		\$485.90	
Eagle Screen					
Contractual-Other	Human Resources	\$582.55	\$582.55		
Ecolab Inc					
Contractual-Other	Cafe	\$180.20			\$180.20
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$170.72			\$170.72
Contractual-Other	Bistro 537	\$200.00			\$200.00
Ecolab Pest Elimination					
Pest Control	Maintenance	\$388.58		\$388.58	
Electrical Service Co					
Facility Repair	Law Enforce Trng Ctr O&M	\$1,176.06			\$1,176.06
Employers Assurance Co					
General Insurance	Liab Protection & Settle	\$10,891.86			\$10,891.86
Energy Harbor					
Electricity and Nat Gas	Sequestration Bldg O&M	\$716.64		\$716.64	
Electricity and Nat Gas	Sequestration Bldg O&M	\$733.50		\$733.50	
Electricity and Nat Gas	Sequestration Bldg O&M	\$907.48		\$907.48	
Enterprise Rent-A-Car Company-					
Travel-In State	Administration O & M	\$133.04		\$133.04	
Travel-Out of State	Cafe	\$211.53			\$211.53
Travel-Out of State	Dean-Applied Sci/Tech	\$201.04	\$201.04		
Travel-In State	Student Activities	\$379.44			\$379.44
Travel-In State	VP Academic Services	\$70.51	\$70.51		
Evergreen FS-Stephens #24					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Evergreen FS-Stephens #24					
Vehicle Expense	Credit	\$1,352.53			\$1,352.53
Vehicle Expense	College Vehicle	\$695.10		\$695.10	
Materials	Liab Protection & Settle	\$1,451.75			\$1,451.75
Vehicle Expense	Credit	\$643.52			\$643.52
Vehicle Expense	Credit	\$689.49			\$689.49
Vehicle Expense	Credit	\$1,192.33			\$1,192.33
Vehicle Expense	Credit	\$2,085.09			\$2,085.09
Everly, Traves					
Expense-Other	Liab Protection & Settle	\$1,800.00			\$1,800.00
Everything but the Mime Inc					
Contractual-Other	Club Expenses	\$2,995.00			\$2,995.00
Ewing, Amia Tesha					
Stipends	CDL / Transportation	\$78.00			\$78.00
Ewing, Amy L					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$156.00			\$156.00
Fidelity Security Life Insurance					
Vision Insurance		\$1,420.09	\$1,420.09		
Firm Systems					
Fees Pass Thru Backgrnd		\$833.00	\$833.00		
Fleck, Robert J					
Uniforms	Maintenance	\$100.00		\$100.00	
Fleet Pride					
Equip Repair/Maint Agree	Credit	\$43.98			\$43.98
Flinn Scientific Inc					
Instructional Supplies	Chemistry-Baccalaureate	\$94.25	\$94.25		
Flock Group, Inc					
Contractual-Other	Public Safety Department	\$7,500.00			\$7,500.00
Florian, Gregory E					
Contractual-Other	Business Office	\$1,800.00	\$1,800.00		
Follett Higher Education Group,					
Books-Library Collection	LRC	\$323.50			\$323.50
Books-Library Collection	LRC	\$984.00			\$984.00
Books-Library Collection	LRC	\$1,118.25			\$1,118.25
NonTaxBooks-Scholarships		\$22.50	\$22.50		
Participant Supplies	Student Activities	\$70.87			\$70.87
Postage	Human Resources	\$106.95	\$106.95		
Foremost Truck & Trailer Inc					
Grounds Maintenance	Grounds	\$779.63		\$779.63	
Foster's Homes					
Contractual-Other	Grant-Administration	\$1,500.00			\$1,500.00
Fuhrer, Tikeyla					
Stipends	CDL / Transportation	\$390.00			\$390.00
Stipends	CDL / Transportation	\$325.00			\$325.00
Stipends	CDL / Transportation	\$455.00			\$455.00
GFL Environmental					
Refuse Disposal	Utilities	\$396.65		\$396.65	
Refuse Disposal	Utilities	\$410.50		\$410.50	
Refuse Disposal	Utilities	\$385.50		\$385.50	
Gagnon, Kelly Marie					
Contractual-Other	Minority Entrp MentorPrg	\$480.00			\$480.00
Contractual-Other	Minority Entrp MentorPrg	\$2,067.00			\$2,067.00
Garratt-Callahan					
Building Repair/Maint	Maintenance	\$1,363.50		\$1,363.50	
Garren, Cody James					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Gause, Anthoni Jamar					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Grainger Inc					
Maintenance Supplies	Maintenance	\$177.18		\$177.18	
Maintenance Supplies	Maintenance	\$967.10		\$967.10	
Grey, Thomas					
Contractual-Other	Credit	\$575.00			\$575.00
Hall, Edward James					
Participant Supplies	Minority Entrp MentorPrg	\$255.63			\$255.63
Hanover Insurance Group Co					
General Insurance	Liab Protection & Settle	\$634.34			\$634.34
General Insurance	Liab Protection & Settle	\$5,831.30			\$5,831.30

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Hanover Insurance Group Co					
General Insurance	Liab Protection & Settle	\$23,327.00			\$23,327.00
Legal Services-Admin	Liab Protection & Settle	\$2,825.00			\$2,825.00
