



JOHN A. LOGAN COLLEGE

Board of Trustees

BOARD OF TRUSTEE ACTION ITEMS

The Board of Trustees approved the following items at their regular meeting on June 28, 2022:

8. CONSENT AGENDA

- A. FY 2023 Resource Allocation and Management Plan (RAMP)
- B. Capitol Strategies Annual Contract
- C. Interfund Loans
- D. Transfer of Interest from Working Cash
- E. Academic Rank for Full-Time Faculty
- F. Dual Credit Agreement with Rend Lake
- G. Title Updates
- H. Appointment of Assistant Vice President of Human Resources
- I. Ratification of Personnel
- J. Expenditure Report for the period ending May 31, 2022
- K. Treasurer's and Financial Report for the period ending April 30, 2022
- L. Minutes of May 24, 2022, Regular Meeting
- M. Content of Closed Session Minutes of May 24, 2022
- N. Minutes of May 24, 2022, Emergency Special Meeting

9. NEW BUSINESS

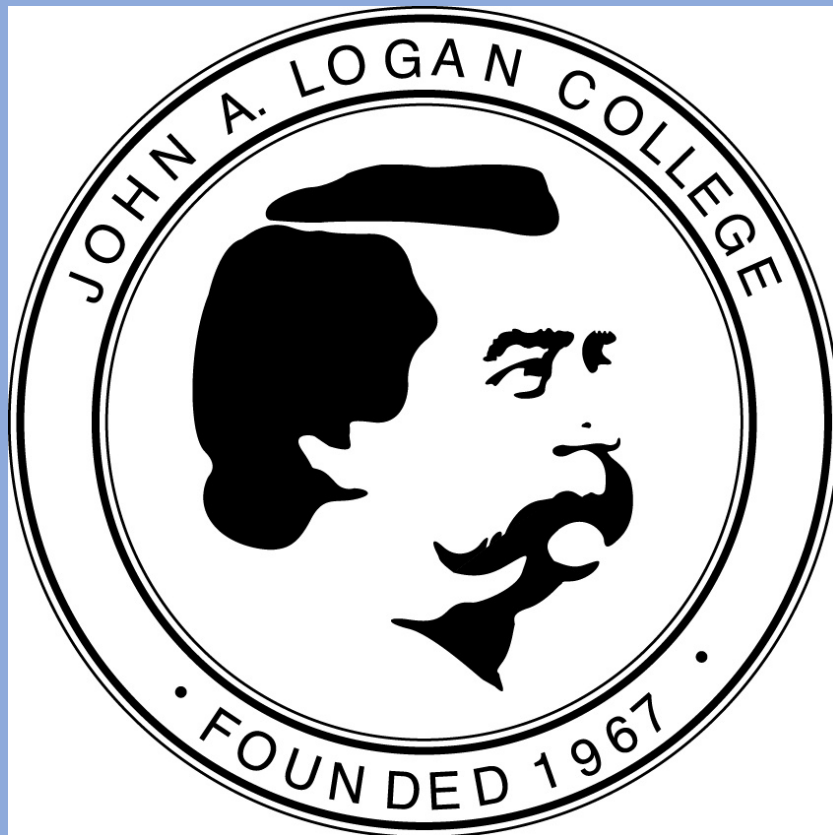
- A. Ratification of Administrator: Director of Financial Assistance
- B. Ratification of Administrator: Head Men's Basketball Coach
- C. Strategic Long-Range Plan for First Reading (No Action)
- D. New Board Policy for First Reading (No Action)

10. OLD BUSINESS (Roll Call Vote)

- A. Board Policy Revisions for Final Action
- B. Adoption of FY 2023 Budget

Consent Agenda Item 8.A

FY 2023 RAMP Submission



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.A – FY 2023 Resource Allocation and Management Plan (RAMP) Submission

1. REASON FOR CONSIDERATION

The administration and Board Building and Safety Committee recommend the 2023 RAMP capital project applications be submitted to ICCB. The College's chosen architecture firm, Architechniques, Inc., has revised the project budgets.

The three capital project applications attached contain the project scope, budget, and justification. The projects are listed below in order of priority:

1. G-Wing First Floor Renovations and Moisture Issue Mitigation.
2. Parking Lots A, C, and Adjacent Roadways Resurfacing
3. Student Life in Building C and Library Remodel

2. BACKGROUND INFORMATION

The ICCB State-Funded Capital Project Request (RAMP) is submitted every fiscal year by July 1. Typically, JALC submits 2-3 RAMP applications every fiscal year.

3. RECOMMENDATION

That the Board of Trustees approve the FY 2023 Resource Allocation and Management Plan as recommended and that the administration be authorized to submit these projects to ICCB and the IBHE in the order presented with appropriate signatures.

Staff Contact: Stacy Buckingham; Jeremy Sargent



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: John A. Logan College

District #: 53001

5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 530-01R2023-1

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Remodel

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: G Wing First Floor Renovations and Moisture Issue Mitigation

District Project Rank # (1 of 3): 1 of 3

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds:

\$ 390,085.20

(25% minimum)

Estimated State Funds:

\$ 1,170,255.60

Estimated Total Funds:

\$ 1,560,340.80

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

LAND:

EQUIPMENT:

UTILITIES:

REMODELING & REHABILITATION:

\$1,430,327.80

SITE IMPROVEMENTS:

PLANNING:

\$130,0130.00

Other:

TOTAL Funds Requested:

\$ 1,560,340.80

Project Scope:

The current labs of G Wing are in a state of disrepair. Moisture issues have affected the VCT flooring and cabinetry of the lab areas. Testing needs to be completed to determine if the moisture issues are due to hydrostatic pressure from beneath the concrete slab, or if moisture intrusion is from permeations from the concrete or other source. Once determined, mitigation of these moisture sources will be completed. To do this all of the flooring and cabinetry must be removed and replaced. While these lab areas issues are being remedied, these entire areas will be brought up to date with new LED lighting, new ceilings, new data and A/V systems and new lab service tables and classroom furnishings. Likewise the ventilation and fume hood systems will be upgraded.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?☐

Yes

☐

No

Does this project have the approval of your local governing board?☐

Yes

☐

No

Date of Board Meeting _____**District Contact Name:** _____**District Contact Email Address:** _____**District Contact Phone Number:** 618-985-8340 _____*Signature* _____*Date* _____



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: John A. Logan College

District #: 53001

5 Digit Code (e.g., 50101)

ICCB Project # Identifier: 530-01DF2023-2

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: Site Improvement

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: Parking Lots A, C, and Adjacent Roadways

District Project Rank # (1 of 3): 2 of 3

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds: \$919,776.38
(25% minimum)

Estimated State Funds: \$ 2,759,330.75

Estimated Total Funds: \$ 3,679,107.13

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES:

LAND:

EQUIPMENT:

UTILITIES:

REMODELING & REHABILITATION:

\$3,372,514.87

SITE IMPROVEMENTS:

PLANNING:

\$306,592.26

Other:

TOTAL Funds Requested:

\$3,679,107.13

Project Scope:

The existing bituminous concrete (asphalt) surface of parking lots A and C, as well as the adjacent roadways serving these lots, will be ground and milled and removing approximately 2-1/2" of the existing surface course. The remaining binder and base course will be patched and rolled for compaction and a new 2-1/2" surface course of bituminous concrete (asphalt) will be provided. New striping will be provided for all parking stalls, access ways, and roadways. Additionally new aluminum lighting standards (poles) will be provided as will new LED lighting fixtures for the poles serving these lots and roadways.

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

The existing Parking Lot 'A' and 'C', plus adjacent roadways at John A. Logan College are the original bituminous concrete (asphalt-surfaced) pavement and are more than 30 years old. The parking lots have numerous locations where "pumping" is beginning to occur and patches of concrete paving are having to be poured to alleviate immediate concerns. In addition, drainage of the surface is virtually non-existent and the parking lots "pond" large amounts of water. There is cracking and surface degradation prevalent through-out the lots. These lots require preservation overlay before further deterioration makes overlay impractical. An upcoming project to incorporate a pedestrian pathway across Lot 'A' will address 25% of the resurfacing needed. The remaining 75% of Lot 'A' will remain in need of resurfacing under the scope of this project.

Lot 'A' is the oldest of parking lots and is the lot most often used by the public coming to John A. Logan College events. This parking lot presently provides for 981 parking spaces and represents a significant portion of the total campus parking capacity.

Lot 'C' contains 542 parking spaces and is the first to fill due to the concentration of general classrooms in the adjacent building. The high pedestrian count crossing Mary Logan Road from lot 'C' has grown to unsafe levels. The solution sought is to redesign the lot and re-route Mary Logan Road to the perimeter of the lot, thus eliminating pedestrian traffic across Mary Logan Road.

Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?☐

Yes

☐

No

Does this project have the approval of your local governing board?☐

Yes

☐

No

Date of Board Meeting

District Contact Name:

District Contact Email Address:

District Contact Phone Number:

Signature

Date



Lazaro Lopez, Ed.D.
Chairman

Brian Durham, Ed.D.
Executive Director

Illinois Community College Board

Capital Project Application

Complete one application for each project.

District/College: _____

District #: _____

5 Digit Code (e.g., 50101)

ICCB Project # Identifier: _____

District #, type (NC, R, SP, U, SI or DF), Fiscal Year – District Ranking # (e.g., 500-01NC2021-1)

Project Type: _____

(New Construction, Remodel, Site Purchase, Utilities, Site Improvement and Deferred Maintenance)

Project Title: _____

District Project Rank # (1 of 3): _____

(Top 3 receive full prioritization points, 4 and beyond are reduced progressively)

Estimated Local Funds: _____

(25% minimum)

Estimated State Funds: _____

Estimated Total Funds:

Budget Detail

BLDGS, ADDITIONS, AND/OR STRUCTURES: _____

LAND: _____

EQUIPMENT: _____

UTILITIES: _____

REMODELING & REHABILITATION: _____

SITE IMPROVEMENTS: _____

PLANNING: _____

Other: _____

TOTAL Funds Requested:

Project Scope:

Project Justification:

If project includes **Missing Core Campus Components** 1501.603 h)2); **Program Considerations** 1501.603 h)1); **Prior ICCB or State obligations** 1501.603 h)6) or **Structural Considerations** 1501.603 h)7), then please use this space for justification as this will greatly affect priority status.

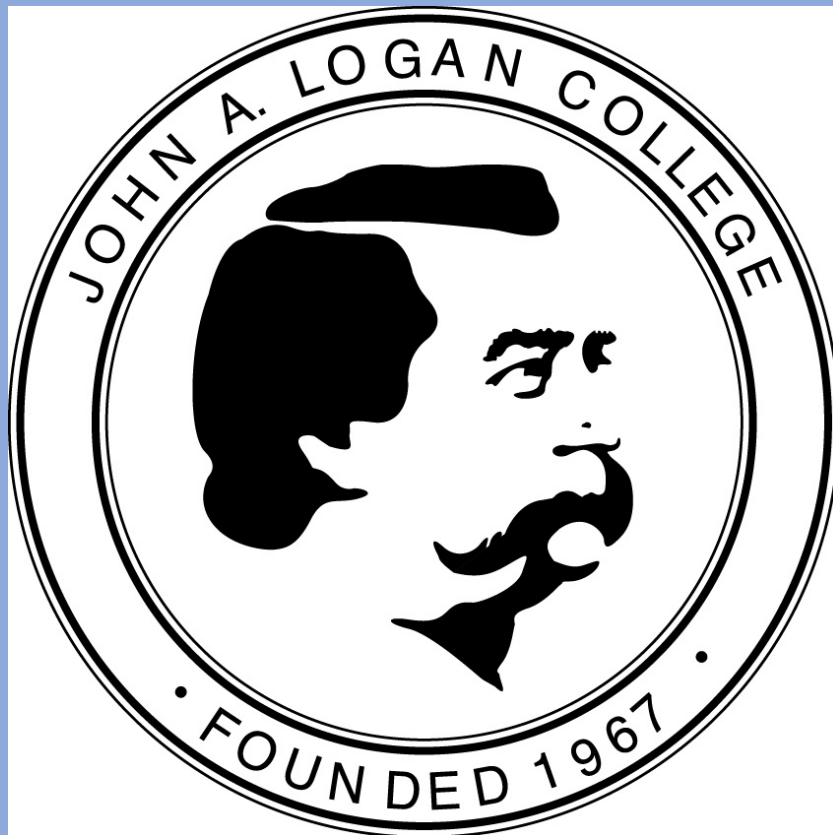
Additional Documentation Required Prior to Funding (this will be required before funding is released):

- For New Construction please see requirements referenced in Administrative Rules section 1501.603 b).
- For Remodel and Rehab please see requirements referenced in Administrative Rules section 1501.603 c).
- For Secondary Site Purchase please see requirements referenced in Administrative Rules section 1501.603 d).

Do project criteria meet Section 1501.603 a) of ICCB Administrative Rules?☐ Yes ☐ No**Does this project have the approval of your local governing board?**☐ Yes ☐ No **Date of Board Meeting:** _____**District Contact Name:** _____**District Contact Email Address:** _____**District Contact Phone Number:** _____*Signature* _____ *Date* _____

Consent Agenda Item 8.B

Capitol Strategies Contract



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.B – Capitol Strategies Annual Contract

1. REASON FOR CONSIDERATION

The current contract with Capitol Strategies will end on June 30, 2022. The services provided under these contracts have consistently exceeded expectations and are an important part of the work done to facilitate safe and reliable network connectivity. An annual contract is appropriate to maintain existing services and support future reliance on connectivity.

2. BACKGROUND INFORMATION

The College's network has grown to include not only computers, but also security cameras, projectors, sound equipment, HVAC equipment, emergency alert systems, and digital signage. There is also an increased demand on monitoring network systems for intrusion and anomalous behavior indicative of system compromises, as well as increased network uptime. Risk of exposure to the College and its entrusted data assets are a continued concern. Maintaining this relationship that provides decades of network engineering experience helps the College keep its network assets up to date, configured appropriately, and secured for the future. These additional services have become a critical part of providing a secure network.

3. RECOMMENDATION

That the Board of Trustees approve the one-year contract with Capitol Strategies for network engineering services, not to exceed \$80,000, for the FY 2023 fiscal year.

Staff Contact: Stacy Buckingham; Scott Elliott

INDEPENDENT CONSULTANT AGREEMENT

THIS INDEPENDENT CONSULTANT AGREEMENT ("Agreement"), made and entered into as of 7/1/2022 and through 6/30/2023 by and between John A. Logan College, (hereinafter called "JALC"), and Capitol Strategies Consulting, Inc. at 2413 Heather Mill Court, Springfield, IL 62704 (Consultant). Capitol Strategies will provide JALC a candidate, hereinafter referred to as a contractor employed by Capitol Strategies.

CONSIDERING, JALC wants to utilize the expertise and experience possessed by Consultant and to subcontract certain consulting work from time to time; and

CONSIDERING, Consultant wants to enter into a relationship with JALC to be available to perform certain consulting services for JALC from time to time;

NOW THEREFORE, in consideration of the promises and mutual covenants contained herein, and each intending to be legally bound hereby, the parties agree as follows:

- A. Retention as an Independent Consultant. Subject to the terms of this Agreement JALC hereby retains Consultant as an available consultant to whom it can refer certain consulting work from time to time in the future. Consultant hereby accepts such retention by JALC as an available consultant to perform certain consulting services for JALC from time to time to the extent that Consultant is available and is willing to perform such consulting services.
- B. Time and Compensation. Any consulting work referred to Consultant by JALC in the future shall be governed by the terms of this Agreement and the scope of each engagement. The specific consulting work, scope of services and the time and compensation will be mutually agreed upon for each engagement by the Consultant and JALC as defined by the Scope of Services detailed in the Agreement.
- C. Terms of Agreement: The compensation rate for the Scope of Services outlined in this agreement shall not exceed \$42.50 per hour of work billed; the total contract amount of this engagement will not exceed \$80,000. Capitol Strategies will bill twice per month with payment terms of net-Delivery consultant will complete time sheets that will be signed off each period by a representative of JALC.
- D. Independent Contractor. In the performance of Consultant's obligations under this Agreement, Consultant and all contractors shall be considered independent, not an employee of JALC. The Consultant shall perform the consulting services contemplated in this Agreement according to Consultant's own methods, but will be accountable to and subject to the direction of JALC as to the results of the consulting services. The Consultant will carry liability insurance and JALC shall not be responsible for withholding taxes with respect to the Consultant's compensation. The Consultant, its agents, representatives and employees shall have no claim against JALC hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

E. Scope of Services. This role will be assigned to our Network and Infrastructure team reporting to the Chief Information Technology Officer.

- Support the faculty and staff in utilizing all server, network and telephone resources provided by the college.
- Maintain college data including backups, restores, and data security.
- Manage the server environment including maintaining hardware, operating systems, and administration of all network services including but not limited to System Center Configuration Manager (SCCM), all Active Directory Services, Open Directory, SQL, email, Remote App, Document Management Systems, multiple web and DNS servers.
- Manage the college's data and telephone infrastructure. Including but not limited to PBX systems, HyperV and ESXi hypervisors, Juniper and Cisco layer 2 and 3 switches, routers, firewalls, Subnets, DHCP, and QoS.
- Monitor bandwidth usage of college resources.
- Research and prepare hardware specifications for servers, networking equipment, and phone equipment purchases.
- Track equipment warranty dates and maintain replacement schedule for server, network, and phone equipment.
- Other tasks as requested. Tasks must be performed on John A. Logan campus or designated locations.

F. Termination of Contract. This Agreement shall terminate upon thirty days prior written notice of termination by either party.

G. Termination of Contractor. JALC has the right to terminate the Contractor with no advance warning. The nature of the roles Capitol Strategies will be supplying resources to JALC are dealing with sensitive information. JALC will endeavor to provide ample advance notice to Capitol Strategies, however, there may be circumstances that do not provide for advance notice and it is expected that Capitol Strategies will coordinate and communicate with Contractor.

H. Trade Secrets and Confidential Information; JALC Property. Consultant shall understand and treat as trade secrets all Confidential Information acquired by Consultant during any work performed pursuant to this Agreement. The Confidential Information includes, but is not limited to marketing and financial information, personnel data, sales and statistical data, customer lists, prospect lists, information with respect to the various techniques, procedures, processes and methods, as well as other information used or developed in the business of JALC or related to JALC, and shall not use any such Confidential Information for Consultant's own benefit nor disclose it, or any part of it, to any other person, firm, corporation or organization not connected with JALC, except as authorized in writing by JALC. All files, records, documents, blueprints, specifications, information, letters, notes media lists, original artwork/creative, notebooks, and similar items or materials made, compiled by or made available to Consultant and Contractor during the course of any consulting

services performed for JALC, and any copies thereof, whether or not they contain Confidential Information, are and shall be the exclusive property of JALC, and shall be returned to JALC at its campus at 707 Logan Drive in Carterville, IL 62918 by Consultant immediately upon the termination of any services performed pursuant to this Agreement or at any time upon JALC's request.

- I. Restrictions on Performance. Consultant represents and warrants that Consultant is not under any legal restraint or restriction that would prevent or make unlawful the execution of this Agreement or Consultant performing the obligations hereunder, and that Consultant has disclosed to JALC any restraints, confidentiality commitments or other work restrictions the Consultant has with any other person or firm.
- J. Assignment. This Agreement and the accompanying Letter Agreement are personal to Consultant and Consultant may not assign the rights or obligations of either without the written consent of JALC. JALC, whether in connection with the merger, consolidation or liquidation of JALC or in connection with sale or transfer of any of its assets and obligations, specifically may assign its rights including its rights under Sections E and F of this Agreement.
- K. Controlling Law; Consent to Jurisdiction. This Agreement shall be construed and applied in accordance with the laws of the State of Illinois. Consultant irrevocably consents to the personal jurisdiction of any state or federal court jurisdiction over Carterville, Illinois, the location of JALC's home office and where, or through which, consultant is to perform certain of the services contemplated by this Agreement, with respect to any claim arising from or relating to the Agreement or the accompanying Letter Agreement.
- L. Amendment or Modification of Agreement. No amendment, change, or modification of this Agreement shall be valid unless in writing signed by both of the parties.
- M. Entire Understanding. This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated, canceled in their entirety and are of no further force and effect.
- N. Unenforceability of Provisions. If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF, this Agreement has been duly executed by and on behalf of the parties hereto as a sealed instrument as of the day and year first above written.

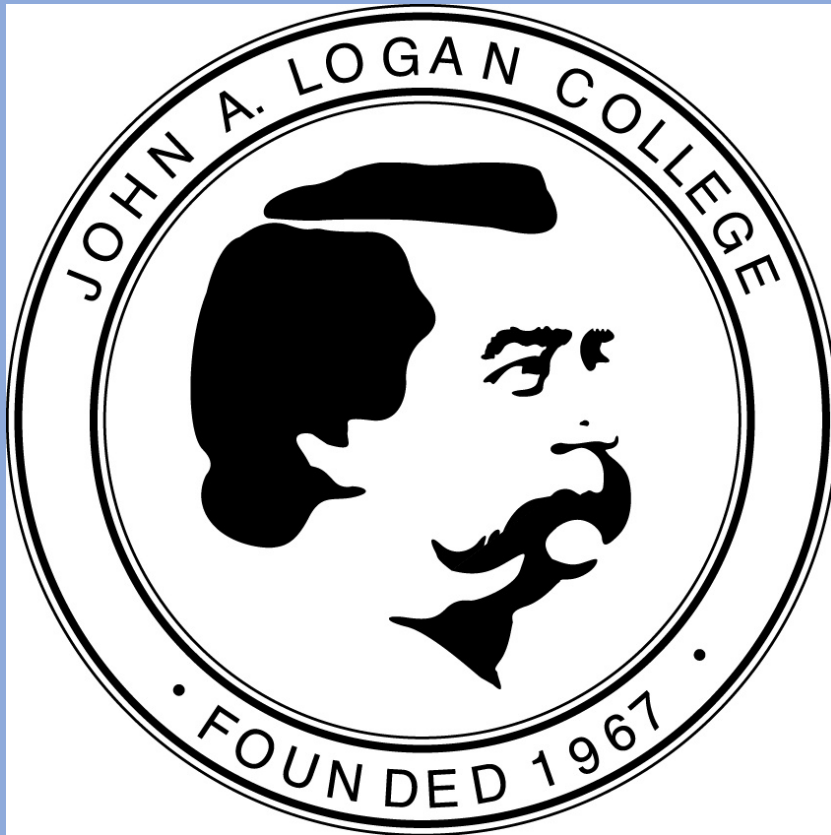
Stacy Buckingham
Vice President for Business Services
John A. Logan College
Carterville, IL 62918
618-985-3741

David Lanterman
Chief Financial Officer
Capitol Strategies Consulting, Inc.
2413 Heather Mill Court
Springfield, IL 62704
217-985-3741

Kirk Overstreet
President
John A. Logan College
Carterville, IL 62918
618-985-3741

Consent Agenda Item 8.C

Interfund Loans



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.C – Interfund Loans

1. REASON FOR CONSIDERATION

In order to balance out the College's various funds, it is necessary to make certain interfund loans as of June 30, 2022. These loans will be paid back through the normal course of business during the 2022-2023 budget year.

2. BACKGROUND INFORMATION

Interfund loans will be made in accordance with the Illinois Public Community College Act, Illinois Compiled Statutes, Chapter 110, Act 805 Section 3-34. Year-end cash balance projections show the following interfund loan calculations:

- Interfund loan from the Working Cash Fund to the Student Activity Fund (previously known as the Trust and Agency Fund) in an amount not to exceed \$70,000.
- Interfund loan from the Working Cash Fund to the Restricted Purposes Fund in an amount not to exceed \$750,000.
- Interfund loan from the Working Cash Fund to the Liability, Protection, & Settlement Fund in an amount not to exceed \$300,000.

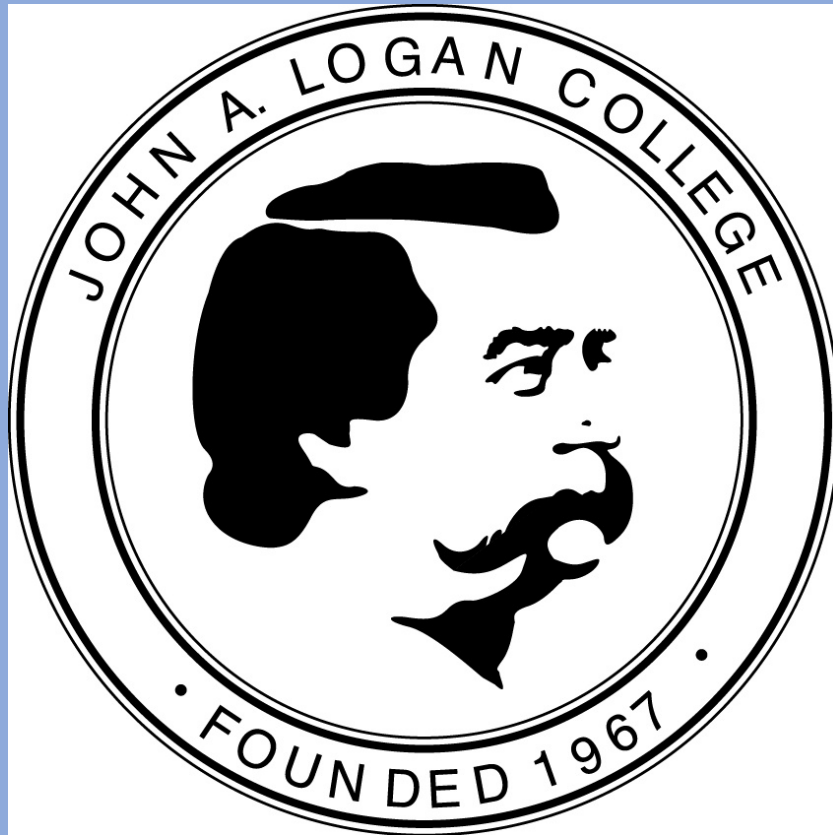
3. RECOMMENDATION

That the Board of Trustees approve the following interfund loans from the Working Cash Fund: \$70,000 to the Student Activity Fund, \$750,000 to the Restricted Purposes Fund, and \$300,000 to the Liability, Protection, & Settlement Fund.

Staff Contact: Vice-President Stacy Buckingham

Consent Agenda Item 8.D

Transfer of Interest from Working Cash



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.D – Transfer of Interest Earned from Working Cash Fund Monies

1. REASON FOR CONSIDERATION

The interest earnings from the working cash fund were anticipated in the FY 22 budget to be used for educational purposes. The final calculated amount is anticipated to be a minimum of \$11,000, not to exceed \$16,000.

2. BACKGROUND INFORMATION

In accordance with Illinois Statutes Chapter 110, Act 805 Section 3-33.6 as revised January 1, 1989, interest earned from the investment of the working cash funds may be transferred from the working cash fund to the educational purposes fund or building and maintenance purposes fund if so authorized by the Board of Trustees. It is desirable to transfer the interest at this time.

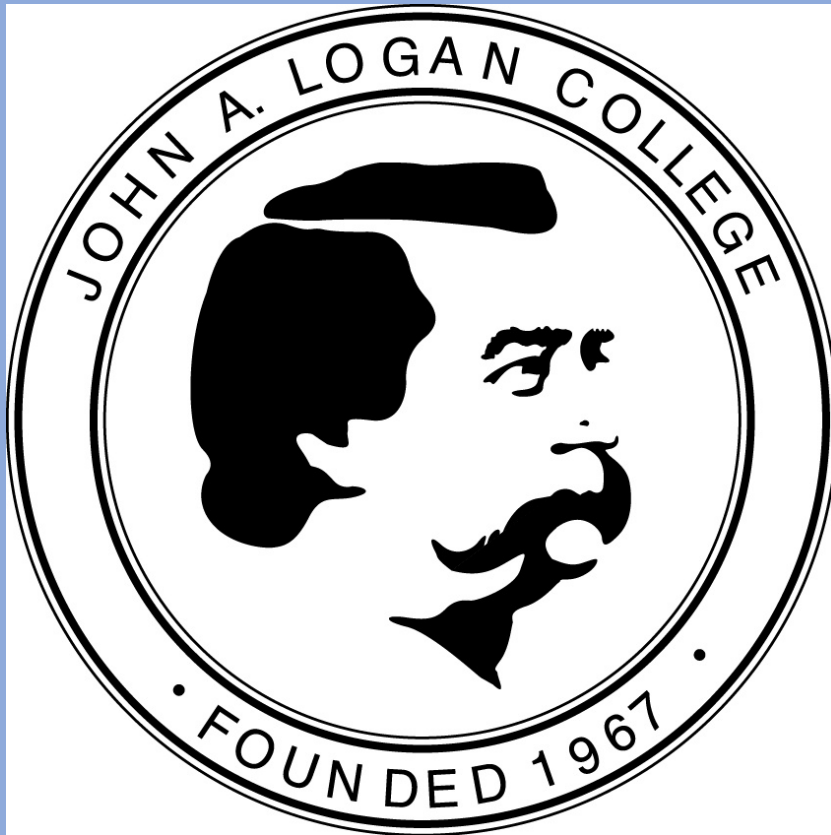
3. RECOMMENDATION

That the Board of Trustees authorizes the transfer of the interest earned in the working cash fund through June 30, 2022, in the anticipated amount not to exceed \$16,000, to be transferred to the educational purposes fund to be used for the general educational needs of the College; and that the College treasurer be authorized to make the necessary entries to effect such a transfer.

Staff Contact: Stacy Buckingham

Consent Agenda Item 8.E

Academic Rank for Full-Time Faculty



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.E – Full-Time Faculty Academic Rank

1. REASON FOR CONSIDERATION

Section 3.18 of the Full-Time Faculty Contract states that progression in rank will be granted to full-time faculty members who achieve the levels of excellence described within the contract and are approved by the President and Board of Trustees. The Promotion Committee, including Jane Bryant (Chair), Brennan Stover (Vice-Chair), Esmarie Boyles, George Bricker, Mikeal Kos, and Jason Tanner, reviewed applications for promotion and have made a recommendation to the Provost. According to Section 3.18 of the Full-Time Faculty Contract, the Provost shall seek the approval of the President and Board of Trustees.

2. BACKGROUND INFORMATION

Faculty who have attained the promotion criteria and are recommended and promoted to the next higher rank will receive a one-time \$500 stipend paid upon Board approval. This stipend will not become part of the faculty member's base pay. There is no stipend given for a change in rank to Assistant Professor or Professor Emeritus. If a current faculty member already has academic rank above Assistant Professor and goes through the process outlined herein, he/she will receive a \$1,000 stipend for Professor or \$500 for Associate Professor; upon determination of eligibility by the Promotion Committee, the President, and the Board of Trustees. Faculty who currently have rank will retain their status without compensation unless they go through the approval process.

3. RECOMMENDATION

That the Board of Trustees approve the academic rank promotions as recommended by the Promotion Committee.

Academic Rank of Associate Professor

Robert Craig, Electronics
Jason McFarland, Auto Collision/Auto Services

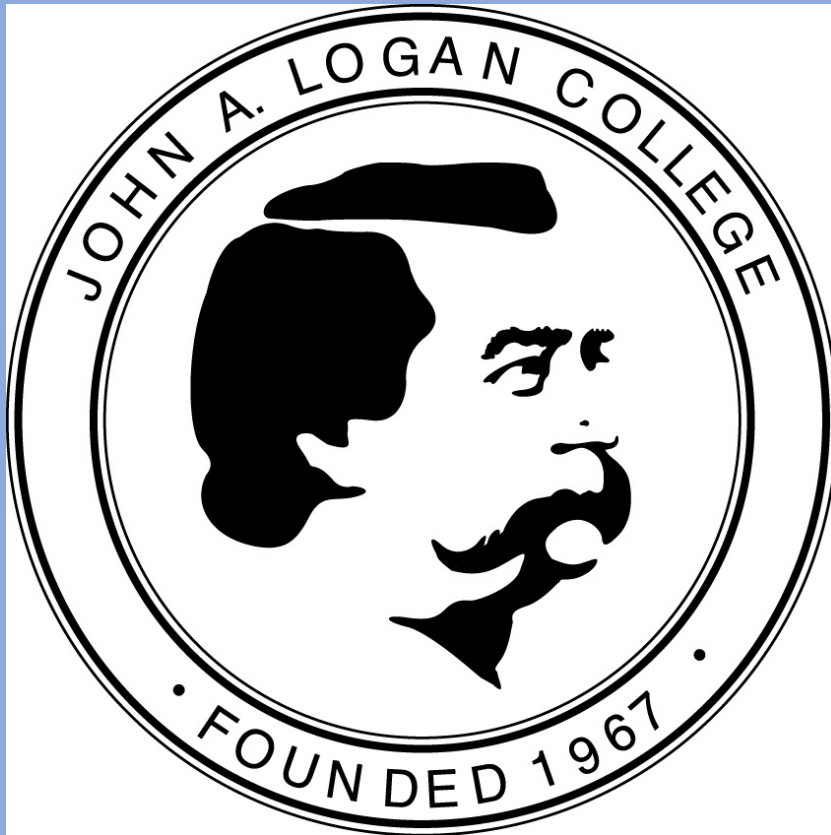
Academic Rank of Professor

Thomas Chandler, Sociology
Sheri Cook, Interpreter Preparation
Jo Forer, Biology
Heather Hampson, Nursing
Mikeal Kos, Nursing
Kem Pinto, Spanish
Debra Russell, Nursing

Staff Contact: Provost Melanie Pecord

Consent Agenda 8.F

Dual Credit Agreement with Rend Lake College



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.F – Dual Credit Agreement with Rend Lake College

1. REASON FOR CONSIDERATION

This agreement, effective Fall 2022 – Spring 2023, is entered into between the Board of Trustees of the Rend Lake College District #521 and John A. Logan College District #530 for the expressed purpose of providing additional educational programs to the high school students of each district. Each community college will follow the Dual Credit Quality Act 110 ILCS 27.

2. BACKGROUND INFORMATION

This agreement is reviewed annually to add or remove courses requested in the high school's district not offered by the respective College. The course(s) are determined by the request of the high school.

3. RECOMMENDATION

That the Board of Trustees approve the Joint Agreement for Dual Credit Educational Cooperation between Rend Lake College, District #521, and John A. Logan College, District #530.

Staff Contact: Provost Melanie Pecord

**A JOINT AGREEMENT FOR DUAL CREDIT EDUCATIONAL COOPERATION BETWEEN
REND LAKE COLLEGE, DISTRICT #521
AND
JOHN A. LOGAN COLLEGE, DISTRICT #530**

This agreement, effective Fall 2022 – Spring 2023, entered into between the Board of Trustees of the above-listed community colleges for the expressed purpose of providing additional educational programs to the high school students of each district. The above-listed community colleges will follow the Dual Credit Quality Act (110 ILCS 27).

Purpose

It is the desire of the districts entering into this agreement to expand dual credit educational services to their respective high school students.

I. Instructional Identification

For the purpose of this agreement, the college district sending the students to another college will be referred to as the "sending district," and the college receiving students from another district will be referred to as the "receiving district."

II. Educational Programs/Courses

Any educational program/course offered by and between the parties to this agreement shall be approved by the Illinois Community College Board and the Board of Higher Ed. Dual credit courses can be established upon the receiving institution ensuring the courses meet its dual credit standards.

Rend Lake College, District #521, agrees to accept dual credit students from John A. Logan College, District #530, as follows:

HIGH SCHOOL	PROGRAM	RLC COURSE
Marion High School	Architecture	CAD 1201 – Introduction to CAD CAD 1203 – CAD Applications-Architectural
Marion High School	Culinary Arts	CULA 1202 – Nutrition and Menu Planning CULA 1207 - Culinary Math
West Frankfort High School	Entrepreneurship	BUSI 1202 – Employability Skills BUSI 1203 - Entrepreneurial Skills BUSI 1204 - Business Functions MGMT 2201 - Principles of Management

John A. Logan College, District #530, agrees to accept students from Rend Lake College, District #521, as follows:

HIGH SCHOOL	PROGRAM	JALC COURSE
Benton High School	Construction Management	CMG 110 – Wood Frame Construction

The sending district will provide placement test scores to the receiving district if required for any of its in-district students.

III. Student Enrollment and Responsibility

The cooperating institutions allow program/course enrollment included in this agreement on the same basis as enrollment for in-district students. High schools wishing to pursue a course contained in this agreement may enter into an agreement with the receiving college. Students will pay any charges assessed per the district school's MOU with the receiving college. The students from the sending district will assume the same responsibilities and comply with the same rules and regulations as in-district students of the receiving district.

IV. Receiving District's Responsibilities

The receiving district shall maintain academic control of its courses.

The receiving district will maintain the official records, which include the student's transcript, grades, and other related records. The receiving district will award any certificate earned by the student.

The receiving district shall, at the end of each semester, provide the sending district with a listing of the sending district's students, the name of the course(s) enrolled, and the number of credit hours they were enrolled in each of the courses covered by this agreement during the preceding semester.

The receiving college will notify the sending college before the receiving college conducts recruitment activities for programs outlined in this agreement within the sending college's district. At no time will a receiving college recruit students for programs/courses not listed in this agreement within the sending college's district.

V. Finance

The receiving district shall claim credit hours or other state and federal reimbursement normally received for students of its district for any course contained in this agreement but will receive no equalization for these students. The sending district will pay no chargeback to the receiving district for any program/course contained in this agreement but will receive equalization for these students.

Procedurally, high schools who wish to enroll their students at the receiving district in any of the courses herein identified will secure from their sending district a letter designating them as eligible to participate in the specific program/course covered by this cooperative agreement. The letter will be sent directly to the receiving district.

VI. Publicity and Catalog

The receiving and sending districts may assist each other in distributing information about programs/courses covered under this agreement to high schools within their respective districts.

VII. Amendments to Agreement

This agreement will be reviewed annually or at any time by mutual written consent of the participating colleges. Such amendments and/or revisions shall be prepared in the form of an addendum agreement.

VIII. Termination

This agreement may be terminated at any time by the participating colleges. In the event of such termination, students who have entered the educational programs/courses covered by this agreement shall be allowed to complete them.

The following responsible college representatives commit the aforementioned agencies to this joint agreement.

