



# JOHN A. LOGAN COLLEGE

## Board of Trustees

---

### **BOARD OF TRUSTEES REGULAR MEETING**

The following items were presented to the Board of Trustees on October 25, 2022. The Board of Trustees took action to approve Consent Agenda Items A – F, and Board Policy Revisions presented under Old Business Item A.

---

#### **INFORMATIONAL ITEMS (No Action)**

- A. Computer Replacements for Offices and Labs
- B. Resignations and Retirements

#### **CONSENT AGENDA**

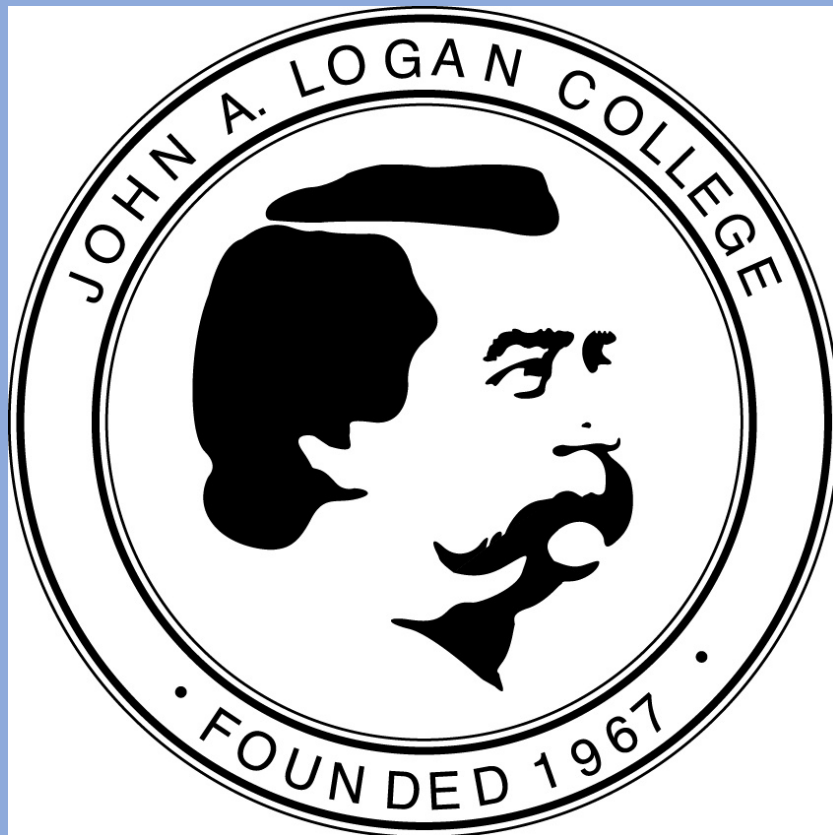
- A. Contract for Jenzabar Communications Plus
- B. Resolution for Veteran's Appreciation Event
- C. Personnel Action Items
- D. Expenditure Report for the period ending September 30, 2022
- E. Treasurer's and Financial Report for the period ending August 31, 2022
- F. Minutes of September 27, 2022, Regular Meeting

#### **OLD BUSINESS**

- A. Board Policy Revision for Final Action

## **Informational Item 7.A**

### **Computer Purchases**



**JOHN A. LOGAN COLLEGE  
INFORMATIONAL ITEMS**

**7.A – Computer Replacements for Offices and Labs**

---

**1. BACKGROUND INFORMATION**

The FY23 budget includes funds to continue the computer replacement cycle for older office and lab computers. The Information Technology Department ordered 150 lab computers and 82 office computers.

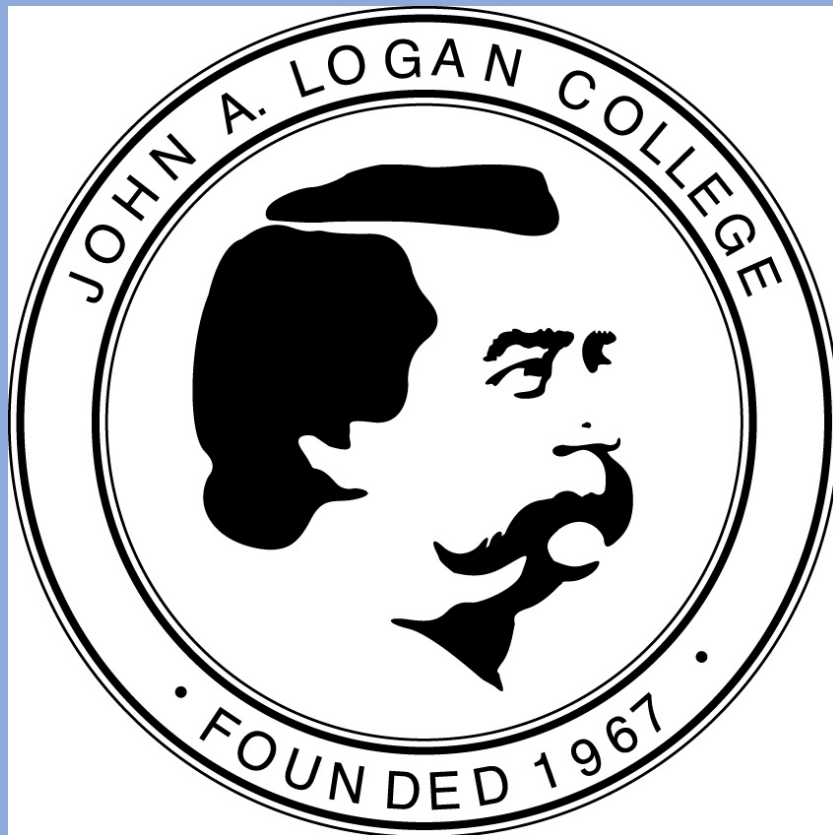
Budgeted institutional funds of \$175,049 were used to purchase 82 office computers and 63 lab computers. Student technology fees of \$116,704 were used to purchase the additional 87 computers that will replace student-use computers in the Library and other student labs. This purchase totaled \$291,753.