Hanses, Garry Ryan					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$208.00			\$208.00
Stipends	Student Activities	\$104.00			\$104.00
Health Care Service Corp					
EmployeeBenefitsTotal	General Expenses	\$37.82	\$37.82		
Honorable, Shawn					
Stipends	Student Activities	\$247.00			\$247.00
Stipends	Student Activities	\$247.00			\$247.00
Honore, Holmes					
Contractual-Other	Minority Entrp MentorPrg	\$1,000.00			\$1,000.00
Howard, Michael, Jr					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Howell, Zachary					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Hummert International					
Materials	Garden Center Ag/Hort	\$4,625.10			\$4,625.10
Hurtado, Brandon Juarez					
Stipends	Student Activities	\$52.00			\$52.00
Stipends	Student Activities	\$286.00			\$286.00
Stipends	Student Activities	\$286.00			\$286.00
Hyspeco Inc					
Maintenance Supplies	Workforce Development Ct	\$153.75		\$153.75	
IACTE					
Travel-In State	Grant-Administration	\$300.00			\$300.00
ICCCFO					
Registration Fees	Vice Pres Fin & Admin	\$125.00	\$125.00		
Registration Fees	Business Office	\$125.00	\$125.00		
Illinois Century Network					
Internet	Telecommunications	\$1,200.00		\$1,200.00	
Illinois Federation of Teachers					
Union Dues-RFT		\$1,847.57	\$1,847.57		
Union Dues-RFT		\$1,808.26	\$1,808.26		
Illinois Manufacturers Associati					
Registration Fees	Presidents Office	\$200.00	\$200.00		
Illinois PAS					
Travel-In State	Agriculture	\$300.00	\$300.00		
Illinois State Disbursement Unit					
Wage Garnishment Orders		\$334.20	\$334.20		
Wage Garnishment Orders		\$334.20	\$334.20		
Wage Garnishment Orders		\$334.20	\$334.20		
Imperial Dade					
Grounds Maintenance	Grounds	\$581.50		\$581.50	
Grounds Maintenance	Grounds	\$1,143.00		\$1,143.00	
Maintenance Supplies	Custodial	\$1,315.20		\$1,315.20	
Maintenance Supplies	Custodial	\$7,087.60		\$7,087.60	
Maintenance Supplies	Custodial	\$2,081.02		\$2,081.02	
Ingram, Jordan					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Instructure Inc					
Transcripts	Student Success	\$639.70	\$639.70		
Jackson, Sincer Joaquin					
Stipends	CDL / Transportation	\$325.00			\$325.00
Stipends	CDL / Transportation	\$487.50			\$487.50
James, Lebran Mikerion					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
James, Marcus Letrell					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Jarrett, Dae_Reionna Jakiais					
Stipends	Student Activities	\$26.00			\$26.00

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Jarrett, Dae_Reionna Jakiais					
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Jennings Implement Co					
Equip Repair/Maint Agree	Grounds	\$361.66		\$361.66	
Jenzabar Inc					
Consultants/Workshops	Administrative Info Syst	\$1,265.00	\$1,265.00		
Consultants/Workshops	Administrative Info Syst	\$13,475.00	\$13,475.00		
Johnson, Chad Edward					
Stipends	CDL / Transportation	\$325.00			\$325.00
Stipends	CDL / Transportation	\$487.50			\$487.50
Jones, Ja'Cajjah L					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Jones, Jeremy D'Andre					
Stipends	Student Activities	\$286.00			\$286.00
Stipends	Student Activities	\$286.00			\$286.00
Jones, Jovan					
Stipends	Student Activities	\$26.00			\$26.00
Joyner, Marlon Deon					
Stipends	CDL / Transportation	\$136.50			\$136.50
Stipends	CDL / Transportation	\$117.00			\$117.00
Stipends	CDL / Transportation	\$195.00			\$195.00
Stipends	CDL / Transportation	\$156.00			\$156.00
KONE Inc					
Equip Repair/Maint Agree	Maintenance	\$483.15		\$483.15	
King, William					
Stipends	CDL / Transportation	\$253.50			\$253.50
Knight, Shimeka L					
Stipends	CDL / Transportation	\$312.00			\$312.00
Stipends	CDL / Transportation	\$487.50			\$487.50
Koerner Distributor, Inc					
Food Supply Costs	Bistro 537	\$54.00			\$54.00
Food Supply Costs	Bistro 537	\$95.00			\$95.00
LaTanya Boyd					
Contractual-Other	Grant-Administration	\$75.00			\$75.00
Larkins, Keith Andrew					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$97.50			\$97.50
Stipends	Industrial Skills	\$338.00			\$338.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$286.00			\$286.00
Larry J Fredericks LLC					
Uniforms	Law Enforce Trng Ctr	\$235.00			\$235.00
Leath, Milton,, Jr					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Littler Mendelson P. C.					