REND LAKE COLLEGE
District #521

President

Chairman, Board of Trustees

Date

JOHN A. LOGAN COLLEGE
District #530

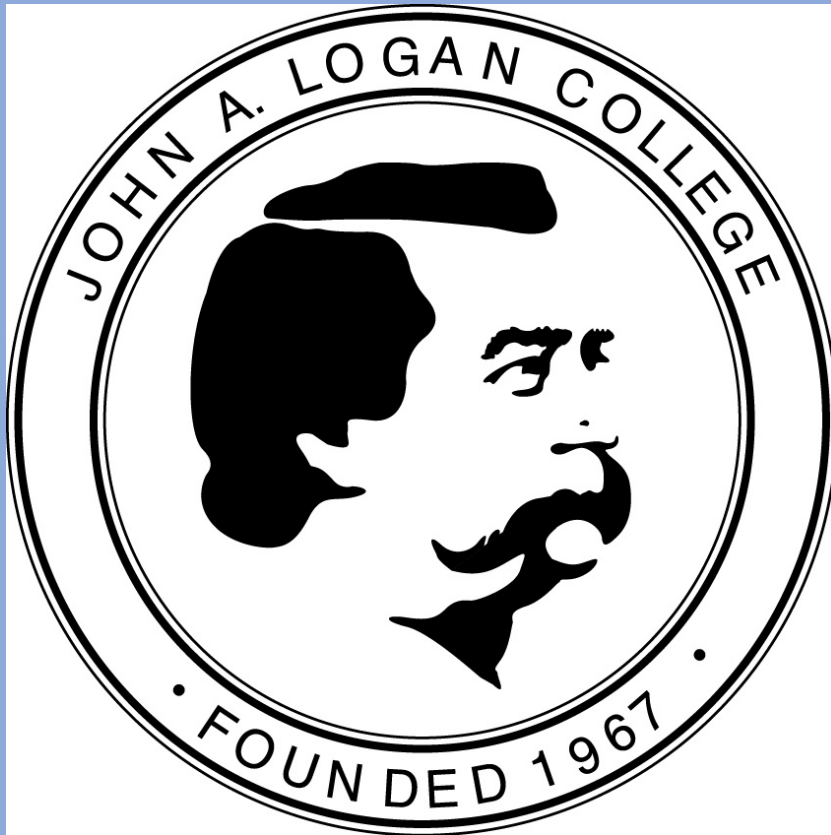
President

Chairman, Board of Trustees

Date

Consent Agenda 8.G

Title Updates



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.G – Title Updates

1. REASON FOR CONSIDERATION

It is the desire of the President to update titles to align with the College's new organizational structure. The recommendation includes updating **Executive Directors** for the Foundation, Integrated Technology, and Human Resources to **Assistant Vice-Presidents**. In addition, the President recommends updating the title of **Administrative Assistant to the President and Recording Secretary for the Board** to **Director of Legislative Affairs and Special Assistant to the President and Board of Trustees**.

These title changes are not associated with an adjustment to salary or professional staff level.

2. BACKGROUND INFORMATION

Minor adjustments to the organizational structure necessitate these title changes.

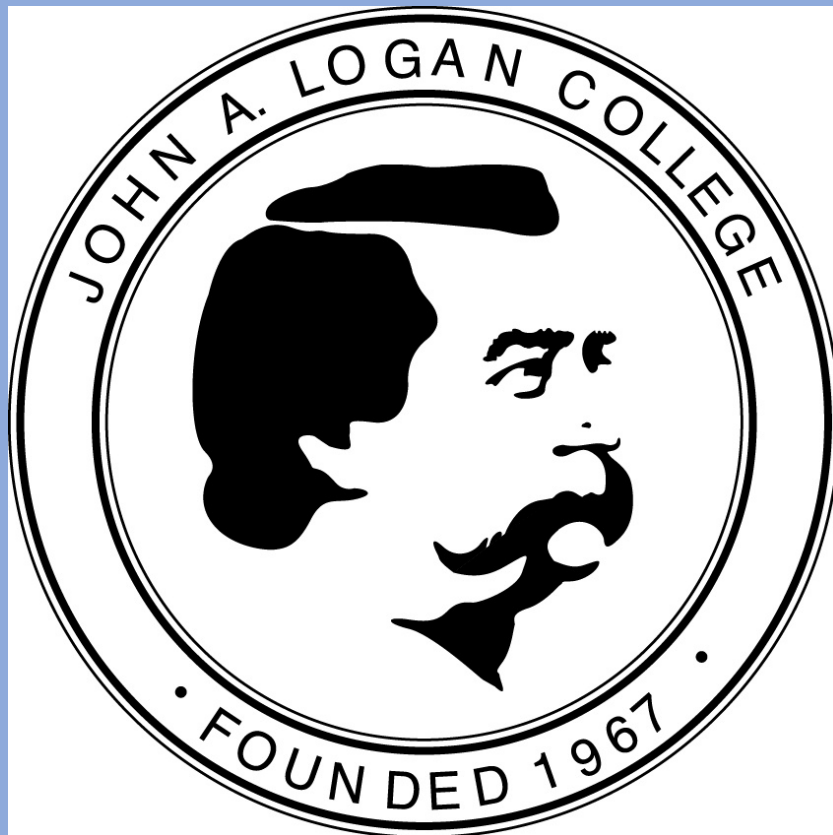
3. RECOMMENDATION

That the Board of Trustees approve the title changes for Executive Directors and Administrative Assistant to the President as recommended by the President, effective July 1, 2022.

Staff Contact: President Kirk Overstreet

Consent Agenda Item 8.H

Appointment of AVP of Human Resources



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.H – Appointment of Assistant Vice-President of Human Resources

1. REASON FOR CONSIDERATION

It is the desire of the President to appoint Ms. Johnna Herren to the permanent position of Assistant Vice-President of Human Resources and renew her employment contract until her retirement in 2023. The stipend received for the interim appointment will be added to Ms. Herren's base salary.

2. BACKGROUND INFORMATION

Ms. Herren was appointed as Interim Executive Director of Human Resources for the period of January 26, 2022, through June 30, 2022, and received a stipend of \$5,472 for this appointment.

3. RECOMMENDATION

That the Board of Trustees approve the appointment and employment contract for Johnna Herren as Assistant Vice-President of Human Resources, effective July 1, 2022 through August 31, 2023.

Staff Contact: President Kirk Overstreet



www.jalc.edu

Ms. Johnna Herren

06/21/2022

John A. Logan College is excited to offer you the position of *Assistant Vice-President of Human Resources*.

Johnna Herren is appointed to the position of *Assistant Vice-President of Human Resources* (the "Position") for the College for the period **July 1, 2022 to August 31, 2023** (the "Term"). Herren will perform the duties and carry out the responsibilities of the Position, as specified in Board Policy and the job description for the Position, and all such other duties and responsibilities as assigned from time to time by or at the direction of the Board and/or the President. Notwithstanding anything to the contrary in Board Policy or College procedures, Herren acknowledges and agrees that he/she is not entitled to an automatic rollover or renewal of this Agreement.

Compensation: The College shall pay Ms. Johnna Herren a salary of **\$99,480.00** to serve as *Assistant Vice-President of Human Resources* to be paid in accordance with Board Policy and the College's normal payroll procedures until her retirement date of August 31, 2023, this is a non-renewable contract.

Regards,

Kirk E. Overstreet, Jr. Ph.D., President

I agree to the terms of the employment set forth above and the attached contract.


Signature

06/21/2022
Date

Cc:

Stacy Buckingham, Vice-President Business Services and CEO

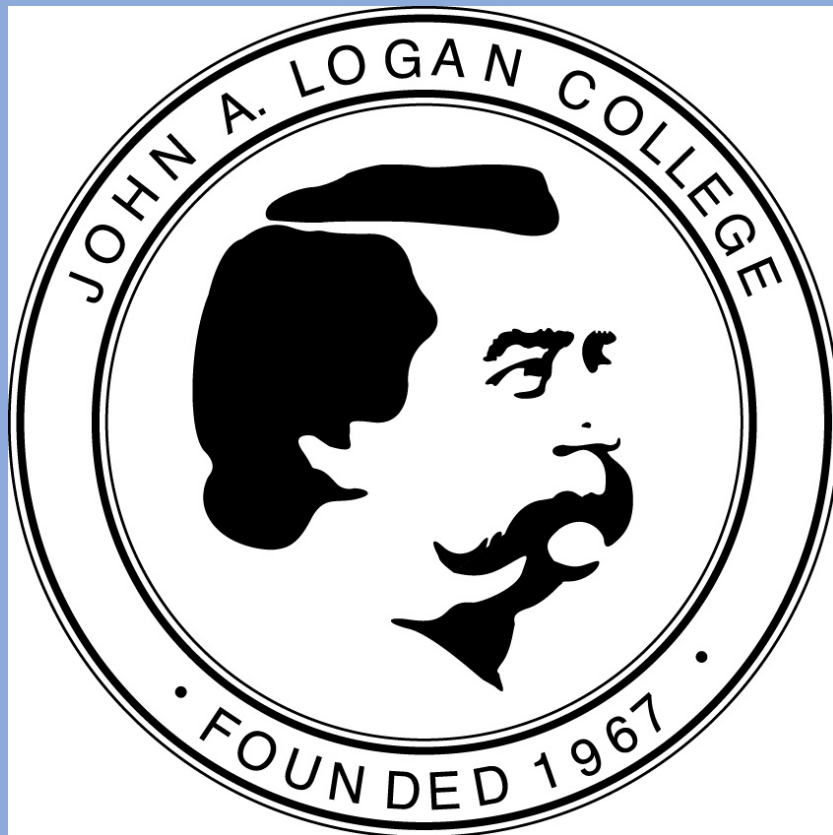
Christy Marrs, Director of Compensation and Benefits

(This appointment is contingent upon the ratification of the Board of Trustees)

John A. Logan College
700 Logan College Road
Carterville, Illinois 62918
618.985.2828

Consent Agenda Item 8.I

Ratification of Personnel



**JOHN A. LOGAN COLLEGE
CONSENT AGENDA ITEM FOR BOARD APPROVAL**

8.I – RATIFICATION OF PERSONNEL

1. **REASON FOR CONSIDERATION:** In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President. Recommendations by President Overstreet for the ratification of personnel are listed below:

A. FULL-TIME PROFESSIONAL PERSONNEL (MANAGER AND PROFESSIONAL LEVELS)			
Name	Type	Salary	Effective Date
Kendra Barnes	Assistant Manager of Financial Aid	\$47,500	06/01/22
Emily Spann	Manager for Workforce Education	\$62,250	07/18/22
Kori Grodzicki	Technology Support Technician (Temporary)	\$20/hour	06/16/22

B. FULL-TIME FACULTY			
Name	Type	Salary	Effective Date
Rose Walker	CNA/Nursing Faculty	\$49,913	Fall 2022

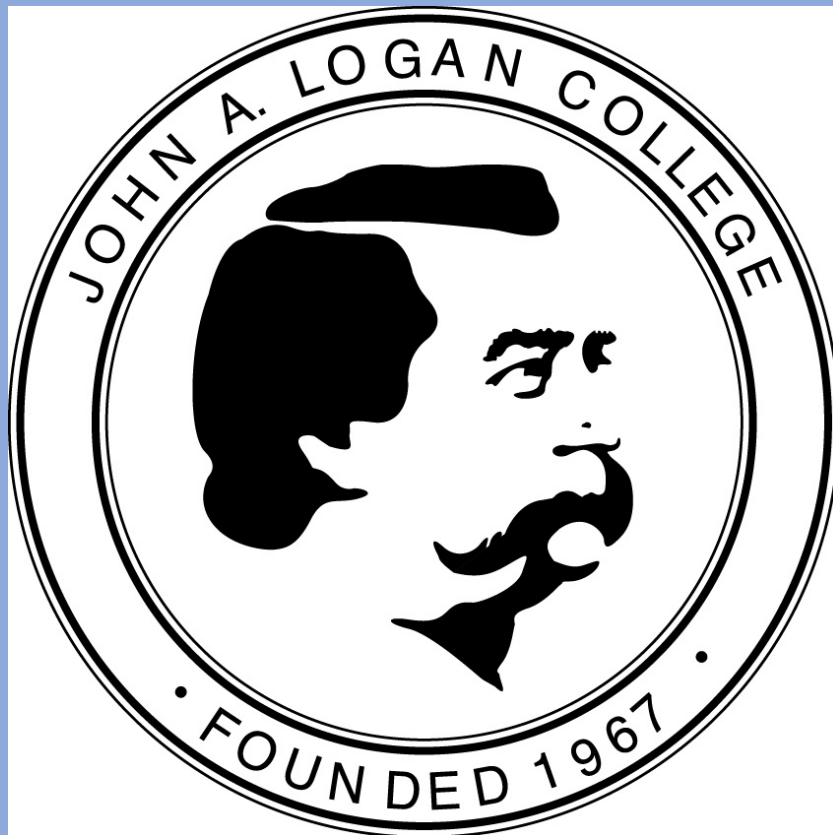
C. FULL-TIME PROFESSIONAL GRANT PERSONNEL			
Name	Type	Salary	Effective Date
Timothy Simmons	Highway Construction Careers Training Program Coordinator (grant)	\$45,000	05/23/22

D. PART-TIME PERSONNEL		
Name	Type	Effective Date
Alexander Hayes	Technology Support Technician (Temporary Professional Staff)	06/01/22
Dorie Wilburn	Adjunct Faculty (EMT)	05/23/22
Eric Hildebrandt	Adjunct Faculty (Nursing)	10/01/22
Freddie Brown Sr.	Workforce Education Instructor	03/28/22
Alaina Bowker	Community Education Instructor	06/16/22
Jonathan Pochie	Logan Academy Faculty (Grant)	06/15/22
Katherine Mays	Logan Academy Counselor (Grant)	06/28/22

2. **RECOMMENDATION:** That the Board of Trustees ratify the personnel recommendations of President Kirk Overstreet.

Consent Agenda Item 8.J

Expenditure Report for May 31, 2022



John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/24/22	546814	Aaron R Smith	Travel Advance 6/9-6/11/22	467.57	
05/20/22	546707	Abby Porter	Travel 5/9/22 Travel 5/10/22	44.36	
05/26/22	546789	Abby Porter	Travel Advance 6/1-6/3/22	92.00	
05/26/22	546754	Adrienne Barkley-Giffin	Travel Advance 6/2-6/5/22	138.00	
05/16/22	546637	Aidan Patrick Vancil	Student Participation Stipend	160.00	
05/06/22	546379	Airgas USA, LLC	Instructional Supplies	20.84	
05/13/22	546566	Allison C Hasler	Speaker Fee - Staff Engagement Day	500.00	
05/04/22	546520	Alphonse M Stadler	Health Insurance May	216.64	
05/18/22	2827	Amalgamated Bank of Chicago	Reissue Ck#545216 - Admin Fees Series 2016B Interest - #6046 Series 2017B Bond Interest - #6478 Series 2017A Bond Interest - #6477 Series Bond 2014 Interest - #5584	413,489.50	Y
05/13/22	546541	Amazon	Audio Visual Supplies - Library	56.99	
05/06/22	546396	Amber Christine Hanners	Reimburse - Eggstravaganza Supplies	90.23	
05/02/22	2807	Ameren Illinois	Gas Service - Main Campus 2/1-3/1/22	2,806.10	
05/05/22	2808	Ameren Illinois	Electric Service - DQ Ext 3/20-4/19/22	537.75	
05/06/22	2809	Ameren Illinois	Electric & Gas Service - DQ Ext	482.62	
05/09/22	2810	Ameren Illinois	Gas Service - DQ Ext 2/9-3/8/22 Electric & Gas Service - WF Ext	1,216.32	
05/23/22	2817	Ameren Illinois	Gas Service - Annex 2/18-3/21/22	698.70	
05/27/22	2818	Ameren Illinois	Electric Service - Main Campus 2/18-3/19	10,117.67	Y
05/06/22	546527	American Family Life Assurance	AFLAC Deduction/April	823.43	
05/06/22	546380	American Heart Association	Instructional Supplies	9,843.90	
05/26/22	546752	Ana Zabal	Reissue - Logan Fitness Refund	54.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/06/22	546412	Andrew B Oxford	Game Official 4/14/22 1:00 pm	150.00	
05/20/22	546704	Andrew B Oxford	Game Official 4/26/22 1:00 & 3:30 pm	220.00	
05/13/22	546582	Antoinette Martie	Reissue - Logan Fitness Refund - Class	49.50	
05/06/22	546381	Apple Inc	IPad Pro - TRIO IPad Pro 3 year plan	2,356.00	
05/06/22	546408	April A Martinez	Travel 3/24-3/31/22	72.33	
05/20/22	546694	April A Martinez	Reimburse - Food for Club Meeting	101.14	
05/13/22	546542	Archway Inc	Refresh Grant Award	250.00	
05/13/22	546553	Ashleigh K Couty	Travel 4/27/22	18.72	
05/06/22	546528	Assoc of Term Faculty IEA/NEA	Term IEA/NEA Dues Ded/April	644.57	
05/31/22	546870	ATG-RAM Industries LLC	Ram Turf Change Order #1 Ram Turf Payment 3	545,180.00	Y
05/13/22	546543	Atlas Business Solutions Inc	Scheduling License	62.50	
05/04/22	546447	Audrey M Calhoun	Health Insurance May	46.47	
05/06/22	546382	Auto Tire & Parts Co Inc	Instructional Supplies	634.40	
05/13/22	546544	Auto Tire & Parts Co Inc	Instructional Supplies	449.03	
05/20/22	546639	Auto Tire & Parts Co Inc	Instructional Supplies	540.11	
05/12/22	2838	Bank of Montreal MC	April P-Card Charges - N Arnett	307.69	
05/12/22	2839	Bank of Montreal MC	April P-Card Charges - A Barkley Giffin	1,426.41	
05/12/22	2840	Bank of Montreal MC	April P-Card Charges - C Batteau	1,298.25	
05/12/22	2841	Bank of Montreal MC	April P-Card Charges - K Bevis	558.22	
05/12/22	2842	Bank of Montreal MC	April P-Card Charges - N Brooks	2,395.74	
05/12/22	2843	Bank of Montreal MC	April P-Card Charges - M Brown	4,127.79	
05/12/22	2844	Bank of Montreal MC	April P-Card Charges - S Buckingham	1,117.05	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/12/22	2845	Bank of Montreal MC	April P-Card Charges - B Burnside	314.93	
05/12/22	2846	Bank of Montreal MC	April P-Card Charges - M Bush	2,981.19	
05/12/22	2847	Bank of Montreal MC	April P-Card Charges - S Carter	89.54	
05/12/22	2848	Bank of Montreal MC	April P-Card Charges - JALC Clubs	739.95	
05/12/22	2849	Bank of Montreal MC	April P-Card Charges - R Craig	1,366.32	
05/12/22	2850	Bank of Montreal MC	April P-Card Charges - J Dethrow	304.93	
05/12/22	2851	Bank of Montreal MC	April P-Card Charges - J Dick	292.41	
05/12/22	2852	Bank of Montreal MC	April P-Card Charges - M Dinkins	1,551.29	
05/12/22	2853	Bank of Montreal MC	April P-Card Charges - S Elliott	7,143.72	
05/12/22	2854	Bank of Montreal MC	April P-Card Charges - T Ferris	4,457.83	
05/12/22	2855	Bank of Montreal MC	April P-Card Charges - T Fox	1,947.03	
05/12/22	2856	Bank of Montreal MC	April P-Card Charges- Campus Fuel Card	396.86	
05/12/22	2857	Bank of Montreal MC	April P-Card Charges - Custodial Fuel	333.34	
05/12/22	2858	Bank of Montreal MC	April P-Card Charges - Grounds Fuel	90.02	
05/12/22	2859	Bank of Montreal MC	April P-Card Charges - M Garrison	794.38	
05/12/22	2860	Bank of Montreal MC	April P-Card Charges - T Geske	3,618.71	
05/12/22	2861	Bank of Montreal MC	April P-Card Charges - B Griffith	2,618.46	
05/12/22	2862	Bank of Montreal MC	April P-Card Charges - M Hamilton	2,111.71	
05/12/22	2863	Bank of Montreal MC	April P-Card Charges - S Hartford	2,851.53	
05/12/22	2864	Bank of Montreal MC	April P-Card Charges - J Herren	1,257.44	
05/12/22	2865	Bank of Montreal MC	April P-Card Charges - C Hoekstra	240.00	
05/12/22	2866	Bank of Montreal MC	April P-Card Charges - C Hosselton	1,930.13	
05/12/22	2867	Bank of Montreal MC	April P-Card Charges - K Jones	1,139.04	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/12/22	2868	Bank of Montreal MC	April P-Card Charges - P Karns April P-Card Charges - K Jones	1,050.11	
05/12/22	2869	Bank of Montreal MC	April P-Card Charges - A Martinez	806.75	
05/12/22	2870	Bank of Montreal MC	April P-Card Charges - F Matzker	501.68	
05/12/22	2871	Bank of Montreal MC	April P-Card Charges - S May	2,925.20	
05/12/22	2872	Bank of Montreal MC	April P-Card Charges - J Mays	815.79	
05/12/22	2873	Bank of Montreal MC	April P-Card Charges - C McBride	198.00	
05/12/22	2874	Bank of Montreal MC	April P-Card Charges - M Montgomery	111.50	
05/12/22	2875	Bank of Montreal MC	April P-Card Charges - E Monti	412.98	
05/12/22	2876	Bank of Montreal MC	April P-Card Charges - J Mueller	5,115.79	
05/12/22	2877	Bank of Montreal MC	April P-Card Charges - C Mulholland	1,789.89	
05/12/22	2878	Bank of Montreal MC	April P-Card Charges - C Naegele	674.84	
05/12/22	2879	Bank of Montreal MC	April P-Card Charges - S O'Keefe	137.62	
05/12/22	2880	Bank of Montreal MC	April P-Card Charges - K Overstreet	1,458.50	
05/12/22	2881	Bank of Montreal MC	April P-Card Charges - M Pecord	5,962.69	
05/12/22	2882	Bank of Montreal MC	April P-Card Charges - A Porter	363.86	
05/12/22	2883	Bank of Montreal MC	April P-Card Charges - K Reagan	30.00	
05/12/22	2884	Bank of Montreal MC	April P-Card Charges - A Rubin	107.11	
05/12/22	2885	Bank of Montreal MC	April P-Card Charges - J Sargent	1,551.08	
05/12/22	2886	Bank of Montreal MC	April P-Card Charges - S Shafer	688.36	
05/12/22	2887	Bank of Montreal MC	April P-Card Charges - A Shelby	993.45	
05/12/22	2888	Bank of Montreal MC	April P-Card Charges - T Siefert	3,356.97	
05/12/22	2889	Bank of Montreal MC	April P-Card Charges - K Smithpeters	746.80	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/12/22	2890	Bank of Montreal MC	April P-Card Charges - G Starrick	1,518.97	
05/12/22	2891	Bank of Montreal MC	April P-Card Charges - C Stewart	1,177.71	
05/12/22	2892	Bank of Montreal MC	April P-Card Charges - K Surprenant	2,261.88	
05/12/22	2893	Bank of Montreal MC	April P-Card Charges - R Sveda-Webb	1,473.53	
05/12/22	2894	Bank of Montreal MC	April P-Card Charges - K Tabing	537.98	
05/12/22	2895	Bank of Montreal MC	April P-Card Charges - C Thomas	194.18	
05/12/22	2896	Bank of Montreal MC	April P-Card Charges - S Wernsman	2,773.82	
05/12/22	2897	Bank of Montreal MC	April P-Card Charges - D White	1,931.63	
05/12/22	2898	Bank of Montreal MC	April P-Card Charges - A Willmore	1,514.85	
05/12/22	2899	Bank of Montreal MC	April P-Card Charges - K Yosanovich	713.96	
05/04/22	546481	Barbara A James	Health Insurance May	46.47	
05/13/22	546562	Barbara Green	Refresh Grant Award	250.00	
05/04/22	546469	Barbara J Harris	Health Insurance May	46.47	
05/04/22	546522	Barbara Throgmorton	Health Insurance May	46.38	
05/04/22	546467	Barry Ray Hancock	Health Insurance May	1,083.23	
05/20/22	546708	Bart E Pulliam	Reimburse - Food Spring Advisory Meeting	243.41	
05/13/22	546545	BEST Engineered Systems Technology Group	Notification System Improvements	1,450.00	
05/04/22	546493	Beverly Ann McCabe	Health Insurance May	46.47	
05/04/22	546516	Billy Rae Smillie	Health Insurance May	216.64	
05/20/22	546641	Bliss Products	Sail Shade Project	31,685.10	Y
05/16/22	546634	Brady C Sizemore	Student Participation Stipend	160.00	
05/20/22	546643	Brightly Software	Maintenance Essentials Pro FY23	8,361.95	
05/16/22	546623	Bryan Barnes	Student Participation Stipend	160.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/06/22	546385	BSN Sports LLC	Athletic Supplies	129.90	
05/06/22	546386	Burghof Group LLC	Pole Barn Rent - HCCTP - May	300.00	
05/13/22	546547	Bushue Background Screening	Background Checks - EMS	224.00	
05/20/22	546645	C.H. Electrical	Solar Energy Instruction - IGEN	809.20	
05/26/22	546756	CAAHEP	Institutional Fee 7/1/22-6/30/23	600.00	
05/06/22	546391	Caleb George	Game Official 4/23/22 12:00 & 3:30 pm	220.00	
05/06/22	546529	California State Disbursement Unit	Child Support	205.10	
05/20/22	546646	Campus Works Inc	Management Consulting Services	29,750.00	Y
05/18/22	2828	Capital One Public Funding LLC	Series 2020A Bond Interest	47,236.25	Y
05/20/22	546647	Capitol Strategies Consulting Inc	Consulting Services 4/16-4/30/22	2,905.00	
05/04/22	546451	Carl D Cottingham	Health Insurance May	216.64	
05/04/22	546445	Carla Jo Bradley	Health Insurance May	941.17	
05/04/22	546497	Carol A Mitchell	Health Insurance May	216.64	
05/13/22	546548	Carolina Biological Supply Company	Instructional Supplies	81.73	
05/20/22	2823	Carterville Water and Sewer Dept	Water Service - Logan Fitness - April Water Service - Annex - April Water Service - Main Campus - April Water Service - Sprinklers - April	3,149.66	
05/13/22	546549	Carterville Winair Co	Instructional Supplies	44.76	
05/26/22	546757	Carterville Winair Co	Instructional Supplies	13.92	
05/20/22	546648	Cavco Printers	Envelopes - CCRR	176.48	
05/13/22	546550	CDW Government	Stockroom Supplies	400.41	
05/20/22	546649	CDW Government	Instructional Material Instructional Materials - Camera Azure Overage 3/1-3/31/22 Instructional Materials	18,842.83	Y

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/20/22	546649	CDW Government	Network Supplies Network Services Network Services - Firewall Stockroom Supplies	18,842.83	Y
05/04/22	546461	Cecilia Kay Fleming	Health Insurance May	5.28	
05/17/22	2825	Central States Funds H&W Fund	Health Premium - April	382,484.90	Y
05/04/22	546456	Charles R Ellett	Health Insurance May	730.36	
05/20/22	546650	Charlie's Air Conditioning and Heating	Ice Machine Rent - April 2022	280.00	
05/04/22	546475	Charmaine A Horn	Health Insurance May	5.28	
05/06/22	546387	Charter Communications Holdings LLC	Advertising	922.50	
05/13/22	546618	Chasytie Monae Harris	HCCTP Student Stipend	720.00	
05/20/22	546747	Chasytie Monae Harris	HCCTP Incentive 5/9-5/18/22	510.00	
05/06/22	546384	Cheryl Barrall	Reimburse - Food for Club	18.88	
05/04/22	546442	Cheryl L Bernhardt	Health Insurance May	158.42	
05/06/22	546388	Chrissy L Confer	Travel 4/28/22 Travel 4/25/22	44.00	
05/20/22	546653	Chrissy L Confer	Travel 5/9/22	22.00	
05/04/22	546524	Christie A Williams	Health Insurance May	46.47	
05/26/22	546800	Christine Ann Stewart	Travel Advance 6/1-6/4/22	368.49	
05/04/22	546441	Christopher B Bell	Health Insurance May	941.17	
05/26/22	546776	Christy McBride	Travel Advance - 6/1-6/4/22	138.00	
05/04/22	546482	Cindy D Johnson	Health Insurance May	941.17	
05/20/22	546651	Cintas Fire Protection	Maintenance Services - Alarm Repair Maintenance Services - Move Horn/Strobe	1,380.16	
05/16/22	546631	Claire Elizabeth Moomaw	Student Participation Stipend	160.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/13/22	546551	Clean As A Whistle LLC	Cleaning Service - DQ Ext - April Cleaning Service - WF Ext - March Cleaning Service - DQ Ext - March Cleaning Service - WF Ext - April	5,872.70	
05/01/22	2806	Clearwave Communications	Phone Service - Main Campus - 5/4-6/3/22 Phone Service - DQ Ext - 5/4-6/3/22 Phone Service - WF Ext 5/4-6/3/22	5,182.10	
05/20/22	546642	Cody M Blumenstock	Reimburse Clothing Allowance	138.06	
05/20/22	546652	Cold Blooded Coffee & Roastery	Drinks - Retirement Recognition Gift Card Reloads-Student Food Assist	570.35	
05/26/22	546758	Cold Blooded Coffee & Roastery	Food & Drinks for Honors Night	1,784.50	
05/20/22	546697	Colleen McLaughlin	Consulting Service 5/3/22	150.00	
05/04/22	546474	Connie S Hensley	Health Insurance May	46.47	
05/06/22	546417	Connie S Robinson	Reimburse - Meeting Supplies Reimburse - Conference Registration Reimburse - Instructional Supplies Reimburse - Princess Makeover Supplies	1,222.60	
05/13/22	546592	Connie S Robinson	Reimburse - Instructional Supplies	34.16	
05/20/22	546712	Connie S Robinson	Reimburse Princess Makeover Supplies Food - Princess Makeover Party Supplies for Princes Makeover Reimburse - Princess Makeover Supplies	825.62	
05/19/22	2815	Constellation NewEnergy Inc	Electric Service - Main Campus 3/19-4/20	9,475.79	
05/26/22	546759	ConsuLab Educatech Inc	Instructional Equipment	29,483.00	Y
05/13/22	546558	Cornelius C Fair	Travel 3/14-4/18/22	160.93	
05/20/22	546672	Crystal M Hosselton	Travel 11/15-12/9/21	17.92	
05/20/22	546740	Crystal N Young	Reimburse - CNA Pinning Supplies	252.42	
05/15/22	2814	CSI Software LLC	LF Software Fee	930.00	
05/04/22	546457	David O England	Health Insurance May	142.29	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/04/22	546511	Debra Richison	Health Insurance May	47.46	
05/13/22	546555	Dell Marketing LP	Laptop for HR Conference Room	1,971.66	
05/20/22	546658	Dell Marketing LP	Computer Equipment	273.79	
05/06/22	546393	Dennis R Grah	Game Official 4/23/22 12:00 & 2:00 pm	175.00	
05/20/22	546689	DeSande R Levy	Travel 2/24-4/28/22 Travel 5/5/22	180.18	
05/20/22	546660	Direct Energy Business Marketing LLC	Gas Service - Main Campus 4/1-4/30/22	6,920.78	
05/13/22	546556	Disability Support Services SIUC	Interpreting Services - March Interpreting Services - April	3,570.00	
05/04/22	546510	Don A Rich	Health Insurance May	216.64	
05/04/22	546496	Don Middleton	Health Insurance May	216.64	
05/04/22	546460	Donna B Fell	Health Insurance May	46.47	
05/04/22	546462	Donna Ford	Health Insurance May	5.28	
05/20/22	546669	Doug Halterman	Game Official 5/7/22 1:00 & 3:00 pm	240.00	
05/26/22	546780	Drew Evan Middleton	Travel 5/19/22	14.04	
05/20/22	546662	EAN Services LLC	Car Rental - A Rubin Van Rental - A Wheetley Van Rental - F Matzker Car Rental - W Aydt	373.16	
05/06/22	546389	Eastbay, Inc	Athletic Apparel	114.00	
05/26/22	546761	Education Solutions Development Inc	APECS Payroll Support - 2/1/22-7/4/22	12,166.88	Y
05/06/22	2819	EFTPS	Federal Tax Deposit 5/6/22	133,674.90	Y
05/20/22	2829	EFTPS	Federal Tax Deposit 5/20/22	56,866.82	Y
05/20/22	546664	Egyptian Electric Coop Association	Electric Service - Logan Fitness 4/1-5/1 Electric Service - Annex 4/1-5/1/22 Electric Service - SB Scoreboard - April Electric Service - Sign 4/1-5/1/22	8,514.36	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/04/22	546526	Ekahau Inc	Software Subscription Renewal	1,595.00	
05/20/22	546699	Elizabeth Mendez	Notetaker Stipend - SP22	60.00	
05/13/22	546589	Elizabeth Priller	Consulting Service - 4-6 Week Class	1,050.00	
05/20/22	546743	Emily Monti	Travel Advance - 5/31-6/4/22	184.00	
05/26/22	546763	EMS Software LLC	EMS Maintenance 6/1/22-5/31/23	15,587.60	Y
05/13/22	546557	Enviro-Tech Termite and Pest Control	Pest Control - Annex - 5/2/22 Pest Control - WF Ext 4/26/22	115.00	
05/26/22	546764	Enviro-Tech Termite and Pest Control	Pest Control - DQ Ext 5/9/22 Pest Control - Main Campus	550.00	
05/04/22	546454	Eric George Ebersohl	Health Insurance May	1,083.23	
05/06/22	546422	Eric Swift	Game Official 4/23/22 12:00 & 3:30 pm	220.00	
05/20/22	546729	Eric Swift	Game Official 5/4/22 3:00 pm	150.00	
05/16/22	546636	Ethan M Stevens	Student Participation Stipend	160.00	
05/04/22	546489	Eunice A Lantagne	Health Insurance May	142.29	
05/04/22	546499	Evelyn P Morrison	Health Insurance May	46.47	
05/20/22	546665	Examity Inc.	April Proctoring	10.00	
05/04/22	546509	Faelene S Ragan	Health Insurance May	49.21	
05/26/22	546774	Faith L Matzker	Travel Advance - 6/1-6/4/22	362.64	
05/13/22	546559	Fed Ex	Shipping	60.50	
05/20/22	546666	Fisher Scientific Education	Instructional Supplies	229.99	
05/06/22	546390	Flinn Scientific Inc	Instructional Supplies	955.57	
05/04/22	546450	Frances B Cobb	Health Insurance May	47.46	
05/20/22	546738	Frederick D Wiley	Game Official 4/26/22 1:00 & 3:30 pm	220.00	
05/09/22	2811	Frontier	Phone Service - CCR&R 4/13-5/12/22	571.41	

John A. Logan College

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/10/22	2812	Frontier	Phone Service - LF Elevator 4/16-5/15/22	79.53	
05/13/22	2813	Frontier	Phone Service - Fire Loop 4/19-5/18/22	92.95	
05/16/22	2822	Frontier	Phone Service - WF Ext 4/22-5/21/22	86.20	
05/19/22	2816	Frontier	Phone Service - Fire Alarm 4/25-5/24/22 Phone Service - TTY Line 4/25-5/24/22	203.13	
05/31/22	2834	Frontier	Phone Service - Elevator 5/4-6/3/22	376.87	
05/04/22	546439	Gary L Barton	Health Insurance May	216.64	
05/04/22	546517	Gary Smith	Health Insurance May	5.28	
05/04/22	546446	Gary W Caldwell	Health Insurance May	323.56	
05/06/22	546378	Gene A Adams	Game Official 4/19/22 2:00 & 4:00 pm	175.00	
05/20/22	546638	Gene A Adams	Game Official 5/7/22 1:00 & 3:00 pm	240.00	
05/13/22	546561	GFI Digital, Inc	Stockroom Supplies	827.90	
05/20/22	546715	Gina N Simpkins	Travel 11/15-12/9/21	17.92	
05/04/22	546484	Glenda L Knight	Health Insurance May	216.64	
05/20/22	546696	Grover G Mays	Reimburse - Food for Advisory Meeting	111.58	
05/06/22	546395	Growing Media LLC	Advertising & Contractual Services	19,625.00	Y
05/13/22	546563	Growing Media LLC	Advertising	1,250.00	
05/13/22	546565	Hale's Automotive Inc	Repairs on 2007 Ford F-150 1/2 Ton	1,240.64	
05/13/22	546567	Henry Schein Inc	Instructional Supplies	190.45	
05/26/22	546767	Henry Schein Inc	Instructional Supplies	296.81	
05/06/22	546398	Huelsmann Distributing Company Inc	Instructional Supplies	64.38	
05/20/22	546674	Husch-Blackwell LLP	Legal Fees - JALC Logo & Trademark Prof Svcs - Law & Design of JALC Logo	228.00	

John A. Logan College

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/20/22	546675	ICCCSSO	Registration for June Meeting	150.00	
05/09/22	2821	Illinois Dept of Revenue	State Tax Deposit 5/9/22	49,055.86	Y
05/23/22	2831	Illinois Dept of Revenue	State Tax Deposit 5/23/22	23,079.25	Y
05/06/22	546530	Illinois FOP Labor Council	Union Dues (LU) April	600.00	
05/06/22	546531	Illinois State Disbursement Unit	Child Support	206.00	
05/20/22	546741	Illinois State Disbursement Unit	Child Support	206.00	
05/06/22	546399	ILMO Products Company	Instructional Supplies	81.07	
05/13/22	546569	ILMO Products Company	Instructional Supplies	154.74	
05/20/22	546676	ILMO Products Company	Instructional Supplies - Acct 25844	290.90	
05/06/22	546383	Inis P Barney	Refresh Grant Award	250.00	
05/04/22	546518	Jack Smothers	Health Insurance May	216.64	
05/16/22	546624	Jackson Charles Brand	Student Participation Stipend	160.00	
05/06/22	546394	Jacob W Griffith	Reimburse - Instructional Supplies	49.27	
05/20/22	546668	Jacob W Griffith	Reimburse - Food/Spring Advisory Meeting	50.74	
05/26/22	546766	Jacob W Griffith	Reimburse - Food for Ag Club Meeting	53.57	
05/13/22	546602	Jadean Towle	Travel 4/22/22	64.01	
05/13/22	546620	Jajuan E. Smith	HCCTP Student Stipend	780.00	
05/20/22	546749	Jajuan E. Smith	HCCTP Incentive 5/9-5/18/22	590.00	
05/06/22	546532	JALC - IEA/NEA Chapter	IAHE Dues Ded/April	4,986.43	
05/06/22	546400	JALC Foundation	Clearing Account	71.67	
05/06/22	546533	JALC Foundation	Foundation Ded (LF) April	524.00	
05/11/22	546608	JALC/CDB Trust #810-064-021	CDB Trust Agreement Pedestrian Pathway	547,852.00	Y
05/26/22	546753	James A Anderson	Travel Advance 5/31-6/4/22	580.00	