The utilization of the remaining student technology fees for classroom technology upgrades will be brought to the Board of Trustees at a later time.

**Staff Contact:** Scott Elliott, Assistant Vice-President of Integrated Technology  
Craig Batteau, Director of Desktop Technology

## **Informational Item 7.B**

### **Retirements and Resignations**



**JOHN A. LOGAN COLLEGE  
INFORMATIONAL ITEMS**

**7.B – Retirements and Resignations**

---

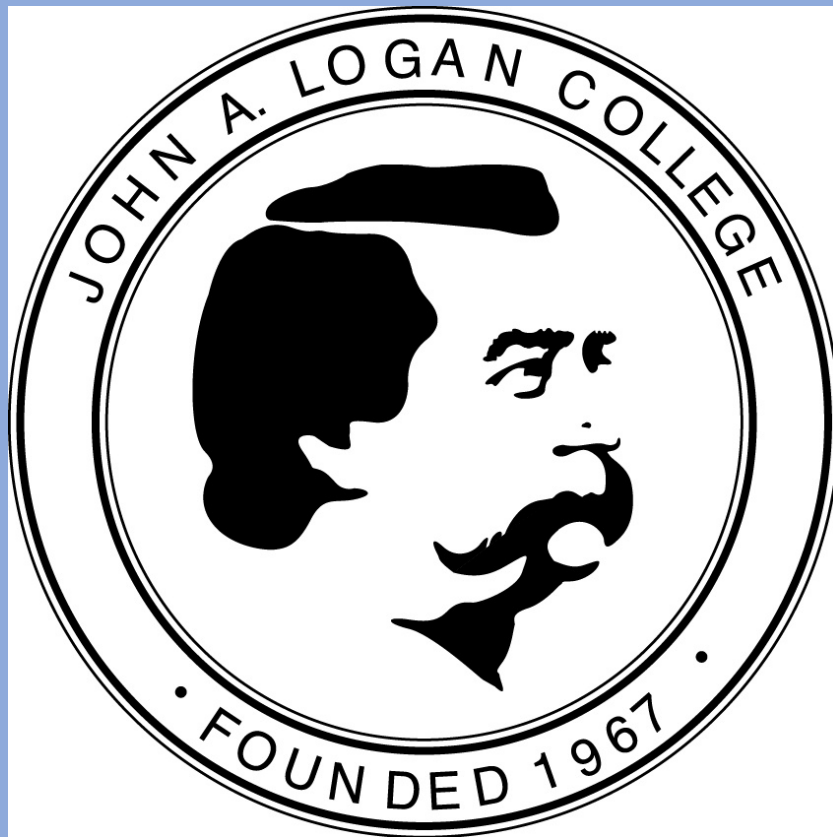
**1. RETIREMENTS**

- A. President Overstreet accepted the retirement of Cheryl Thomas, professor of biology, effective August 1, 2024.
- B. President Overstreet accepted a change in retirement date for Beth Porritt, coordinator of academic student testing, effective January 1, 2023.

**Staff Contact:** President Kirk Overstreet

## **Consent Agenda Item 8.A**

### **Jenzabar Communications Plus**



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

**8.A – Contract for Jenzabar Communications Plus**

---

**1. REASON FOR CONSIDERATION**

Timely and consistent communication with students is becoming more important for recruitment, retention, and student success. Examples include notification of success risk factors, deadlines regarding registration, financial aid and student accounts, and information regarding campus events.

The Jenzabar Communication Plus Module will allow scheduled texts, email messages, and staff responses to be sent and documented from within the Jenzabar One platform.

**2. BACKGROUND INFORMATION**

The Jenzabar Communications Plus Module will enable the College to:

- Improve constituent engagement by allowing communication in real time.
- Incorporate live integrated texting across campus.
- Track emails with constituents by integrating the preferred email provider into the Jenzabar One platform.
- Personalize outreach and promote a consistent brand message to constituents with a content editor.
- Manage, view, and comment on interactions through a snapshot view of constituent history.
- Increase collaboration by allowing staff to comment on interactions.
- Maximize user engagement by centralizing all texts and emails into one inbox.

This contract covers the remainder of this fiscal year and the following year. FY 23 implementation costs are within the approved budget. The remaining cost will be budgeted in FY 24.

Public bidding on items/services greater than \$25,000 is not required due to the exemption from bidding for technology/software services allowed in ILCS 805/3-27.1 and Board Policy 7154.

**3. RECOMMENDATION**

That the Board of Trustees approve the Jenzabar Communications Plus contract for the period through June 30, 2024, in the amount of \$50,950, which includes \$9,250 for setup and configuration.

**Staff Contact:** Scott Elliott, Assistant Vice-President for Information Technology  
April Martinez, Manager of Student Life and Recruitment



Jenzabar  
**Communications**

# Modernize campus communications to maximize engagement

Institutions currently engage with increasingly digital-savvy constituents whose expectations are shaped by modern enterprises. Interacting with these constituents is becoming more difficult as schools rely on multiple, disjointed communication technologies for outreach. To maximize engagement with their community, institutions need to eliminate communication and data silos and deliver unified experiences.

Built directly into our leading Jenzabar One platform, Jenzabar Communications allows you to deliver seamless, multichannel communications that connect departments and data across campus. Improve engagement, response times, resolution rates, and user experiences throughout your constituents' lifecycles.