Legal Services-Admin	Liab Protection & Settle	\$250.00			\$250.00
Legal Services-Admin	Liab Protection & Settle	\$312.50			\$312.50
Legal Services-Admin	Liab Protection & Settle	\$312.50			\$312.50
Lofton jr, Bryant Orlando					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$273.00			\$273.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$182.00			\$182.00
Lowe, Nicole J					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$104.00			\$104.00
MJ Kellner					
Non Consumable Supplies	Bistro 537	\$423.95			\$423.95
Non Consumable Supplies	MCLETC Food Service	\$516.84			\$516.84
Madding, Travonn LaMonta					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Majors, Deven M					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$104.00			\$104.00
Makropoulos, Nicholas					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Makropoulos, Nicholas					
Stipends	Industrial Skills	\$409.50			\$409.50
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$338.00			\$338.00
Stipends	Industrial Skills	\$429.00			\$429.00
Stipends	Industrial Skills	\$273.00			\$273.00
Malik, Dayaan Muhammad					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$338.00			\$338.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$208.00			\$208.00
Marquis Beverage Service					
Food Supply Costs	MCLETC Food Service	\$597.00			\$597.00
Food Supply Costs	Cafe	\$248.75			\$248.75
Marshall, Dyeve					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$104.00			\$104.00
Matrix Entertainment					
Contractual-Other	Club Expenses	\$2,750.00			\$2,750.00
Matthews, Zalyn Lamar					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
MaxKnowledge Inc					
Training/Education	Grant-Administration	\$298.00			\$298.00
Mazzotti Services					
Revenue-Misc/OtherSource		\$64.00			\$64.00
Uniforms	Basic Law Enforce Trng	\$2,712.00			\$2,712.00
Uniforms	Basic Law Enforce Trng	\$3,985.00			\$3,985.00
Uniforms	Basic Law Enforce Trng	\$4,536.00			\$4,536.00
Uniforms	Basic Corrections Trng	\$3,488.00			\$3,488.00
Expense-Other	Law Enforce Trng Ctr	\$25.00			\$25.00
Uniforms	Law Enforce Trng Ctr	\$162.00			\$162.00
Expense-Other	Law Enforce Trng Ctr	\$170.00			\$170.00
Uniforms	Basic Law Enforce Trng	\$322.00			\$322.00
Uniforms	Basic Corrections Trng	\$2,623.00			\$2,623.00
McGee, Stevone L					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Melton, Julie Lynn					
Telephone	Foundation & Development	\$60.00	\$60.00		
Menards Inc					
Instructional Supplies	Agriculture	\$259.17	\$259.17		
Maintenance Supplies	Maintenance	\$29.05		\$29.05	
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$41.45			\$41.45
Maintenance Supplies	Maintenance	\$41.86		\$41.86	
Maintenance Supplies	Maintenance	\$56.03		\$56.03	
Non Consumable Supplies	Custodial	\$499.95		\$499.95	
Equip Repair/Maint Agree	Sequestration Bldg O&M	\$900.64		\$900.64	
Mental Health Centers of Central					
Contractual-Other	General Expenses	\$5,954.86			\$5,954.86
Michael, Zakeya C					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$104.00			\$104.00
Midwest Credit & Collections Inc					
Wage Garnishment Orders		\$137.19	\$137.19		
Wage Garnishment Orders		\$141.76	\$141.76		
Wage Garnishment Orders		\$141.76	\$141.76		
Wage Garnishment Orders		\$137.19	\$137.19		
Wage Garnishment Orders		\$141.76	\$141.76		
Wage Garnishment Orders		\$137.19	\$137.19		
Midwest Electronic Systems Inc					
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$82.50			\$82.50
Equip Repair/Maint Agree	MCLETC - IDOC	\$55.00			\$55.00
Midwest Occupational Health					
Contractual-Other	Maintenance	\$105.00		\$105.00	