John A. Logan College

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Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/13/22	546540	James R Adams	Reimburse Clothing Allowance	49.97	
05/04/22	546470	James W Harris	Health Insurance May	46.47	
05/20/22	546691	Jamie Michelle Lorentz	Logan Fitness Refund - Swim Lessons	105.00	
05/04/22	546515	Janada Schaubert	Health Insurance May	47.46	
05/04/22	546476	Jane A House	Health Insurance May	46.47	
05/13/22	546546	Jane Marie Bryant	Travel 4/25-4/28/22	311.95	
05/20/22	546644	Jane Marie Bryant	Reimburse - Club Supplies	13.99	
05/04/22	546504	Janice R Palese	Health Insurance May	46.47	
05/13/22	546584	Jason McFarland	Reimburse - Club Meeting Food	81.05	
05/26/22	546777	Jason McFarland	Reimburse - Food for Club Meeting	97.52	
05/20/22	546716	Jason Snider	Travel Advance 5/31-6/4/22	433.21	
05/20/22	546713	Jenifer Rongey	Travel Advance 5/31-6/4/22	184.00	
05/20/22	546677	Jenzabar Inc	Integration & Project Management Svcs	2,520.00	
05/26/22	546769	Jenzabar Inc	Secondary Services 4/13-4/14/22	416.25	
05/04/22	546465	Jerry D Halstead	Health Insurance May	941.17	
05/16/22	546627	Jesus Castillo	Student Participation Stipend	160.00	
05/20/22	546657	Jill L Davis	Logan Fitness Refund - Class	250.00	
05/04/22	546438	Jim R Bales	Health Insurance May	216.64	
05/16/22	546632	Joel William Parchman	Student Participation Stipend	160.00	
05/20/22	546679	John A Logan College Bookstore #1140	Calculators for Perkins Loan Library Supplies for Logan Fitness Fun Day	189.78	
05/26/22	546816	John A Logan College Bookstore #1140	Grad Product - PO5602	35.00	
05/04/22	546513	John C Sala	Health Insurance May	46.47	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/04/22	546507	John J Profilet	Health Insurance May	139.15	
05/04/22	546487	John L Kuruc	Health Insurance May	46.47	
05/13/22	546571	Johnstone Supply	Instructional Supplies	596.96	
05/20/22	546680	Johnstone Supply	Maintenance Repair Supplies Maintenance Repair Supplies	562.69	
05/04/22	546512	Jon Rivers	Health Insurance May	46.47	
05/20/22	546710	Joseph E Roach	Reimburse - AST Advisory Meeting Expense	195.41	
05/04/22	546468	Joseph R Hancock	Health Insurance May	46.47	
05/13/22	546611	Joshua Andrew Dima	Meal Allowance 5/15/22	400.00	
05/13/22	546622	Joshua G Taylor	HCCTP Student Stipend	800.00	
05/20/22	546751	Joshua G Taylor	HCCTP Incentive 5/9-5/18/22	590.00	
05/13/22	546572	Jostens	Graduation Regalia	48.58	
05/20/22	546682	Jostens	Graduation Regalia	1,439.40	
05/13/22	546573	JRC-DMS	Annual Fees June 2022 - June 2023	1,500.00	
05/04/22	546485	Judith C Korando	Health Insurance May	216.64	
05/13/22	546575	Judith C Korando	Reissue - April Health Insurance	216.64	
05/04/22	546523	Jula L Treece	Health Insurance May	216.64	
05/20/22	546640	Kara Bevis	Travel Advance 5/31-6/4/22	414.49	
05/06/22	546402	Karen A Kasban	Reimburse - Membership Fees	260.00	
05/20/22	546684	Karen A Kasban	Reimburse - Food/DMS Advisory Meeting Travel 3/18/22	234.24	
05/04/22	546514	Karen Sala	Health Insurance May	46.47	
05/20/22	546709	Kathleen M Riggs	Travel 5/4/22	9.12	
05/26/22	546797	Kaylee Smith	Travel Advance 6/1-6/3/22	322.49	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/20/22	546685	KB's Outdoor Power Inc.	Grounds Supplies Repair Grounds Supplies Grounds Supplies Repair - Blower	157.07	
05/04/22	546486	Keith Alan Krapf	Health Insurance May	941.17	
05/04/22	546483	Keith D Kendrick	Health Insurance May	142.29	
05/13/22	546619	Keshawn Maurice Lacy	HCCTP Student Stipend	800.00	
05/20/22	546748	Keshawn Maurice Lacy	HCCTP Incentive 5/9-5/18/22	590.00	
05/13/22	546574	Kimball International Marketing Inc.	Keyboard Kits	718.80	
05/20/22	546670	Kimberly Heibner	Interpreter - Staff Engagement Day	175.00	
05/20/22	546687	Konica Minolta Business Solutions USA Inc	Konica Lease for 4080 - March 2022 Konica Lease for 4080 - April 2022	1,018.20	
05/26/22	546772	Kuder Inc	License Renewal 6/30/22-6/30/23	2,499.00	
05/06/22	546406	KWBW Radio	Network feed for NJCAA Championship	300.00	
05/20/22	546727	Kyle Surprenant	Reimburse - Team Food - Alabama Trip	1,309.30	
05/20/22	546739	Kylee C Williams	Travel Advance 5/23-5/25/22	92.00	
05/04/22	546492	L Dale Marrs	Health Insurance May	47.46	
05/20/22	546688	Lakeshore Learning Materials	CCR&R Supplies	160.47	
05/04/22	546503	Larry Maurice Page	Health Insurance May	47.46	
05/26/22	546784	Laura G O'Connell	Travel 5/4-5/11/22 Travel 2/14-3/30/22 Travel 3/19-4/23/22 Travel 1/10-2/11/22 Travel 4/1-5/2/22	1,022.46	
05/04/22	546479	Laura R Irvin	Health Insurance May	46.47	
05/04/22	546449	Lauralyn Cima	Health Insurance May	5.28	
05/04/22	546471	Leila Jo Hart	Health Insurance May	158.42	

John A. Logan College

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/13/22	546585	Leslie A McKenzie	Reimburse - Medictests Subscriptions Reimburse - Online Service Reimburse - Supplies Reimburse - Instructional Materials	899.17	
05/26/22	546778	Leslie A McKenzie	Reimburse Medic Test Subscription	34.00	
05/13/22	546615	Liddell Muntray Berry Jr	HCCTP Student Stipend	730.00	
05/20/22	546744	Liddell Muntray Berry Jr	HCCTP Incentive 5/9-5/18/22	580.00	
05/20/22	546663	Linda L Edwards	Refresh Grant Award	250.00	
05/04/22	546440	Linwood G Bechtel	Health Insurance May	216.64	
05/04/22	546477	Lisa A Hudgens	Health Insurance May	142.29	
05/20/22	546705	Lisa Dawn Padget	Refresh Grant Award	250.00	
05/13/22	546577	Little Treasures Child Development Center	QIF Grant Award - CDC 1 QIF Grant Award - Final	5,000.00	
05/06/22	546534	Logan Operational Staff Association	LOSA DUES / APRIL	851.44	
05/20/22	546742	Logan Operational Staff Association	LOSA Dues/May	834.94	
05/20/22	546690	Logan Solar LLC	Solar Production - 4/1-4/30/22	9,984.73	
05/20/22	546681	Lottie Jones	Travel 11/15-12/9/21	17.92	
05/06/22	546407	Lowe's of Illinois Inc	Maintenance Repair Supplies Cabinets for Annex	1,132.71	
05/13/22	546614	Lowe's of Illinois Inc	Instructional Supplies - PO5304	556.15	
05/20/22	546692	Lowe's of Illinois Inc	Instructional Supplies	2,327.80	
05/26/22	546773	Lowe's of Illinois Inc	Maintenance Repair Supplies	14.24	
05/06/22	546397	Makayla Louann Horn	Reimburse - Eggstravaganza Supplies	94.25	
05/13/22	546580	Malones Early Learning Center	Refresh Grant Award	250.00	
05/26/22	546790	Manar Qasem	Travel 6/1-6/4/22	168.00	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/24/22	546812	Mandy J Little	Travel Advance 6/9-6/11/22	453.53	
05/13/22	546581	Marianna Industries Inc	Instructional Tools - Perkins	130.08	
05/04/22	546506	Marie Perkins	Health Insurance May	46.38	
05/20/22	546732	Marilyn J Toliver	Travel 5/5/22	58.50	
05/24/22	546815	Marion A Willmore	Travel Advance 6/1-6/2/22	399.34	
05/04/22	546502	Marolyn S O'Neil	Health Insurance May	46.47	
05/06/22	546413	Martha K Peebles	Travel 3/9-4/4/22 Travel 4/4-4/11/22 Travel 2/21-3/8/22	375.63	
05/26/22	546786	Martha K Peebles	Reimburse - Cake for Pinning Ceremony Reimburse - Donuts for Final Exam Review Reimburse - Frames for Pinning Ceremony	72.73	
05/04/22	546478	Mary Ann Hudson	Health Insurance May	216.64	
05/04/22	546453	Mary DeHoff	Health Insurance May	46.47	
05/04/22	546435	Mary E Abell	Health Insurance May	46.47	
05/04/22	546488	Mary H Landes	Health Insurance May	46.47	
05/04/22	546501	Mary O'Hara	Health Insurance May	216.64	
05/13/22	546583	MBI Worldwide Background	Checks and Drug Screen Background Checks	465.00	
05/26/22	546775	MBI Worldwide Background	Checks and Drug Screen Background Checks	105.00	
05/13/22	546579	Melissa E Luttenbacher	Travel 5/2/22	12.16	
05/20/22	546693	Melissa E Luttenbacher	Travel 5/11/22 Travel 5/6/22	97.58	
05/06/22	546409	Menards	Credit Maintenance Repair Supplies	79.99	
05/13/22	546586	Menards	Maintenance Repair Supplies	32.32	
05/20/22	546698	Menards	Maintenance Repair Supplies	1,393.09	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/20/22	546698	Menards	Instructional Supplies Maintenance Supplies	1,393.09	
05/26/22	546779	Menards	Maintenance Repair Supplies Maintenance Supplies	187.73	
05/04/22	546500	Merian Norris	Health Insurance May	49.21	
05/02/22	546377	Michael D Bush	NJCAA Women's Golf Championship	500.00	
05/04/22	546480	Michael Kevin Jakubco	Health Insurance May	139.15	
05/04/22	546498	Michael Morgan	Health Insurance May	1,676.64	
05/26/22	546807	Michelle D Vanzandt	Travel Advance 6/1-6/3/22	92.00	
05/13/22	546564	Michelle L Guy	Travel 4/5-4/28/22	113.49	
05/06/22	546410	Midland Paper	Stockroom Supplies	2,430.00	
05/04/22	546491	Mike C Maeser	Health Insurance May	941.17	
05/06/22	546404	Mikeal A Kos	Travel 3/15-4/19/22	248.08	
05/04/22	546508	Mildred Maxine Pyle	Health Insurance May	46.47	
05/26/22	546781	Mississippi River Radio LLC	Advertising	2,199.50	
05/20/22	546701	Murdale Ace Hardware	Maintenance Supplies	102.58	
05/26/22	546782	Murry's Child Development Center	Partial Reimbursement - Registration Fee QIF Grant Award - Final	1,105.98	
05/04/22	546490	Nancy C Lawson	Health Insurance May	46.47	
05/26/22	546783	NASCO Education	Instructional Supplies	607.83	
05/13/22	546610	Nathan Ross Chester	Meal Allowance 5/15/22	250.00	
05/13/22	546613	Nathaniel Lee Thomas	Meal Allowance 5/15/22	150.00	
05/13/22	546621	Navon Liel Sutton	HCCTP Student Stipend	720.00	
05/20/22	546750	Navon Liel Sutton	HCCTP Incentive 5/9-5/18/22	590.00	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/25/22	2832	Nelnet Business Services	Refund Maintenance - April	1,518.85	
05/26/22	546755	Nikki Brooks	Travel Advance 6/1-6/4/22	138.00	
05/06/22	546431	Nina L Wargel	Travel 4/22-4/28/22	86.58	
05/13/22	546587	NurseTim Inc.	Registration Fees	2,560.00	
05/20/22	546702	NurseTim Inc.	50% Down Payment/Test Writing Workshop	1,777.50	
05/06/22	546411	NuWay Concrete Forms Southeast LLC	Instructional Supplies - HCCTP	1,042.45	
05/13/22	546588	Office Depot Inc	Stockroom Supplies Wall File	776.92	
05/20/22	546703	Office Depot Inc	Office Supplies	49.89	
05/26/22	546785	Office Depot Inc	Office Supplies	12.80	
05/04/22	546472	Pamala Kay Hays	Health Insurance May	158.42	
05/06/22	546401	Pamela R Karns	Reimburse - Graduation Party for Club	269.81	
05/20/22	546683	Pamela R Karns	Travel 3/2-4/21/22	86.12	
05/13/22	546570	Paul Intravaia	Travel 3/3-4/26/22	205.92	
05/13/22	546554	Paul T Crawford	Travel 3/31-4/28/22	243.97	
05/26/22	546787	Platinum Educational Group	EMS Testing Student Access	686.00	
05/06/22	546414	Pocket Nurse	Instructional Supplies	382.07	
05/26/22	546788	Pocket Nurse	Instructional Supplies	3,794.99	
05/04/22	546463	Priscilla L Gray	Health Insurance May	46.47	
05/20/22	546728	Rachel Sveda-Webb	Travel 4/22-5/3/22	65.28	
05/13/22	546590	Rainbow Day Care Center Inc	QIF Grant Award - Final	750.00	
05/26/22	546791	Rainbow's End Child Development Center	QIF Grant Award - Final	2,000.00	
05/13/22	546568	Randi R Hof	Consulting Service - 4/19-5/2/22	400.00	

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5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/26/22	546768	Randi R Hof	Consulting Service 5/3-5/16/22	400.00	
05/06/22	546415	Rascal X-Press, Inc.	Refresh Grant Award	250.00	
05/04/22	546444	Rebecca G Borgsmiller	Health Insurance May	730.36	
05/13/22	546560	Reese Machelie Gentile	Logan Fitness Refund - Class	250.00	
05/06/22	546535	Reliance Standard Life Insurance Company	VLTD Ded May	937.42	
05/06/22	546416	Republic Services #732	Waste Disposal - Main Campus 4/1-4/30/22 Waste Disposal - WF Ext 5/1-5/31/22 Waste Disposal - DQ Ext 5/1-5/31/22	1,174.12	
05/20/22	546671	Richard Heuring	Game Official 5/7/22 12:00 & 3:30 pm	220.00	
05/16/22	546635	Ricky Dean Smith	Student Participation Stipend	160.00	
05/04/22	546458	Robert D English	Health Insurance May	444.65	
05/20/22	546655	Robert H Craig	Reimburse - ELT Student Awards Reimburse - Food for Club Meeting	439.88	
05/20/22	546659	Robert Joseph Demijam	Game Official 4/23/22 12:00 & 2:00 pm	175.00	
05/04/22	546494	Robert L Mees	Health Insurance May	216.64	
05/04/22	546455	Roberta Egelston	Health Insurance May	941.17	
05/04/22	546505	Robin Pauls	Health Insurance May	730.36	
05/13/22	546591	Robin's Nest Learning Center	QIF Grant Award - Final	4,000.00	
05/20/22	546711	Robin's Nest Learning Center	Refresh Grant Award	250.00	
05/20/22	546678	Roger Jeter	Travel Advance 5/22-5/26/22	626.26	
05/04/22	546464	Ronald D Hall	Health Insurance May	730.36	
05/13/22	546612	Rozlynn Marie Schrader	Meal Allowance 5/15/22	250.00	
05/06/22	546536	Russell C Simon	Wage Garnishment BK19-40639	500.00	
05/26/22	546792	S&S Property Maintenance Services LLC	Grounds Maintenance Services	850.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/26/22	546793	Safety-Kleen Systems Inc	Equipment Maintenance 5/18/22 Equipment Maintenance	643.86	
05/20/22	546706	Sally A Parker	Travel 11/15-12/9/21	17.92	
05/20/22	546733	Sandra K Underwood	Logan Fitness Refund - Membership	6.00	
05/13/22	546593	Scholarship Solutions LLC	Annual Subscription & Maintenance Fees	7,470.00	
05/20/22	546695	Scott Matlock	Game Official 5/7/22 12:00 & 3:30 pm	220.00	
05/26/22	546762	Scott R Elliott	Travel Advance - 5/31-6/4/22	418.00	
05/20/22	546736	Scott Ward	Travel Advance 5/31-6/4/22	1,561.48	
05/20/22	546721	Sean M Spoerre	Logan Fitness Refund - Event	50.00	
05/26/22	546794	Seiler Instrument and Manufacturing Company I	Equipment Repair	320.33	
05/16/22	546629	Shahere Sharun Lark	Student Participation Stipend	160.00	
05/04/22	546495	Sharyl Melvin	Health Insurance May	5.28	
05/16/22	546626	Shawn Cannamore	Student Participation Stipend	160.00	
05/13/22	546594	Sherwin-Williams Company	Maintenance Repair Supplies	132.25	
05/20/22	546714	Sherwin-Williams Company	Maintenance Repair Supplies	15.55	
05/26/22	546795	Sherwin-Williams Company	Maintenance Repair Supplies	16.55	
05/04/22	546443	Sheryl A Bleyer	Health Insurance May	5.28	
05/04/22	546448	Shirley Calhoun	Health Insurance May	46.47	
05/04/22	546459	Shirley Everingham	Health Insurance May	46.47	
05/04/22	546473	Shirley Hays	Health Insurance May	46.38	
05/06/22	546418	Shred-It	Shredding Service 2/28/22 Shredding Service 3/28/22 Shredding Service 10/11-11/8/21	346.43	
05/06/22	546419	Silkworm Inc	Embroidery Service Caps - HCCTP	405.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/13/22	546595	Silkworm Inc	Promotional Items - Shirts	1,413.00	
05/26/22	546796	Silkworm Inc	Promotional Items - T-Shirts	503.00	
05/20/22	546717	South Side Lumber Inc	Instructional Supplies	2,295.22	
05/20/22	546718	Southern FS Inc	Fuel	948.71	
05/26/22	546798	Southern Illinois Coalition for Children & Fam	Consulting Services 1/1-5/13/22	5,000.00	
05/20/22	546719	Southern Illinois Redi-Mix Inc	Instructional Supplies - HCCTP	3,293.75	
05/13/22	546596	Southwestern Illinois Bus Company LLC II	Bus Trip - Lincoln Trail College	1,775.00	
05/20/22	546720	Southwestern Illinois Bus Company LLC II	Bus Trip - Southeastern Illinois College Bus Trip - Southwestern Illinois College Bus Trip - Columbia, IL	6,800.00	
05/20/22	546722	Springfield Electric Supply	Maintenance Repair Supplies	110.78	
05/20/22	546723	Stanley Access Tech LLC	Maintenance Repairs	526.22	
05/06/22	546420	Staples Business Credit	Office Supplies	56.66	
05/13/22	546597	Staples Business Credit	Office Supplies	10.59	
05/20/22	546724	State Electric Supply Company	Maintenance Supplies	20.00	
05/26/22	546799	State Electric Supply Company	Maintenance Supplies	32.45	
05/03/22	546434	State Universities Retirement System	Int. Due for Settlement/Back Pay	8,956.23	
05/13/22	2824	State Universities Retirement System	SURS 4/30/22 PR	110,108.04	Y
05/25/22	2833	State Universities Retirement System	SURS 5/15/22 PR	55,211.25	Y
05/06/22	546421	Stericycle, Inc.	Waste Disposal 4/1-4/5/22	194.00	
05/20/22	546661	Steve Dunahue	Game Official 5/4/22 3:00 pm	150.00	
05/20/22	546725	Stiles Office Solutions Inc	Benches for East Entrance	5,076.39	
05/20/22	546726	Stotlar-Herrin Lumber Co	Pool Supplies	472.50	
05/20/22	546686	Susan M King	Refresh Grant Award	250.00	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/06/22	546423	Swinford Publications LLC	Advertising	1,000.00	
05/13/22	546598	Swinford Publications LLC	Annual Publication Costs - 3 Newspapers	90.00	
05/26/22	546801	Swinford Publications LLC	Advertising	1,000.00	
05/06/22	546537	Symetra Life Insurance Company	Life Ins May	7,740.19	
05/06/22	546424	T Street Rides VIP Limo	Bus Rental - TRIO trip 4/21/22	1,250.00	
05/26/22	546802	T Street Rides VIP Limo	Graduation Bus Rental	800.00	
05/13/22	546599	T&T Recycling Inc	Instructional Supplies	2,247.00	
05/06/22	546428	Tammy L Valette	Reimburse - Storage Box	19.99	
05/26/22	546760	Taylor Page Dircksen	Reimburse - Ed Rising Club Meeting Food	48.09	
05/06/22	546538	Teamsters Local 50	Union Dues (TU) April	2,267.00	
05/06/22	546403	Ted Allan Knapp	Game Official 4/19/22 2:00 & 4:00 pm	175.00	
05/04/22	546452	Terry A Crain	Health Insurance May	730.36	
05/13/22	546609	Terry Earl Busse Jr	Meal Allowance 5/15/22	400.00	
05/04/22	546521	Terry J Stanley	Health Insurance May	216.64	
05/06/22	546425	The Home Depot Pro	Custodial Supplies	1,157.06	
05/13/22	546600	The Home Depot Pro	Custodial Supplies	2,068.57	
05/20/22	546730	The Home Depot Pro	Custodial Supplies	1,014.60	
05/20/22	546731	The Home Depot Pro	Custodial Supplies	41.76	
05/26/22	546803	The Home Depot Pro	Custodial Supplies	931.97	
05/26/22	546804	The Office of the State Fire Marshal	Chiller Inspection/Certificate Fee	280.00	
05/26/22	546805	The Pavilion of The City of Marion	Facility Rent - Graduation 2nd Install	1,650.00	
05/06/22	546539	The Poshard Foundation	Foundation Ded (PF) April	20.00	
05/04/22	546525	Timothy Allen Williams	Health Insurance May	941.17	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/04/22	546437	Timothy B Baker	Health Insurance May	1,083.23	
05/20/22	546673	Timothy Hostert	FoodSafe Exams - 4/24/22	200.00	
05/20/22	546656	Tina R Dalton	Refresh Grant Award	250.00	
05/06/22	546405	Tisha Shannon Kosco	Travel 4/12-4/15/22 Travel 4/22/22	430.25	
05/13/22	546576	Tisha Shannon Kosco	Travel 4/26/22	26.91	
05/04/22	546466	Tom C Hamlin	Health Insurance May	1,166.83	
05/26/22	546806	Touchtone Communications	Phone Service - CCR&R 5/1-5/31/22 Phone Service - Main Campus 5/1-5/31/22	216.35	
05/06/22	546392	Travis F Geske	Travel 4/22/22	21.06	
05/20/22	546667	Travis F Geske	Travel 5/4-5/6/22	63.18	
05/16/22	546633	Trenton Julanni Payton	Student Participation Stipend	160.00	
05/13/22	546616	Trevion Marquis Farmer	HCCTP Student Stipend	800.00	
05/20/22	546745	Trevion Marquis Farmer	HCCTP Incentive 5/9-5/18/22	590.00	
05/13/22	546606	Tujautae Jarbri Williams	Reissue - 2/15/22 Meal Allowance	125.00	
05/16/22	546625	Tyler Nathaniel Meyer Burnett	Student Participation Stipend	160.00	
05/13/22	546617	Tyler R Gearhart	HCCTP Student Stipend	800.00	
05/20/22	546746	Tyler R Gearhart	HCCTP Incentive 5/9-5/18/22	590.00	
05/06/22	546426	United Laboratories Inc	Custodial Supplies	1,793.81	
05/06/22	546427	United Parcel Service	Shipping	16.63	
05/13/22	2826	Verizon Wireless	Phone Service - IT & Campus Safety Internet Hot Spot - Family Literacy	286.87	
05/20/22	546734	Verizon Wireless	Phone Service - Campus Safety Towers	120.68	
05/04/22	546436	Vicki Autry	Health Insurance May	46.47	

John A. Logan College

Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/26/22	546765	Victor Manuel Frankel	Reimburse - Eggstravaganza Supplies	40.87	
05/06/22	2820	VOYA Institutional Trust Company	Annuities 4/30/22 PR	7,858.00	
05/20/22	2830	VOYA Institutional Trust Company	Annuities 5/15/22 PR	4,683.00	
05/06/22	546429	VWR International LLC	Instructional Supplies	211.61	
05/13/22	546603	VWR International LLC	Instructional Supplies	316.71	
05/20/22	546735	VWR International LLC	Instructional Supplies	38.40	
05/26/22	546808	VWR International LLC	Instructional Supplies	33.00	
05/06/22	546430	W.J. Burke Electric Company	Transformer - G Bldg	35,000.00	Y
05/13/22	546604	W.J. Burke Electric Company	Final Billing - Gym Lights Project	1,500.00	
05/26/22	546809	Wells Fargo Vendor Financial Services LLC	Rental Equipment - 5/1-5/31/22	1,420.63	
05/04/22	546519	Wendelyn Ann Spencer	Health Insurance May	47.46	
05/13/22	546552	William G Connell	Reimburse - Instructional Supplies	27.96	
05/20/22	546654	William G Connell	Reimburse - Honor Certificates Reimburse - Instructional Supplies Reimburse - Meeting Supplies	130.27	
05/13/22	546601	William V Timpner	Retirement Plaques	1,356.30	
05/06/22	546432	Williams Heating and Air Inc	Subsidiary Pay - IGEN DOE - JC Brand Wage Subsidy 4/14-4/20/22 JC Brand Subsidiary Pay - IGEN DOE - Sizemore Wage Subsidy 4/14-4/20 BC Sizemore	810.00	
05/13/22	546605	Williams Heating and Air Inc	Wage Subsidy 4/21-4/27 BC Sizemore Wage Subsidy 4/21-4/27 JC Brand	240.00	
05/26/22	546810	Williams Heating and Air Inc	Wage Subsidy 4/28-5/4/22 - Brand Wage Subsidy 4/28-5/4/22 - Sizemore	300.00	
05/26/22	546811	Withers Broadcasting of Southern Illinois LLC	Advertising	1,500.00	
05/13/22	546607	Woodburn Press	TRIO Booklets	919.42	

John A. Logan College

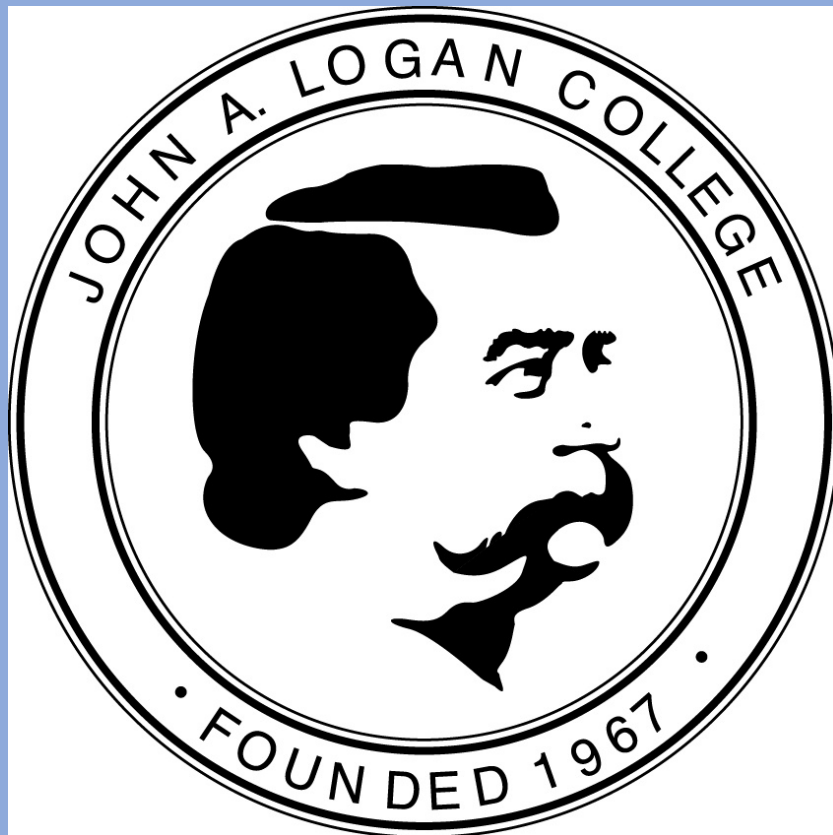
Monthly Expenditure List

5/1/2022 - 5/31/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
05/06/22	546433	WSIL-TV	Advertising	2,830.00	
05/16/22	546630	Zach McGinn	Student Participation Stipend	160.00	
05/16/22	546628	Zackary J Kosco	Student Participation Stipend	160.00	
Grand Total				2,994,810.36	

Appendix to Expenditure Report

Board Travel and Voided Checks



John A. Logan College

Travel over \$2,500 and Board Travel

Board Meeting June 2022

				Travel Costs			
Traveler	Travel Purpose	Description	Dates of Travel	Travel	Lodging	Meals	Total Travel
Aaron Smith	ICCTA Annual Convention	Chicago, IL	6/9-6/11/22	\$ 610.58	\$ 561.18	\$92.00	\$ 1,263.76
Mandy Little	ICCTA Annual Convention	Chicago, IL	6/9-6/11/22	\$ 596.54	\$ 561.18	\$92.00	\$ 1,249.72
Jake Rendleman	ICCTA Annual Convention	Chicago, IL	6/9-6/11/22	\$ 161.00	\$ 561.18	\$92.00	\$ 814.18
Overall - Total				\$ 1,368.12	\$ 1,683.54	\$ 276.00	\$ 3,327.66

JOHN A. LOGAN COLLEGE

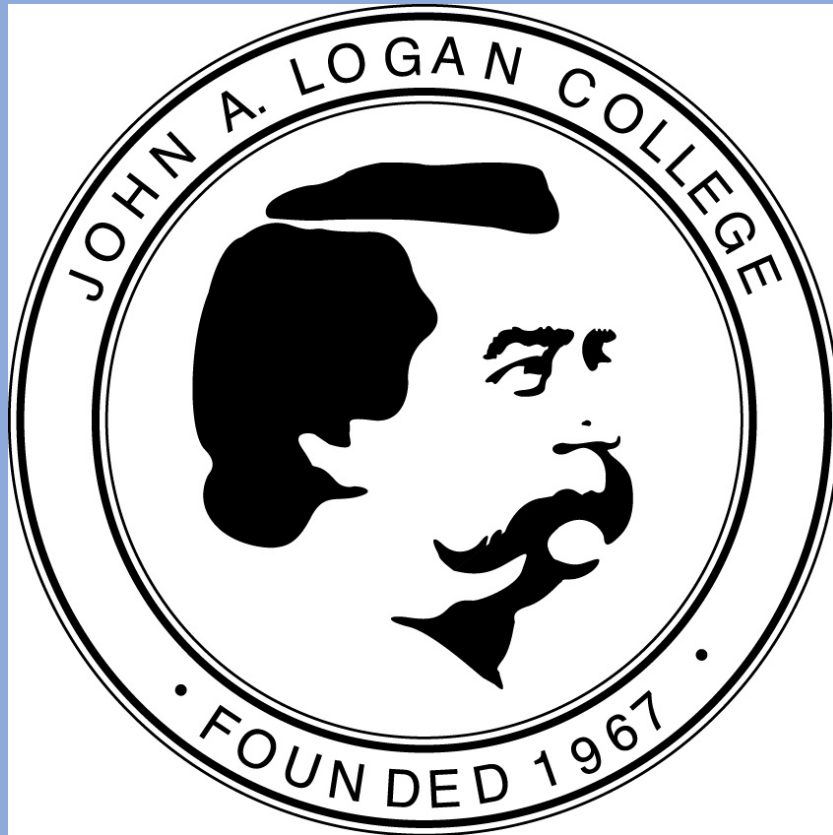
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**Checks Voided
5/1/2022 - 5/31/2022**

Void Date	Check Date	Check #	Vendor Name	Transaction Description	Check Amount
5/10/2022	2/18/2022	545216	Amalgamated Bank of Chicago	Administrative Fees 2/1/22-1/31/23	475.00
5/6/2022	2/25/2022	545364	Antoinette Martie	Logan Fitness Refund - Class	49.50
5/20/2022	3/15/2022	545638	Detrick Reeves Jr	Meal Allowance 3/15/22	125.00
5/20/2022	3/31/2022	545827	Detrick Reeves Jr	Meal Allowance 3/31/22	125.00
5/20/2022	4/14/2022	546085	Detrick Reeves Jr	Meal Allowance 4/15/2022	125.00
5/20/2022	4/29/2022	546369	Detrick Reeves Jr	Meal Allowance 4/29/2022	125.00
5/31/2022	5/26/2022	546770	John A Logan College Bookstore	Supplies	44.87
5/13/2022	5/13/2022	546578	Lowe's of Illinois Inc	Instructional Supplies	616.21
5/20/2022	5/20/2022	546737	Nina L Wargel	Travel 5/4/22	66.11
5/31/2022	2/25/2022	545388	Touchtone Communications	Phone Service - CCR&R Phone Service - Main Campus 2/1-2/28	187.84
Total Checks Voided During Period					<u>1,939.53</u>

Consent Agenda Item 8.K

Treasurer's and Financial Report



JOHN A. LOGAN COLLEGE

TREASURER'S REPORT

&

FINANCIAL REPORT

TEN MONTHS ENDED

APRIL 30, 2022

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JOHN A. LOGAN COLLEGE

TREASURER'S REPORT
APRIL 30, 2022

	First Mid-Illinois Accounts	Bank of Herrin Trust Accounts	Banterra Accounts & Investments	Illinois Funds Investments	Total
BANK STATEMENT BALANCE	101,825.87	2,148,165.58	16,968,408.65	16,719,271.09	35,937,671.19
O/S Deposits/(Deductions)	26,934.96	-	(115,306.09)	17,187.91	(71,183.22)
	128,760.83	2,148,165.58	16,853,102.56	16,736,459.00	35,866,487.97
Less O/S Checks	-	-	238,696.25	-	238,696.25
	128,760.83	2,148,165.58	16,614,406.31	16,736,459.00	35,627,791.72
Plus Cash on Hand	1,435.00	-	-	-	1,435.00
BANK BALANCE PER BOOKS	130,195.83	2,148,165.58	16,614,406.31	16,736,459.00	35,629,226.72
% of Invested Cash Balances	0.3%	6.0%	47.2%	46.500%	

All Cash	\$ 8,668,271.43
All Investments	26,960,955.29
	<u>\$ 35,629,226.72</u>

RESPECTFULLY SUBMITTED,



STACY BUCKINGHAM, VP FOR BUSINESS SERVICES AND CFO

**JOHN A. LOGAN COLLEGE
SCHEDULE OF INVESTMENTS
APRIL 30, 2022**

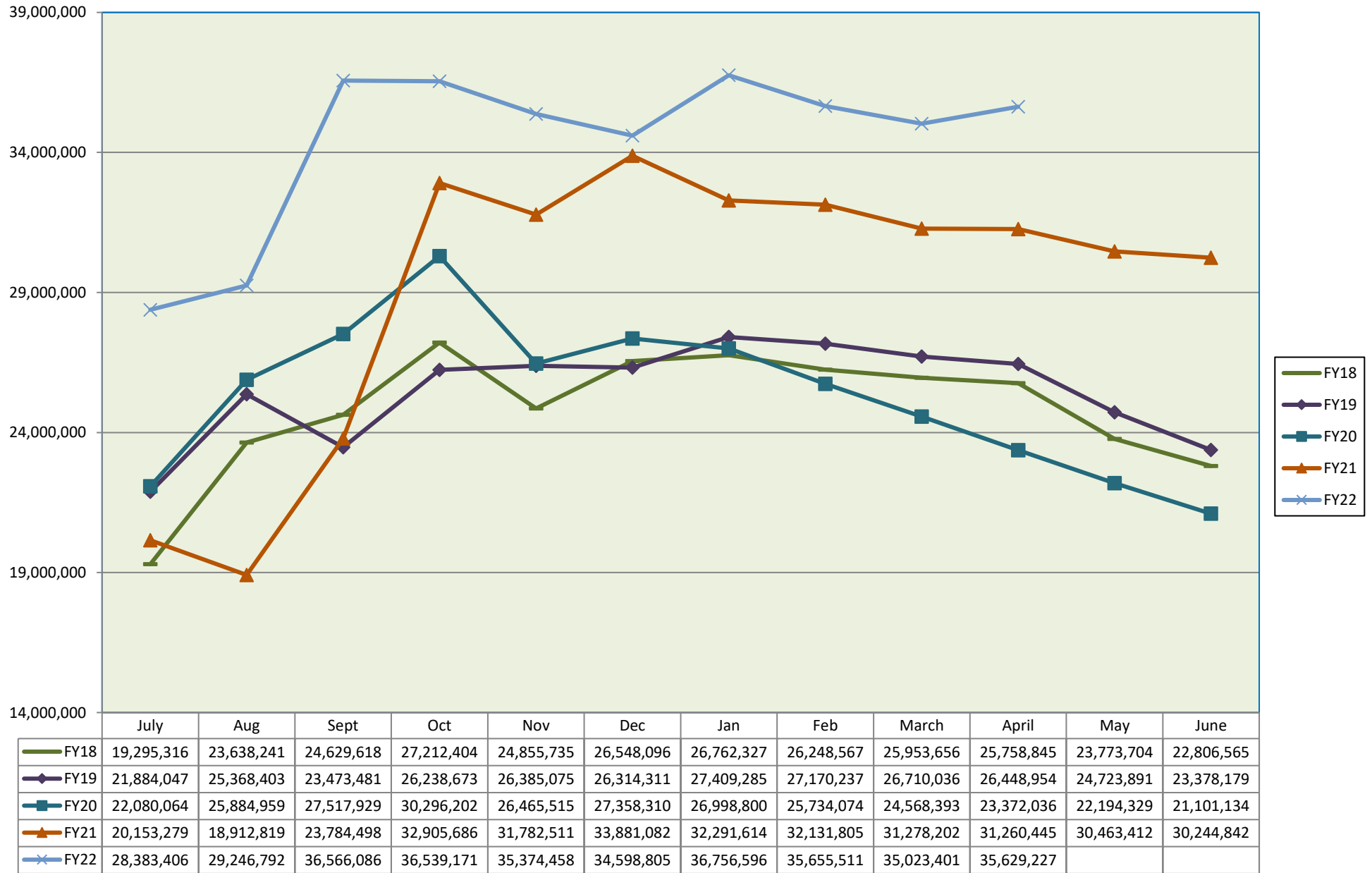
INVESTMENT FUND	TYPE OF INVESTMENT	INTEREST/ DIVIDEND RATE*	MATURITY DATE	AMOUNT
Education	Illinois Funds	0.478%	On Demand	\$ 8,007,163.15
	Higher Reach E-Pay	0.478%	On Demand	30,155.93
	Business Office E-Pay	0.478%	On Demand	90,348.63
	Student Activities E-Pay	0.478%	On Demand	25,969.60
	Banterra ICS	0.300%	On Demand	1,181,188.26
Building	Illinois Funds	0.478%	On Demand	414,736.61
	Business Office E-Pay	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	-
Building-Restricted	Illinois Funds	0.478%	On Demand	4,426,738.80
	Banterra ICS	0.300%	On Demand	4,532,604.02
Bond & Interest	Illinois Funds	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	507,472.83
Auxiliary Fund	Illinois Funds	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	-
Restricted Purposes	Illinois Funds	0.478%	On Demand	20,768.20
	Higher Reach E-Pay	0.478%	On Demand	-
	Business Office E-Pay	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	2,744,363.49
Working Cash	Illinois Funds	0.478%	On Demand	3,719,794.08
	Banterra ICS	0.300%	On Demand	601,210.29
Student Activity	Illinois Funds	0.478%	On Demand	-
	Student Activities E-Pay	0.478%	On Demand	784.00
Audit Fund	Illinois Funds	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	25,276.45
Liability Protection & Settlement Fund	Illinois Funds	0.478%	On Demand	-
	Banterra ICS	0.300%	On Demand	632,380.95
				<u>\$ 26,960,955.29</u>
Weighted Average Rate		0.410%		
3 Month Treasury Bill Rate 04/29/2022		0.83%		
Target Federal Funds Rate 04/29/2022		0.25%- 0.50%		

*Interest/dividend rates are the average Illinois Funds and Banterra rates for April.