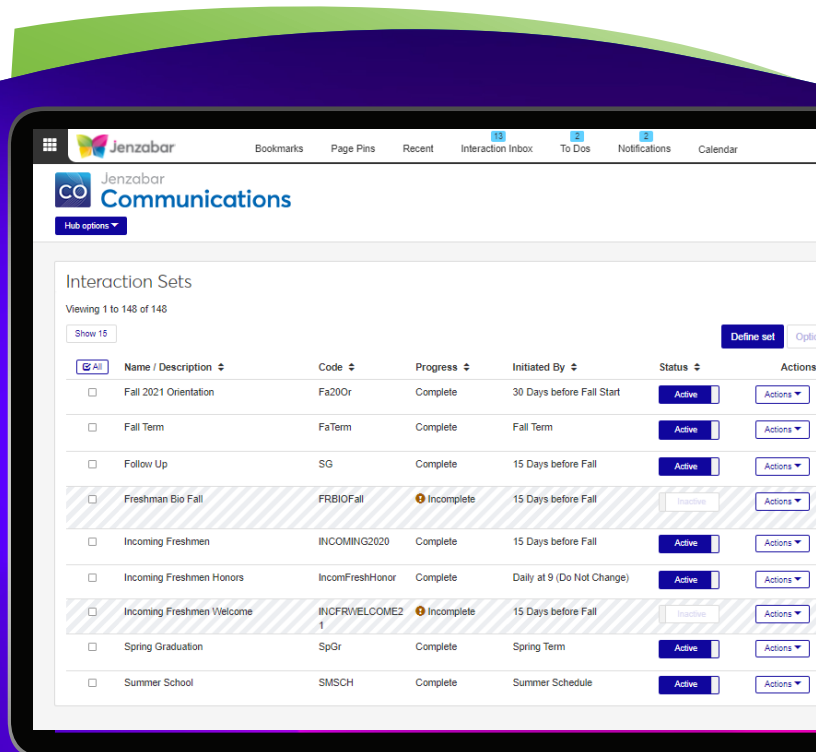
## At a Glance

Jenzabar Communications enables staff to spend less time locating information from myriad sources and systems and more time building rapport with their constituents. Through a single platform that is directly integrated into the Jenzabar One ecosystem, staff can build and send individual or sequenced text or email messages, review them using a single system of record, and share comments with other departments.

Jenzabar Communications comprises an easy-to-use suite of collaboration tools, templates, data settings, and histories designed to increase productivity and communications consistency. It allows you to improve experiences for your campus community by simplifying how you engage and communicate with them.

## Advantages

- ▶ Deliver consistent and personalized communications by using up-to-date digital profiles that track interaction and engagement histories.
- ▶ Enhance collaboration by using a single system to create and share documents, texts, emails, notes, notifications, phone calls, and to-dos.
- ▶ Enable more personalized conversations by segmenting your contact lists across the Jenzabar One platform.
- ▶ Increase efficiency by designing, scheduling, and sending individual or sequenced communications to constituents.
- ▶ Improve staff productivity by building out to-do lists to prioritize critical objectives.
- ▶ Minimize effort duplication and keep staff up to date on changes or updates by tracking and centralizing notifications.
- ▶ Keep sensitive information safe and prioritize privacy with security that bases access on roles and permissions.





# Unify interactions, increase visibility, and eliminate silos across campus

Jenzabar Communications is available through two different models: Jenzabar Communications, which has base functionality within the core Jenzabar One platform, and Jenzabar Communications Plus, which includes licensed, enhanced features.

## Jenzabar Communications

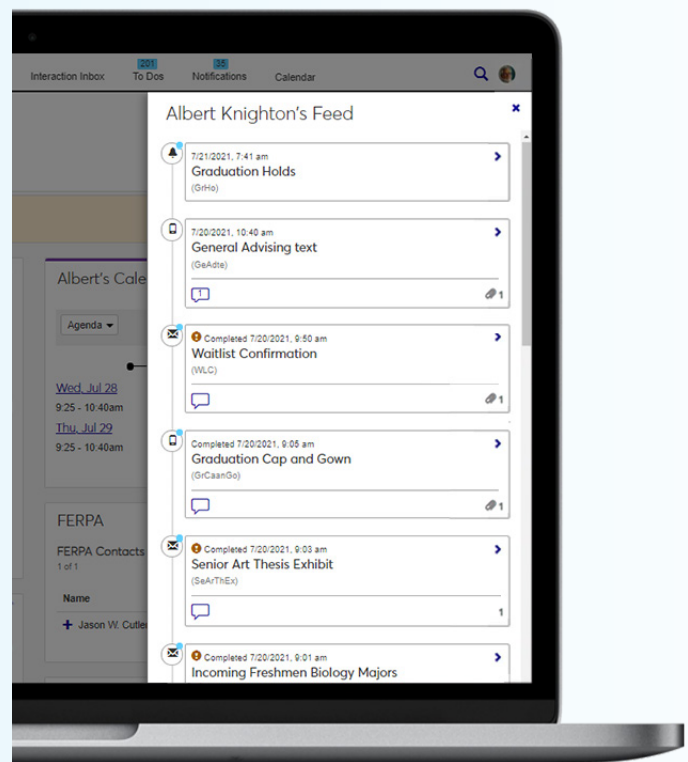
Jenzabar Communications' base model is directly integrated within the Jenzabar One platform and comes with a range of features designed to improve internal collaboration and constituent engagement with your campus.

- ▶ Create, schedule, and send individual interactions or an automated series of interactions to various segments with dynamic recipient lists.
- ▶ Keep staff up to date on all interactions sent to the campus community by maintaining a detailed and comprehensive view of notifications and communication records and histories.
- ▶ Send basic plain text or HTML templated emails to anyone from inside the Jenzabar One platform.
- ▶ Improve productivity and allow administrators to distribute workloads as needed by maintaining to-do items, including completed and in-progress tasks.

## Jenzabar Communications Plus

The licensed model of Jenzabar Communications comes with all the features in the base model and more.