Contractual-Other	Credit	\$1,312.00			\$1,312.00
Miller, Kortinee J					
Student Development	Bistro 537	\$150.00			\$150.00
Millsap, Glenard Andrew					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Millsap, Glenard Andrew					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$312.00			\$312.00
Mobile Communications America					
Materials	Public Safety Department	\$156.60			\$156.60
Modern Mailing & Printing					
Instructional Supplies	Basic Corrections Trng	\$343.84			\$343.84
Morrow, Samuel E					
Maintenance Supplies	Maintenance	\$50.00		\$50.00	
NRG Business Marketing LLC					
Electricity and Nat Gas	Law Enforce Trng Ctr O&M	\$1,212.84			\$1,212.84
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$125.27		\$125.27	
Electricity and Nat Gas	Utilities	\$10,050.03		\$10,050.03	
Napa Auto Parts					
Vehicle Expense	College Vehicle	\$67.36		\$67.36	
National Business Furniture					
Equipment-Office	Grant-Administration	\$1,750.53			\$1,750.53
National Center for Competency					
Fees Pass Thru MA/Phleb		\$833.00	\$833.00		
Neal Tire					
Equip Repair/Maint Agree	Grounds	\$29.65		\$29.65	
Vehicle Expense	Basic Law Enforce Trng	\$823.05			\$823.05
Vehicle Expense	Basic Law Enforce Trng	\$1,193.41			\$1,193.41
Neal Tire and Auto Services					
Vehicle Expense	College Vehicle	\$283.92		\$283.92	
Neal, Breshwn Dupri					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Nelms, Julian					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Nextran Corporation					
Equip Repair/Maint Agree	Credit	\$1,564.76			\$1,564.76
Nishida Services					
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Custodial Services	Custodial	\$47,850.00		\$47,850.00	
Nissan Motor Acceptance					
RCC Foundation A/R		\$500.00	\$500.00		
O'Reilly Auto Parts					
Instructional Supplies	Automotive-Tech Occ	\$357.67	\$357.67		
Office Depot Inc					
Participant Supplies	Student Activities	\$196.16			\$196.16
Oliver, John					
Travel-Out of State	CPED Administration	\$170.70			\$170.70
Palmer, Priscilla M					
Meeting Expense	Testing Center	\$64.89	\$64.89		
Paragon Micro, Inc					
Instructional Supplies	Math Enrichment Center	\$1,465.66	\$1,465.66		
Materials	Academic Success	\$2,931.32	\$2,931.32		
RCC Foundation A/R		\$9,488.79	\$9,488.79		
Equipment-Instructional	Academic Lab Support	\$5,906.28	\$5,906.28		
Parks Sewer Service					
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$370.00			\$370.00
Patton, Tavarus					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$286.00			\$286.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$286.00			\$286.00
Pennington, Jacob Ryan					
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Per Mar Security & Research					
Security	Public Safety Department	\$20,820.85			\$20,820.85
Pittman, Charles Lamount,, III					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$286.00			\$286.00
Stipends	Student Activities	\$286.00			\$286.00
Platinum Educational Group LLC					
Instructional Supplies	Emergency Medical Svcs	\$500.00	\$500.00		
Pocket Nurse					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Pocket Nurse					
Instructional Supplies	AAS Nursing -Health Occ	\$82.48	\$82.48		
Instructional Supplies	AAS Nursing -Health Occ	\$397.30	\$397.30		
Pride Cleaners					
Contractual-Other	Cafe	\$28.00			\$28.00
Contractual-Other	Cafe	\$292.40			\$292.40
Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$1,352.40			\$1,352.40
Contractual-Other	Cafe	\$34.00			\$34.00
Contractual-Other	Cafe	\$134.00			\$134.00
Food Supply Costs	Cafe	\$28.00			\$28.00
Food Supply Costs	Cafe	\$56.00			\$56.00