**JOHN A. LOGAN COLLEGE
CASH IN BANK SUMMARY
MONTH OF APRIL 2022**

Fund Name	Beginning Balance	Months Activity	Ending Balance
First Mid-Illinois Bank - Depository & Logan Fitness			
Education Fund	\$ 41,861.40	\$ 15,221.19	\$ 57,082.59
Operations & Maintenance Fund	-	1,415.00	1,415.00
Oper Bldg & Maint-Rest Fund	2,046.82	(1,483.98)	562.84
Bond & Interest Fund	10,577.40	(10,577.40)	-
Auxiliary Enterprises Fund	7,392.35	8,813.93	16,206.28
Restricted Purposes Fund	-	281.67	281.67
Student Activity Fund	-	53,212.45	53,212.45
Audit Fund	109.16	(109.16)	-
Liability Protection & Settle Fund	-	-	-
Subtotals	\$ 61,987.13	\$ 66,773.70	\$ 128,760.83
Bank of Herrin - CDB Trust Accounts			
Oper Bldg & Maint-Rest Fund	\$ 2,147,961.39	\$ 204.19	\$ 2,148,165.58
Subtotals	\$ 2,147,961.39	\$ 204.19	\$ 2,148,165.58
Banterra Bank - Operating & Payroll			
Education Fund	\$ 1,982,489.11	\$ (666,251.69)	\$ 1,316,237.42
Operations & Maintenance Fund	858,770.31	162,194.96	1,020,965.27
Oper Bldg & Maint-Rest Fund	903,792.08	(647,385.88)	256,406.20
Bond & Interest Fund	73,350.04	9,664.94	83,014.98
Auxiliary Enterprises Fund	194,738.94	(68,383.67)	126,355.27
Restricted Purposes Fund	837,102.68	(748,183.90)	88,918.78
Working Cash Fund	600,399.11	2,620,746.20	3,221,145.31
Student Activity Fund	141,419.29	(103,742.24)	37,677.05
Audit Fund	66,417.27	(6,148.08)	60,269.19
Liability Protection & Settle Fund	802,761.23	(623,840.68)	178,920.55
Subtotals	\$ 6,461,240.06	\$ (71,330.04)	\$ 6,389,910.02
Grand Totals All Bank Accounts			
Education Fund	\$ 2,024,350.51	\$ (651,030.50)	\$ 1,373,320.01
Operations & Maintenance Fund	858,770.31	163,609.96	1,022,380.27
Oper Bldg & Maint-Rest Fund	3,053,800.29	(648,665.67)	2,405,134.62
Bond & Interest Fund	83,927.44	(912.46)	83,014.98
Auxiliary Enterprises Fund	202,131.29	(59,569.74)	142,561.55
Restricted Purposes Fund	837,102.68	(747,902.23)	89,200.45
Working Cash Fund	600,399.11	2,620,746.20	3,221,145.31
Student Activity Fund	141,419.29	(50,529.79)	90,889.50
Audit Fund	66,526.43	(6,257.24)	60,269.19
Liability Protection & Settle Fund	802,761.23	(623,840.68)	178,920.55
Cash in Bank Totals	\$ 8,671,188.58	\$ (4,352.15)	\$ 8,666,836.43
Plus Cash on Hand	1,435.00	-	1,435.00
Grand Totals	\$ 8,672,623.58	\$ (4,352.15)	\$ 8,668,271.43

ALL CASH AND INVESTMENTS BY MONTH



October 2020 \$10.0 million received for Debt Certificate issue.

JOHN A. LOGAN COLLEGE
OPERATING FUNDS
APRIL 30, 2022
83% FISCAL YEAR COMPLETE

REVENUE BY SOURCE	Original FY 2022 Budget	Current Month	Y-T-D FY22 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
LOCAL GOVERNMENT						
CURRENT TAXES	\$ 6,940,000.00	\$ -	\$ 7,096,468.06	102.3%	\$ 6,908,655.83	2.7%
CORP PERSONAL PROP REPLACE	600,000.00	345,141.51	1,235,843.64	206.0%	522,336.84	136.6%
TOTAL LOCAL GOVERNMENT SOURCES	7,540,000.00	345,141.51	8,332,311.70	110.5%	7,430,992.67	12.1%
STATE GOVERNMENT						
ICCB STATE BASE OPERATING GRANT	3,060,040.00	599,917.48	2,894,947.48	94.6%	2,663,246.53	8.7%
ICCB STATE EQUALIZATION GRANT	6,542,360.00	711,056.67	5,617,826.70	85.9%	5,083,764.21	10.5%
ICCB STATE PERFORMANCE ALLOCATION	10,000.00	23,860.00	23,860.00	238.6%	-	N/A
ICCB VETERANS GRANT	92,000.00	-	-	0.0%	-	N/A
ICCB CTE FORUMULA GRANT	381,239.00	-	381,239.00	100.0%	209,280.50	82.2%
OTHER STATE GOVERNMENT	-	-	3,850.06	N/A	-	N/A
TOTAL STATE GOVERNMENT SOURCES	10,085,639.00	1,334,834.15	8,921,723.24	88.5%	7,956,291.24	12.1%
FEDERAL GOVERNMENT						
DEPARTMENT OF EDUCATION	1,600,000.00	5,309.33	39,956.51	2.5%	89,530.61	-55.4%
DEPARTMENT OF HEALTH & HUMAN SERVICES	80,000.00	43,623.51	213,784.31	267.2%	-	N/A
OTHER FEDERAL GOVERNMENT	-	-	2,293.37	N/A	-	N/A
TOTAL FEDERAL GOVERNMENT SOURCES	1,680,000.00	48,932.84	256,034.19	15.2%	89,530.61	186.0%
STUDENT TUITION & FEES						
TUITION	9,500,000.00	112,237.50	8,470,581.55	89.2%	8,790,594.75	-3.6%
FEES	816,500.00	12,913.20	662,063.90	81.1%	749,783.70	-11.7%
TOTAL STUDENT TUITION & FEES	10,316,500.00	125,150.70	9,132,645.45	88.5%	9,540,378.45	-4.3%
OTHER SOURCES						
SALES AND SERVICE FEES	28,500.00	3,289.00	24,262.77	85.1%	24,671.35	-1.7%
FACILITIES REVENUE	36,980.00	1,665.00	41,480.00	112.2%	33,150.00	25.1%
INTEREST ON INVESTMENTS	37,500.00	4,768.24	19,858.28	53.0%	20,293.92	-2.1%
OTHER NONGOV'T REVENUE	34,500.00	543.00	13,829.78	40.1%	4,955.26	179.1%
TOTAL OTHER SOURCES	137,480.00	10,265.24	99,430.83	72.3%	83,070.53	19.7%
TOTAL BUDGETED REVENUES	\$ 29,759,619.00	\$ 1,864,324.44	\$ 26,742,145.41	89.9%	\$ 25,100,263.50	6.5%

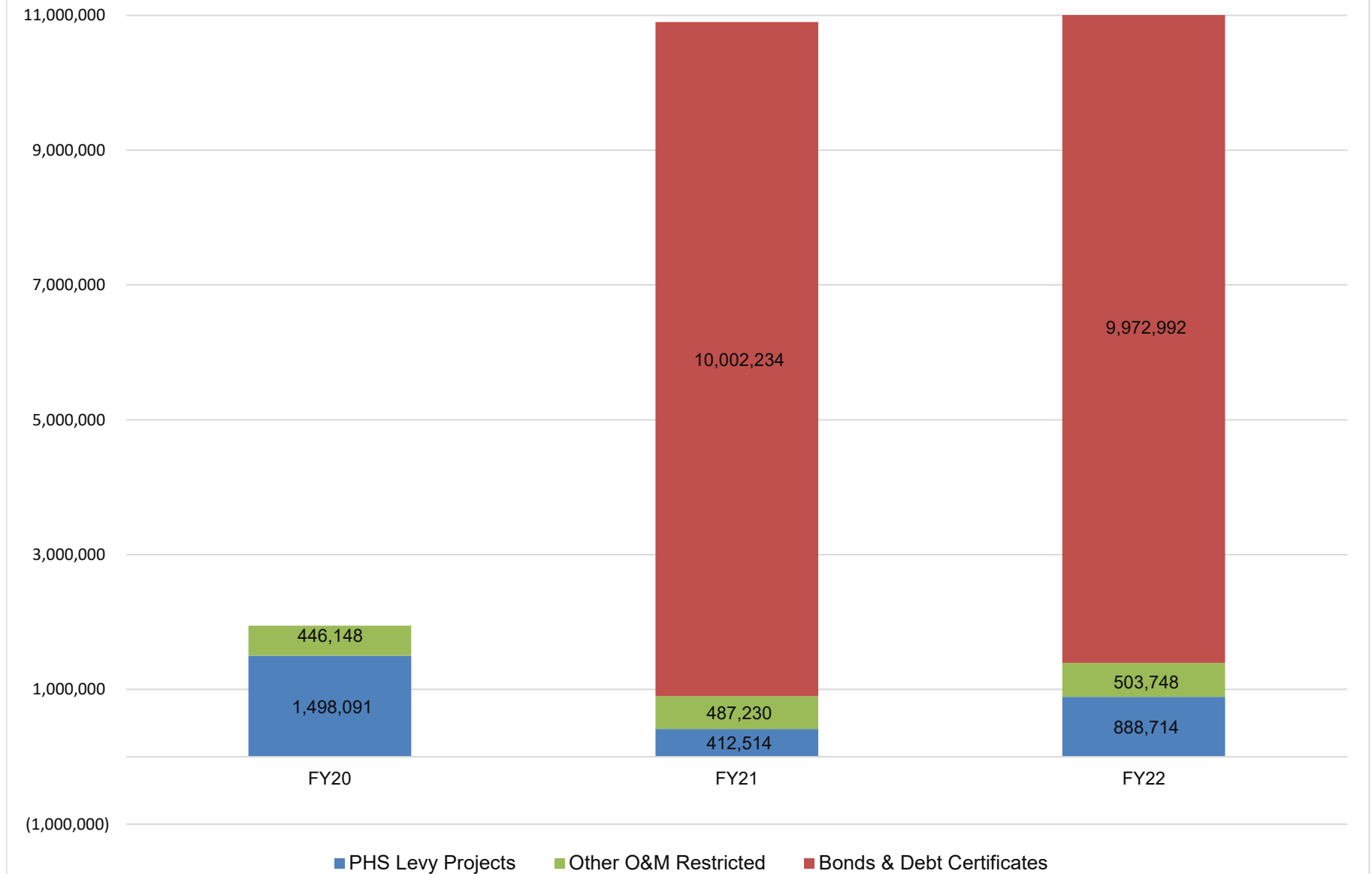
* Operating funds consist of Education fund plus Operating and Maintenance fund.

JOHN A. LOGAN COLLEGE
OPERATING FUNDS
APRIL 30, 2022
83% FISCAL YEAR COMPLETE

	Original FY 2022 Budget	Current Month	Y-T-D FY22 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>EXPENSE BY PROGRAM</u>						
INSTRUCTION	\$ 10,443,579.00	\$ 718,036.68	\$ 6,797,364.92	65.1%	\$ 7,432,987.76	-8.6%
ACADEMIC SUPPORT	2,422,667.00	228,699.89	1,981,370.47	81.8%	1,884,322.26	5.2%
STUDENT SERVICES	2,777,876.00	204,144.25	2,387,625.30	86.0%	2,089,068.47	14.3%
PUBLIC SERVICES/CONTINUING EDUCATION	728,630.00	64,708.95	532,650.70	73.1%	639,183.37	-16.7%
OPERATION & MAINTENANCE OF PLANT	4,303,859.00	314,110.48	3,110,619.24	72.3%	3,018,162.47	3.1%
INSTITUTIONAL SUPPORT	7,008,416.00	393,953.43	4,922,154.86	70.2%	4,619,022.93	6.6%
SCHOLARSHIPS, STUDENT GRANTS & WAIVERS	3,021,225.00	112,610.00	2,395,062.26	79.3%	2,316,157.56	3.4%
TRANSFERS OUT	1,736,875.00	100,000.00	1,250,500.00	72.0%	1,629,372.50	-23.3%
TOTAL BUDGETED EXPENDITURES	\$ 32,443,127.00	\$ 2,136,263.68	\$ 23,377,347.75	72.1%	\$ 23,628,277.32	-1.1%
<u>EXPENSE BY OBJECT</u>						
SALARIES & WAGES	\$ 19,112,518.00	\$ 1,431,607.31	\$ 13,803,567.20	72.2%	\$ 14,448,783.67	-4.5%
EMPLOYEE BENEFITS	2,436,379.00	174,930.06	1,862,760.51	76.5%	1,780,982.01	4.6%
CONTRACTUAL SERVICES	2,281,350.00	117,891.35	1,780,214.24	78.0%	1,339,398.54	32.9%
GENERAL MATERIALS & SUPPLIES	1,818,840.00	118,108.93	1,111,602.69	61.1%	1,028,617.11	8.1%
CONFERENCE & MEETING EXPENSE	458,965.00	22,862.30	98,679.26	21.5%	15,163.26	550.8%
FIXED CHARGES	38,995.00	(1,320.54)	37,682.66	96.6%	24,187.11	55.8%
UTILITIES	785,810.00	57,711.90	555,163.54	70.6%	497,453.94	11.6%
CAPITAL OUTLAY	165,016.00	2,192.00	183,622.23	111.3%	159,045.95	15.5%
OTHER	3,458,379.00	112,280.37	2,693,555.42	77.9%	2,705,273.23	-0.4%
CONTINGENCY	150,000.00	-	-	0.0%	-	N/A
TRANSFERS OUT	1,736,875.00	100,000.00	1,250,500.00	72.0%	1,629,372.50	-23.3%
TOTAL BUDGETED EXPENDITURES	\$ 32,443,127.00	\$ 2,136,263.68	\$ 23,377,347.75	72.1%	\$ 23,628,277.32	-1.1%

* Operating funds consist of Education fund plus Operating and Maintenance fund.

Operations & Maintenance Restricted Fund Balances as of April



JOHN A. LOGAN COLLEGE
AUXILIARY FUND
APRIL 30, 2022
83% FISCAL YEAR COMPLETE

	Original FY 2022 Budget	Current Month	Y-T-D FY22 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>REVENUE BY SOURCE</u>						
FEDERAL GOVERNMENT						
DEPARTMENT OF EDUCATION	\$ 200,000.00	\$ -	\$ -	0.0%	\$ 150,420.00	-100.0%
TOTAL FEDERAL GOVERNMENT SOURCES	200,000.00	-	-	0.0%	150,420.00	-100.0%
STUDENT FEES						
STUDENT ACTIVITY FEES	335,000.00	(180.00)	231,510.00	69.1%	260,744.62	-11.2%
TOTAL STUDENT FEES	335,000.00	(180.00)	231,510.00	69.1%	260,744.62	-11.2%
OTHER SOURCES						
PUBLIC SERVICE FEES	77,000.00	263.00	91,583.47	118.9%	45,960.00	99.3%
SALES AND SERVICE FEES	520,860.00	21,851.68	512,115.38	98.3%	334,923.17	52.9%
FACILITIES REVENUE	60,000.00	-	40,000.00	66.7%	55,000.00	-27.3%
OTHER NONGOVT REVENUE	100.00	10.00	46.00	46.0%	13,055.00	-99.6%
TOTAL OTHER SOURCES	657,960.00	22,124.68	643,744.85	97.8%	448,938.17	43.4%
TRANSFERS IN	1,239,875.00	100,000.00	1,024,000.00	82.6%	1,025,960.00	-0.2%
TOTAL BUDGETED REVENUES	\$ 2,432,835.00	\$ 121,944.68	\$ 1,899,254.85	78.1%	\$ 1,886,062.79	0.7%
<u>EXPENSE BY OBJECT</u>						
PUBLIC SERVICES						
SALARIES & WAGES	\$ 503,102.00	\$ 38,160.48	\$ 385,175.67	76.6%	\$ 300,849.76	28.0%
BENEFITS	78,765.00	4,206.79	68,847.58	87.4%	64,574.82	6.6%
CONTRACTUAL SERVICES	28,470.00	3,612.78	25,360.23	89.1%	21,216.69	19.5%
GENERAL MATERIALS & SUPPLIES	73,900.00	3,418.37	34,699.66	47.0%	21,134.79	64.2%
CONFERENCE & MEETING EXPENSE	5,550.00	498.64	4,035.40	72.7%	-	N/A
UTILITIES	95,000.00	8,071.40	72,448.44	76.3%	74,363.74	-2.6%
CAPITAL OUTLAY	24,000.00	-	-	0.0%	7,173.79	-100.0%
OTHER	35,000.00	258.00	12,693.10	36.3%	4,240.80	199.3%
TOTAL PUBLIC SERVICES	843,787.00	58,226.46	603,260.08	71.5%	493,554.39	22.2%
INDEPENDENT OPERATIONS						
SALARIES & WAGES	558,372.00	67,774.25	470,380.68	84.2%	426,731.85	10.2%
EMPLOYEE BENEFITS	70,925.00	5,807.66	57,396.28	80.9%	47,380.50	21.1%
CONTRACTUAL SERVICES	176,787.00	27,252.85	154,848.32	87.6%	67,389.40	129.8%
GENERAL MATERIALS & SUPPLIES	155,671.00	17,393.34	147,838.19	95.0%	88,743.72	66.6%
CONFERENCE & MEETING EXPENSE	139,149.00	29,031.64	136,721.95	98.3%	64,229.96	112.9%
FIXED CHARGES	159,242.00	490.00	133,401.62	83.8%	89,634.99	48.8%
SCHOLARSHIPS AND OTHER	122,100.00	5,250.00	79,696.95	65.3%	81,485.24	-2.2%
TOTAL INDEPENDENT OPERATIONS	1,382,246.00	152,999.74	1,180,283.99	85.4%	865,595.66	36.4%
OPERATIONS & MAINTENANCE OF PLANT						
CONTRACTUAL SERVICES	-	-	2,475.00	N/A	-	N/A
GENERAL MATERIALS & SUPPLIES	-	380.10	24,072.61	N/A	-	N/A
FIXED CHARGES	-	-	100.00	N/A	-	N/A
TOTAL OPERATIONS & MAINTENANCE OF PLANT	-	380.10	26,647.61	N/A	-	N/A
INSTITUTIONAL SUPPORT						
GENERAL MATERIALS & SUPPLIES	50,000.00	4,032.47	29,682.64	59.4%	24,578.94	20.8%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
TOTAL INSTITUTIONAL SUPPORT	75,000.00	4,032.47	29,682.64	39.6%	24,578.94	20.8%
SCHOLARSHIPS, STUDENT GRANTS, WAIVERS						
OTHER - WAIVERS	440,000.00	3,466.00	419,549.00	95.4%	565,821.00	-25.9%
TOTAL SCHOLARSHIPS, GRANTS, WAIVERS	440,000.00	3,466.00	419,549.00	95.4%	565,821.00	-25.9%
TOTAL BUDGETED EXPENDITURES	\$ 2,741,033.00	\$ 219,104.77	\$ 2,259,423.32	82.4%	\$ 1,949,549.99	15.9%

JOHN A. LOGAN COLLEGE
LIABILITY, PROTECTION, & SETTLEMENT FUND
APRIL 30, 2022
83% FISCAL YEAR COMPLETE

	Original FY 2022 Budget	Current Month	Y-T-D FY22 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<u>REVENUE BY SOURCE</u>						
LOCAL GOVERNMENT						
CURRENT TAXES	\$ 2,079,000.00	\$ -	\$ 2,118,888.54	101.9%	\$ 1,908,227.61	11.0%
TOTAL LOCAL GOVERNMENT SOURCES	2,079,000.00	-	2,118,888.54	101.9%	1,908,227.61	11.0%
OTHER SOURCES						
INTEREST ON INVESTMENTS	2,500.00	350.10	2,646.16	105.8%	2,360.25	12.1%
OTHER NONGOVT REVENUE	-	-	-	N/A	1,225.00	-100.0%
TOTAL OTHER SOURCES	2,500.00	350.10	2,646.16	105.8%	3,585.25	-26.2%
TOTAL BUDGETED REVENUES	\$ 2,081,500.00	\$ 350.10	\$ 2,121,534.70	101.9%	\$ 1,911,812.86	11.0%
<u>EXPENSE BY OBJECT</u>						
OPERATIONS AND MAINTENANCE OF PLANT						
SALARIES & WAGES	\$ 779,393.00	\$ 44,287.12	\$ 473,324.22	60.7%	\$ 554,342.78	-14.6%
EMPLOYEE BENEFITS	95,869.00	7,809.31	70,172.87	73.2%	53,804.57	30.4%
CONTRACTUAL SERVICES	21,900.00	299.50	9,388.17	42.9%	19,175.02	-51.0%
GENERAL MATERIALS & SUPPLIES	66,147.00	2,530.73	16,956.99	25.6%	39,294.00	-56.8%
CONFERENCE & MEETING EXPENSE	17,450.00	-	60.60	0.3%	6,165.91	-99.0%
CAPITAL OUTLAY	42,000.00	-	-	0.0%	-	N/A
OTHER	-	-	-	N/A	-	N/A
TOTAL OPERATIONS AND MAINT OF PLANT	1,022,759.00	54,926.66	569,902.85	55.7%	672,782.28	-15.3%
INSTITUTIONAL SUPPORT						
SALARIES & WAGES	82,971.00	4,178.12	42,696.80	51.5%	64,309.88	-33.6%
EMPLOYEE BENEFITS	652,971.00	39,141.59	447,975.00	68.6%	422,957.91	5.9%
CONTRACTUAL SERVICES	75,600.00	186.00	47,482.55	62.8%	58,327.05	-18.6%
GENERAL MATERIALS & SUPPLIES	10,000.00	-	848.22	8.5%	14,800.17	-94.3%
FIXED CHARGES	405,000.00	471.33	402,705.30	99.4%	1,352,987.28	-70.2%
CAPITAL OUTLAY	125,000.00	-	41,234.00	33.0%	-	N/A
OTHER	-	-	1,569.06	N/A	-	N/A
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
TOTAL INSTITUTIONAL SUPPORT	1,376,542.00	43,977.04	984,510.93	71.5%	1,913,382.29	-48.5%
TOTAL BUDGETED EXPENDITURES	\$ 2,399,301.00	\$ 98,903.70	\$ 1,554,413.78	64.8%	\$ 2,586,164.57	-39.9%

FUND DESCRIPTIONS

John A. Logan College has two Operating funds: the Education Fund and the Operations and Maintenance Fund. The Education fund works in combination with the Operations and Maintenance fund to make up the College's General Fund.

EDUCATION FUND

The Education Fund is used to account for the revenues and expenditures of the academic and service programs of the college. It includes the cost of instructional, administrative, and professional salaries; supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational programs of the college.

OPERATIONS AND MAINTENANCE FUND

This fund is used to account for expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the cost of interior decorating and the installation, improvement, repair, replacement, and maintenance of building fixtures; rental of buildings and property for community college purposes; payment of all premiums for insurance upon buildings and building fixtures. If approved by resolution of the local board, the payment of salaries of janitors, engineers, or other custodial employees; all costs of fuel, lights, gas, water, telephone service, custodial supplies, and equipment; and professional surveys of the condition of college buildings are allowed.

OPERATIONS AND MAINTENANCE (Restricted)

This fund is utilized to account for monies restricted for building purposes and site acquisition. This fund primarily will be expending bond proceeds acquired for the new building project, protection, health and safety levies, plus transfers from operating funds and interest earnings. Funds are provided in the Operation and Maintenance (Restricted) for completion of approved protection, health, safety projects.

AUXILIARY ENTERPRISES FUND

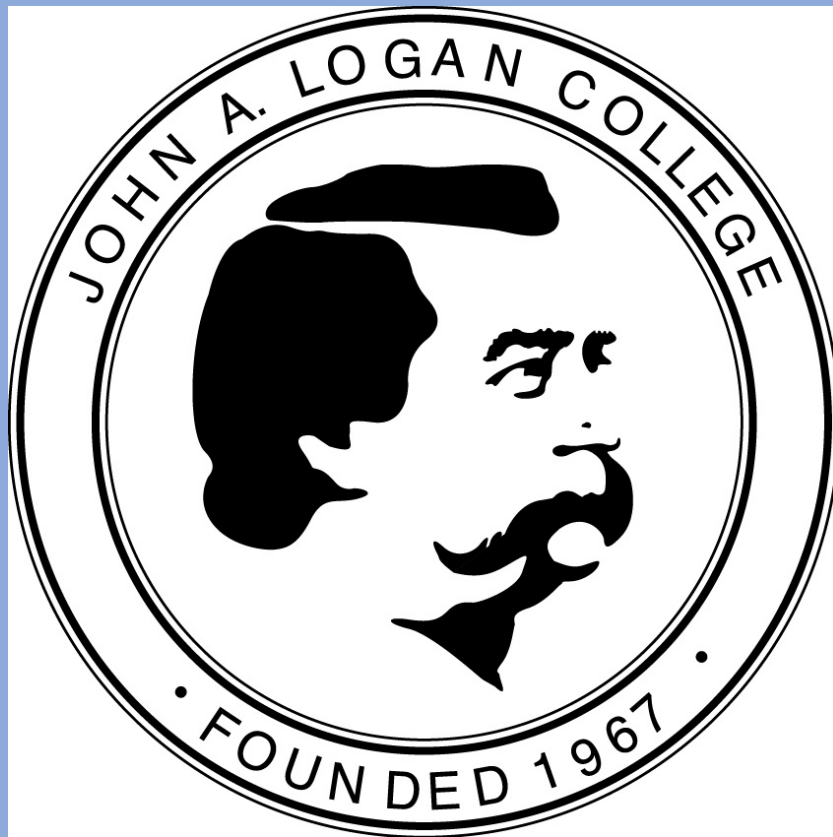
The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, and intercollegiate athletics. Subsidies for Auxiliary Services by the Education Fund should be shown as transfers to the appropriate account.

LIABILITY, PROTECTION AND SETTLEMENT FUND

This fund accepts special levies for tort liability, property insurance, Medicare insurance, FICA taxes and workers' compensation. The monies in this fund should be used only for the payment of tort liability, property, unemployment or workers compensation insurance or claims, and the cost of participation in the Federal Medicare program. Expenditures in this fund include insurance costs for property and casualty, and the cost of maintaining and expanding the Campus Safety operations. The College will include attorney fees pertaining to liability protection plus a portion of staff members' time that are active in the functions of this fund.

Consent Agenda Item 8.L

Meeting Minutes - May 24, 2022 Regular Meeting



JOHN A. LOGAN COLLEGE
Board of Trustees
Carterville, Illinois

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on Tuesday, May 24, 2022, commencing at 6:00 p.m. The meeting was open to the public and available via Zoom.

The meeting was called to order by Chairman Bill Kilquist.

The Chairman directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron R. Smith	-- not present
Jeremiah Brown	-- present

Also present were President Kirk Overstreet, Legal Counsel Rhett Barke, Assistant Provost Stephanie Chaney-Hartford, Vice President Stacy Buckingham, Recording Secretary Susan May, and other College personnel.

Chairman Kilquist led the Board in the Pledge of Allegiance.

The Board observed a moment of silence in remembrance of the victims of the Uvalde, Texas Elementary School shooting.

OPPORTUNITY FOR PUBLIC COMMENTS

There were no public comments.

BOARD OF TRUSTEES REPORTS

A. Chairman's Report

No report.

B. Athletics Advisory Committee

Trustee Brent Clark reported that the interview process for the head men's basketball coach was complete, and they look forward to receiving a recommendation from the Hiring Committee soon.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that the Committee had not met but provided updates on facility projects. Architechniques is currently adjusting the design of the Elevator and Mezzanine project to

accommodate the modifications required for the West Lobby Expansion project. BHDG Architects are designing the next phase of the West Lobby Expansion Project, which will include project meetings and updates throughout the process. The design phase should conclude in June 2023. The final clean-up for the Bike Path will take place in the coming weeks, and a ribbon-cutting will be scheduled with the City of Carterville when complete. A new slip-resistant epoxy coating will be installed in the Logan Fitness shower areas between the summer and fall semesters. The replacement of the Logan Practice Facility roof is complete, and the replacement of the G Building roof is underway.

D. Board Policy Committee

Trustee Rebecca Borgsmiller reported that the Board Policy Committee met on May 17 to review revisions presented by the administration and agreed to present them to the Board for first reading. She noted that more significant changes were included in this group of policies and encouraged the Board thoroughly review the policies before the next meeting.

E. Budget and Finance Committee

Trustee Glenn Poshard reported that they had met to review the audit that was presented last month and had some preliminary discussions about the tentative 2022-2023 budget.

F. Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that the Committee did not meet this month.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Jake Rendleman reported that several members of the Board were planning to attend the ICCTA Annual Awards Banquet in Chicago on June 10. The College's nominee for the Gandhi/King Peace Scholarship, Ashlyn Jackson, will also be recognized as a statewide winner.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation would hold its quarterly meeting on May 25. The Foundation Team, including Trustee Rendleman and President Overstreet, will participate in the Bocce Ball tournament at HerrinFest.

I. Student Trustee

Student Trustee Jeremiah Brown complimented everyone on the beautiful graduation ceremony.

FACULTY ASSOCIATION REPORTS

A. Faculty Association Report

Association Vice-President Brennan Stover reported that the new officers had been seated and look forward to continued positive relationships with the administration as they work towards student success.

B. Adjunct Faculty Association – No report.

C. Logan Operational Staff Association Report – No report.

EXECUTIVE LEADERSHIP REPORTS

VICE-PRESIDENT OF BUSINESS SERVICES STACY BUCKINGHAM

FY23 Tentative Budget

The FY23 tentative budget will be on public display for 30 days, and a budget hearing will be held in June. The tentative budget includes a budgeted deficit of \$3 million in the Education Fund and a budgeted deficit of \$630,000 in the Operations and Maintenance Fund. The Higher Education System received an overall increase of five percent statewide. The FY23 budget was prepared based on an increase of 2.5 percent in base operating and equalization funding; however, individual allocations reported by ICCB today equated to a negative .4 percent for John A. Logan College. The budget will be adjusted to the actual ICCB revenue, which will take it down approximately \$275,000 from where it stands today. The administration will continue to look for additional savings, and changes will be reported in detail to the Board and the public at the Budget Hearing in June.

ASSISTANT PROVOST FOR ACADEMIC AFFAIRS STEPHANIE HARTFORD

Recruitment Events

Registration events planned for the summer include new student orientation days, a Saturday Sign-Up Event, and a Fall Kick-Off Event for students.

Juneteenth Celebration

The Office of Diversity and Inclusion will host its first Juneteenth celebration on Saturday, June 18, including live entertainment, food, and various family-friendly activities. This celebration is free and open to the public.

New Digital Media Technology Program

ICCB has approved the new Digital Media Technology program. This program will replace our current Graphic Design program and provide a broader, more contemporary fit for media needs.

Cyber-Security Program

The College received its re-designation as a Center for Academic Excellence for the College's Cyber Security Program. This designation is for a five-year term.

Higher Learning Commission

The College will submit its Assurance Review to the Higher Learning Commission in July. The College will then choose a Quality Initiative to develop over the next three years before its next reaccreditation visit in 2027.

Grant Awards

The College received \$608,000 from the state of Illinois to support the Early Childhood Access Consortium for Equity Project. This funding is provided through FY24 and will be used to develop

incumbent workers in the early childhood education field to receive higher credentials. The College was also awarded the ICCB Co-Requisite Innovation Grant, designed to help move students through co-requisite and developmental education courses in English and Math.

PRESIDENT KIRK OVERSTREET

Strategic Planning

President Overstreet reported that a new Strategic Long-Range Plan would be presented to the Board for first reading next month. Representatives from all groups on campus and external constituents have worked to develop this plan to move the College forward in the next five years. President's Cabinet will hold a retreat in July to establish annual goals that will tie to each of the strategic pillars. President Overstreet welcomed feedback from the Board on any particular goals to be considered. Third-quarter reports for the One-Year Strategic Plan were also provided to the Board.

Enrollment

President Overstreet reported that enrollment numbers for the fall semester include 13,378 credit hours, which is relatively flat compared to last year. We will continue to look at programs and programming to increase enrollment and have established dashboards to track full-time equivalency (FTE) and headcount. Enrollment and persistence will be key focus points in the upcoming year as we rebuild our foundations after COVID.

Leadership Academy

The first Leadership Academy led by President Overstreet will conclude this month. The purpose of the Leadership Academy is to create a culture of community and understanding among John A. Logan employees. Two new cohorts, including faculty, staff, and operational employees, will be led by Stephanie Chaney-Hartford and Christy Stewart in FY23.

INFORMATIONAL ITEMS

President Overstreet informed the Board of the resignation of Kyle Smithpeters, effective April 25, 2022.

EXECUTIVE SESSION

Chairman Kilquist stated that it was desirable to take necessary action to adjourn into closed session pursuant to 5 ILCS 120/2(c) to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees adjourn into closed session.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4264)

The meeting was declared in closed session at 7:30 p.m.

The meeting was declared back in open session at 8:01 p.m.

CONSENT AGENDA

Chairman Kilquist asked if there were any Consent Agenda items the Board would like to pull for further discussion and a separate vote. Hearing none, Consent Agenda items A – H were presented for approval:

A. 2023-2024 Academic Calendar

Approved the academic calendar for 2023 – 2024.

B. FY 2023 Annual Salary Increase for Professional and Executive Support Staff

Approved an annual salary increase of 3.0% for professional and executive support staff under contract for FY 2023 as determined by Board Policy 5220A and 5221A.

C. Extension of Employment Contracts

Approved employment contract extensions for professional staff, grant personnel, and stipend positions.

D. Personnel Action Items (Appendix A)

Approved the employment and ratification of personnel as recommended by the President.

E. Expenditure Report

Approved the expenditure report for the period ending April 30, 2022.

F. Treasurer's and Financial Report

Approved the Treasurer's and Financial Report for the period ending March 31, 2022.

G. Meeting Minutes

Approved the minutes of the April 26, 2022, regular meeting of the Board of Trustees

H. Collective Bargaining Agreement

Approved the collective bargaining agreement with the Fraternal Order of Police effective April 16, 2022, through June 30, 2024.

Glenn Poshard and Brent Clark moved and seconded that the Board of Trustees approve Consent Agenda items A – H as presented.

Upon roll call, all members voted Yes. Motion carried.
(Resolution #16-4265)

NEW BUSINESS

A. Athletic Department Housing Scholarships

In consultation with the Athletic Advisory Committee and Athletic Director Greg Starrick, the administration recommends reincorporating a percentage of institutional funds for athletic housing in the FY 2023 budget in combination with continued fundraising efforts by the Athletic Department to support housing scholarships.

Trustees Mandy Little motioned to table this item for one month to allow more time to review the budget. Trustee Becky Borgsmiller seconded the motion.

There was discussion among the Board regarding the outlook of the FY 2023 budget and also the desire to support athletics. President Overstreet commented that there had been conversations with the Athletic Advisory Committee and Athletic Director that took several steps to limit the recommendation to one year and limit the amount to a percentage (20%) of what the NJCAA allows for scholarships. Athletic Director Greg Starrick affirmed that the 20 percent was a compromise from

the 35 percent initially proposed. Trustee Poshard commented that the Board Finance Committee discussed the original proposal and agreed that this issue was between the President and Athletic Director, and this proposal appears to represent a negotiated settlement between the two individuals. Legal Counsel Rhett Barke clarified that this recommendation would reinstate the use of institutional funds for athletic housing that was removed by the Board of Trustees in July 2015.

Trustee Little withdrew her motion in light of this clarification, and Trustee Borgsmiller agreed.

Trustee Rendleman commented that since 2015, assistant coaches were moved to a set stipend amount that has not been addressed since that time. Chairman Kilquist noted that the Athletic Committee chose a portion of the original proposal that would be acceptable to the Board, Athletic Department, and the community.