- ▶ Improve engagement by allowing users to receive, review, and respond to texts, emails, and comments, in real time.
- ▶ Track inbound and outbound emails by integrating your preferred email provider directly into the Jenzabar One platform.
- ▶ Design personalized outreach and promote a consistent brand message with a robust, embedded content editor.
- ▶ Quickly manage, view, and comment on all interactions through a snapshot view of constituent records.
- ▶ Increase collaboration and visibility by allowing staff to make comments, adding more context for each person interacting with the constituent.
- ▶ Centralize all inbound and outbound texts and emails into one easily accessible inbox, or create inboxes to share among staff.



Jenzabar  
**one**

Jenzabar One is a modern cloud platform built exclusively for higher education. As a unified suite of solutions and services, Jenzabar One powers your digital campus, drives institutional and student success, and accelerates innovation and growth.



Find out more

📞 1.800.593.0028

✉ info@jenzabar.com

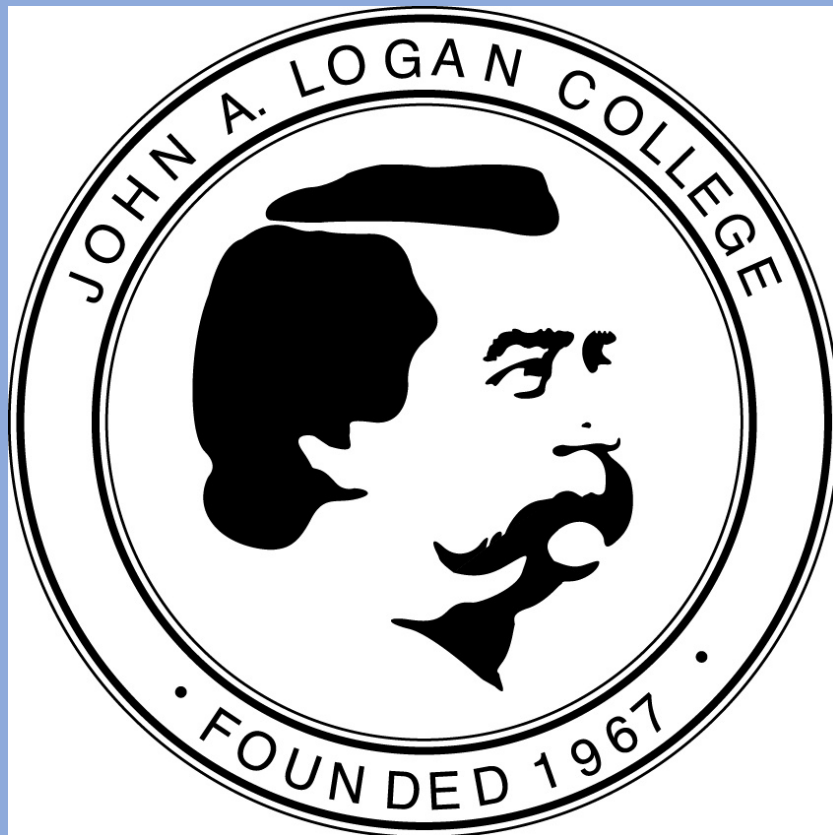
🌐 jenzabar.com



© 2022 Jenzabar, Inc. All rights reserved. Jenzabar® and the Jenzabar logo are registered trademarks of Jenzabar, Inc. 22018

## **Consent Agenda Item 8.B**

### **Resolution for Veteran's Appreciation Event**



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

**8.B – Resolution for Veteran’s Appreciation Event**

---

**1. REASON FOR CONSIDERATION**

President Kirk Overstreet desires to name the Veteran’s Appreciation Event, traditionally held during John A. Logan College Southern Illinois Hunting and Fishing Days, after Lieutenant Dan E. Finke, who passed away on September 17, 2022.

**2. BACKGROUND INFORMATION**

Lieutenant Dan Finke was instrumental in establishing the Veteran’s Appreciation Event and chaired the first event held in 2021. Mr. Finke was a member of the John A. Logan College Foundation and a long-time supporter of John A. Logan College.

**3. RECOMMENDATION**

That the Board of Trustees approve the resolution to name the Veteran’s Appreciation Event the Lieutenant Dan E. Finke Memorial Veteran’s Appreciation.

**Staff Contact:** President Kirk Overstreet

# RESOLUTION

## **The Lieutenant Dan E. Finke Memorial Veteran's Appreciation Event**

WHEREAS, John A. Logan College Southern Illinois Hunting and Fishing Days hosts an annual Veteran's Appreciation Event;

WHEREAS, Lieutenant Dan E. Finke was instrumental in promoting this event and chaired the first event in 2021;

WHEREAS, it is the desire of President Kirk Overstreet to name the Veteran's Appreciation Event in honor of Lieutenant Dan E. Finke, who passed away on September 17, 2022;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of John A. Logan College, Community College District #530, hereby name the Veteran's Appreciation Event the Lieutenant Dan E. Finke Memorial Veteran's Appreciation.

Adopted this 25th day of October 2022.