Contractual-Other	Culinary Arts	\$104.00	\$104.00		
Contractual-Other	Cafe	\$146.00			\$146.00
Professional Adjustment Bureau					
Wage Garnishment Orders		\$345.81	\$345.81		
Wage Garnishment Orders		\$345.81	\$345.81		
Wage Garnishment Orders		\$345.81	\$345.81		
Public Safety Training Foundatio					
Expense-Other	Law Enforce Trng Ctr	\$1.00			\$1.00
RCC Foundation					
Richland Foundation		\$725.15	\$725.15		
Richland Foundation		\$101.25	\$101.25		
Richland Foundation		\$1,721.75	\$1,721.75		
Expense-Other	General Expenses	\$2,000.00	\$2,000.00		
Richland Foundation		\$559.50	\$559.50		
Richland Foundation		\$811.75	\$811.75		
RCC Foundation A/R		\$6,000.00	\$6,000.00		
Randle, Michael Prince					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$520.00			\$520.00
Stipends	Student Activities	\$520.00			\$520.00
Ray O'Herron Company Inc					
Firearms & Accessories	Basic Corrections Trng	\$1,340.00			\$1,340.00
Firearms & Accessories	Basic Law Enforce Trng	\$1,340.00			\$1,340.00
Uniforms	Public Safety Department	\$176.54			\$176.54
Ray, Kenneth Montez					
Stipends	CDL / Transportation	\$78.00			\$78.00
Stipends	CDL / Transportation	\$253.50			\$253.50
Record-A-Hit					
Contractual-Other	Club Expenses	\$1,470.00			\$1,470.00
Contractual-Other	Club Expenses	\$3,060.00			\$3,060.00
Red Door Spice Co, Inc					
Food Supply Costs	MCLETC Food Service	\$37.60			\$37.60
Instructional Supplies	Culinary Arts	\$16.65	\$16.65		
Food Supply Costs	MCLETC Food Service	\$75.20			\$75.20
Refreshment Services Pepsi					
Food Supply Costs	Cafe	\$267.97			\$267.97
Food Supply Costs	Cafe	\$383.76			\$383.76
Food Supply Costs	Bistro 537	\$135.29			\$135.29
Food Supply Costs	Cafe	\$207.02			\$207.02
Food Supply Costs	Cafe	\$371.09			\$371.09
Food Supply Costs	Cafe	\$470.06			\$470.06
Food Supply Costs	Cafe	\$46.49			\$46.49
Food Supply Costs	Bistro 537	\$190.00			\$190.00
Food Supply Costs	Cafe	\$319.80			\$319.80
Food Supply Costs	Bistro 537	\$343.10			\$343.10
Food Supply Costs	Cafe	\$781.49			\$781.49
Robbins Schwartz					
Legal Services-Admin	Liab Protection & Settle	\$988.75			\$988.75
Legal Services-Admin	Liab Protection & Settle	\$7,373.75			\$7,373.75
Legal Services-Admin	Board of Trustees	\$3,073.75	\$3,073.75		
Robinson, Jocelyn Octavia					
Stipends	CDL / Transportation	\$578.50			\$578.50
Stipends	CDL / Transportation	\$152.75			\$152.75
Stipends	CDL / Transportation	\$299.00			\$299.00
Stipends	CDL / Transportation	\$65.00			\$65.00
Robinzine, Rance Anthony					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$260.00			\$260.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$286.00			\$286.00
Rogers Supply Co					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Rogers Supply Co					
Maintenance Supplies	Maintenance	\$86.22		\$86.22	
Rogers, Aveon Cornell,, Sr					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$286.00			\$286.00
Stipends	Student Activities	\$286.00			\$286.00
Rush, John					
Contractual-Other	Club Expenses	\$1,500.00			\$1,500.00
Ruyle Mechanical Services Inc					
Building Repair/Maint	Maintenance	\$1,541.83		\$1,541.83	
Building Repair/Maint	Maintenance	\$2,189.18		\$2,189.18	
Salesforce, Inc					
Instructional Supplies	Grant-Administration	\$7,128.00			\$7,128.00
Salvatore, James					
Materials	Renovations / Remodeling	\$4,200.00			\$4,200.00
Sanchez, Scott Robert					
Telephone	Bistro 537	\$50.00			\$50.00
Sanders, Jakandria Torayia					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Sanders, Khemuel					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$208.00			\$208.00