Mandy Little and Brent Clark moved and seconded that the Board of Trustees approve the incorporation of institutional funds into the FY 2023 budget for Athletic housing scholarships in combination with Athletic Department fundraising efforts on a probational one-year term to be reviewed at the next budget cycle for FY 2024. The number of scholarships reflects 20 percent of the allowable housing scholarships per NJCAA regulation and is equally distributed among all athletic sports.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4266)

B. Tentative Budget for FY 2023

In accordance with state law, Illinois Community College Board Administrative Rules, and normal operating procedures at John A. Logan College, the administration presented the tentative budget for FY 2023. The budget prepared in tentative form will be made available for public inspection on the College campus and on the College's website for 30 days.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees accept the tentative 2022-2023 (FY23) budget to be made available for public inspection, approve the Resolution and Notice of Public Hearing, and authorize the administration to meet all legal requirements concerning the advertisement of the tentative budget and public hearing.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4267)

C. Board Policy Revisions for First Reading (No Action)

The Board Policies Committee reviewed revisions to Board Policies on May 17, 2022, and recommended the revisions for first reading to the Board of Trustees. Revisions will also be made available to College employees for input.

ANNOUNCEMENTS

None.

ADJOURNMENT

Jake Rendleman and Glenn Poshard moved and seconded that the regular meeting of the Board of Trustees be adjourned.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-4268)

The meeting was duly adjourned at 8:26 p.m.

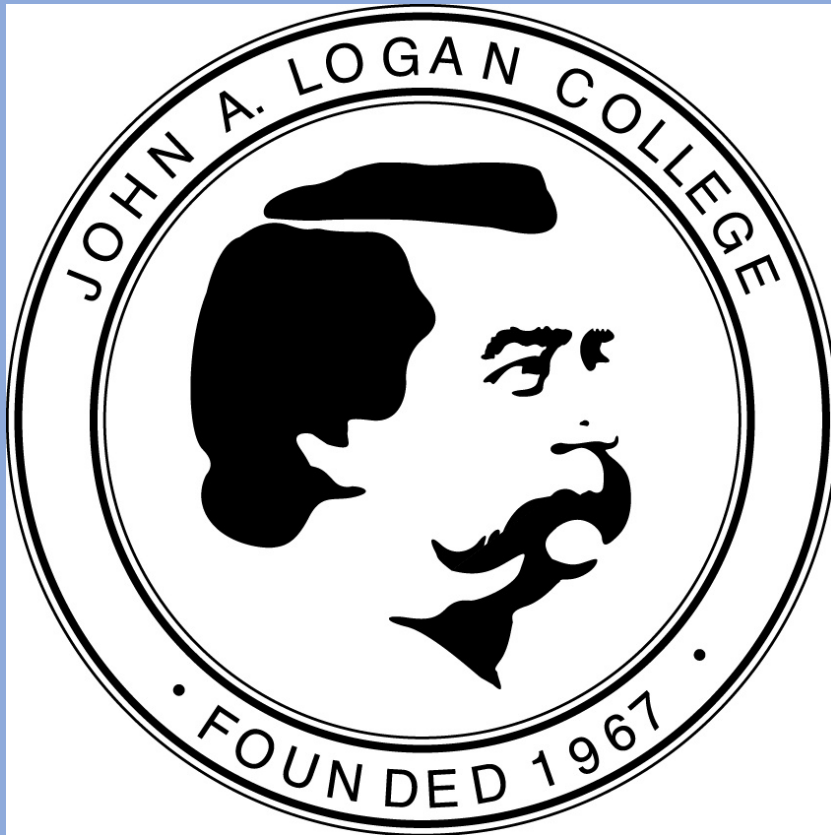
Respectfully submitted by: Susan May, Recording Secretary to the Board of Trustees

William J. Kilquist, Chairman

Jacob “Jake” Rendleman, Secretary

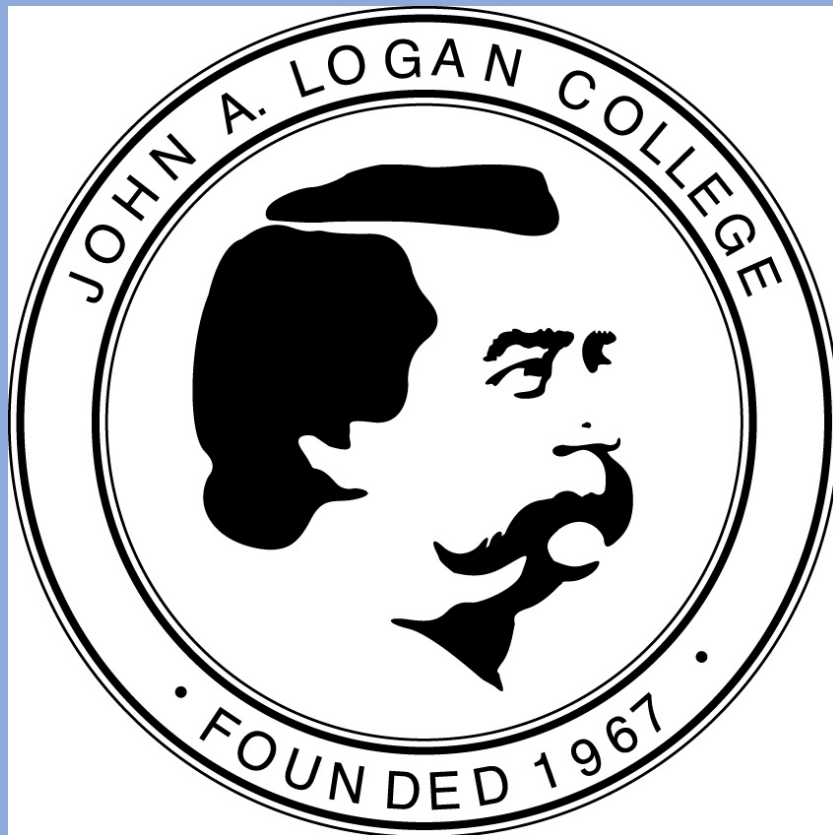
Consent Agenda Item 8.M

**Closed Session Minutes will be provided in your
Board Book Tuesday**



Consent Agenda Item 8.N

Meeting Minutes, May 24, 2022 Emergency Special Meeting



JOHN A. LOGAN COLLEGE
Board of Trustees
Carterville, Illinois

Minutes of the special emergency meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on Tuesday, May 24, 2022, commencing at 8:42 p.m. The meeting was open to the public.

The meeting was called to order by Chairman Bill Kilquist.

The Chairman directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron R. Smith	-- not present

Also present were President Kirk Overstreet, Legal Counsel Rhett Barke, Assistant Provost for Academic Affairs Stephanie Chaney-Hartford, Vice President Stacy Buckingham, Recording Secretary Susan May, and other College personnel.

OPPORTUNITY FOR PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

A. Emergency Purchase of Voice Over IP Phone System

President Overstreet reported that the College experienced a failure of its current phone system on May 23, 2022. Frontier Communications has maintained this system for many years but recently ended their maintenance agreement as they can no longer support an end-of-life system. As a result, the Information Technology Department has been working with numerous Voice over IP (VoIP) phone system vendors with the intent to migrate to a new phone system. The College has reviewed four different companies with VoIP solutions. After comparisons and testing, the Information Technology Department has determined that Nextiva and GoTo Connect meet all project goals and provide reasonable pricing for the services offered. Director of Network Infrastructure Travis Geske addressed the Board and discussed the timeline for implementing a new system.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the College administration to negotiate and finalize terms and conditions with the intent to enter into an agreement with one of two finalists, either Nextiva or GoTo Connect as a VoIP phone service provider.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-XXXX)

ANNOUNCEMENTS

None.

ADJOURNMENT

Mandy Little and Brent Clark moved and seconded that the special meeting of the Board of Trustees be adjourned.

Upon roll call, all members present voted Yes. Motion carried.
(Resolution #16-XXXX)

The meeting was duly adjourned at 8:52 p.m.

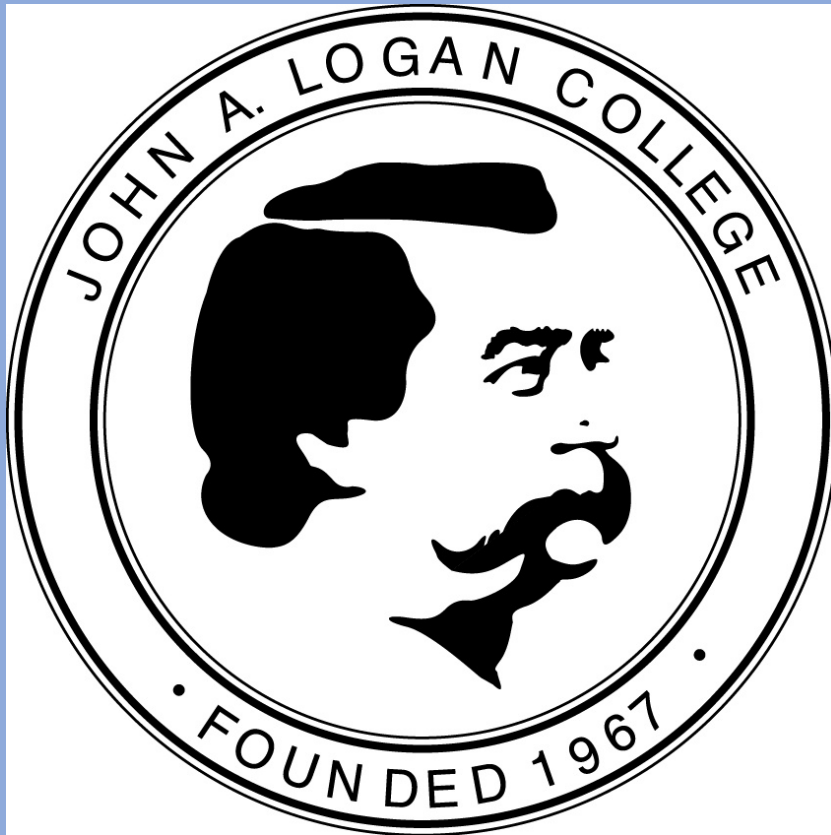
Respectfully submitted by: Susan May, Recording Secretary to the Board of Trustees

William J. Kilquist, Chairman

Jacob “Jake” Rendleman, Secretary

New Business Item 9.A

Ratification of Director of Financial Assistance



**JOHN A. LOGAN COLLEGE
NEW BUSINESS ITEM FOR BOARD APPROVAL**

9.A – RATIFICATION OF THE DIRECTOR OF FINANCIAL ASSISTANCE

1. REASON FOR CONSIDERATION

In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President.

2. BACKGROUND INFORMATION

A national search was conducted for the Director of Financial Assistance to replace the interim director, Sharon Sweeney, who served in this role as part of the one-year management consulting services contract with Campus Works that will end on August 30, 2021. Four applications were received, and the Hiring Committee interviewed three applicants. The Committee Chair recommended Ms. Cheri Rushing for this position.

3. RECOMMENDATION

That the Board of Trustees ratify Ms. Cheri Rushing as the Director of Financial Assistance, effective July 18, 2022.



John A. Logan College
700 Logan College Drive
Carterville, IL 62918

June 22, 2022

Dear Cheri Rushing:

Congratulations! John A. Logan College is excited to offer you the position of Director of Financial Assistance.

This letter will confirm your offer of full-time employment for the position of Director of Financial Assistance with a start date of July 18, 2022. This offer is contingent upon passing results of a background check and is also contingent upon Board of Trustees approval and execution of an employment contract/CBA.

It is our plan to present your credentials to the Board of Trustees at their next meeting on June 28, 2022.

Your annual salary for this position will be \$82,500.00.

Please contact the payroll office during your first week of employment to schedule a benefits and compensation meeting at 618-985-2828 ext. 8222. Please note that presently all employees are required to enroll in the Colleges health insurance plan (information attached).

As an employee of John A. Logan College, you will be participating in the State Universities Retirement System (SURS). Employees contribute 8% of their gross compensation to SURS pre-tax. Employees of John A. Logan College do not pay into Social Security except for the 1.45% contribution toward Medicare. For more information regarding SURS retirement information, please visit their website at www.surs.org.

If you have any questions regarding your employment, please feel free to contact Human Resources at 618-985-2828, ext. 8473.

Regards,

Johnna Herren, Director of Human Resources

I agree to the terms of the employment set forth above.

Signature

Christy Stewart

Date

6-23-2022

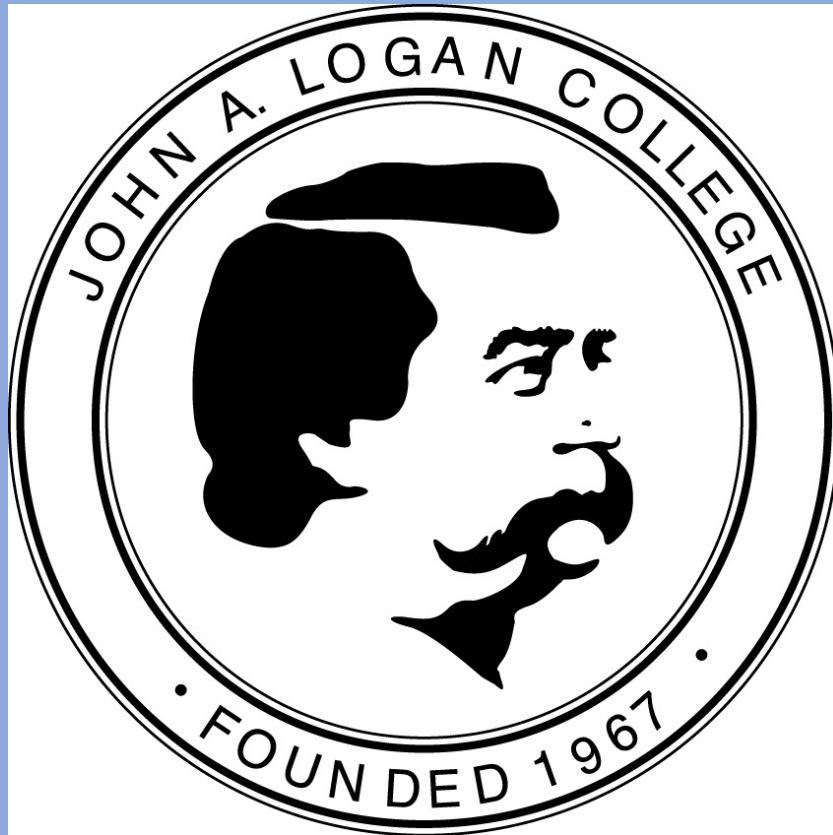
Committee Chair's Approval

Date

Cc: Christy Marrs, Director of Compensation and Benefit Services
Dr. Melanie Pecord, Provost
Christy Stewart, Assistant Provost for Student Affairs

New Business Item 9.B

Ratification of Head Men's Basketball Coach



**JOHN A. LOGAN COLLEGE
NEW BUSINESS ITEM FOR BOARD APPROVAL**

9.B – RATIFICATION OF THE HEAD MEN’S BASKETBALL COACH

1. REASON FOR CONSIDERATION

In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President.

2. BACKGROUND INFORMATION

A national search was conducted for the Head Men’s Basketball Coach to replace Kyle Smithpeters, who accepted a position with the University of Missouri and resigned on April 25, 2022. Twenty-six applications were received for this position, and the Hiring Committee interviewed six applicants. The Committee Chair recommended Mr. Tyler Smithpeters for this position.

3. RECOMMENDATION

That the Board of Trustees ratify Mr. Tyler Smithpeters as the Head Men’s Basketball Coach, effective June 7, 2022.



John A. Logan College
700 Logan College Drive
Carterville, IL 62918

06/06/2022

Dear Tyler Smithpeters :

Congratulations! John A. Logan College is excited to offer you the position of Head Men's Basketball Coach.

This letter will confirm your offer of full-time employment for the position of Head Men's Basketball Coach with a start date of June 7, 2022. This offer is contingent upon passing results of a background check and is also contingent upon Board of Trustees approval and execution of an employment contract/CBA.

It is our plan to present your credentials to the Board of Trustees at their next meeting on June 28, 2022.

Your annual salary for this position will be \$55,000.

Please contact the payroll office during your first week of employment to schedule a benefits and compensation meeting at 618-985-2828 ext. 8222. Please note that presently all employees are required to enroll in the Colleges health insurance plan (information attached).

As an employee of John A. Logan College, you will be participating in the State Universities Retirement System (SURS). Employees contribute 8% of their gross compensation to SURS pre-tax. Employees of John A. Logan College do not pay into Social Security except for the 1.45% contribution toward Medicare. For more information regarding SURS retirement information, please visit their website at www.surs.org.

If you have any questions regarding your employment, please feel free to contact Human Resources at 618-985-2828, ext. 8473.

Regards,
Johnna Herren, Director of Human Resources

I agree to the terms of the employment set forth above.

Signature

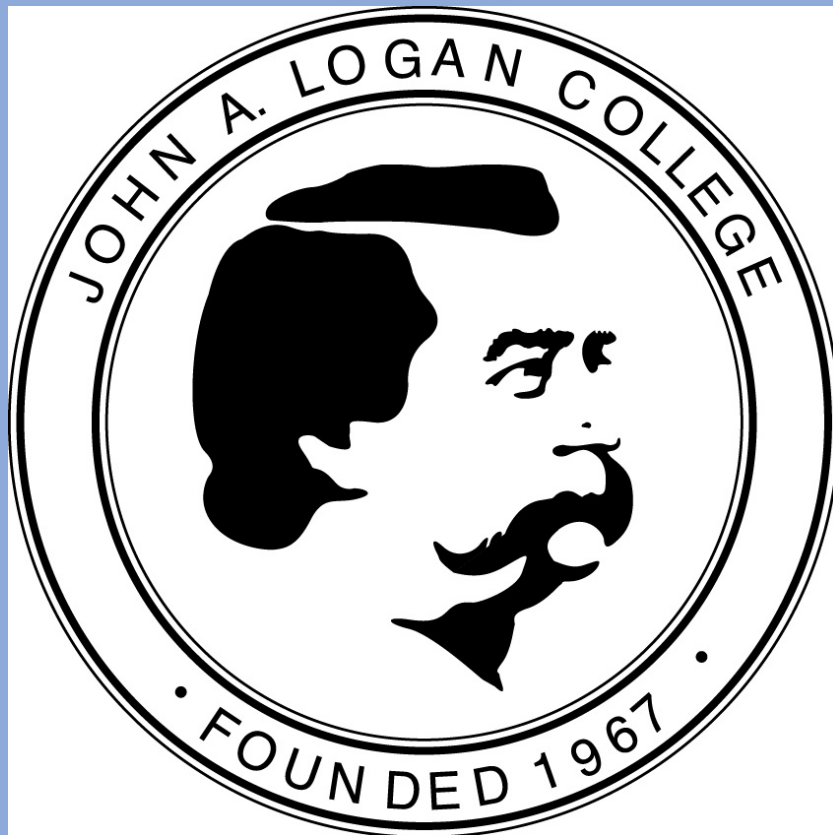
6-6-22

Date

Cc: Christy Marrs, Director of Compensation and Benefit Services
Division Vice-President, Provost, or President
Supervisor

New Business Item 9.C

Strategic Long-Range Plan



**JOHN A. LOGAN COLLEGE
NEW BUSINESS ITEM**

9.C – Strategic Long-Range Plan for First Reading

1. REASON FOR CONSIDERATION

John A. Logan College has developed a Strategic Long-Range Plan including updates to the College's Mission, Philosophy, Core Values, and Vision. This Plan is presented to the Board of Trustees for first reading and will be presented for ratification in July.

2. BACKGROUND INFORMATION

The Strategic Long-Range Plan Steering Committee and Task Force held several meetings to develop a plan to move the College forward over the next five years. These meetings included the review of Board Policies 3110, Statement of Mission and Goals; 3111, Statement of Philosophy; 3112, Statement of Core Values, and 3113, Statement of Vision.

3. RECOMMENDATION

There is no action required this month. This is the first reading of the Strategic Plan that includes updates to the Board Policies mentioned above.

Staff Contact: President Kirk Overstreet
Assistant Vice-President Jordan Mays

John A. Logan College Strategic Long-Range Plan (SLRP)

The strategic long-range plan started progressing in March of 2022. Over the past three months, a team of internal and external stakeholders have worked diligently to revise the mission, core values, vision, and strategic pillars that are the foundation and structural supports for the entire plan. This document will provide the background on the members represented within the steering committee and task force, as well as the data utilized to make the final recommendation for the Board of Trustees to review.

Members of the following groups were represented on the SLRP Task Force & Steering Committee:

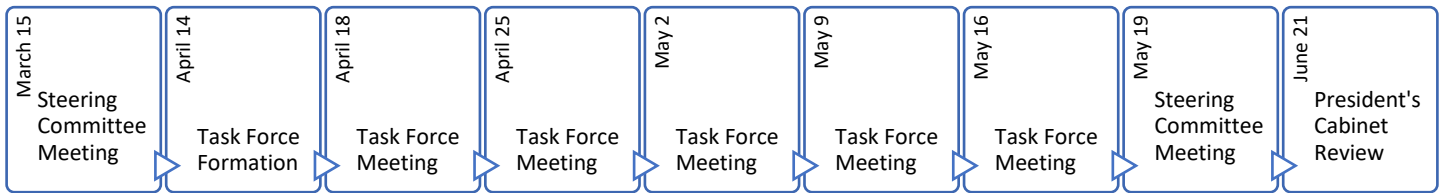
SLRP Task Force

- Faculty
- F.O.P.
- L.O.S.A.
- Teamsters
- Professional Staff
- Cabinet Members
- Leadership Academy Participants
- Current JALC Students

SLRP Steering Committee

- SLRP Task Force Members
- Southern Illinois University
- Carterville City Government
- Banterra Bank
- Carbondale Community High School
- Southern Illinois Healthcare
- Walkers Bluff
- Regional Economic Development Corporation
- Carbondale City Government
- JALC Board of Trustees Members
- JALC Foundation Board member

Brief Timeline of Meetings



Data Utilized for Decision Support

Steering Committee Feedback Survey

- Feedback on the current Mission, Vision, Core Values, and Original Strategic Pillars
- 7 Responses (All External)

Faculty and Staff Feedback Survey

- Feedback on the current Mission, Vision, Core Values, and Original Strategic Pillars
- 170 Responses

Revised Mission Statement Feedback Survey

- Faculty and Staff Survey focused on a revised Mission Statement created by the Task Force
- 147 Responses

Revised Vision Statement Feedback Survey

- Faculty and Staff Survey focused on a revised Vision Statement created by the Task Force
- 109 Responses

Student Feedback Survey

- Survey focused on Current and Revised versions of the Mission, Vision, and Core Values
- 70 Responses

Task Force Core Values Survey

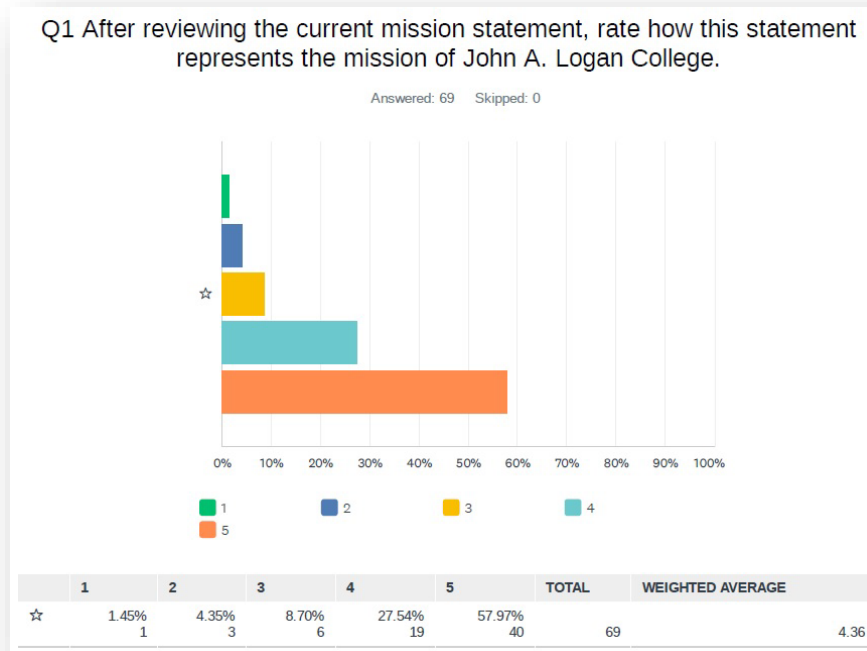
- Follow-up Survey for Task Force members about Core Value definitions
- 24 Responses

Steering Committee Feedback Survey

- Feedback survey of the Revised Mission, Vision, Core Values, and Strategic Pillars
- 34 Responses

Analysis of Data

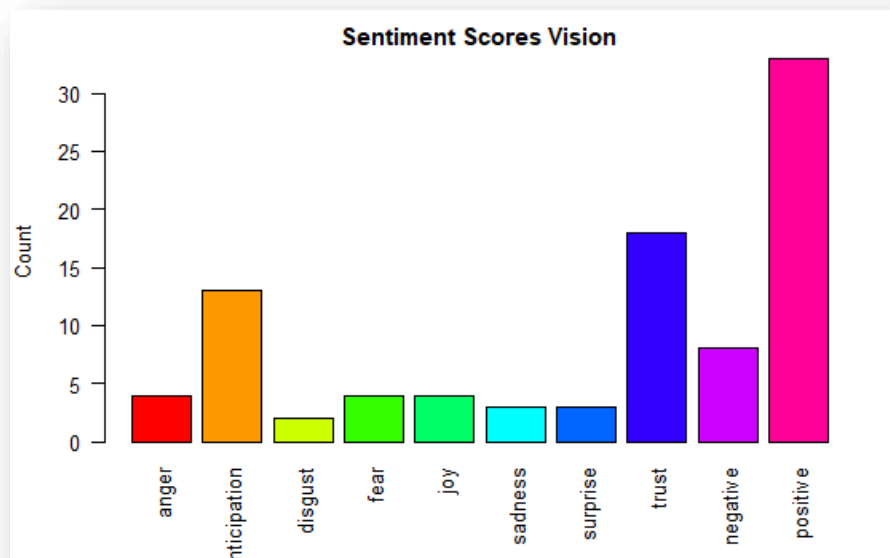
Five Star Scoring for each question



Open-Ended Feedback Responses



Sentiment Analysis



Process for Goals, Statement Review, and Philosophy

Goals have been removed from the mission statement to add flexibility to the strategic plan. Goals will be set on an annual basis by the President's Cabinet and will be directly linked to each of the strategic pillars.

All statements (Mission, Vision, and Core Values) and Strategic Pillars will be reviewed on a biannual basis to ensure that the statements and pillars align with the direction of John A. Logan College.

The Statement of Philosophy for John A. Logan College will be created by the President's Cabinet. The Statement of Philosophy is a summary statement that includes points from the Mission, Vision, and Core Values. This statement will be created by directly reflecting on the adopted Mission, Vision, and Core Values.

Revised Statements for Review

Statement of Mission

To enrich lives through learning and community engagement.

Statement of Core Values

John A. Logan College strives to achieve excellence through the following core values:

Student-centered:	We are committed to providing quality learning opportunities and assisting students at each step in their educational journey.
Integrity:	We are committed to creating trust and confidence in our college community that acts with honesty and forthrightness, holding ourselves to high academic and ethical standards.
Respect:	While recognizing and valuing the dignity and uniqueness of every person, we are committed to creating a positive community where everyone is appreciated and considered for their contributions and performance.
Community:	We are committed to cultivating partnerships within the community for the mutual benefit of the College and the southern Illinois region.
Optimism:	We are committed to looking at things with a positive eye and an open mind, trying to see the good in things first. Everything we do is with an effort to foster a positive environment even in the toughest challenges.

Statement of Vision

Through innovation and equitable learning opportunities, John A. Logan College will be a college of excellence that inspires growth, cultivates learning, and promotes cultural understanding.

Strategic Pillars

Student Success

- Champion student success through a commitment to access, diversity, equity, and inclusion
- Improve student persistence, completion, transfer, job placement, and lifelong learning
- Deliver excellent academic programs that adapt and respond to student and community needs
- Provide innovative services and technologies to meet the changing needs and expectations of students

Arts, Culture, & Community Engagement

- Foster an equitable and inclusive community which enhances life through arts, culture, and community engagement
- Be a regional leader in community engagement through opportunities to attend cultural programming, exhibits of fine and performing arts, athletic events, and enhanced offerings for health and wellness
- Deliver responsive programming to support life-long learning

Regional Career and Economic Development

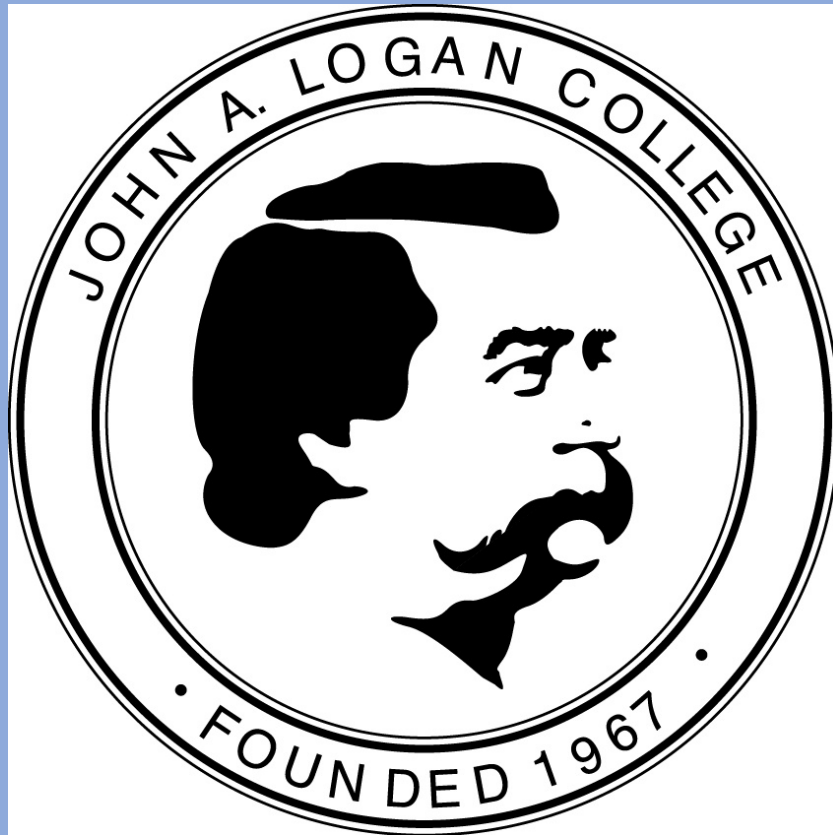
- Promote equity and inclusion principles and practices into economic development activities
- Provide training and education consistent with regional workforce needs
- Partner with local and state entities to attract, expand, and retain businesses in southern Illinois
- Collaborate with community and business partners to advance regional economic impact and workforce development

Organizational Culture

- Demonstrate a culture of service excellence by incorporating our core values of student-centered, integrity, respect, community, and optimism
- Promote a safe and healthy work environment that emphasizes active listening, open communication, and collaboration
- Value and promote diversity and inclusion
- Empower employees through continuous improvement and learning opportunities
- Improve and enhance processes and technology to support employees and operations

New Business Item 9.D

New Board Policy for First Reading



**JOHN A. LOGAN COLLEGE
NEW BUSINESS ITEM**

9.D – New Board Policy for First Reading

1. REASON FOR CONSIDERATION

Senate Bill 3032 requires that beginning with the 2022-2023 school year, every institution of higher education have a policy instituting a financial or physical hardship withdrawal process.

2. BACKGROUND INFORMATION

The administration and Board Policy Committee recommend Board Policy 8318, Financial or Physical Hardship Withdrawal, to fulfill the requirement of SB 3032.

3. RECOMMENDATION

No action is required at this time. Board Policy 8318 will be presented to the Board for final action in July.

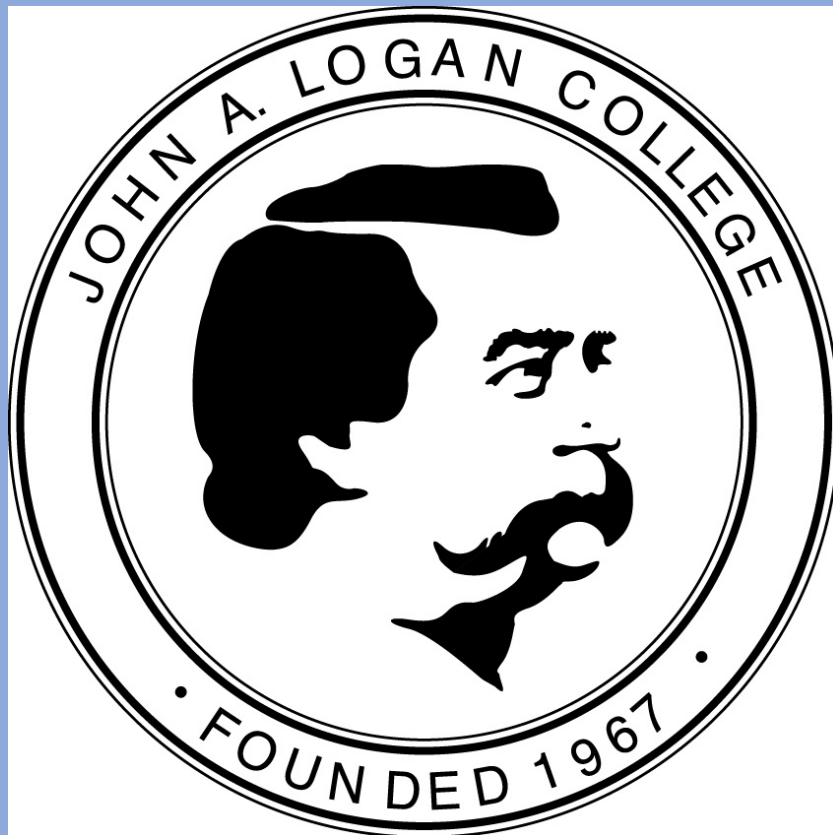
Staff Contact: President Kirk Overstreet

In accordance with the Student Debt Assistance Act, John A. Logan College will allow for a financial or physical hardship withdrawal process. The requirements regarding this process are set forth in Administration Procedure 820 – Financial or Physical Hardship Withdrawal Procedures.

ADOPTED: AUGUST 11, 2022
AMENDED:
REVIEWED:
LEGAL REF.: SB3032 – STUDENT DEBT ASSISTANCE ACT
CROSS REF.: ADMINISTRATIVE PROCEDURE 820

Old Business Item 10.A

Board Policy Revisions for Final Action



**JOHN A. LOGAN COLLEGE
NEW BUSINESS FOR BOARD APPROVAL**

10.A – Board Policy Revisions for Final Action

1. REASON FOR CONSIDERATION

Revisions to Board Policy were presented for first reading to the Board of Trustees and made available to College employees for input. There were no comments or updates to the proposed revisions.

2. BACKGROUND INFORMATION

Policy revisions presented on May 24, 2022, are ready for final action:

- 5220 Professional Staff Position Guidelines
- 5220A Non-Teaching Professional Staff Compensation
- 5220B Minimum Requirements – NTP Staff (*delete policy*)
- 5221 Executive Support Staff Position Guidelines
- 5221A Executive Support Staff Hours and Compensation
- 5221C Minimum Requirements – Executive Support Staff (*delete policy*)
- 5224 Change of Position
- 5227 Non-Teaching Professional Employment Contract Extension
- 5410 Policies for Adjunct Faculty (*delete policy*)
- 7154 Purchasing

3. RECOMMENDATION

That the Board of Trustees approve the revisions to Board Policies as presented.

Staff Contact: President Kirk Overstreet

Summary of Proposed Revisions to Board Policy
Presented to the Board of Trustees

May 24, 2022 (First Reading)
June 28, 2022 (Final Action)

Policy #	Current Policy Title	Comments
5220	Professional Staff Position Guidelines	Updates presented.
5220A	Non-Teaching Professional Staff Compensation	Updates presented.
5220B	Minimum Requirements — NTP Staff	Requirements listed in BP 5220 recommend deleting the policy.
5221	Executive Support Staff Position Guidelines	Updates presented.
5221A	Executive Support Staff Hours and Compensation	Updates presented.
5221C	Minimum Requirements — Executive Support Staff	Merge language into BP 5221 and recommend deleting the policy.
5224	Change of Position	Updates presented.
5227	Non-Teaching Professional Employment Contract Extension	Update to include Exec. Support Staff
5410	Policies for Adjunct Faculty	Adjunct faculty covered under CBA recommend deleting the policy.
7154	Purchasing	Update expenditure levels.

Professional Staff Position Guidelines

5220

Professional staff positions are defined in the following categories: Senior Administrators, Administrators, Managers, and Professionals and require at least a bachelor's degree or the equivalent in work experience or training for unique and high-demand occupational fields.

A full-time position shall be defined as one created for 30 or more hours per week, and the employee will be regularly employed for a continuous period of nine (9) or more months per year.

A part-time position shall be defined as one created for less than 30 hours per week or any number of hours per week if the employee is not regularly scheduled to work for nine (9) consecutive months.

Employees will be considered to be employed on a probationary basis during **the first ninety days** of service **from the first date of work**. After ninety calendar days of employment, they will be considered to be regular employees unless the probationary period is extended.

CRITERIA FOR CREATING A POSITION

The basic principles behind the formulation of these criteria are to determine what the College can afford to pay to have particular tasks accomplished and to provide equity among the various positions within the College based upon the contribution made by that position.

Each position shall be classified according to its responsibilities, duties, and required qualifications. The basic minimum qualifications needed to perform the functions **of the position** should be established when the position is created.

The College expects all candidates who are hired for professional **staff** positions to have credentials that exhibit their ability to perform the duties required. The level at which a position is started is determined by well-defined, written duties, as well as essential job functions and credentials.

The assignment of positions to a classification level listed in Administrative Procedure 522 – Professional **Staff Employment Levels** must be approved by the appropriate Vice-President, Provost, and the President.

All job titles shall correspond with a classification level in Administrative Procedure 522A.1 – Professional and Executive Support Staff Salary Schedule that is reported to the Board of Trustees on a biennial basis.