JOHN A. LOGAN COLLEGE

---

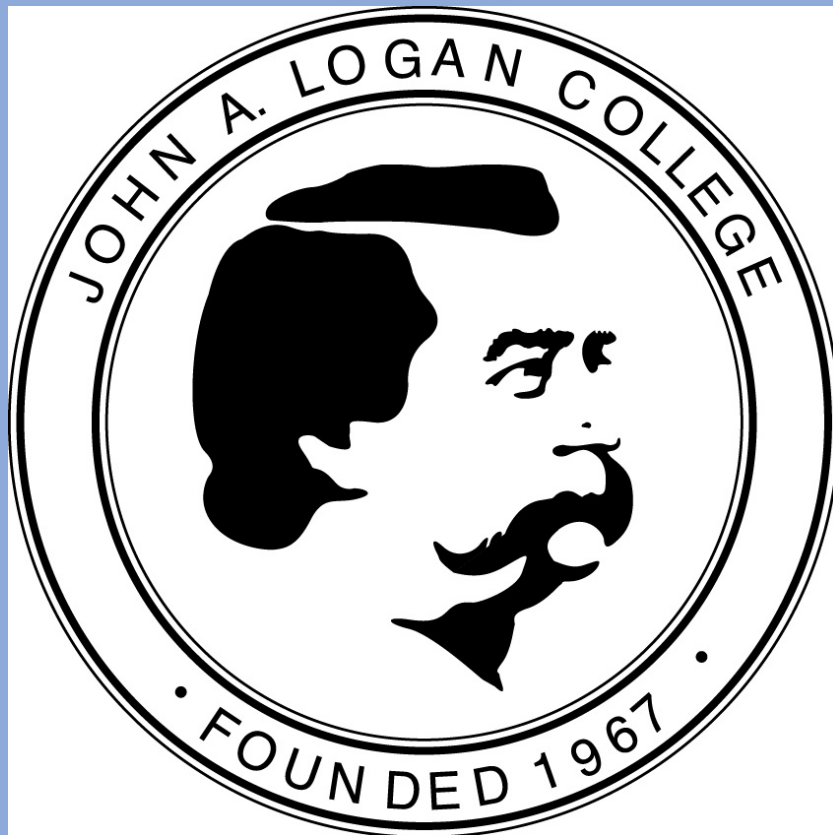
William J. Kilquist, Chairman

---

Jacob "Jake" Rendleman, Secretary

## **Consent Agenda Item 8.C**

### **Personnel**



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

**8.C - PERSONNEL ACTION ITEMS**

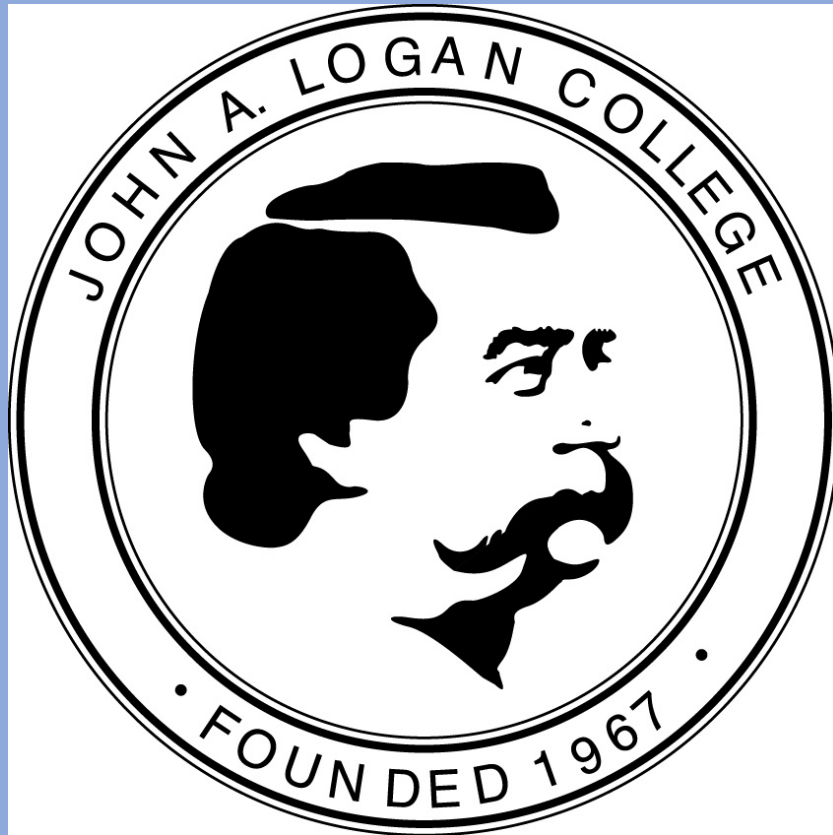
1. **REASON FOR CONSIDERATION:** In accordance with Board Policy 5110, Board action is required for the employment and ratification of personnel upon recommendation by the President. Recommendations by President Overstreet for the employment and ratification of personnel are listed below:

A. Full-Time Professional Staff			
Name	Position	Salary	Effective Date
Brandi Aken	Early Childhood Access Consortium for Equity (ECACE) Mentor/Coach (Grant)	\$42,250	10/10/22
Philip Brewer	College Readiness Coordinator (Temporary, Grant)	\$49,999	10/17/22
Phillip Lane*	Manager of Digital Communications	\$59,979	11/01/22
* Title and salary adjustment for Phillip Lane per his updated job description.			
B. Part-Time Staff			
Name	Type	Effective Date	
Levi Ford	Adjunct Faculty Substitute (Diagnostic Medical Sonography)	09/22/22	
Krystal Hudson	Logan Academy Instructor (Grant)	10/18/22	
Aimee Lemrise	Adjunct Faculty (Geography)	08/17/22	
Shanda Sylwester	Logan Academy Literacy Counselor (Grant)	10/03/22	
Cheryl Thomas	Community Education Instructor	10/17/22	
Airan Wells	Adjunct Faculty Substitute (Dental Assisting)	09/19/22	
C. Volunteers			
Name	Type	Appointment	
Michele Whitlock	Purdy School Volunteer	09/17/22	