Stipends	Student Activities	\$208.00			\$208.00
Sandwell Inc					
Equipment-Service	Grounds	\$6,459.00		\$6,459.00	
Sarah Jane Photography					
Contractual-Other	Minority Entrp MentorPrg	\$100.00			\$100.00
Schwalbe, Barry S					
Instructional Supplies	Credit	\$30.00			\$30.00
Scott Fisher Enterprises Inc					
Pest Control	Maintenance	\$983.00		\$983.00	
Pest Control	Maintenance	\$983.00		\$983.00	
Secretary of State					
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Vehicle Expense	Credit	\$50.00			\$50.00
Shafer, Dakota Jay					
Stipends	Student Activities	\$312.00			\$312.00
Shaner's Towing Company					
RCC Foundation A/R		\$445.00	\$445.00		
Shaw, Troy					
Stipends	CDL / Transportation	\$156.00			\$156.00
Stipends	CDL / Transportation	\$260.00			\$260.00
Skeff Distributing Co					
Food Supply Costs	Bistro 537	\$157.65			\$157.65
Sligo Steel					
Instructional Supplies	Welding-Technical Occ	\$573.00	\$573.00		
Instructional Supplies	Welding-Technical Occ	\$1,048.00	\$1,048.00		
Sloan Implement					
Equipment-Service	Grounds	\$6,200.00		\$6,200.00	
Sloan Implement Company Inc					
Equip Repair/Maint Agree	Grounds	(\$800.38)		(\$800.38)	
Equipment-Service	Grounds	\$3,223.78		\$3,223.78	
Smith, Amari Cortez					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$312.00			\$312.00
South Side Control Supply					
Maintenance Supplies	Sequestration Bldg O&M	\$434.44		\$434.44	
Southern Glazer's Wine and Spiri					
Food Supply Costs	Bistro 537	\$648.79			\$648.79
Food Supply Costs	Bistro 537	\$654.79			\$654.79
Star Silkscreen Design Inc					
Participant Supplies	Minority Entrp MentorPrg	\$1,693.05			\$1,693.05
Starlight Creative Studios LLC					

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Starlight Creative Studios LLC					
Contractual-Other	Marketing	\$10,000.00	\$10,000.00		
Sysco Central Illinois Inc					
Food Supply Costs	Cafe	(\$205.00)			(\$205.00)
Food Supply Costs	Bistro 537	(\$80.00)			(\$80.00)
Food Supply Costs	MCLETC Food Service	(\$69.75)			(\$69.75)
Instructional Supplies	Culinary Arts	(\$35.00)	(\$35.00)		
Instructional Supplies	Culinary Arts	(\$35.00)	(\$35.00)		
Food Supply Costs	Bistro 537	(\$17.35)			(\$17.35)
Food Supply Costs	MCLETC Food Service	(\$13.95)			(\$13.95)
Materials	MCLETC Food Service	\$30.39			\$30.39
Materials	Cafe	\$33.77			\$33.77
Materials	Cafe	\$43.22			\$43.22
Materials	Bistro 537	\$106.85			\$106.85
Food Supply Costs	Cafe	\$141.25			\$141.25
Instructional Supplies	Culinary Arts	\$68.95	\$68.95		
Materials	Culinary Arts	\$332.63	\$332.63		
Food Supply Costs	Cafe	\$646.97			\$646.97
Materials	Cafe	\$270.11			\$270.11
Food Supply Costs	MCLETC Food Service	\$9,310.54			\$9,310.54
Materials	MCLETC Food Service	\$280.68			\$280.68
Materials	MCLETC Food Service	\$74.78			\$74.78
Materials	Liab Protection & Settle	\$483.27			\$483.27
Food Supply Costs	Bistro 537	\$113.75			\$113.75
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$200.00			\$200.00
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$200.00			\$200.00
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$200.00			\$200.00
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$200.00			\$200.00
Instructional Supplies	Culinary Arts	\$87.89	\$87.89		
Materials	Culinary Arts	\$393.22	\$393.22		
Food Supply Costs	Bistro 537	\$492.22			\$492.22
Instructional Supplies	Culinary Arts	\$417.57	\$417.57		
Materials	Culinary Arts	\$83.20	\$83.20		
Instructional Supplies	Culinary Arts	\$432.57	\$432.57		
Materials	Culinary Arts	\$83.20	\$83.20		
Food Supply Costs	Cafe	\$806.43			\$806.43