PROMOTIONS

The College is committed to the concept of advancing its employees in a fair and equitable manner. A promotion from one position to another shall be based on education, past work performance, references, and the results of a job interview. In addition, supervisors are charged with the responsibility of properly evaluating the candidates in an effort to hire qualified employees who provide the best match for the job.

RECLASSIFICATIONS

Under some circumstances, positions may be reclassified or upgraded to meet the changing needs of the College. Positions may be considered for reclassification if employees are asked to assume substantial additional duties and responsibilities on a permanent basis, including supervision and evaluation of personnel. Proposals for reclassification must be justified, well documented, and submitted through the proper channels for approval.

TEMPORARY STATUS CHANGES

College employees may be temporarily transferred to another position or promoted to a higher grade to maintain essential services considered to be in the best interests of the College. Temporary appointments shall be made for a period of time not to exceed one calendar year. Recommendations to fill a temporary vacancy must be made through the proper channels for approval. **Staff assigned to a temporary position, in addition to their base position, shall be compensated by a stipend regulated in Administrative Procedure 522A.1 – Professional and Executive Support Staff Salary Schedule.**

LATERAL POSITIONS

Supervisors may assign employees to lateral positions within the departments to meet the needs of a particular section or office or to accommodate requests from individual employees. Employees making lateral moves will not be eligible for additional compensation. Those seeking a lateral move to another department must follow the normal college hiring procedures. Recommendations for lateral moves must be submitted through the proper channels.

ADOPTED: MARCH 8, 1976

AMENDED: JUNE 8, 1982; SEPTEMBER 14, 1987; MARCH 13, 1989; OCTOBER 19, 1993; JANUARY 24, 1995; OCTOBER 21, 2008; OCTOBER 25, 2011; FEBRUARY 28, 2012; MARCH 22, 2022; **JUNE 28, 2022 (TENTATIVE)**

REVIEWED: FEBRUARY 10, 2022; **May 17, 2022**

LEGAL REF.:

CROSS REF.: BOARD POLICIES 5110, 5220A, 5224
ADMINISTRATIVE PROCEDURES **521, 522, 522A.1**

Professional Staff Compensation***5220A***

The College provides salary and benefits to its employees in order to obtain and retain individuals competent to perform the services the College delivers to its constituency. The College will provide salary and benefits based on overall compensation philosophy, internal equity, and external competitiveness within the parameters of fiscal responsibility.

Annual increases will be set by the Board of Trustees on an annual basis. Factors will be based on comparative market data, recommendations by their Cabinet member, with the final recommendation to the Board by the President. The current professional staff salary structure shall be maintained in Administrative Procedure 522A.1. Compensation for grant employees is contingent upon grant funding.

To be eligible for any Board-approved annual increase in salary, the employee's first date of work must be six months prior to the start of the fiscal year. The start of the fiscal year for grant employees shall be determined by the grant. Increases for grant employees are contingent upon grant funding.

ADOPTED: OCTOBER 19, 1993

AMENDED: JANUARY 24, 1995; SEPTEMBER 28, 1999 (RETRO. TO 7-1-99); NOVEMBER 25, 2008;
MARCH 23, 2010; FEBRUARY 28, 2012; NOVEMBER 26, 2013; NOVEMBER 22, 2016;
JUNE 28, 2022 (TENTATIVE)

REVIEWED: FEBRUARY 12, 2016; SEPTEMBER 21, 2016; **MAY 17, 2022**

LEGAL REF.:

CROSS REF.: BOARD POLICIES 5110, 5220, 5221, 5221A, 5224;
ADMIN. PROCEDURES 521, 522, 522A.1

Minimum Requirements--Non-Teaching Professional Staff***5220B***

<u>Grade</u>	<u>Minimum Requirements</u>
11	Bachelor's degree. For some positions, a master's degree or a doctoral degree may also be required.
4-10	Bachelor's degree required. For some positions, a master's degree may also be required.
1-3	Bachelor's degree required.

These are minimum requirements. Additional requirements may be requested for certain positions.

The College expects all candidates who are hired for professional positions to have at least a bachelor's degree and some experience in the area of work.

The administration reserves the right to assign an equivalency factor for some positions that may be unusual in nature or design and when the opportunity for a diverse and/or adequate pool of candidates may be difficult to obtain.

ADOPTED: OCTOBER 19, 1993
AMENDED: JANUARY 24, 1995; OCTOBER 22, 1996; JUNE 25, 2002; MARCH 24, 2009; FEBRUARY 28, 2012;
JUNE 28, 2022 (DELETED POLICY)
REVIEWED: **MAY 17, 2022**
LEGAL REF.:
CROSS REF.: BOARD POLICIES 3510, 5110, 5220, 5220A, ADMINISTRATIVE PROCEDURE 522

Executive Support Staff Position Guidelines

5221

Executive support staff positions are positions that perform complex, confidential tasks that require high-level training and experience. These positions are expected to maintain a high degree of confidentiality and regularly work with confidential material. The specific educational and/or work experience requirements shall be stated at the time the position is posted and/or advertised.

A full-time executive support staff member shall be defined as one who is regularly employed and regularly scheduled for 30 or more hours per week for a continuous period of nine (9) or more months per year.

Part-time executive support staff shall be defined as one who regularly works less than 30 hours per week or any number of hours per week if the employee is not regularly scheduled to work for nine (9) consecutive months.

Employees will be considered to be employed on a probationary basis during the first ninety days of service from the first date of work. After ninety calendar days of employment, they will be considered to be regular employees unless the probationary period is extended.

RECLASSIFICATIONS

Under some circumstances, positions may be reclassified or upgraded to meet the changing needs of the College. Positions may be considered for reclassification if employees are asked to assume substantial additional duties and responsibilities on a permanent basis. Proposals for reclassification must be justified, well documented, and submitted through the proper channels for approval.

TEMPORARY STATUS CHANGES

College employees may be temporarily transferred to another position or promoted to a higher grade to maintain essential services considered to be in the best interests of the College. Temporary appointments shall be made for a period of time not to exceed one calendar year. Recommendations to fill a temporary vacancy must be made through the proper channels. Staff assigned to a temporary position, in addition to their base position, shall be compensated by stipend regulated Administrative Procedure 522A.1.

LATERAL POSITIONS

Supervisors may assign employees to lateral positions within the departments to meet the needs of a particular section or office or to accommodate requests from individual employees. Employees making lateral moves will not be eligible for additional compensation. Those seeking a lateral move in another department must follow the normal College hiring procedures. Recommendations for lateral moves must be submitted through the proper channels.

PROMOTIONS

The College is committed to the concept of advancing its employees in a fair and equitable manner. A promotion from one position to another shall be based on education, past work performance, references, and the results of a job interview. In addition, supervisors are charged with the responsibility of properly evaluating the candidates in an effort to hire qualified employees who provide the best match for the job.

ADOPTED: JUNE 4, 1974

AMENDED: AUGUST 1, 1978; AUGUST 15, 1988; MARCH 13, 1989; JANUARY 24, 1995; JANUARY 25, 2000
(FORMERLY BOARD POLICY 6120); OCTOBER 21, 2008; MAY 22, 2012; JULY 22, 2014;
OCTOBER 2018 (TITLES); **JUNE 28, 2022 (TENTATIVE)**

REVIEWED: **MAY 17, 2022**

LEGAL REF.:

CROSS REF.: BOARD POLICIES 5221A, **MERGED LANGUAGE FROM BP 5221C**
ADMIN. PROCEDURES 522A, 522A.1

Executive Support Staff Compensation**5221A**

The College provides salary and benefits to its executive support staff in order to obtain and retain individuals competent to perform the services the College delivers to its constituency. The College will provide salary and benefits based on overall compensation, philosophy, internal equity, and external competitiveness within the parameters of fiscal responsibility.

Annual increases will be set by the Board of Trustees on an annual basis. Factors will be based on comparative market data and recommendations by their Cabinet member, with the final recommendation to the Board by the President. The current executive support staff salary schedule shall be maintained in Administrative Procedure 522A.1.

To be eligible for any Board-approved annual increase in salary, the employee's first date of work must be six months prior to the start of the fiscal year.

No salary increase will be granted automatically. Each increase will be based upon satisfactory performance by the employee and will be reviewed ultimately by the President and approved prior to their inclusion in the budget.

ADOPTED: JUNE 4, 1974

AMENDED: AUGUST 1, 1978; AUGUST 16, 1982; AUGUST 15, 1988; NOVEMBER 3, 1989; OCTOBER 19, 1993; JANUARY 24, 1995; SEPTEMBER 28, 1999; JANUARY 25, 2000 (FORMERLY BOARD POLICY #6130); JUNE 27, 2006 (RETROACTIVE TO JULY 1, 2005); OCTOBER 24, 2006; FEBRUARY 25, 2014, MARCH 22, 2016; SEPTEMBER 24, 2019; **JUNE 28, 2022 (TENTATIVE)**

REVIEWED: FEBRUARY 12, 2016; AUGUST 2, 2019; **MAY 17, 2022**

LEGAL REF.:

CROSS REF.: BOARD POLICIES 5221, 5221D

ADMINISTRATIVE PROCEDURES 522A, 522A.1

***Minimum Requirements – Executive Support Staff
(College & Grant Positions)***

5221C

The specific educational and/or work experience requirements shall be stated at the time the position is posted and/or advertised.

ADOPTED: OCTOBER 19, 1993
AMENDED: JANUARY 24, 1995; JANUARY 25, 2000 (FORMERLY BOARD POLICY 6131A); FEBRUARY 26, 2013;
OCTOBER 2018 (TITLES); **JUNE 28, 2022 (MERGED LANGUAGE INTO BP 5221)**
REVIEWED: **MAY 17, 2022**
LEGAL REF.:
CROSS REF.: BOARD POLICIES 5221; 5221A

Change of Position

5224

The opportunity to apply for other positions on campus is open to current employees. Current employees are expected to complete applications per the HRIS system and meet the minimum requirements to be considered for the position. Compensation shall be based on the current salary schedule listed in Administrative Procedure 522A.1.

An employee who changes position laterally shall maintain his/her previous salary regardless of the entry-level for the new position. Grant personnel who change positions laterally may maintain their previous salary if the grant can sustain the previous salary.

The President is responsible for recommending to the Board of Trustees promotions from one position to another.

ADOPTED: JANUARY 25, 2000 (BY COMBINING FORMER BOARD POLICIES 5221B AND 6150)
AMENDED: FEBRUARY 28, 2012; **JUNE 28, 2022 (TENTATIVE)**
REVIEWED: **MAY 17, 2022**
LEGAL REF.:
CROSS REF.: BOARD POLICY 5220, 5220A
Admin. Procedure 522, 522A, 522A.1

***Professional and Executive Support
Staff Employment Contract Extension***

5227

The President may recommend to the Board of Trustees the extension of professional and **executive support staff** employment contracts. Recommendations for employment contract extensions will be dependent upon performance and alignment with the long-term needs of the College.

Continuing contracts **for professional and executive support staff** shall not exceed one (1) additional year until five (5) years of employment **as a professional or executive support staff** has concluded, at which time contracts may be extended to two (2) years. Following ten (10) years of employment as **professional or executive support staff**, employment contracts may be extended to three (3) years.

Professional and **executive support staff** receiving a promotion shall receive an employment contract of not less than the time remaining on the previous employment contract, except when the position is excluded from a contract length in excess of one (1) year.

The following positions shall not be extended more than one (1) year due to the nature of the position.

- All positions defined as “grant” by College policy
- Assistant athletic coaches
- Stipend Positions

ADOPTED: JANUARY 26, 2016
AMENDED: **JUNE 28, 2022 (TENTATIVE)**
REVIEWED: **MAY 17, 2022**
LEGAL REF.:
CROSS REF.:

Policies for Adjunct Faculty**5410****DEFINITION AND EXPLANATION OF ADJUNCT FACULTY STATUS**

Adjunct baccalaureate transfer and career education faculty are those faculty who teach 12 equated hours or less each semester on a non-continuing basis. Appointments are for one semester or less only and any hours taught under the category of adjunct faculty will not apply toward any permanent status with the College. Instructional assignments of adjunct faculty depend on sufficient enrollment which will not be verified until registration is completed. Adjunct instructors shall be competent to render in accordance with Board Policy #5112.

Adult and continuing education instructors are instructors other than baccalaureate transfer or career education who are compensated at an hourly rate based upon contact hours.

DUTIES AND RESPONSIBILITIES

Adjunct baccalaureate transfer and career education faculty are directly responsible to the assigned administrative supervisor. Duties and responsibilities are as follows:

1. To teach classes assigned by the assigned administrative supervisor consistent with stated course objectives and to meet all classes in accordance with the published times for said classes.
2. To post and maintain regular office hours unless exempted by the appropriate department chair or associate dean.
3. To observe, support, and enforce the regulations, policies, and programs of the College.
4. To represent the College creditably with respect to any of its activities.
5. To fulfill all terms of the employment contract unless, through mutual agreement between the College and the individual, an exception is arranged.
6. To perform other professional duties as assigned by the assigned administrative supervisor.

EMPLOYMENT RIGHTS AND LIMITATIONS

Full-time teaching employees have, in addition to their classroom instruction, other teaching duties and responsibilities that are not required of adjunct faculty.

Adjunct instructors are not entitled to the same employment rights granted full-time teaching faculty, including but not limited to: right to remuneration on the same basis; right to employment beyond the date shown on the employment agreement; or right to tenure.

COMPENSATION**Adjunct Baccalaureate Transfer and Career Education Faculty Teaching Half-Time or More on Campus During the Day**

Adjunct baccalaureate transfer and career education instructors who teach half-time or more on campus and who were employed during the 1976-77 academic year will receive the same rate of pay per equated

semester hour which they received for teaching half-time or more on campus during the day for the 1976-77 academic year.

Adjunct Baccalaureate Transfer and Career Education Faculty Teaching Half-Time or Less

Adjunct baccalaureate transfer and career education instructors who teach less than half-time and who were employed prior to or during the 1976-77 academic year will receive the same rate of pay per equated semester hour which they received for teaching such classes during the 1976-77 academic year.

Adjunct Faculty Teaching Adult and Community Education Classes

Community education credit classes include those taught during the day or evening at off-campus locations as part of the College's adult and continuing education program. Adjunct baccalaureate transfer and career education instructors who teach adult and continuing education classes and who were employed prior to or during the 1976-77 academic year will receive the same rate of pay per equated semester hour which they received for teaching adult and continuing education classes during the 1976-77 academic year.

Compensation for Adjunct Faculty

Effective fall semester **1998**, all adjunct instructors who have accumulated less than 30 equated semester hours of teaching experience will be compensated at the rate of **\$380** per equated semester hour assignment. Effective fall semester **1998**, all adjunct instructors who have accumulated 30 or more equated semester hours of teaching experience at John A. Logan College will receive **\$405** per equated semester hour compensation.

Compensation for part-time adult and continuing education instructors shall be based upon the prevailing hourly rate approved by the President and the Board of Trustees.

Absences

When a part-time instructor is absent from a teaching assignment (including the regular assignment and/or extra credit or continuing education credit course assignment) because of illness or other causes, he/she will not be compensated for the instruction missed, unless the circumstances prohibit the College from employing a substitute to replace him/her.

Pay for Substitute Teaching

Individuals who substitute teach for adjunct baccalaureate transfer and career education instructors will be paid at the rate of \$11 per hour for laboratory substitution and \$15 per hour for lecture-type substitution. Substitutes for hospital clinical supervision in the area of clinical nursing will be compensated at a rate of \$25 per hour. The administration will strive to utilize full-time teaching faculty for substitute teaching assignments.

Evaluation

All adjunct instructors will be evaluated based on the extent to which they successfully fulfill the duties and responsibilities of adjunct instructors. In addition, all adjunct faculty will be evaluated based on the following performance expectations:

1. To encourage and facilitate a positive learning environment in the classroom and to establish an effective working relationship with the students.
2. To demonstrate a thorough knowledge of subject area and effective teaching techniques.
3. To demonstrate effective communication skills and sensitivity to student needs and varying student abilities.
4. To show evidence of adequate preparation for classroom activities and applications to relevant real-life examples.
5. To provide individual academic assistance outside the classroom and to begin and end all class sessions on time.

Contracts

All contracts for adjunct baccalaureate transfer and career education teaching assignments will be issued as soon as possible after the beginning of the semester. This contract will be for one semester only and the College assumes no contractual obligation for subsequent employment beyond the dates indicated on the contract as issued. Adjunct contracts must be signed and returned to the office of the Vice-President for Instruction within one week of the issuance date. Failure to sign and return contracts within the seven-day period invalidates the contract. If the College decides to cancel all or part of the tentative adjunct assignment prior to the issuance of the signed contract, the College does not assume any contractual obligation to the instructor involved. The College will reimburse the instructor on a pro-rata basis for the contact hours that the instructor has met the class prior to the cancellation.

Class Assignments

Tentative assignments of adjunct baccalaureate transfer and career education faculty shall be made by the Vice-President for Instruction.

The instructor shall meet the tentatively scheduled class during the late registration period at the College.

Within one week following the last day of late registration or before, a decision will be made concerning the need for the class. If the Vice-President for Instruction determines that sufficient need does not exist for the class, it shall be canceled and a contract shall not be issued.

Until such time as an adjunct contract is entered into, the only obligation the College assumes is to pay the tentative instructor on a pro-rata basis for the contact hours taught at the appropriate rates.

Adjunct Teaching Load

Adjunct baccalaureate transfer and career education instructors at John A. Logan College may teach no more than 12 equated hours per semester. Additional services provided to the College by adjunct baccalaureate and career education faculty, such as providing short-term training, conducting seminars,

and miscellaneous assignments, will be equated to semester credit hours and will apply to the above teaching assignment limitations.

Adult and community education instructors may teach no more than 28 contact hours per week per term.

Promotion of Adjunct Baccalaureate Transfer and Career Education Faculty to Full-Time Status

Appointments to all full-time positions require that the provisions and procedures of Board Policy No. 5110 be followed. Adjunct baccalaureate transfer and career education faculty may be considered for a full-time position under this policy by filing an application for employment in the existing vacancy.

Other Benefits

Effective spring semester 1991, adjunct faculty members, other than adult and continuing education instructors, who have accumulated 30 equated semester hours of teaching load or more and who regularly teach 8 hours or more (a minimum of one semester just prior to accumulating benefits) each semester will be granted the following benefits:

1. Tuition waivers for themselves and their immediate family as currently allowed for full-time employees as outlined in Board Policy No. 7370.
2. Adjunct employees may accumulate sick leave time.

ADOPTED: MARCH 6, 1973

AMENDED: OCTOBER 3, 1978; APRIL 12, 1983; SEPTEMBER 13, 1983; MARCH 13, 1989; NOVEMBER 12, 1990; JULY 20, 1993; SEPTEMBER 24, 1996; OCTOBER 22, 1996; AUGUST 31, 1999; SEPTEMBER 24, 2019 (TITLES); **JUNE 28, 2022 (TENTATIVE)**

REVIEWED: **MAY 17, 2022**

LEGAL REF.:

CROSS REF.: BOARD POLICY 5412

Purchasing**7154**

College purchasing is the responsibility of the President and the Vice-President for Business Services & CFO. Purchases must be handled in accordance with a commonly accepted business procedure and substantiated with the necessary records to satisfy audit and inventory requirements. All expenditures must be compatible with the current budget and fully comply with all Illinois Statutes affecting purchasing. Products with recycled content shall be procured wherever and whenever cost, specifications, standards, and availability are comparable to products without recycled content.

1. Whenever possible, competitive prices are to be secured on items costing \$25,000 or less. With the exception of clothing, books, and postage purchases, written evidence documenting compliance with this statement will be maintained in the purchasing files of the business office for all purchases exceeding \$2,500 where available. The Director of Purchasing and Auxiliary Services may approve additional exceptions on a case-by-case basis.
2. Purchase of supplies, materials, or work involving an expenditure in excess of \$25,000 must be awarded to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, and serviceability, after due advertisement, except the following:
 - (a) contracts for the services of individuals possessing a high degree of professional skill (however, the Board may use a competitive selection process for such service whenever it is deemed appropriate);
 - (b) contracts for the printing or engraving of bonds, tax warrants, and other evidence of indebtedness;
 - (c) contracts for materials and work which have been awarded to the lowest responsible bidder after due advertisement, but due to unforeseen revisions, not the fault of the contractor for materials and work, must be revised, causing expenditures, not to exceed ten (10) percent of the contract price;
 - (d) contracts for the maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent;
 - (e) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services;
 - (f) contracts for duplicating machines and supplies;
 - (g) contracts for the purchase of natural gas when the cost is less than that offered by a public utility;
 - (h) purchase of equipment previously owned by some entity other than the district itself;
 - (i) contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type, or extent of an existing facility;
 - (j) contracts for goods or services procured from another governmental agency;
 - (k) contracts for goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets, and reports;
 - (l) contracts for utility services such as water, light, heat, telephone, or telegraph;
 - (m) emergency expenditures approved by three-fourths (3/4) of the members of the Board.

3. Specifications on contracts for supplies or work involving expenditures of more than \$25,000, which are not included in the budget, must be brought to the Board for approval before bids are sought. For contracts involving less than \$25,000, the President shall use his judgment as to the most appropriate way to complete the transaction.
4. Contractors who develop or draft specifications, requirements, statements of work (scope of services), or Requests for Proposals are excluded from competing from such procurements.
5. Sealed bids must be opened and announced at a public bid opening. Bidders must be given at least three (3) days notice of time and place of bid opening, and at least one (1) public notice in a newspaper published in the district must be given ten (10) days before the bid date.
6. The administration may utilize joint purchasing with the State of Illinois when such joint purchasing will benefit the College. As with contracts for supplies or work involving expenditures of more than \$25,000, which are not included in the budget, prior approval of the Board of Trustees will be obtained.
7. The administration will report to the Board of Trustees all purchases and contracts between \$10,000 and \$25,000.
8. Issuance of purchasing cards must be approved by the respective dean or vice-president.
9. All expenditures must be within the scope of the approved budget and in compliance with this Board Policy 7154. Purchasing not requiring Board approval in advance is subject to the following approval limitations:

President	\$25,000
<u>Level 5 - Executive Administrators</u>	\$ 5,000
<u>Level 4 – Senior Administrators</u>	\$ 2,500
<u>Level 3 - Administrators</u>	\$ 1,500
<u>Head Coaches</u>	\$ 1,000
<u>Levels 1-2 – Managers and Professional Staff</u>	\$ 500

ADOPTED: MAY 7, 1968

AMENDED: OCTOBER 6, 1981; MARCH 13, 1989; FEBRUARY 11, 1992; JULY 28, 1998; JANUARY 25, 2005;
OCTOBER 21, 2008; SEPTEMBER 22, 2009; MAY 22, 2012; FEBRUARY 24, 2015;
SEPTEMBER 26, 2017; **JUNE 28, 2022 (TENTATIVE)**

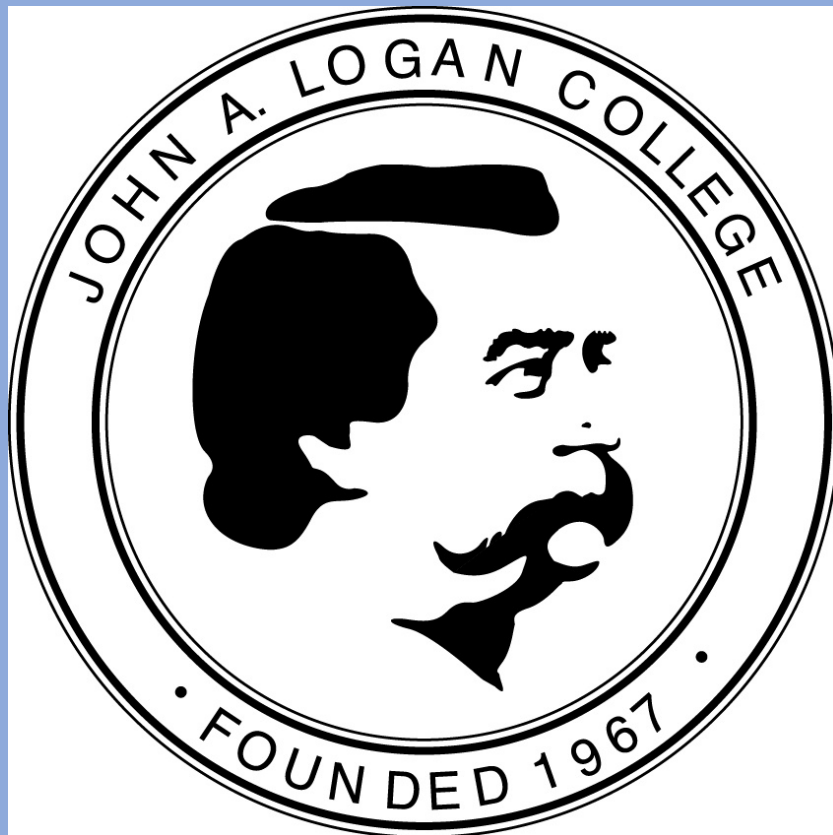
REVIEWED: JULY 24, 2017; **MAY 17, 2022**

LEGAL REF.: 110 ILCS 805/3-27.2; PUBLIC ACT 95-0990

CROSS REF.: BOARD POLICIES 7152; ADMINISTRATIVE PROCEDURES 701, 522

Old Business Item 10.B

Adoption of FY 2023 Budget



**JOHN A. LOGAN COLLEGE
OLD BUSINESS FOR BOARD APPROVAL**

10.B – Adoption of the 2022-2023 Budget

1. SUBJECT

Adoption of the 2022-2023 Budget

2. REASON FOR CONSIDERATION

An analysis of the 2022-2023 budget is included as an attachment. Changes between the tentative budget and the proposed final budget were reported at the budget hearing. Therefore, the following resolution is recommended to be adopted by the Board of Trustees:

WHEREAS the Community College Board of John A. Logan College District No. 530, Counties of Williamson, Jackson, Franklin, Randolph, and Perry, and the State of Illinois caused to be prepared in tentative form a budget and the secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon, and whereas a public hearing was held as to such budget on the 28th day of June 2022. Notice of the hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with.

NOW THEREFORE BE IT RESOLVED by the Community College Board of said District as follows:

SECTION 1 -- That the fiscal year of the Community College District be and the same is hereby fixed and declared to be beginning July 1, 2022, and ending June 30, 2023, and

SECTION 2 -- That the budget containing an estimate of amounts available in each fund separately and of expenditures from each, and same is hereby adopted as the budget of this Community College District for the said fiscal year.

3. BACKGROUND INFORMATION

The tentative budget for the 2022-2023 academic year was presented at the May 24, 2022 meeting, and a public meeting was held at 6:00 p.m., June 28, 2022, in the Administration Board Room, John A. Logan College, 700 Logan College Drive, Carterville, IL. Changes between the tentative and final proposed budget were stated during the budget hearing.

4. RECOMMENDATION

That the Board of Trustees adopt the 2022-2023 budget as recommended and that the administration be authorized to implement this budget effective July 1, 2022.

Staff Contact: Stacy Buckingham



Annual Budget for Fiscal Year 2023

**John A. Logan College
Carterville, IL 62918**

June 28, 2022

Summary of Fiscal Year 2023 Budget by Fund

Summary of Budget by Fund:	General		Special Revenue		
	Education Fund	Operations & Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection, Settlement Fund
Fiscal Year 2023					
Beginning Balance	\$9,575,000	\$899,000	\$2,700,000	\$28,500	\$490,000
Budgeted Revenue	24,841,084	4,423,720	16,300,000	57,620	2,299,300
Budgeted Expenditures	25,713,134	4,948,395	17,000,000	59,500	2,494,079
Budgeted Transfers from (to) Other Funds	(2,147,300)	(100,000)	300,000		
Budgeted Ending Balance (Deficit)	\$6,555,650	\$274,325	\$2,300,000	\$26,620	\$295,221

Summary of Budget by Fund:	Debt Service	Capital Projects	Proprietary Fund
	Bond & Interest Fund	Operations & Maintenance Fund (Restricted)	Auxiliary Enterprises Fund
Fiscal Year 2023			
Beginning Balance	\$130,399	\$10,734,204	\$74,000
Budgeted Revenue	5,004,586	5,326,800	1,004,145
Budgeted Expenditures	5,004,961	11,334,097	2,888,593
Budgeted Transfers from (to) Other Funds	0	100,000	1,847,300
Budgeted Ending Balance (Deficit)	\$130,024	\$4,826,907	\$36,852

The official budget which is accurately summarized in this document is being presented for approval to the Board of Trustees on June 28, 2022.

Attest: _____

Summary of Fiscal Year 2023 Estimated Revenues

	Education Fund	Operations and Maintenance Fund	Total Operating Funds	% of Total
Operating Revenues By Source:				
Local Government Sources:				
Current Taxes	\$6,200,000	\$1,030,000	\$7,230,000	24.71%
Corporate Personal Property Replacement Tax	\$800,000		800,000	2.73%
TOTAL LOCAL GOVERNMENT	\$7,000,000	\$1,030,000	\$8,030,000	27.44%
State Governmental Sources:				
ICCB Base Operating Grants	\$2,071,502	\$1,020,292	\$3,091,794	10.56%
ICCB Equalization Grants	4,336,582	2,135,928	6,472,510	22.12%
ICCB Performance Allocation Grant	10,000		10,000	0.03%
ICCB Veterans Grant	92,000		92,000	0.31%
ICCB-CTE Vocational Education	380,000		380,000	1.30%
TOTAL STATE GOVERNMENT	\$6,890,084	\$3,156,220	\$10,046,304	34.32%
Federal-Dept. of Education	\$45,000	\$20,000	\$65,000	0.22%
Federal-Dept. of Health Human Services	300,000	126,000	426,000	1.46%
Federal Government-Other	15,000	6,000	21,000	0.07%
TOTAL FEDERAL FUNDS	\$360,000	\$152,000	\$512,000	1.75%
Student Tuition and Fees:				
Tuition	\$9,750,000		\$9,750,000	33.32%
Fees	734,500		734,500	2.51%
TOTAL TUITION AND FEES	\$10,484,500	\$0	\$10,484,500	35.83%
Other Sources:				
Sales and Service Fees	\$52,500		\$52,500	0.18%
Facilities Revenue		\$68,000	68,000	0.23%
Investment Revenue	35,000	2,500	37,500	0.13%
Other Sources	19,000	15,000	34,000	0.12%
TOTAL OTHER SOURCES	\$106,500	\$85,500	\$192,000	0.66%
TOTAL FY 2023 BUDGETED REVENUE	\$24,841,084	\$4,423,720	\$29,264,804	100.00%
Less Nonoperating Items:				
Tuition Chargeback Revenue	\$0		\$0	
ADJUSTED REVENUE	\$24,841,084	\$4,423,720	\$29,264,804	

Summary of Fiscal Year 2023 Operating Budgeted Expenditures

	Education Fund	Operations and Maintenance Fund	Total Operating Funds	% of Total
<u>BY PROGRAM:</u>				
Instruction	\$10,067,952		\$10,067,952	30.59%
Academic Support	2,779,596		2,779,596	8.45%
Student Services	2,947,202		2,947,202	8.96%
Public Service	739,953		739,953	2.25%
Operation & Maintenance of Plant		\$4,471,759	4,471,759	13.59%
Institutional Support	6,342,831	476,636	6,819,467	20.72%
Scholarships, Student Grants, Waivers	2,835,600		2,835,600	8.62%
TRANSFERS	2,147,300	100,000	2,247,300	6.83%
Total FY 2023 Budgeted Expenditures	\$27,860,434	\$5,048,395	\$32,908,829	100.0%
Less Nonoperating Items:				
Tuition Chargeback	\$0		\$0	
ADJUSTED EXPENDITURES	\$27,860,434	\$5,048,395	\$32,908,829	
<u>BY OBJECT:</u>				
Salaries	\$16,406,081	\$2,670,108	\$19,076,189	57.97%
Employee Benefits	2,230,433	438,434	2,668,867	8.11%
Contractual Services	1,696,919	350,769	2,047,688	6.22%
General Materials & Supplies	1,528,633	434,620	1,963,253	5.97%
Conference & Meeting Expense	495,365	10,550	505,915	1.54%
Fixed Charges	11,430	27,808	39,238	0.12%
Utilities	13,100	836,090	849,190	2.58%
Capital Outlay	29,573	130,016	159,589	0.48%
Other	3,201,600	0	3,201,600	9.73%
Provision for Contingency	100,000	50,000	150,000	0.46%
TRANSFERS	2,147,300	100,000	2,247,300	6.83%
Total FY 2023 Budgeted Expenditures	\$27,860,434	\$5,048,395	\$32,908,829	100.0%
Less Nonoperating Items:				
Tuition Chargeback	\$0		\$0	
ADJUSTED EXPENDITURES	\$27,860,434	\$5,048,395	\$32,908,829	

Fiscal Year 2023 Budgeted Expenditures

<u>Education Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		
Salaries	\$8,195,548	
Employee Benefits	809,010	
Contractual Services	201,342	
General Materials & Supplies	375,504	
Conference & Meeting Expense	151,675	
Fixed Charges	200	
Utilities	5,100	
Capital Outlay	9,573	
Other	300,000	
Contingency	20,000	\$10,067,952
ACADEMIC SUPPORT		
Salaries	\$1,976,008	
Employee Benefits	350,153	
Contractual Services	206,032	
General Materials & Supplies	176,258	
Conference & Meeting Expense	65,865	
Fixed Charges	5,280	
Capital Outlay	0	
Other	0	2,779,596
STUDENT SERVICES		
Salaries	\$2,198,440	
Employee Benefits	362,029	
Contractual Services	118,245	
General Materials & Supplies	150,663	
Conference & Meeting Expense	61,225	
Fixed Charges	0	
Capital Outlay	0	
Other	36,600	
Contingency	20,000	2,947,202
PUBLIC SERVICE		
Salaries	\$498,333	
Employee Benefits	44,102	
Contractual Services	84,118	
General Materials & Supplies	61,125	
Conference & Meeting Expense	26,275	
Fixed Charges	2,200	
Utilities	8,000	
Other	15,800	739,953
INSTITUTIONAL SUPPORT		
Salaries	\$3,537,752	
Employee Benefits	665,139	
Contractual Services	1,087,182	
General Materials & Supplies	765,083	
Conference & Meeting Expense	190,325	
Fixed Charges	3,750	
Capital Outlay	20,000	
Other	13,600	
Contingency	60,000	6,342,831
SCHOLARSHIPS, STUDENT GRANTS, WAIVERS		
Other	\$2,835,600	2,835,600
TRANSFERS		2,147,300
GRAND TOTAL		\$27,860,434

Fiscal Year 2023 Budgeted Expenditures

<u>Operations and Maintenance Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		
Salaries	\$2,371,000	
Employee Benefits	382,326	
Contractual Services	331,819	
General Materials & Supplies	340,400	
Conference & Meeting Expense	2,300	
Fixed Charges	27,808	
Utilities	836,090	
Capital Outlay	130,016	
Other	0	
Provision for Contingency	<u>50,000</u>	<u>\$4,471,759</u>
INSTITUTIONAL SUPPORT		
Salaries	299,108	
Employee Benefits	56,108	
Contractual Services	18,950	
General Materials & Supplies	94,220	
Conference & Meeting Expense	8,250	
Capital Outlay	<u>0</u>	<u>476,636</u>
TRANSFERS		100,000
GRAND TOTAL		<u><u>\$5,048,395</u></u>

Fiscal Year 2023 Estimated Revenues

<u>Restricted Purposes Fund:</u>	<u>Revenues</u>	<u>Totals</u>
State Governmental Sources		
ICCB Adult Education	350,000	
ICCB Career and Technical Education	50,000	
ISBE Grants	200,000	
Other Illinois Governmental Sources	<u>3,500,000</u>	
TOTAL STATE GOVERNMENT		\$4,100,000
Federal Governmental Sources		
Department of Education	\$7,100,000	
Department of Labor	200,000	
Department of Health and Human Services	2,100,000	
Federal Sources-Other	<u>2,800,000</u>	
TOTAL FEDERAL GOVERNMENT		<u>12,200,000</u>
		16,300,000
TRANSFERS		<u>300,000</u>
GRAND TOTAL		<u><u>\$16,600,000</u></u>

Fiscal Year 2023 Budgeted Expenditures

<u>Restricted Purposes Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
INSTRUCTION		
Salaries	\$600,000	
Employee Benefits	75,000	
Contractual Services	250,000	
General Materials & Supplies	600,000	
Conference & Meeting Expense	100,000	
Fixed Charges	30,000	
Capital Outlay	480,000	
Other	400,000	\$2,535,000
ACADEMIC SUPPORT		
Salaries	\$350,000	
Employee Benefits	30,000	
Contractual Services	65,000	
General Materials & Supplies	200,000	
Conference & Meeting Expense	30,000	
Capital Outlay	200,000	
Other	150,000	1,025,000
STUDENT SERVICES		
Salaries	\$350,000	
Employee Benefits	100,000	
Contractual Services	60,000	
General Materials & Supplies	70,000	
Conference & Meeting Expense	60,000	
Capital Outlay	40,000	
Other	100,000	780,000
PUBLIC SERVICE		
Salaries	\$1,200,000	
Employee Benefits	300,000	
Contractual Services	250,000	
General Materials & Supplies	100,000	
Conference & Meeting Expense	75,000	
Fixed Charges	30,000	
Utilities	30,000	
Capital Outlay	20,000	
Other	450,000	2,455,000
OPERATION AND MAINTENANCE OF PLANT		
Salaries	100,000	
Employee Benefits	15,000	
Contractual Services	50,000	
General Materials & Supplies	100,000	
Fixed Charges	50,000	315,000
INSTITUTIONAL SUPPORT		
Salaries	\$200,000	
Employee Benefits	450,000	
Contractual Services	215,000	
General Materials & Supplies	315,000	
Conference & Meeting Expense	10,000	
Capital Outlay	150,000	
Other	50,000	
Provision for Contingency	500,000	1,890,000
SCHOLARSHIPS, STUDENT GRANTS, AND WAIVERS		
Salaries	\$100,000	
Financial Aid	7,900,000	8,000,000
GRAND TOTAL		\$17,000,000

Fiscal Year 2023 Estimated Revenues

<u>Audit Fund:</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current Taxes	<u>\$57,420</u>	<u>\$57,420</u>
Other Sources		
Investment Revenue	<u>\$200</u>	<u>\$200</u>
GRAND TOTAL		<u><u>\$57,620</u></u>

Fiscal Year 2023 Budgeted Expenditures

<u>Audit Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Contractual Services	<u>\$59,500</u>	<u>\$59,500</u>
GRAND TOTAL		<u><u>\$59,500</u></u>

Note: Expenditures include both audit and actuarial services.