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

## **Consent Agenda Item 8.D**

### **Expenditure Report**



# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/02/22	547885	AC Systems Service, LLC	Equipment Repair - Gym & SIH Units	520.00	
09/30/22	548310	ACEN	Accreditation Fee 1/1-12/31/23	2,875.00	
09/16/22	548129	ACT	Scoring Service	972.00	
09/23/22	548216	ACT	Scoring Service	624.00	
09/30/22	548311	ACT	Scoring Service	48.00	
09/30/22	548312	Adams Shoe Store, Inc.	Boots - HCCTP IDOT Cairo	1,200.00	
09/30/22	548318	Adrienne Barkley-Giffin	Travel Advance 10/6-10/9/22	206.00	
09/30/22	548314	Alan Environmental Products Inc	Maintenance Supplies	2,885.89	
09/15/22	548117	Alexa Anne Kosmopolis	Meal Allowance 9/15	250.00	
09/23/22	548227	Alexandra Jade Clark	Refund Membership Dues	15.00	
09/23/22	548230	Alexis Marie Edwards	Refund Membership Dues	15.00	
09/15/22	548111	Alivia Lynn Hartman	Meal Allowance 9/15	125.00	
09/30/22	548295	Alivia Lynn Hartman	Meal Allowance 9/30	125.00	
09/23/22	548217	Allied 100 LLC	AED Machine Cabinets	420.00	
09/07/22	548019	Alphonse M Stadler	Health Insurance - September	216.64	
09/30/22	548352	Amanda R Shelby	Reimburse - Food for Players/Concessions	477.59	
09/02/22	3171	Ameren Illinois	Electric Service - DQ Ext 7/19-8/17/22	3,173.34	
09/06/22	3084	Ameren Illinois	Gas Service - Main Campus 6/1-7/1/22	2,160.67	
09/06/22	3172	Ameren Illinois	Electric & Gas Service - DQ Ext	567.24	
09/09/22	3085	Ameren Illinois	Gas Service - DQ Ext 6/8-7/7/22	53.80	
09/20/22	3179	Ameren Illinois	Gas Service - Annex 6/20-7/20/22	66.74	
09/26/22	3181	Ameren Illinois	Electric Service - Main Campus	18,367.94	Y
09/09/22	548093	American Family Life Assurance	AFLAC Deduction/August	870.23	



# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548027	Amy L Biley	Travel 8/30/22	300.00	
09/09/22	548025	AP Technology LLC	SecureCheck Maintenance 8/22-8/21/23	990.00	
09/16/22	548173	April A Martinez	Reimburse - Club Food - Auto Body Club	123.11	
09/02/22	547886	Artworks Custom Graphics and Apparel	Student Printing Sign	66.00	
09/02/22	547887	Ascend Learning Holdings LLC	Nursing Assessments - RN	4,000.00	
09/23/22	548218	Ascend Learning Holdings LLC	Testing Services	780.00	
09/16/22	548130	Atlas Business Solutions Inc	Scheduling License	62.50	
09/07/22	547946	Audrey M Calhoun	Health Insurance-September	46.47	
09/09/22	548026	Auto Tire & Parts Co Inc	Instructional Supplies Maintenance Supplies	342.20	
09/16/22	548131	Auto Tire & Parts Co Inc	Supplies for Resale	302.01	
09/30/22	548315	Auto Tire & Parts Co Inc	Instructional Supplies Auto Supplies for Resale	1,196.19	
09/30/22	548316	Bake Me Happy Food Co	Bubble Tea - Loganpalooza	558.00	
09/12/22	3190	Bank of Montreal MC	August P-Card Charges - N Arnett	368.44	
09/12/22	3191	Bank of Montreal MC	August P-Card Charges - A Giffin	309.90	
09/12/22	3192	Bank of Montreal MC	August P-Card Charges - C Batteau	2,682.45	
09/12/22	3193	Bank of Montreal MC	August P-Card Charges - K Bevis	68.00	
09/12/22	3194	Bank of Montreal MC	August P-Card Charges - A Biley	51.70	
09/12/22	3195	Bank of Montreal MC	August P-Card Charges - N Brooks August P-Card Charges - N Brooks	1,183.64	
09/12/22	3196	Bank of Montreal MC	August P-Card Charges - M Brown	2,212.31	
09/12/22	3197	Bank of Montreal MC	August P-Card Charges - S Buckingham	147.49	
09/12/22	3198	Bank of Montreal MC	August P-Card Charges - B Burnside August P-Card Credits - B Burnside	2,061.56	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/12/22	3199	Bank of Montreal MC	August P-Card Charges - M Bush	14.36	
09/12/22	3200	Bank of Montreal MC	August P-Card Charges - S Carter	191.33	
09/12/22	3201	Bank of Montreal MC	August P-Card Charges - JALC Clubs	387.78	
09/12/22	3202	Bank of Montreal MC	August P-Card Charges - R Craig	314.39	
09/12/22	3203	Bank of Montreal MC	August P-Card Charges - J Dethrow	214.99	
09/12/22	3204	Bank of Montreal MC	August P-Card Charges - J Dick	786.42	
09/12/22	3205	Bank of Montreal MC	August P-Card Charges - M Dinkins	2,619.13	
09/12/22	3206	Bank of Montreal MC	August P-Card Charges - S Elliott	226.00	
09/12/22	3207	Bank of Montreal MC	August P-Card Charges - T Ferris	1,582.18	
09/12/22	3208	Bank of Montreal MC	August P-Card Charges - T Fox	114.64	
09/12/22	3209	Bank of Montreal MC	August P-Card Charges - CS Fuel	520.78	
09/12/22	3210	Bank of Montreal MC	August P-Card Charges - Custodial Fuel	348.67	
09/12/22	3211	Bank of Montreal MC	August P-Card Charges - Grounds Fuel	317.90	
09/12/22	3212	Bank of Montreal MC	August P-Card Charges - M Garrison	331.46	
09/12/22	3213	Bank of Montreal MC	August P-Card Charges - T Geske	1,358.45	
09/12/22	3214	Bank of Montreal MC	August P-Card Charges - B Griffith	3,185.18	
09/12/22	3215	Bank of Montreal MC	August P-Card Charges - T Gwaltney	35.40	
09/12/22	3216	Bank of Montreal MC	August P-Card Charges - M Hamilton	1,365.79	
09/12/22	3217	Bank of Montreal MC	August P-Card Charges - J Herren August P-Card Charges - S Hartford August P-Card Credits - S Hartford August P-Card Credits - J Herren	6,581.15	
09/12/22	3218	Bank of Montreal MC	August P-Card Charges - J Hines	51.72	
09/12/22	3219	Bank of Montreal MC	August P-Card Charges - C Hoekstra August P-Card Credits - C Hoekstra	1,039.05	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/12/22	3220	Bank of Montreal MC	August P-Card Charges - S Holloway	63.47	
09/12/22	3221	Bank of Montreal MC	August P-Card Charges - C Hosselton August P-Card Credits - C Hosselton	163.06	
09/12/22	3222	Bank of Montreal MC	August P-Card Charges - R Jeter	39.98	
09/12/22	3223	Bank of Montreal MC	August P-Card Charges - K Jones	933.05	
09/12/22	3224	Bank of Montreal MC	August P-Card Charges - P Karns	711.00	
09/12/22	3225	Bank of Montreal MC	August P-Card Charges - C Marrs	1,496.07	
09/12/22	3226	Bank of Montreal MC	August P-Card Charges - A Martinez	1,230.78	
09/12/22	3227	Bank of Montreal MC	August P-Card Charges - F Matzker	132.98	
09/12/22	3228	Bank of Montreal MC	August P-Card Charges - S May	7,302.64	
09/12/22	3229	Bank of Montreal MC	August P-Card Charges - C McBride	63.94	
09/12/22	3230	Bank of Montreal MC	August P-Card Charges - F Morhet	1,389.32	
09/12/22	3231	Bank of Montreal MC	August P-Card Charges - J Mueller August P-Card Credits - J Mueller	2,454.11	
09/12/22	3232	Bank of Montreal MC	August P-Card Charges - C Mulholland	803.14	
09/12/22	3233	Bank of Montreal MC	August P-Card Charges - C Naegele	323.39	
09/12/22	3234	Bank of Montreal MC	August P-Card Charges - S O'Keefe August P-Card Charges - S O;Keefe	3,166.66	
09/12/22	3235	Bank of Montreal MC	August P-Card Charges - K Overstreet	1,312.33	
09/12/22	3236	Bank of Montreal MC	August P-Card Credits - M Pecord August P-Card Charges - M Pecord	706.27	
09/12/22	3237	Bank of Montreal MC	August P-Card Charges - A Porter	1,366.96	
09/12/22	3238	Bank of Montreal MC	August P-Card Charges - K Reagan	30.16	
09/12/22	3239	Bank of Montreal MC	August P-Card Charges - J Rongey August P-Card Credits - J Rongey	66.84	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/12/22	3240	Bank of Montreal MC	August P-Card Charges - A Rubin	26.66	
09/12/22	3241	Bank of Montreal MC	August P-Card Charges - J Sargent	42.81	
09/12/22	3242	Bank of Montreal MC	August P-Card Charges - S Shafer	1,325.24	
09/12/22	3243	Bank of Montreal MC	August P-Card Charges - A Shelby	990.65	
09/12/22	3244	Bank of Montreal MC	August P-Card Charges - T Siefert	3,239.02	
09/12/22	3245	Bank of Montreal MC	August P-Card Charges - T Simmons	810.77	
09/12/22	3246	Bank of Montreal MC	August P-Card Charges - T Smithpeters	1,299.99	
09/12/22	3247	Bank of Montreal MC	August P-Card Charges - J Snider	43.99	
09/12/22	3248	Bank of Montreal MC	August P-Card Charges - G Starrick	3,047.72	
09/12/22	3249	Bank of Montreal MC	August P-Card Charges - B Stephens	15.99	