Food Supply Costs	Cafe	\$827.36			\$827.36
Materials	Cafe	\$22.49			\$22.49
Food Supply Costs	Cafe	\$797.52			\$797.52
Materials	Cafe	\$167.63			\$167.63
Food Supply Costs	Cafe	\$904.83			\$904.83
Materials	Cafe	\$129.78			\$129.78
Food Supply Costs	Cafe	\$1,083.70			\$1,083.70
Materials	Cafe	\$205.24			\$205.24
Food Supply Costs	MCLETC Food Service	\$1,597.63			\$1,597.63
Food Supply Costs	MCLETC Food Service	\$4,674.98			\$4,674.98
Materials	MCLETC Food Service	\$149.36			\$149.36
Food Supply Costs	MCLETC Food Service	\$5,098.58			\$5,098.58
Materials	MCLETC Food Service	\$167.10			\$167.10
Food Supply Costs	MCLETC Food Service	(\$101.40)			(\$101.40)
Food Supply Costs	MCLETC Food Service	(\$49.35)			(\$49.35)
Food Supply Costs	MCLETC Food Service	(\$5.25)			(\$5.25)
Food Supply Costs	Bistro 537	\$37.69			\$37.69
Materials	Cafe	\$61.18			\$61.18
Non Consumable Supplies	Bistro 537	\$123.24			\$123.24
Food Supply Costs	Bistro 537	\$162.54			\$162.54
Food Supply Costs	Bistro 537	\$315.13			\$315.13
Food Supply Costs	MCLETC Food Service	\$757.49			\$757.49
Food Supply Costs	Cafe	\$840.90			\$840.90
Materials	Cafe	\$44.98			\$44.98
Food Supply Costs	Cafe	\$784.62			\$784.62
Materials	Cafe	\$140.76			\$140.76
Food Supply Costs	Cafe	\$1,066.45			\$1,066.45
Materials	Cafe	\$134.95			\$134.95
Food Supply Costs	Cafe	\$1,179.95			\$1,179.95
Materials	Cafe	\$50.29			\$50.29
Food Supply Costs	Cafe	\$1,634.30			\$1,634.30
Materials	Cafe	\$274.72			\$274.72
Food Supply Costs	Cafe	\$86.73			\$86.73
Materials	Cafe	\$1,849.48			\$1,849.48
Food Supply Costs	MCLETC Food Service	\$3,610.78			\$3,610.78
Materials	MCLETC Food Service	\$447.07			\$447.07
Food Supply Costs	MCLETC Food Service	\$5,089.04			\$5,089.04

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Sysco Central Illinois Inc					
Materials	MCLETC Food Service	\$255.69			\$255.69
Food Supply Costs	MCLETC Food Service	\$5,190.39			\$5,190.39
Materials	MCLETC Food Service	\$183.97			\$183.97
Food Supply Costs	MCLETC Food Service	\$5,299.22			\$5,299.22
Materials	MCLETC Food Service	\$589.54			\$589.54
Food Supply Costs	MCLETC Food Service	\$5,838.12			\$5,838.12
Materials	MCLETC Food Service	\$111.69			\$111.69
T E Pest Control Inc					
Pest Control	MCLETC - IDOC	\$270.00			\$270.00
Pest Control	Law Enforce Trng Ctr O&M	\$270.00			\$270.00
Pest Control	Law Enforce Trng Ctr O&M	\$270.00			\$270.00
Pest Control	MCLETC - IDOC	\$270.00			\$270.00
TCCI Manufacturing LLC					
TCCI Climate Cntr	TCCI	\$1,419,180.84			\$1,419,180.84
TK Elevator Corp					
Equip Repair/Maint Agree	Law Enforce Trng Ctr O&M	\$1,309.30			\$1,309.30
Texthelp Inc					
Computer Software	Academic Lab Support	\$4,219.54	\$4,219.54		
The Decatur Club					
Publications & Dues	General Expenses	\$100.00	\$100.00		
Publications & Dues	General Expenses	\$100.00	\$100.00		
Themer, David					
Stipends	Allied Health	\$55.00			\$55.00
Thomas, Alisha L					
Participant Supplies	Student Activities	\$53.78			\$53.78
Tucker, Brian J					
Telephone	Bistro 537	\$50.00			\$50.00
Tully, Kimberly Danielle					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Turner, David E					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
U.S. Postal Service					
RCC Foundation A/R		\$350.00	\$350.00		
US Omni & TSACG Compliance					
Contractual-Other	Human Resources	\$8.00	\$8.00		
Underwood, Kristina N					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$104.00			\$104.00
United Brotherhood of					
Expense-Other	Student Activities	\$111.00			\$111.00
United Way of Decatur/Macon					
United Way		\$6.00	\$6.00		
United Way		\$78.20	\$78.20		