Fiscal Year 2023 Budgeted Revenues

<u>Liability, Protection and Settlement Fund:</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current Taxes	\$2,296,800	<u>\$2,296,800</u>
Other Sources		
Investment Revenue	\$2,500	<u>2,500</u>
GRAND TOTAL		<u><u>\$2,299,300</u></u>

Fiscal Year 2023 Budgeted Expenditures

<u>Liability, Protection and Settlement Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
OPERATION AND MAINTENANCE OF PLANT		
Salaries	\$779,421	
Employee Benefits	96,403	
Contractual Services	19,220	
General Materials & Supplies	71,840	
Conference & Meeting Expense	8,700	
Capital Outlay	40,685	<u>\$1,016,269</u>
INSTITUTIONAL SUPPORT		
Salaries	\$81,154	
Employee Benefits	633,993	
Contractual Services	207,663	
General Materials & Supplies	10,000	
Fixed Charges	410,000	
Capital Outlay	110,000	
Contingency	25,000	<u>1,477,810</u>
GRAND TOTAL		<u><u>\$2,494,079</u></u>

Fiscal Year 2023 Budgeted Revenues

<u>Bond and Interest Fund:</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current Taxes	<u>\$5,002,586</u>	<u>\$5,002,586</u>
Other Sources		
Investment Revenue	<u>\$2,000</u>	<u>2,000</u>
TRANSFERS		<u>0</u>
GRAND TOTAL		<u><u>\$5,004,586</u></u>

Fiscal Year 2023 Budgeted Expenditures

<u>Bond and Interest Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Principal Expense	\$4,125,000	
Interest Expense	877,586	
Other	<u>2,375</u>	<u>\$5,004,961</u>
GRAND TOTAL		<u><u>\$5,004,961</u></u>

Fiscal Year 2023 Budgeted Revenues

<u>Operations and Maintenance Fund-Restricted:</u>	<u>Revenues</u>	<u>Totals</u>
Local Government Sources		
Current Taxes	\$1,031,800	<u>1,031,800</u>
Federal Sources		
Transportation Grant	\$80,000	
Economic Development Grant	\$4,200,000	<u>4,280,000</u>
Other Sources		
Investment Revenue	15,000	
Lease Revenue	<u>0</u>	<u>15,000</u>
TRANSFERS		<u>\$100,000</u>
GRAND TOTAL		<u><u>5,426,800</u></u>

Fiscal Year 2023 Budgeted Expenditures

<u>Operations and Maintenance Fund-Restricted:</u>	<u>Appropriations</u>	<u>Totals</u>
INSTITUTIONAL SUPPORT		
Contractual Services	\$250,000	
Capital Outlay	\$10,884,097	
Contingency	<u>\$200,000</u>	<u>\$11,334,097</u>
GRAND TOTAL		<u><u>\$11,334,097</u></u>

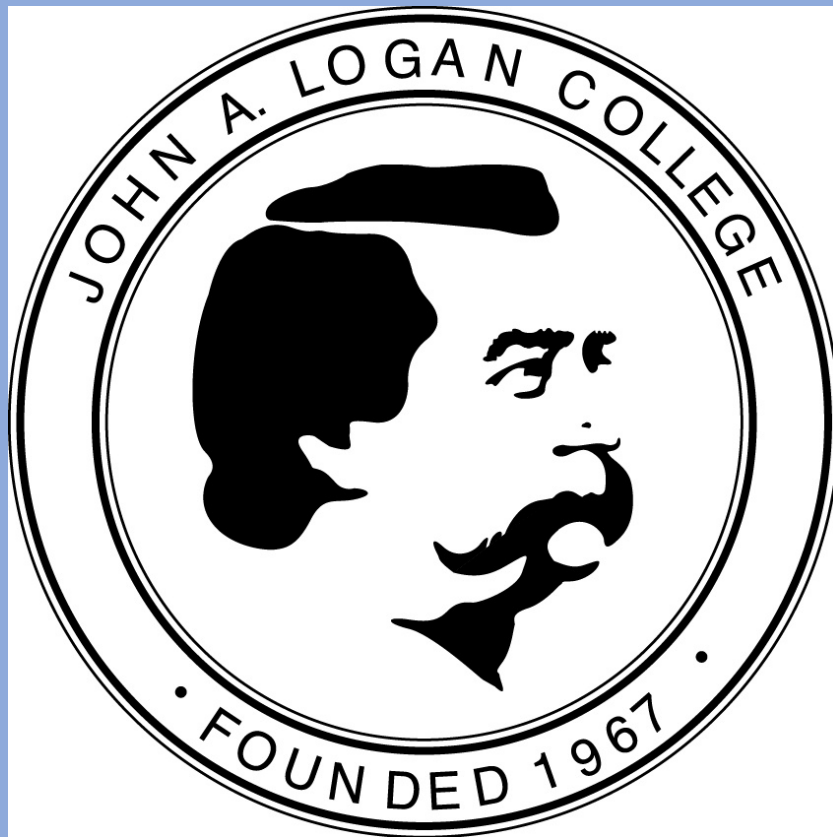
Fiscal Year 2023 Budgeted Revenues

<u>Auxiliary Enterprises Fund:</u>	<u>Revenues</u>	<u>Totals</u>
Other Sources		
Student Activity Fee	285,000	
Sales and Service Fees	719,145	
Other	0	
	<hr/>	1,004,145
TRANSFERS		1,847,300
		<hr/>
GRAND TOTAL		\$2,851,445
		<hr/> <hr/>

Fiscal Year 2023 Budgeted Expenditures

<u>Auxiliary Enterprises Fund:</u>	<u>Appropriations</u>	<u>Totals</u>
PUBLIC SERVICE		
Salaries	\$548,159	
Employee Benefits	89,228	
Contractual Services	31,870	
General Materials & Supplies	74,400	
Conference & Meeting Expense	5,750	
Utilities	94,000	
Capital Outlay	14,000	
Other	30,000	
	<hr/>	\$887,407
INDEPENDENT OPERATIONS		
Salaries	\$561,675	
Employee Benefits	64,048	
Contractual Services	221,417	
General Materials & Supplies	156,433	
Conference & Meeting Expense	175,713	
Fixed Charges	33,090	
Scholarships	179,954	
Other	12,100	
	<hr/>	\$1,404,430
INSTITUTIONAL SUPPORT		
Contractual Services	3,800	
General Materials & Supplies	\$56,950	
Fixed Charges	\$66,006	
Provision for Contingency	25,000	
	<hr/>	\$151,756
SCHOLARSHIPS, STUDENT GRANTS, WAIVERS		
Other-Waivers	\$445,000	
	<hr/>	\$445,000
GRAND TOTAL		\$2,888,593
		<hr/> <hr/>

FY 2023 Budget Analysis





Budget Analysis Fiscal Year 2023

John A. Logan College

Carterville, IL 62918

June 28, 2022

JOHN A. LOGAN COLLEGE
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Budget Calendar – FY 2023

FEBRUARY

- New budget version was created in budgeting software
- Historical data for FY 2020 & FY 2021 actual expenditures & FY 2022 budget imported in software
- Salary and fringe benefit projections started

MARCH & APRIL

- Refresher trainings with Budget Officers were held in person, March 4 - 14, 2022
- Performed initial revenue projections
- Budget Officers worked to build detailed departmental budgets and justify requests
- Budget Officers submitted departmental budgets to next level of review
- Memo from ICCB regarding the FY 2023 state budget signed by the Governor on April 19, 2022
 - Supplemental FY 2022 allocations of 5% were awarded
 - FY 2023 maintained a 5% increase over the original FY 2022 allocations

MAY

- Reviewers met with division heads to discuss budgets and perform adjustments
- Projection of FY 2022 ending fund balances
- Updated salary and fringe benefit projections
- Updated tuition and fee revenues based on more current numbers
- Additional budget analysis and discussion by Administration
- Legal budget preparation by the Vice-President for Business Services
- ICCB notification on May 24, 2022 of individual college allocations for:
 - Base operating, Equalization, and CTE Vocational funds
- Tentative budget submitted to Board of Trustees, May 24, 2022
- Notification in local newspaper
- Tentative budget put on public display for a 30-day inspection period

JUNE

- Updated State revenues to actual allocations prior to final proposed budget
- Updated property tax revenues based on EAV's from two counties prior to final proposed budget
- Updated expenditure estimates in areas related to technology and academic support
- Public budget hearing, June 28, 2022 6:00 p.m.
- Proposed final budget submitted to the Board of Trustees for consideration, June 28, 2022

FACTORS AFFECTING FY 2023 BUDGET PROCESS:

On April 19, 2022, the College received notification that the Governor had signed a state budget with 5% increases for higher education. With complicated funding formulas, this does not necessarily mean increased funding for all individual colleges. On May 24, 2022, the College received notice from the ICCB of budget allocations for its significant state funding sources: Base Operating, Equalization, and the CTE Vocational grant. After adding a Small College grant, Performance Funding, and an expected Veteran's grant the total state funding is over \$10 million.

The College had a decline in funded unrestricted credit hours which are the basis of the formula for calculating the Base Operating grant. CTE state allocations are based on funded hours for Business, Technical and Health which also experienced a decline. Funded credit hours will be discussed more in the Budget Message. There was also a decrease of \$69,850 in Equalization funding. The Equalization grant is based on the difference between the College's calculated in-district revenue per FTE and the statewide calculated threshold multiplied by JALC's FTE. JALC's FTE decreased by 10.9%.

Overall state appropriations seeing a 5% increase in Base Operating, Equalization, and CTE grants helped offset some of the decline due to decreases in funded credit hours and FTE that would have occurred, if state funding had remained flat over prior year. The receipt of the individual state allocations helps improve the accuracy of final revenue projections and adjustments to actual were made between the tentative and the proposed budget.

Statewide enrollment trends and credit hour generation have been on the decline. Tuition and fee estimates have more uncertainty than property taxes or state revenue. Tuition estimates represent a tuition increase of \$7 a credit hour, but also depend on some credit hour recovery to come to fruition. Even with lower enrollment trends, student tuition/fee revenue is the single largest resource in the budget at just under 36% followed closely by state revenue at just over 34%.

As with the last several years, attrition planning was factored into this budget process. Retirements include two full-time Faculty, three Professional staff, one Operational staff, and one Building Maintenance employee. This budget also includes funding for some new positions. A Risk Manager is being budgeted in the Liability, Protection, and Settlement fund. The area of Academic Support includes an Administrative Assistant in the area of Curriculum and Instruction, an LMS Coordinator, and a part-time Coordinator for a Police Academy. The College will have new full-time faculty hires for fall 2022 in Biology, Digital Media, Music, and Nursing. Salary increases for each employee group and a health insurance increase of 5% were factored into the FY 2023 budget.

Technology needs are a significant factor in the budget process. Support for the ERP system, network services, LMS system, and other software are key elements in College operations. The budget has 12 months of funding for the new VoIP phone system. It includes classroom technology upgrades, student lab computers, and a new student communications tool from technology fee funds.

STRATEGIC PLAN GOALS / ITEMS EMPHASIZED IN BUDGET:

A long-range Strategic Plan Steering Committee and Task Force were created from both external and internal constituents to develop a five-year strategic plan and information is being presented to the Board of Trustees in June for initial review. Below are the proposed strategic pillars and proposed core values. The budget process for FY 2024 will work in conjunction with the future five-year strategic plan goals which will be developed in July. Below are expected institutional accomplishments and areas of the FY 2023 budget that align with Student Success.

STRATEGIC PILLARS:

- Student Success
- Arts, Culture, & Community Engagement
- Regional Career and Economic Development
- Organizational Culture

CORE VALUES:

- Student-Centered, Integrity, Respect, Community, Optimism

INSTITUTIONAL ACCOMPLISHMENTS EXPECTED IN FY 2023:

- Create an updated Student Enrollment Management (SEM) plan
- Create an updated financial literacy program for students
- Continued support for Diversity and Inclusion events and workshops
- Create a more robust student life department
- Implement new course offerings beyond the traditional 8 – 16 weeks
- Implement a winter session
- Develop new retention strategies
- Transition Graphic Design to a new program of Digital Media with a full-time Faculty member
- Continue with the development of pathways
- Implementation of the TransferBoost program with SIU (Computer Information Systems)
- Begin Early Childhood ECACE Consortium program initiative
- Implement a new assessment software
- Prepare for the CTE expansion and new construction through anticipated EDA grant funding
- Complete the Pedestrian Pathway project from the west entry to Logan Fitness
- Design work for the renovation of upper C and E wing instructional hallway and lobby
- Complete the design for the expansion of the west entry to create the new “front door” to campus with assistance from the Capital Development Board (CDB)

BUDGET MESSAGE – FY 2023 *Stacy Buckingham*, Vice-President of Business Services / CFO

The College has three main sources of operating revenue: student tuition and fees, IL state funding, and local property taxes. In contrast to FY 2021 and FY 2022, this year the College will not be able to rely on federal Higher Education emergency revenues to offset the impacts from COVID-19 and low enrollment. On the student side, the College still has \$630,552 in federal emergency grants remaining for disbursement in the Summer semester of 2022.

With the district's two largest counties reporting growth in EAV, budgeted property tax revenue reflects an increase of \$290,000 from the prior year. The budget for tuition and fees has been increased by \$168,000 or 1.63%. Lower enrollments were partially mitigated by the proactive 4-year tuition plan approved by the Board of Trustees in FY2020, which included a \$7 per credit hour increase in tuition for FY2023. Tuition/student fee revenue has maintained its proportion of total revenues consistently over the last several years with FY 2023 at almost 36%. Essentially, losses in credit hour generation and associated revenue have been held proportional to reductions in state revenues which are budgeted at just over 34%. Total anticipated operating revenues are \$29,264,804 which is a decrease of 1.66%.

Operating expenditures are anticipated to increase by 1.44% over last fiscal year for a total of \$32,908,829. The largest dollar increases are in fringe benefits and transfers to support other funds. This includes an increase in health insurance costs and support of Auxiliary fund activities.

With both an increase in expenditures and revenue loss, the combination has grown the FY 2023 budgeted deficit by \$960,517 over the prior year. If every budgeted dollar were spent, this would result in a deficit of \$3,019,350 in the Education fund and \$624,675 in the Operations and Maintenance fund for a total operating deficit of \$3,644,025. Expenditures include only \$150,000 of contingency funds. In such case, the ending accrual-based operating reserves would be \$6.8 million. Assuming that the \$2.7 million in budgeted transfers to other funds will be carried out as planned, the College would need 11.89% in expenditure underspend to eliminate the budgeted operating deficit. With 66% of expenditures budgeted for salaries and fringe benefits, this amount of underspend is unlikely.

The enrollment impact of COVID-19 is lingering. In looking at the ICCB technical appendix on funding levels, the data table following this budget message shows credit hour data that is frankly a little hard to take in. But we all need to absorb it, and prepare that the College's state funding is likely to be impacted the next couple of years.

As you will see from the credit hour data, the impact has been felt in almost all funding categories. For FY 2022, original system allocations were supplemented by approximately 5%. When comparing John A. Logan's Base Operating funding for FY 2023 to the increased FY 2022 levels, the College experienced a 4.6% decline, due to a loss in funded credit hours.

BUDGET MESSAGE – Continued

The College experienced a 20.1% decline in unrestricted credit hours for FY 2021 and a 10.3% decline in unrestricted credit hours for the three-year average of FY 2019 – FY 2021. Funding is based on a two-year lag. The greater of these two categories were used to fund the FY 2023 Base Operating grant. The three-year average which was the greater of the two, basically caught us from falling as far. More specifically, FY 2019 hours worked to offset declines in the two subsequent years, and helped pull the average up.

A state budget that reflected 5% increases over the original FY 2022 funding allocations helped offset some of the decline from decreased credit hours and decreased FTE that would have occurred if funding levels had remained flat over the prior year. I do not believe that we can realistically expect to receive 5% state budget increases every year.

This budget illustrates that almost 70% of operating revenues are connected to enrollment either through student tuition or state funding formulas. The Administration recognizes that enrollment recovery with increased FTE and credit hour growth are crucial to long-term financial health.

I have heard people bring up that the budget has reflected a deficit the last couple of years, but things turn out okay when it is all said and done. So, is FY 2023 going to be the same? At this point, specific allocations are already known for Base Operating, Equalization, and CTE Vocational dollars. Property taxes have been budgeted aggressively and are still contingent upon seeing 1.50% growth in the district's three smaller counties. The biggest unknown is the funding level of Corporate Personal Property Replacement Tax (CPPRT). FY 2023 estimated funding has not yet been released by the IL Department of Revenue.

Here are a few other things to consider. The last two years the College had assistance for lost revenue recovery from federal stimulus funds. These funds were budgeted conservatively as somewhat of an unknown in how the funds would be fully utilized. These funds will no longer be available in FY 2023. IL Colleges received 5% in supplemental ICCB funds for FY 2022 which has already been factored into FY 2023 allocations.

Underspend gets less each year as we continue to zero in on the specifics of budgeted expenses. When enrollment is down, there are some corresponding expenses that also tend to go down and when it recovers certain expenses go back up. There are some areas such as utilities, facility maintenance, and contractual obligations that are not going to fluctuate too much either way. We obviously have no way of knowing yet where fall and spring enrollments are truly going to finish. But, tuition estimates are contingent upon recovering a portion of lost credit hours.

I wish I had a crystal ball, but instead we have to put together a budget that represents what we feel are reasonable estimates of our resources and try to reflect what is needed to serve our students. The Budget Managers have put a great deal of work into detailing out these specific needs, and I greatly appreciate their efforts. We must closely monitor spending and resources throughout the entire year and respond accordingly as we have more up-to-date information.

ICCB BASE OPERATING FUNDING - UNRESTRICTED CREDIT HOURS

	FY 2023	FY 2022
Funding	ICCB Allocations	ICCB Allocations
Base Operating	\$3,064,374	\$3,060,040
Supplemental	0	151,090
Total	\$3,064,374	\$3,211,130
Decline	-4.6% (FY 23 vs. FY22 with supplemental funds)	

Small College Grant	\$27,420	\$0
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	FY 2021 Hours	FY 2020 Hours	FY 2019 Hours
Category	Unrestricted	Unrestricted	Unrestricted
Baccalaureate	34,744.00	41,598.00	45,620.00
Business	4,036.50	4,917.00	5,725.00
Technical	6,425.50	10,356.50	11,187.00
Health	8,912.50	10,639.50	11,684.50
Remedial	1,123.00	1,653.00	2,564.00
ABE/ASE	973.00	1,184.00	941.00
Total	56,214.50	70,348.00	77,721.50
	(14,133.50)	(7,373.50)	
	-20.1%	-9.5%	

	FY19/FY20/FY21	FY18/FY19/FY20	FY17/FY18/FY19
	Three-Year Avg	Three-Year Avg	Three-Year Avg
Category	Unrestricted Hours	Unrestricted Hours	Unrestricted Hours
Baccalaureate	40,654.00	44,520.70	46,112.30
Business	4,892.80	5,535.70	6,209.30
Technical	9,323.00	10,964.20	11,588.20
Health	10,412.20	11,558.30	12,944.70
Remedial	1,780.00	2,434.00	2,840.70
ABE/ASE	1,032.70	940.30	1,002.50
Total	68,094.70	75,953.20	80,697.70
	Funded Hours	Funded Hours	Funded Hours
	(7,858.50)	(4,744.50)	
	-10.3%	-5.9%	

Base Operating funded hours are the greater of the unrestricted credit hours for two years prior to the formula being calculated or the average of the last three fiscal years. FY 2023 was funded on the average of FY19/FY20/FY21.

OPERATING FUND DESCRIPTIONS:

John A. Logan College has two Operating funds: The Education Fund and the Operations and Maintenance Fund. The Education fund works in combination with the Operations and Maintenance Fund to make up the College's General Fund.

EDUCATION FUND:

The Education Fund is used to account for the revenues and expenditures of the academic and service programs of the college. It includes the cost of instructional, administrative, and professional salaries; supplies and moveable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational programs of the college. This fund supports all instructional programs, provides numerous forms of student services, and has a public service component as well as providing institutional support. In addition, it includes funds for student scholarships and tuition waivers.

OPERATIONS AND MAINTENANCE FUND:

This fund is used to account for expenditures for the improvement, maintenance, repair, or benefit of buildings and property, including the cost of interior decorating and the installation, improvement, repair, replacement, and maintenance of building fixtures; rental of buildings and property for community college purposes. If approved by resolution of the local board, the payment of salaries of janitors, engineers, or other custodial employees; all costs of fuel, lights, gas, water, telephone service, custodial supplies, and equipment; and professional surveys of the condition of college buildings are allowed. It also supports the expenditures related to the College's purchasing and receiving functions.



OPERATING FUNDS RESOURCE INFORMATION FY 2023

The current operating revenue projection of \$29,264,804 reflects a decrease of **\$494,815** or **1.66%** down as compared to \$29,759,619 budgeted for FY 2022. This projection is significantly below the funding levels the College received for many years. During a stretch from FY 2007 to FY 2015, the College's actual operating revenues ranged from a low of \$31m to a high of \$36m. More recent years have not produced the same level of funding from the State of Illinois and from student tuition. Additionally, temporary assistance from federal stimulus funding for lost revenue is projected to be fully expended in FY 2022 with no remaining funds for FY 2023.

LOCAL GOVERNMENT SOURCES: \$8,030,000 or 27.4% of Budgeted Operating Revenues:

Property tax revenues are budgeted to be \$7,230,000 or 24.71% of operating revenues. This amount is a projected budgeted increase of \$290,000 or up 4.18%. At the time of the proposed final budget estimate, actual EAV numbers were received from the College's two largest counties, Williamson and Jackson, for the 2021 tax year payable in 2022. The other three counties were estimated at a 1.50% growth from the prior year. These numbers reflect an estimated 2.94% EAV increase from the prior year. Based on 2.63% prior tax year EAV growth, this is an aggressive budget calculation. The maximum allowed tax rates of .30 and .05 were assumed for the Education fund and the Operations and Maintenance fund, respectively. Computation reports for both Williamson and Jackson counties, reflect these maximum rates. After taxes were estimated, a 1% allowance for uncollected taxes was assumed. The 2021 tax year is applied 100% toward the FY 2023 fiscal year. A table later in the document shows both this year's calculation and historical EAV's.

In other local sources, Corporate Personal Property Replacement Tax is budgeted at \$800,000 which represents 2.73% of total operating revenues. This is a budgeted increase of \$200,000 as compared to the prior year's budget. FY 2022 saw drastic statewide increases of 14.3% in actual funding levels, but it is unclear if funding levels will remain this high. At this time, FY 2023 estimates by local government entity have not been published on the IL Revenue website. For budget purposes, a more conservative approach more in line with FY 2021 levels has been elected.

STATE GOVERNMENTAL SOURCES: \$10,046,304 or 34.32% of Budgeted Operating Revenues:

Based on allocation data from the ICCB for FY 2023 funding levels, the entire Community College system will receive allocations of \$188,937,200 for Base Operating Grants, \$74,764,100 for Equalization funding, and \$16,453,499 for CTE Vocational grants from the State. These amounts represent 5% increases over original FY 2022 dollars. In addition, flat funding of \$4,264,400 was allocated for Veterans Grants to be disbursed among all the Colleges, \$548,400 for Small College grants, and \$359,000 for Performance Based funds.

Even with Statewide funding increases, due to the nature of the funding formula, some colleges

receive increases while others will receive less funding than in fiscal year FY 2022. Formulas take into consideration the number of credit hours generated, types of credit hours, the amount of local revenues, in-district hours, and FTE. State revenue sources reflect a historical decline in budgeted revenue as compared to many past years.

For FY 2023, ICCB Base Operating grant funds are allocated for John A. Logan College at \$3,064,374, plus an addition of \$27,420 in Small College funds for a total of \$3,091,794. This is 10.56% of total budgeted operating funds which is an increase of \$31,754 or 1.04% from the original FY 2022 budget. With the state budget increasing overall, the funding formula reflects a loss of credit hour generation.

Equalization dollars were allocated at \$6,472,510. This accounts for 22.12% of expected revenue which is a decrease of \$69,850 or 1.07% down from the prior year's original allocation. Equalization funding was impacted by a loss of FTE. Internally, Base Operating and Equalization grants were allocated to support the Education fund and to the Operations and Maintenance Fund.

ICCB Vocational grants for CTE programs are budgeted at \$380,000 for FY 2023 which is a slight decrease with the prior budgeted amount of \$381,239. The College's actual FY 2023 allocation was received from the ICCB after the tentative budget and reflects an actual award of \$380,267 with 25,049 in CTE funded hours.

While individual allocations are still unknown for FY 2023, the College is estimating based on past awards that it will receive \$92,000 for a special designated Veterans grant. With a flat Community College system allocation of only \$359,000 for Performance Based funding, the College is estimating its share of Performance revenue at a nominal \$10,000. This Performance funding is based on completion data and other metrics. The amount varies each year, but FY 2022 was a stronger year with \$23,860 in revenue.

TUITION AND STUDENT FEES: \$10,484,500 or 35.83% of Budgeted Operating Revenues:

For FY 2023, the in-district tuition rate is at \$140 per credit hour along with a \$5 per hour technology fee. Student tuition of \$9,750,000 and fees of \$734,500 total \$10,484,500 in student revenue. This is compared to total student revenue of \$10,316,500 budgeted for the prior year. This is a projected increase of \$168,000 or 1.63% from the prior budget. Calculations of student revenue were performed by looking at where FY 2022 revenue numbers are estimated to finish and factoring in the \$7 per hour tuition increase with an assumption of partial credit hour recovery of 500 summer hours and 7,000 hours between fall and spring semesters combined.

As mentioned before, the \$5 per hour technology fee revenue projected at \$280,000 will be divided to support three areas: classroom technology upgrades, lab computer replacements, implementation if a Jenzabar J1 student communications module, and course evaluation software.

FEDERAL GOVERNMENT REVENUE SOURCES:

This budget reflects \$512,000 of operating revenue from the federal grants that provide indirect cost allocations. These are such grants as Perkins, TRIO, Child Care Resource & Referral, and the Highway Construction Training Program.

OTHER REVENUE SOURCES: \$192,000 or 0.66% of Budgeted Operating Revenues:

Remaining sources of budgeted operating revenue include sales and service fees of \$52,500, interest income of \$37,500 (includes an estimated \$15,000 transfer of working cash interest), facilities revenue of \$68,000 based on lease agreements with outside agencies and conference and meeting room fees. There is also \$34,000 in other various nominal sources. Interest income is considerably less compared to many years when the Fed Funds target rate was much more favorable.

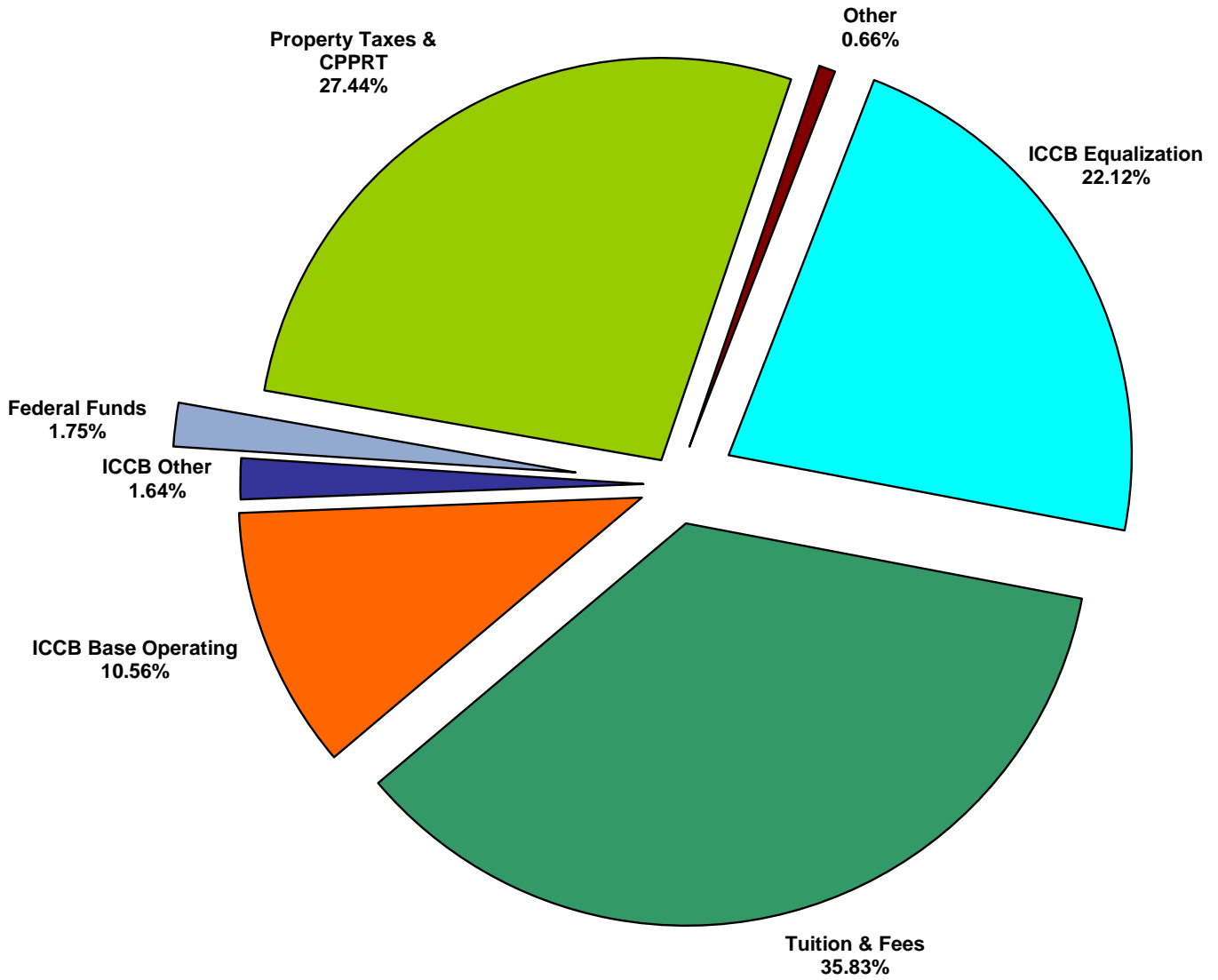
Sales and Service revenue normally includes various areas such as Workforce Development fees, Performing Arts, special events, cosmetology services, and this year Community Education public service fees were reclassified as sales and service to better align with the ICCB fiscal management manual.

RESOURCE COMPARISON BY SOURCE - FY 2023 to FY 2022					
OPERATING FUNDS - Fund 01 & Fund 02					
BY REVENUE SOURCE:	FY 2023 Proposed Budget	FY 2022 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)	% of Total FY 23 Revenue
LOCAL PROPERTY TAXES	7,230,000	6,940,000	290,000	4.18%	24.71%
CORPORATE PERSONAL PROPERTY REPLACEMENT TAX	800,000	600,000	200,000	33.33%	2.73%
ICCB BASE OPERATING GRANTS	3,091,794	3,060,040	31,754	1.04%	10.56%
ICCB EQUALIZATION GRANTS	6,472,510	6,542,360	(69,850)	(1.07%)	22.12%
ICCB VOCATIONAL GRANTS	380,000	381,239	(1,239)	(0.32%)	1.30%
ICCB PERFORMANCE ALLOCATION	10,000	10,000	-	0.00%	0.03%
ICCB VETERANS GRANT	92,000	92,000	-	0.00%	0.31%
FEDERAL FUNDS	512,000	1,680,000	(1,168,000)	-	1.75%
STUDENT TUITION & FEES	10,484,500	10,316,500	168,000	1.63%	35.83%
SALES & SERVICE FEES	52,500	28,500	24,000	84.21%	0.18%
FACILITY USE	68,000	36,980	31,020	83.88%	0.23%
INTEREST ON INVESTMENTS	37,500	37,500	-	0.00%	0.13%
OTHER INCOME	34,000	34,500	(500)	(1.45%)	0.12%
TOTAL	\$ 29,264,804	\$ 29,759,619	\$ (494,815)	(1.66%)	100.00%

Note: Includes Education and Operations & Maintenance Funds.

Fund 01	24,841,084
Fund 02	4,423,720
Operating Funds	<u>\$29,264,804</u>

Revenues Operating Funds FY 2023



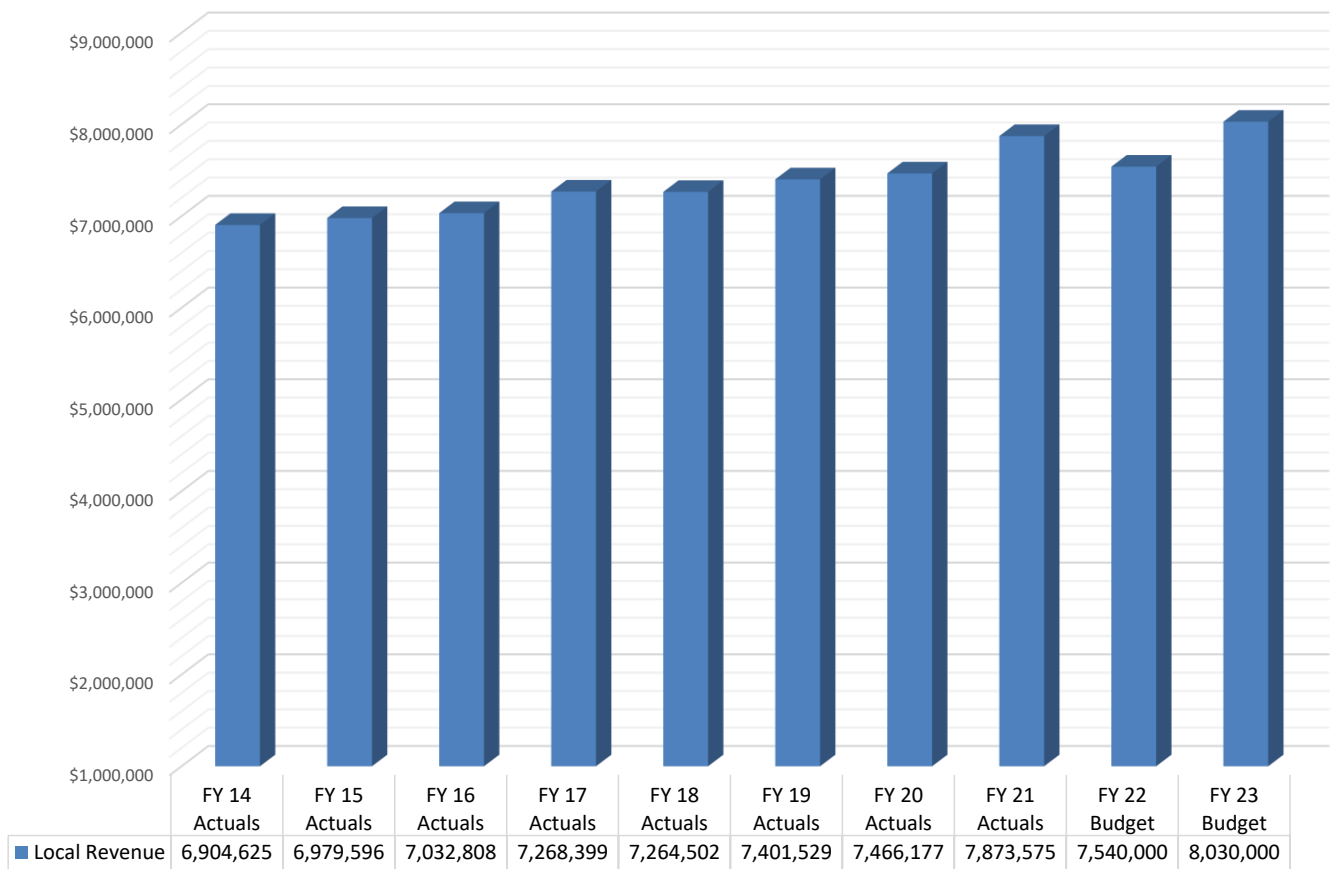
REVENUE BY SOURCE (OPERATING FUNDS)										
REVENUE:	FY 14 Actuals	FY 15 Actuals	FY 16 Actuals	FY 17 Actuals	FY 18 Actuals	FY 19 Actuals	FY 20 Actuals	FY 21 Actuals	FY 22 Budget	FY 23 Budget
Local Revenue	6,904,625	6,979,596	7,032,808	7,268,399	7,264,502	7,401,529	7,466,177	7,873,575	7,540,000	8,030,000
% of Total	20.42%	21.63%	28.49%	29.71%	22.05%	26.04%	25.52%	25.75%	25.34%	27.44%
State Revenue	12,310,024	11,516,216	4,004,468	5,224,477	13,609,066	9,011,766	10,004,630	9,602,632	10,085,639	10,046,304
% of Total	36.41%	35.70%	16.22%	21.35%	41.30%	31.70%	34.20%	31.41%	33.89%	34.32%
Federal Revenue	0	0	0	0	0	0	0	3,117,217	1,680,000	512,000
% of Total	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	10.19%	5.64%	1.75%
Tuition & Fees	14,156,792	13,328,268	13,043,265	11,654,852	11,489,124	11,323,037	11,241,166	9,762,429	10,316,500	10,484,500
% of Total	41.88%	41.31%	52.83%	47.63%	34.87%	39.83%	38.43%	31.93%	34.66%	35.83%
Other Revenue	434,690	438,406	607,078	320,081	586,439	688,602	540,816	220,649	137,480	192,000
% of Total	1.29%	1.36%	2.47%	1.31%	1.78%	2.43%	1.85%	0.72%	0.47%	0.66%
Total Operating Revenue	33,806,131	32,262,486	24,687,619	24,467,809	32,949,131	28,424,934	29,252,789	30,576,502	29,759,619	29,264,804
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Notes:

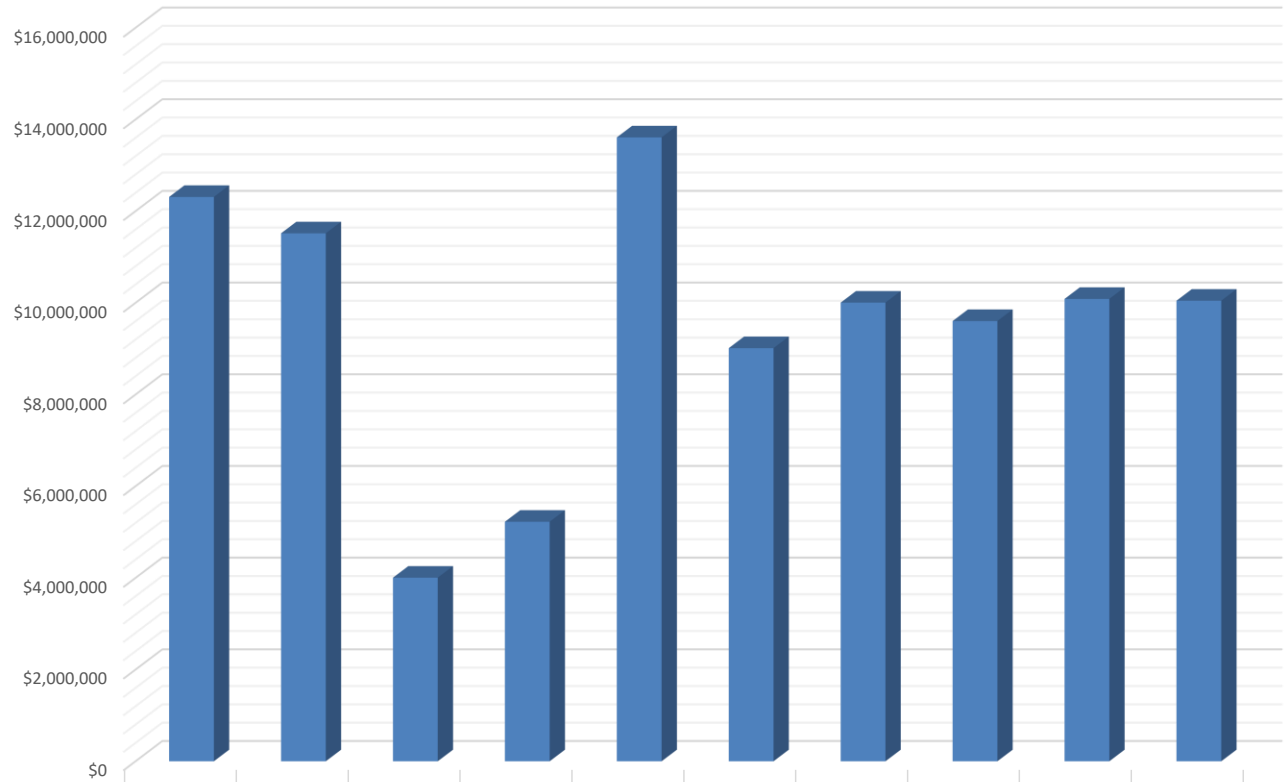
1) Includes the Education fund and the Operations and Maintenance fund.