United Way		\$70.00	\$70.00		
United Way		\$55.00	\$55.00		
United Way		\$70.00	\$70.00		
Valdez, Cristobal O,, Jr					
Telephone	Presidents Office	\$125.00	\$125.00		
Verizon Wireless					
Telephone	Telecommunications	\$315.30		\$315.30	
Telephone	Public Safety Department	\$180.22			\$180.22
Telephone	Telecommunications	\$323.18		\$323.18	
Vestis Group Inc					
Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$37.29			\$37.29
Laundry/Linen Supplies	MCLETC - IDOC	\$21.47			\$21.47
Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$37.29			\$37.29
Laundry/Linen Supplies	MCLETC - IDOC	\$21.47			\$21.47
Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$37.29			\$37.29
Laundry/Linen Supplies	MCLETC - IDOC	\$21.47			\$21.47
Laundry/Linen Supplies	MCLETC - IDOC	\$58.76			\$58.76
Laundry/Linen Supplies	Law Enforce Trng Ctr O&M	\$37.29			\$37.29
Laundry/Linen Supplies	MCLETC - IDOC	\$21.47			\$21.47
Viewpoint Screening					
Fees Pass Thru Backgrnd		\$320.00	\$320.00		
Fees Pass Thru Backgrnd		\$500.00	\$500.00		
Wall Street Embroidery & Silk Sc					
Uniforms	Basic Law Enforce Trng	\$3,407.20			\$3,407.20
Uniforms	Basic Law Enforce Trng	\$3,722.30			\$3,722.30

Bills for Ratification



January 2025

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Wall Street Embroidery & Silk Sc					
Uniforms	Basic Law Enforce Trng	\$4,265.00			\$4,265.00
Uniforms	Basic Law Enforce Trng	\$5,109.00			\$5,109.00
Wallace, Kaleb Kylee					
Stipends	Student Activities	\$104.00			\$104.00
Stipends	Student Activities	\$520.00			\$520.00
Stipends	Student Activities	\$520.00			\$520.00
Washington, Emile					
Stipends	CDL / Transportation	\$234.00			\$234.00
Stipends	CDL / Transportation	\$279.50			\$279.50
Stipends	CDL / Transportation	\$188.50			\$188.50
Waste Management					
Refuse Disposal	MCLETC - IDOC	\$177.14			\$177.14
Refuse Disposal	Law Enforce Trng Ctr O&M	\$145.57			\$145.57
Refuse Disposal	MCLETC - IDOC	\$145.57			\$145.57
Refuse Disposal	Utilities	\$99.52		\$99.52	
Refuse Disposal	CSI Building O&M	\$183.80		\$183.80	
Refuse Disposal	Macon Co Soil & Water Bd	\$161.49		\$161.49	
Refuse Disposal	Sequestration Bldg O&M	\$306.51		\$306.51	
Refuse Disposal	Utilities	\$4,135.02		\$4,135.02	
Refuse Disposal	Workforce Development Ct	\$525.38		\$525.38	
Weibull, John Alexander					
Stipends	CDL / Transportation	\$156.00			\$156.00
Stipends	CDL / Transportation	\$260.00			\$260.00
Wenskunas, John M					
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
White, Keeston Jaeshaun					
Stipends	Industrial Skills	\$442.00			\$442.00
Stipends	Industrial Skills	\$104.00			\$104.00
Stipends	Industrial Skills	\$286.00			\$286.00
Stipends	Industrial Skills	\$468.00			\$468.00
Stipends	Industrial Skills	\$286.00			\$286.00
Williams, Adonus J					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Wood, Drenesha Dominique					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$260.00			\$260.00
Woodfork, Jamarius Jayshawn					
Stipends	Student Activities	\$26.00			\$26.00
Stipends	Student Activities	\$260.00			\$260.00
Stipends	Student Activities	\$156.00			\$156.00
Woods, Jordan Camar,, Jr					
Stipends	Student Activities	\$91.00			\$91.00
Stipends	Student Activities	\$260.00			\$260.00
World Point ECC Inc					
Instructional Supplies	Allied Health	\$135.84	\$135.84		
Zalanka, Sheree					
Telephone	Vice Pres Fin & Admin	\$50.00	\$50.00		
Telephone	Vice Pres Fin & Admin	\$50.00	\$50.00		
		\$2,464,478.36	\$410,525.70	\$219,319.54	\$1,834,633.12

Executive Session- February 18, 2025

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 .