2) FY 2022 included federal stimulus HEERF funds. FY 2023 only includes federal grant administration fees.

LOCAL SOURCES OF OPERATING REVENUE (Property Taxes & CPPRT)



STATE SOURCES OF OPERATING REVENUE (Base Operating, Equalization, CTE Vocational, Other State grants)



■ State Revenue	12,310,024	11,516,216	4,004,468	5,224,477	13,609,066	9,011,766	10,004,630	9,602,632	10,085,639	10,046,304
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STUDENT TUITION AND FEE REVENUE

\$16,000,000

\$14,000,000

\$12,000,000

\$10,000,000

\$8,000,000

\$6,000,000

\$4,000,000

\$2,000,000

\$0

FY 14
Actuals

FY 15
Actuals

FY 16
Actuals

FY 17
Actuals

FY 18
Actuals

FY 19
Actuals

FY 20
Actuals

FY 21
Actuals

FY 22
Budget

FY 23
Budget

■ Tuition & Fees

14,156,792

13,328,268

13,043,265

11,654,852

11,489,124

11,323,037

11,241,166

9,762,429

10,316,500

10,484,500

EQUALIZED ASSESSED VALUATION								
County	Estimated 2021 Payable in 2022	Actual 2020 Payable in 2021	Actual 2019 Payable in 2020	Actual 2018 Payable in 2019	Actual 2017 Payable in 2018	Actual 2016 Payable in 2017	Actual 2015 Payable in 2016	Actual 2014 Payable in 2015
Williamson	1,161,880,804	\$1,117,807,799	\$1,078,712,881	\$1,046,667,240	\$1,028,897,830	\$1,014,817,466	\$982,107,912	\$950,562,817
Jackson	709,927,451	\$697,616,552	\$691,194,351	\$702,228,672	\$709,623,960	\$700,982,631	\$687,768,397	675,757,450
Perry	107,222,950	\$105,638,374	\$99,955,768	\$95,552,899	\$94,038,523	\$91,232,451	\$88,977,600	85,122,356
Randolph	13,282,762	\$13,086,465	\$12,857,942	\$12,380,954	\$11,208,485	\$11,547,935	\$10,919,160	11,055,039
Franklin	98,197,608	\$96,746,412	\$96,171,054	\$91,991,429	\$86,523,070	\$86,483,459	\$88,025,530	83,697,751
Total EAV	\$2,090,511,575	\$2,030,895,602	\$1,978,891,996	\$1,948,821,194	\$1,930,291,868	\$1,905,063,942	\$1,857,798,599	\$1,806,195,413
	2.94%	2.63%	1.54%	0.96%	1.32%	2.54%	2.86%	

	Est. Taxes				Formula
Fund 01	\$6,271,535				EAV / 100 * \$.30 max rate Education
Fund 02	\$1,045,256				EAV / 100 * \$.05 max rate Operations Maintenance
Adjust	1% Allowance	Budget FY 23			
Fund 01	\$6,208,819	\$6,200,000			
Fund 02	\$1,034,803	\$1,030,000			

Budget estimates based on:					
Actual EAV's for Williamson and Jackson Counties					
1.5% estimated EAV growth for Perry, Randolph, and Franklin					
1% allowance for doubtful collections					

OPERATING FUNDS
(Education Fund & Operations and Maintenance Fund)
EXPENDITURE INFORMATION – BY OBJECT & BY PROGRAM FY 2023

Budget Officers and their staff across all departments of the campus were trained on budget development for detailed expenditure requests. For comparison purposes, each department was given detailed information on actual expenditures for both FY 2021 and FY 2020 and also the budget numbers for FY 2022.

Total budgeted operating expenditures for FY 2023 are \$32,908,829 as compared to \$32,443,127 for FY 2022. This is an increase of \$465,702 or 1.44%. This is compared to recent increases of 0.23%, 2.22%, and 4.51% for FY 2022, FY 2021, and FY 2020, respectively. As you will see from a historical comparison on page 27, this current level of budgeted expenditures are in between budgeted expenditure levels for FY 2005 at \$31.5m and FY 2006 which was \$33.8m. However, this is the sixth straight year of expenditure growth since significant cuts were made in FY 2017 in response to the state budget crisis which held budgeted expenditures to only \$28.9m.

EXPENDITURE INFORMATION BY OBJECT:

Salaries of \$19,076,189 represent 57.97% of operating expenses and reflect a small decrease of **\$36,329** from the prior year. Seven retirements impacted budgeted salaries along with a review of current spend amounts in varying categories such as adjunct, modified, and summer instruction. Benefit expenses of \$2,668,867 reflect a 9.54% increase. Salary increases for all employee groups are reflected in the budget. Replacements, and new positions have also been factored into the budget. More detailed historical data on salary and benefit amounts are provided on page 25.

Contractual services represent 6.22% of the operating budget or \$2,047,688. Compared to the prior year, this is a decrease of **\$233,662** or **10.24%**. Some contractual areas include two remaining months of consulting in the financial aid area, Jenzabar ERP system maintenance, network consulting, library databases, LMS maintenance, and facility maintenance services.

Materials and supplies reflect an increase of \$144,413 or 7.94%. This is a budget of \$1,963,253 and 5.97% of operating expenditures. Capital outlay requests slightly decreased from \$165,016 to \$159,589 and represent only 0.48%. Requests include a nursing mannequin and simulation equipment, network server replacements, a walk-behind floor sweeper, a grounds maintenance truck and trailer, and two utility vehicles. Capital Outlay represents items \$5,000 or greater.

Conference and meeting expenses increased overall by \$46,950 to \$505,915 representing 1.54% of the operating budget. Conference travel is beginning to grow as more face-to-face events return.

Utilities are budgeted at \$849,190 or 2.58%. This is an increase of \$63,380 and includes a full 12 months of a new VoIP phone system. The College has a long-term agreement for the delivery of solar energy at \$0.04 per kilowatt.

Institutional scholarships and waivers were decreased from the prior budget by **\$185,625** to \$2,835,600. FY 2022 actual expenditures are projected at approximately \$2.6 million. However, budget amounts were then adjusted for a \$7 tuition increase.

Operating transfers to support other funds were increased overall by \$510,425 for a total of \$2,247,300. Transfers specifically from the Education Fund to support other funds were increased from \$1,536,875 to \$2,147,300 for FY 2023. These transfers include a \$280,000 transfer of student technology fees to support upgrades of classroom and lab technology. \$20,000 is required for a grant matching component. A transfer of \$47,300 to reimburse staff wellness expenses at the Logan Fitness facility, and a subsidy of \$1,800,000 was budgeted to support activities in the Auxiliary Fund operations such as Athletics and Fitness Center operations. From the Operations and Maintenance Fund, the transfer to support non-PHS construction projects was decreased from \$200,000 to \$100,000 for FY 2023.

Operating expenditures include a small provision for contingency funds of \$150,000 which is 0.46% of budgeted expenditures. These funds are available for emergencies and unforeseen budget issues, and close monitoring of these funds will be performed by the College Administration. \$50,000 is specifically in the Operations and Maintenance fund to assist with unforeseen facility issues. The remainder resides in the Education fund. \$20,000 is allocated to Instruction, \$20,000 to Student Services, \$10,000 to Business Services as well as \$50,000 to a general institutional contingency.

EXPENDITURE INFORMATION BY PROGRAM:

INSTRUCTION: \$10,067,952 or 30.59% of Budgeted Operating Expenditures

Instruction consists of those activities dealing directly with the teaching of students. It includes the activities of faculty in the baccalaureate-oriented/transfer, occupational-technical career, general studies, and remedial and ABE/ASE programs. SICCM seat assessment fees are part of the Instructional costs.

As compared to the prior year's budget, Instruction expenditures decreased by **\$375,628** or **3.60%**. Some of this decrease is in salaries with two retirements. The CIS position had been replaced ahead of the retirement and at this time a pause has been placed on replacing the full-time position in Massage Therapy. In addition, there are small decreases in contractual services and supplies. SICCM program seat fees were reduced by **\$62,954** to \$300,000.

ACADEMIC SUPPORT: \$2,779,596 or 8.45% of Budgeted Operating Expenditures

This category includes activities designed to provide support services for the institution's primary missions of instruction and public service. Academic support includes the operation of the library, educational media services, and academic computing used in the learning process.

As compared to the prior year's budget, Academic Support experienced an overall increase of \$356,929 or 14.73%. The increase was primarily in salaries and benefits along with small increases in contractual services and conference and meeting expenses. Two new positions in this budget relate to a support staff member for Curriculum and Instruction and also an LMS Coordinator.

Funds were budgeted to support computer labs with supplies and printer replacements. Funds were also budgeted to support adobe cloud licensing, the maintenance of the Desire2Learn LMS system. In the Library area, there are funds to support various databases and reference sources.

STUDENT SERVICES: \$2,947,202 or 8.96% of Budgeted Operating Expenditures

The student services function supports the areas of financial aid, admissions, advisement, placement, testing, counseling, tutoring, recruitment, and student activities.

As compared to the prior year's budget, Student Services expenditures have increased by \$169,326 or 6.10%. The increase was reflected across salaries, benefits, contractual, and travel expenses.

In addition to services such as Admissions, Advisement, and Financial Aid some examples of normal budget requests in the Student Services area would be to provide student assistance in the areas of testing, interpreting and tutoring services, along with the job fair and other career services. Also, included in this area are recruitment expenses.

PUBLIC SERVICES: \$739,953 or 2.25% of Budgeted Operating Expenditures

Public service consists of Community Education (non-credit) classes and other activities of an educational nature, such as workshops, seminars, and the provision of college facilities and expertise to the community designed to be of service to the public.

As compared to the prior year's budget, Public Services experienced an increase of \$11,323 or 1.55%. This was due to increases in contractual services and conference and meeting expenses, but was partially offset by a reduction in salaries from a retirement.

INSTITUTIONAL SUPPORT: \$6,819,467 or 20.72% of Budgeted Operating Expenditures

Institutional support includes expenditures for central executive-level activities and support services that benefit the entire institution. Examples include expenses for the governing board, administrative offices, information technology, fiscal operations, human resources, institutional research, grant development, college relations, legal services, etc.

As compared to the prior year's budget, Institutional Support decreased by **\$188,949** or **2.70%**. The largest portion of this decrease is in contractual services due to technology savings from the ERP

system. Due to the retirement of an Administrator, salaries also saw a decrease. However, there were still smaller increases in benefit expenses and supplies and materials. Institutional Support also includes expenses related to information technology such as the ERP system, network services, and desktop technology. It also includes general contingency funds.

OPERATION & MAINT. OF PLANT: \$4,471,759 or 13.59% of Budgeted Operating Expenditures

Operation and maintenance of plant consists of those activities necessary to keep the grounds, buildings, and equipment operating efficiently and ready for use. This function also provides for plant utilities, as well as equipment, materials, supplies, fire protection, and other costs necessary to support this function. This program area increased by \$167,900 or 3.90%. Increases are seen in salaries, benefits, supplies, and utilities. The new phone system is having an impact on utilities.

SCHOLARSHIPS & WAIVERS: \$2,835,600 or 8.62% of Budgeted Operating Expenditures

As compared to last year's budget, this area was adjusted down by **\$185,625** or **6.14%**. Tuition increased by \$7 per credit hour, but credit hours are down from prior years. It is difficult to know how much various waivers will be impacted by enrollment changes. Areas that are larger in waiver expense amounts such as Dual Credit and Dual Enrollment hours are not experiencing the same loss as other areas. A review of FY 2022 waivers was performed along with tuition rate adjustments.

Along with amounts for student scholarships, this category includes both mandated waivers such as those for ABE/GED/ASE students and Senior Citizens along with institutional waivers for Dual Credit, Workforce Development, FAVAS Academic Awards, Competition Winners, Student Ambassadors, Departmental Waivers, and designated Presidential waivers. Athletic waivers are budgeted separately in the Auxiliary fund.

EXPENDITURE SUMMARY:

In the next several pages that follow, you will see a comparison of budgeted operating expenditures FY 2023 vs. FY 2022 along with graphs that break down the proposed expenditures both by program categories and by account objects. Then, you will see a more detailed historical view of amounts budgeted for salary and benefit expenses as compared to the total operating expenditures for each year. Finally, you will find a chart and a graph that shows several years of historical data on the adopted operating expenditures.

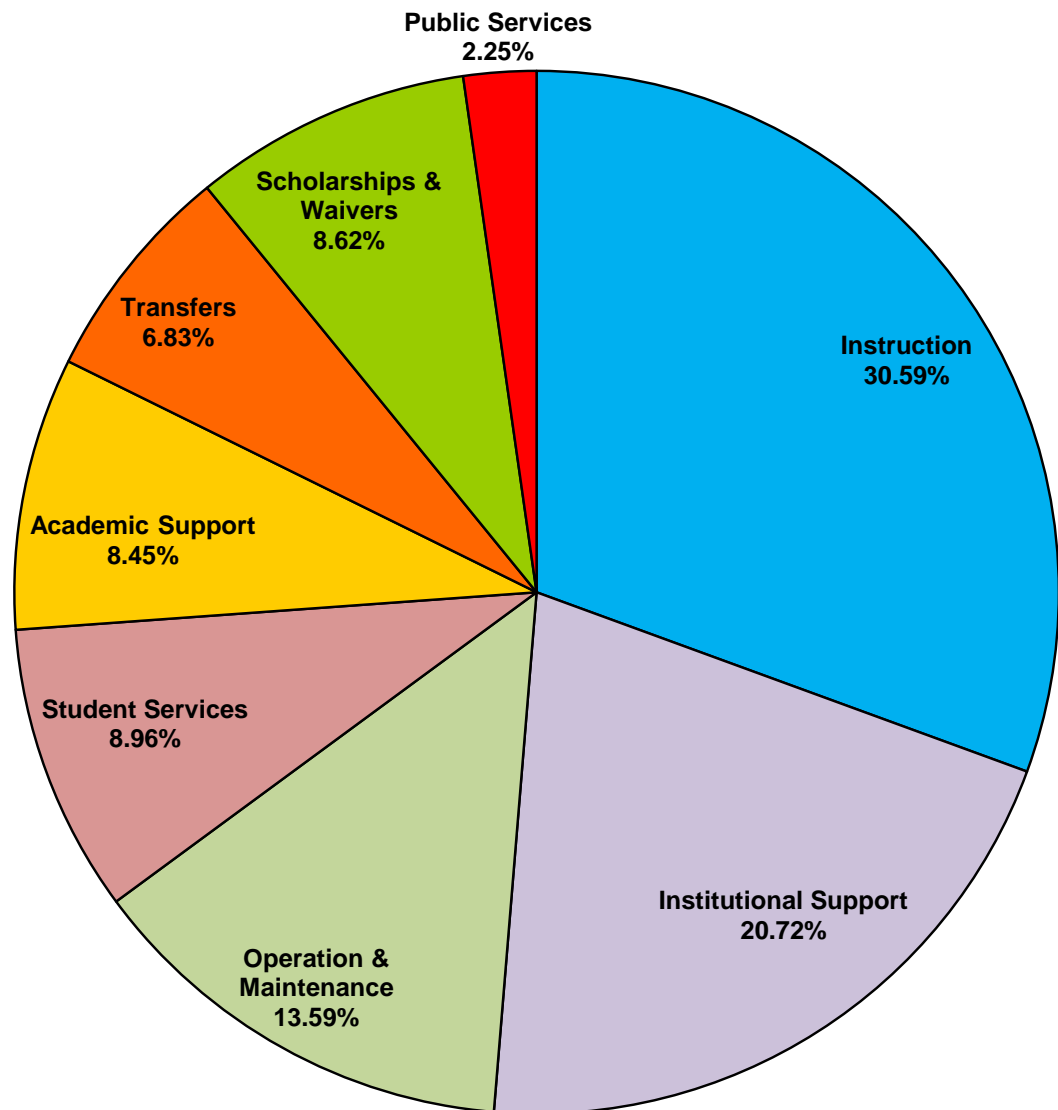
EXPENDITURE COMPARISON - FY 2023 to FY 2022
OPERATING FUNDS (Education and Operations & Maintenance)

EXPENDITURES BY PROGRAM:	FY 23 Proposed Budget	FY 22 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)	% of Total FY 23 Budget
INSTRUCTION	\$10,067,952	\$10,443,579	(\$375,627)	(3.60%)	30.59%
ACADEMIC SUPPORT	2,779,596	2,422,667	356,929	14.73%	8.45%
STUDENT SERVICES	2,947,202	2,777,876	169,326	6.10%	8.96%
PUBLIC SERVICES	739,953	728,630	11,323	1.55%	2.25%
OPERATION & MAINTENANCE	4,471,759	4,303,859	167,900	3.90%	13.59%
INSTITUTIONAL SUPPORT	6,819,467	7,008,416	(188,949)	(2.70%)	20.72%
SCHOLARSHIPS & WAIVERS	2,835,600	3,021,225	(185,625)	(6.14%)	8.62%
TRANSFERS	2,247,300	1,736,875	510,425	29.39%	6.83%
TOTALS	\$ 32,908,829	\$ 32,443,127	\$465,702	1.44%	100.0%
EXPENDITURES BY OBJECT:	FY 23 Proposed Budget	FY 22 Adopted Budget	\$ Increase (Decrease)	% Increase (Decrease)	% of Total FY 23 Budget
SALARIES	\$19,076,189	\$19,112,518	(\$36,329)	(0.19%)	57.97%
EMPLOYEE BENEFITS	2,668,867	2,436,379	232,488	9.54%	8.11%
CONTRACTUAL SERVICES	2,047,688	2,281,350	(233,662)	(10.24%)	6.22%
MATERIALS & SUPPLIES	1,963,253	1,818,840	144,413	7.94%	5.97%
CONFERENCE & MEETING	505,915	458,965	46,950	10.23%	1.54%
FIXED CHARGES	39,238	38,995	243	0.62%	0.12%
UTILITIES	849,190	785,810	63,380	8.07%	2.58%
CAPITAL OUTLAY	159,589	165,016	(5,427)	(3.29%)	0.48%
OTHER	3,201,600	3,458,379	(256,779)	(7.42%)	9.73%
CONTINGENCY	150,000	150,000	-	0.00%	0.46%
TRANSFERS	2,247,300	1,736,875	510,425	29.39%	6.83%
TOTALS	\$32,908,829	\$ 32,443,127	\$465,702	1.44%	100.0%

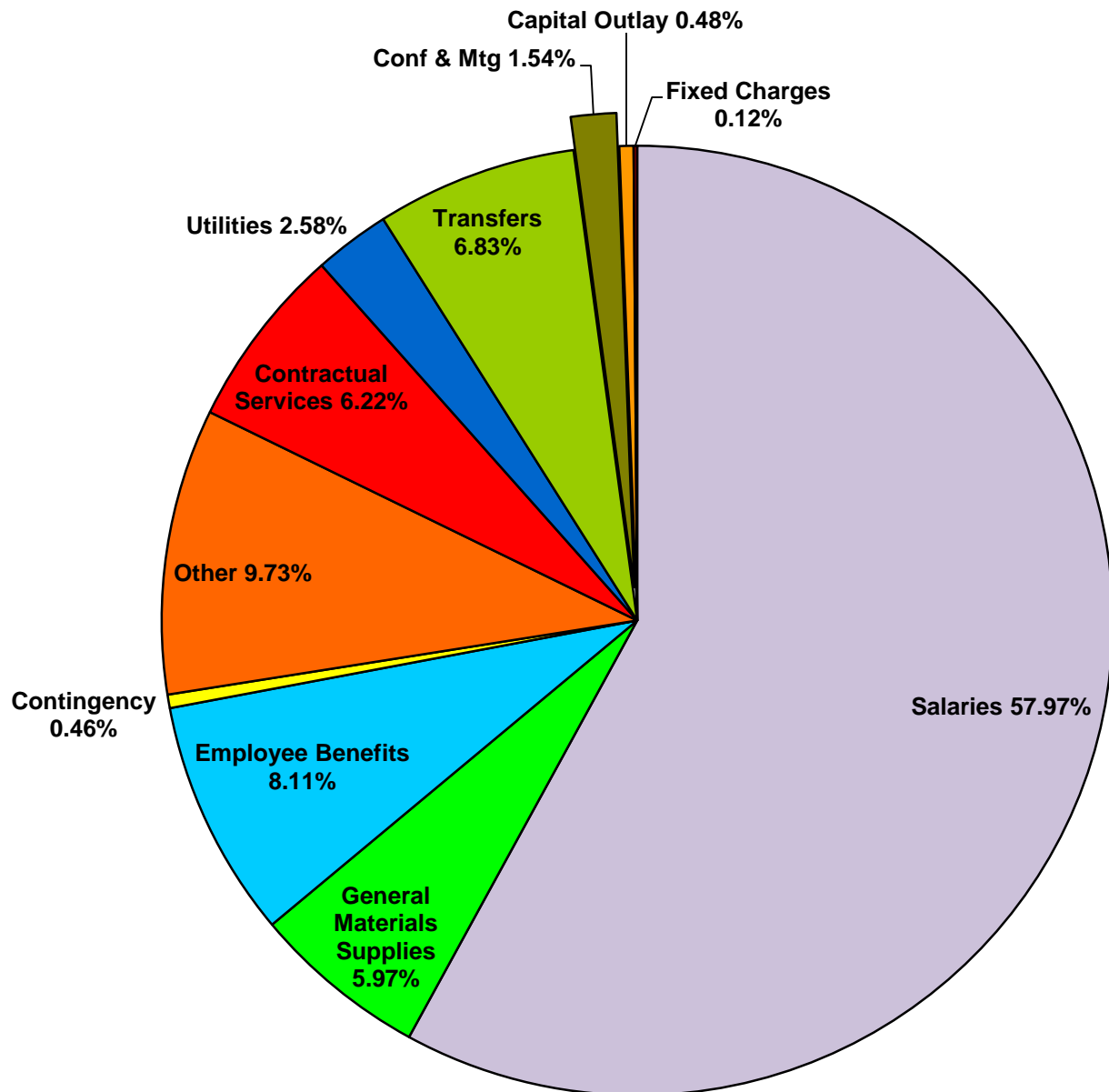
Note: Includes Education and Operations & Maintenance Funds.

Fund 01	27,860,434
Fund 02	5,048,395
Operating Funds	\$32,908,829

Expenditures by Program FY 2023



Expenditures by Object FY 2023

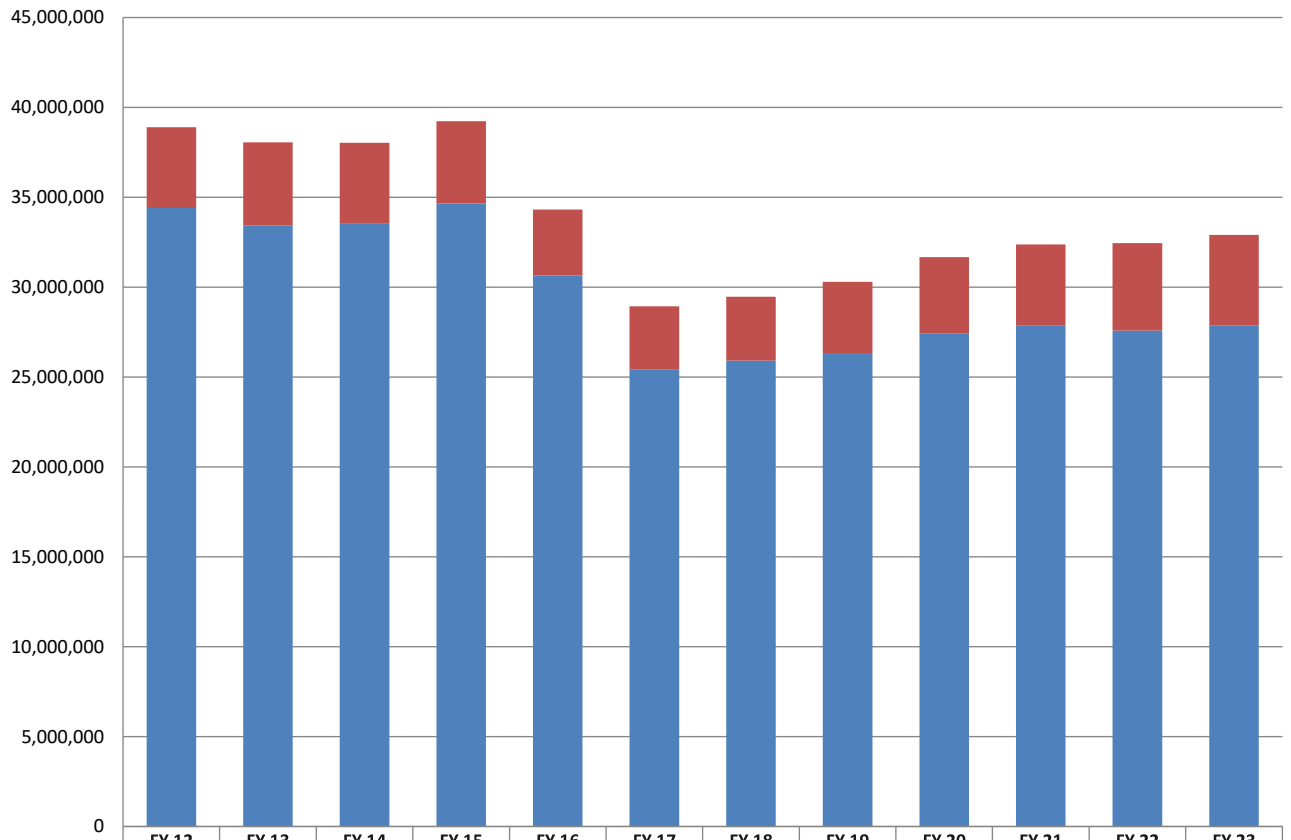


BUDGET FOR HUMAN RESOURCES - OPERATING FUNDS								
\$ Budgeted:	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Proposed FY 2023	Seven-Year Average
Salaries	17,281,063	17,630,322	17,855,263	18,373,374	18,965,713	19,112,518	19,076,189	18,327,777
Benefits	1,842,344	1,892,979	2,029,791	2,089,928	2,276,002	2,436,379	2,668,867	2,176,613
Staff Resources	\$19,123,407	\$19,523,301	\$19,885,054	\$20,463,302	\$21,241,715	\$21,548,897	\$21,745,056	\$20,504,390
Total Operating Expenditures	\$28,928,331	\$29,467,518	\$30,300,198	\$31,665,984	\$32,369,718	\$32,443,127	\$32,908,829	\$31,154,815
% of Operating Funds:	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Proposed FY 2023	Seven-Year Average
Salaries	59.7%	59.8%	58.9%	58.0%	58.6%	58.9%	57.9%	58.8%
Benefits	6.4%	6.4%	6.7%	6.6%	7.0%	7.5%	8.1%	7.0%
Staff Resources	66.1%	66.2%	65.6%	64.6%	65.6%	66.4%	66.0%	65.8%

Adopted Budget History Operating Fund Expenditures FY 2000 - FY 2023 (Proposed)				
Fiscal Year	Education	Operations & Maintenance	Total Operating Funds	Increase (Decrease) From Prior Year
FY 00	19,046,734	2,737,552	21,784,286	
FY 01	20,297,130	3,672,809	23,969,939	10.03%
FY 02	21,918,087	3,600,289	25,518,376	6.46%
FY 03	24,195,342	4,027,502	28,222,844	10.60%
FY 04	24,365,041	4,538,181	28,903,222	2.41%
FY 05	26,571,301	5,004,526	31,575,827	9.25%
FY 06	28,109,073	5,741,445	33,850,518	7.20%
FY 07	30,337,763	5,487,059	35,824,822	5.83%
FY 08	33,235,496	5,844,366	39,079,862	9.09%
FY 09	33,397,236	6,096,541	39,493,777	1.06%
FY 10	35,436,271	5,490,121	40,926,392	3.63%
FY 11	33,393,581	4,889,387	38,282,968	(6.46%)
FY 12	34,407,822	4,489,562	38,897,384	1.60%
FY 13	33,443,145	4,607,250	38,050,395	(2.18%)
FY 14	33,521,198	4,507,278	38,028,476	(0.06%)
FY 15	34,649,364	4,579,846	39,229,210	3.16%
FY 16	30,648,249	3,671,272	34,319,521	(12.52%)
FY 17	25,410,904	3,517,427	28,928,331	(15.71%)
FY 18	25,920,747	3,546,771	29,467,518	1.86%
FY 19	26,340,135	3,960,063	30,300,198	2.83%
FY 20	27,442,034	4,223,950	31,665,984	4.51%
FY 21	27,885,843	4,483,875	32,369,718	2.22%
FY 22	27,580,842	4,862,285	32,443,127	0.23%
FY 23	27,860,434	5,048,395	32,908,829	1.44%

Note: FY 2023 is based on the proposed budget.

Adopted Budget History - Operating Expenditures FY 12 to FY 23 (Proposed)



NON-OPERATING BUDGETARY FUNDS

BOND AND INTEREST FUND:

This fund is established for the payment of principal, interest and related charges of any outstanding bond or debt issuance. For FY 2023, \$4,125,000 in principal, \$877,586 for interest, and \$2,375 in fee payments are scheduled for a total of \$5,004,961. The breakdown is shown below:

- \$416,625 bonds issued 2014 to refinance debt certificates for the purchase of an ERP system
- \$430,560 bonds issued 2016 for funding a post-employment benefit for retiree insurance
- \$641,500 interest and fees on refunding of 2007 bonds issued as 2017A
- \$1,412,943 on \$5.5 million in working cash bonds issued as 2017B
- \$2,103,333 bonds issued as 2020A for construction and renovation

AUXILIARY ENTERPRISES FUND:

The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, athletics, and the Logan Fitness facility.

Including the transfers in, revenue for the Auxiliary fund is projected at \$2,851,445. Subsidies for Auxiliary Services by the Education Fund should be shown as transfers to the appropriate account. For FY 2023, \$47,300 is being provided by transfers budgeted from the Education Fund specifically related to reimbursing the Logan Fitness facility for the cost of staff wellness waivers agreed to by the College in policy and various union contracts. For this year, there is also a transfer of \$1,800,000 budgeted to support Athletic programs and Fitness Center operations. Total expenditures are estimated at \$2,888,593. The projected ending fund balance is \$36,852.

AUDIT FUND:

The Audit Fund is established for recording the payment of auditing expenses. During FY 2023, \$59,500 will be budgeted to cover expenditures in this fund. This amount includes an estimated \$61,000 for the performance of an external audit by an independent CPA firm less \$1,800 of the cost anticipated to be funded by a grant. It also includes \$300 for a GASB requirement to conduct an actuarial study of post-employment benefits. Revenue of \$57,420 is anticipated from local property taxes along with interest of \$200. The FY 2023 projected ending fund balance is \$26,620.

LIABILITY, PROTECTION AND SETTLEMENT FUND:

This fund accepts special levies for tort liability, property insurance, Medicare insurance, FICA taxes and workers' compensation. The monies in this fund should be used only for the payment of tort liability, property, unemployment or workers compensation insurance or claims, risk mitigation, and the cost of participation in the Federal Medicare program. Expenditures in this fund include insurance costs for property and casualty, an athletic insurance policy, and the cost of maintaining the Campus Police operations. The College will include a portion of staff members' time who are active in the functions of risk management.

During FY 2023, budgeted expenditures are \$2,494,079. Expected revenues include local property taxes of \$2,296,800, and \$2,500 in interest. The FY 2023 projected ending fund balance is \$295,221.

RESTRICTED PURPOSES FUND:

This fund is for the purpose of accounting for monies that have restrictions regarding their use. This fund accounts for state and federal grants plus other specific use contracts. Student financial aid funds are a primary source of expenditures in this fund. During FY 2023, we will budget \$17,000,000 in this fund for expenditures with offsetting revenue for the majority of this amount.

As discussed below, there is not current year revenue for the payment of post-employment retiree insurance benefits. This is being funded from previous bond proceeds. The College will utilize the Restricted Fund to establish grant budgets.

ADDITIONAL BUDGET INFORMATION RESTRICTED PURPOSES FUND 06:

For FY 2023, the College has placed \$280,000 of expected new technology expenditures in the restricted purposes fund and budgeted a transfer in of an equal amount from student technology fee revenue to assist with three specific projects: implementation of the Jenzabar J1 student communications module, classroom technology upgrades including eight new Instructor smart workstations, lab computer replacements, and maintenance for course evaluation software.

In 2016, the College issued bonds related to funding a liability for post-employment benefits. These payments are for obligations related to assisting retirees with a portion of the cost of their health insurance. For FY 2023, the College has budgeted expected expenditures of \$400,000 in the Restricted Purposes Fund for retiree payments.

OPERATIONS AND MAINTENANCE (RESTRICTED) FUND:

This fund is utilized to account for monies restricted for building purposes and site acquisition. Funds are provided in the Operation and Maintenance (Restricted) for completion of approved protection, health, safety projects as well as some general construction improvements. This fund will be expending protection, health, and safety (PHS) levies, bond proceeds, plus transfers from operating funds, and interest earnings.

Total expenditures of \$11,334,097 are being budgeted in this fund with \$1,222,097 of those being Protection Health Safety projects (PHS) funded by tax levy. An operating transfer of \$100,000 is budgeted from the Operations and Maintenance Fund to support non-PHS construction. Below are details of existing or potential capital projects. Not all approved projects will come to full completion within FY 2023 and some may only be in the design phase.

CAPITAL PROJECT INFORMATION:						
Project Description:	Total Cost Estimate	JALC Funds	JALC Type	Outside Agency Funds	Agency Type	Notes
Transformer C wing	182,900	182,900	PHS prior levy	0	n/a	
West Entry Elevator and Mezzanine	339,875	84,875	PHS prior levy	255,000	CDB	Approved by State of Illinois
Upper C Wing Air Handlers	904,322	904,322	PHS levy 2021	0	n/a	
Upper C & E Wing Renovations	2,300,000	575,000	Bonds 2020A	1,725,000	CDB	Approved by State of Illinois
Pedestrian Pathway / Bell Tower Relocation	1,568,000	803,000	Bonds 2020A	765,000	CDB	Approved by State of Illinois
West Lobby Expansion	5,033,333	1,258,333	Bonds 2020A	3,775,000	CDB	Approved by State of Illinois
CTE Program Consolidation Renovation	8,400,000	4,200,000	Bonds 2020A	4,200,000	EDA	Grant Application 50% match
Student Services reno & Conference Room	150,000	150,000	O&M-Rest.	0	n/a	
Cooling Tower Repairs - 2 Units	100,000	100,000	O&M-Rest.	0	n/a	
Hoffard Pond-Drain, Dredge, Remove Silt	100,000	100,000	O&M-Rest.	0	n/a	
Gym Floor Refinish	24,000	24,000	O&M-Rest.	0	n/a	
Logan Fitness Saunas Refinish	10,000	10,000	O&M-Rest.	0	n/a	
Physics Labs Flooring Project	25,000	25,000	O&M-Rest.	0	n/a	
Architectural & Engineering Services	250,000	250,000		0	n/a	
Contingency	200,000	200,000		0	n/a	

Potential Future Projects (seeking approvals):						
Project Description:	Total Cost Estimate	JALC Funds	JALC Type	Outside Agency Funds	Agency Type	Notes
Chemistry Classrooms / Labs - Lower G wing	1,560,341	390,085	Bonds 2020A	1,170,256	State	ICCB RAMP submission
Parking Lot and Roadway Resurfacing	3,679,107	919,777	Bonds 2020A	2,759,330	State	ICCB RAMP submission
Student Life / Library Renovation	2,031,514	507,879	Bonds 2020A	1,523,636	State	ICCB RAMP submission

Notes:

Capital Development Board (CDB)

Economic Development Administration (EDA)