09/12/22	3250	Bank of Montreal MC	August P-Card Charges - C Stewart	3,592.48	
09/12/22	3251	Bank of Montreal MC	August P-Card Charges - K Surprenant	2,218.94	
09/12/22	3252	Bank of Montreal MC	August P-Card Charges - R Sveda-Webb	1,723.35	
09/12/22	3253	Bank of Montreal MC	August P-Card Charges - K Tabing	283.53	
09/12/22	3254	Bank of Montreal MC	August P-Card Charges - C Thomas	631.75	
09/12/22	3255	Bank of Montreal MC	August P-Card Charges - S Wernsman August P-Card Credits - S Wernsman	4,124.40	
09/12/22	3256	Bank of Montreal MC	August P-Card Credits - A Willmore August P-Card Charges - A Willmore	213.58	
09/12/22	3257	Bank of Montreal MC	August P-Card Charges - K Yosanovich	2,169.48	
09/07/22	547981	Barbara A James	Health Insurance - September	46.47	
09/07/22	547969	Barbara J Harris	Health Insurance - September	46.47	
09/07/22	548021	Barbara Throgmorton	Health Insurance - September	46.38	
09/07/22	547967	Barry Ray Hancock	Health Insurance - September	1,155.03	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/07/22	547993	Beverly Ann McCabe	Health Insurance - September	46.47	
09/23/22	548285	Beverly Shofstall	HFD FY22 Wildlife Presenter	300.00	
09/07/22	548015	Billy Rae Smillie	Health Insurance - September	216.64	
09/08/22	548092	Bob Harper Ford Inc	2022 Dump Trailer	12,561.00	Y
09/09/22	548075	Bonnie I Stoffel	Logan Fitness Refund - Class	45.00	
09/26/22	548287	Braden Michael Dalton	Refund Pell SP21	529.00	
09/16/22	548132	Brenda K Beggs	Uniform Maint.	10.00	
09/09/22	548069	Brian W Sickinger	Travel Advance 9/12-9/16/22	265.00	
09/02/22	547890	BSN Sports LLC	Athletic Apparel	323.50	
09/09/22	548029	BSN Sports LLC	Athletic Apparel Athletic Apparel & Supplies	5,571.28	
09/16/22	548135	BSN Sports LLC	Credit - Athletic Apparel Athletic Apparel	3,032.50	
09/30/22	548320	BSN Sports LLC	Athletic Apparel Athletic Supplies	4,719.59	
09/16/22	548136	Burghof Group LLC	Pole Barn Rent - September - HCCTP	300.00	
09/09/22	548030	Burkdell Mulch LLC	Grounds Supplies	4,056.00	
09/16/22	548137	Burkdell Mulch LLC	Trap Rock Gravel	464.00	
09/23/22	548235	Caleb James Flesch	Refund Membership Dues	6.00	
09/02/22	547891	Campus Works Inc	Consultant Expenses - July Travel	994.02	
09/02/22	547892	Capitol Strategies Consulting Inc	Consulting Services 8/1-8/15/22	3,081.25	
09/23/22	548222	Capitol Strategies Consulting Inc	Consulting Service 8/16-8/31/22	4,122.50	
09/07/22	547950	Carl D Cottingham	Health Insurance-September	216.64	
09/07/22	547944	Carla Jo Bradley	Health Insurance-September	1,001.41	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/02/22	547893	Carli	Database Services GAR @00871319	12,482.28	Y
09/07/22	547997	Carol A Mitchell	Health Insurance - September	216.64	
09/09/22	548032	Carolina Biological Supply Company	Instructional Supplies	25.60	
09/16/22	548210	Carolyn K Young	Logan Fitness Refund - Class	100.00	
09/23/22	548223	Carterville Chamber of Commerce	Corporate Sponsor for Twilight 5K	300.00	
09/20/22	3180	Carterville Water and Sewer Dept	Water Service - Baseball Sprinklers Water Service - Softball Sprinklers Water Service - Annex - August Water Service - Logan Fitness Water Service - Main Campus - August	8,070.22	
09/16/22	548138	Carterville Winair Co	Instructional Supplies	61.35	
09/30/22	548321	Carterville Winair Co	Instructional Supplies	101.47	
09/16/22	548139	Carterville Winlectric Co	Maintenance Repair Supplies	55.90	
09/16/22	548140	Carterville Winsupply	Maintenance Repair Supplies	53.77	
09/16/22	548160	Cathrine Hoekstra	Travel Advance 9/21-9/23/22	477.00	
09/02/22	547894	CDW Government	Viewsonic Viewboards Curved Monitor Distance Learning Equipment Stockroom Supplies Credit - Curved Monitor Credit - Smart TV Projector Projectors	57,705.14	Y
09/09/22	548033	CDW Government	Projectors	43,394.00	Y
09/16/22	548141	CDW Government	Computer Equipment - Monitor HYCU Renewal - Data Protection Network Supplies Adobe Acrobat Subscriptions Azure Overage 7/1/22-7/31/22	52,210.66	Y
09/23/22	548224	CDW Government	Software	15,111.72	Y
09/07/22	547961	Cecilia Kay Fleming	Health Insurance-September	30.75	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/23/22	548225	Cengage Learning Inc	Instructional Supplies	1,391.90	
09/16/22	3187	Central States Funds H&W Fund	Health Premium - August	330,090.80	Y
09/07/22	547956	Charles R Ellett	Health Insurance-September	758.33	
09/16/22	548142	Charlie's Air Conditioning and Heating	Ice Machine Rent - August	280.00	
09/23/22	548226	Charlie's Air Conditioning and Heating	Ice Machine Rent July - Sept	210.00	
09/07/22	547975	Charmaine A Horn	Health Insurance - September	30.75	
09/02/22	547888	Cheryl Barrall	Reimburse - Club T-Shirts	495.00	
09/07/22	547941	Cheryl L Bernhardt	Health Insurance-September	184.66	
09/15/22	548125	Cheyenne Lanaezia Trotter	Meal Allowance 9/15	125.00	
09/30/22	548306	Cheyenne Lanaezia Trotter	Meal Allowance 9/30	125.00	
09/16/22	548150	Chris F Deichman	Game Official 9/1/22 2:00pm - PO 7068	100.00	
09/09/22	548037	Chrissy L Confer	Travel 8/22/22	14.00	
09/16/22	548145	Chrissy L Confer	Travel 8/2/22 Travel 9/6/22 Travel 9/7/22	138.27	
09/23/22	548228	Chrissy L Confer	Travel 9/13/22 Travel 9/9/22	70.89	
09/07/22	548023	Christie A Williams	Health Insurance - September	46.47	
09/09/22	548053	Christina E Loyd	Logan Fitness Refund - Class	45.00	
09/07/22	547940	Christopher B Bell	Health Insurance-September	1,001.41	
09/16/22	548167	Christopher Kays	Game Official 8/31/22 6:30pm	145.00	
09/30/22	548341	Christopher Kays	Game Official 9/12/22 6:30pm	130.00	
09/07/22	547982	Cindy D Johnson	Health Insurance - September	1,001.41	
09/09/22	548034	Cintas Fire Protection	Alarm Repair	1,869.16	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548035	City of Du Quoin	Water Service - DQ Ext 7/11-8/8/22	56.68	
09/30/22	548322	City of Du Quoin	Water Servcie - DQ Ext 8/8-9/8/22 Water Service - DQ Ext 8/8-9/8/22	59.52	
09/16/22	548144	Clean As A Whistle LLC	Cleaning Service - WF Ext Cleaning Service - DQ Ext	2,936.35	
09/01/22	3170	Clearwave Communications	Phone & Internet Service - Main Campus Phone & Internet Service- WF Ext Phone & Internet Services - DQ Ext	5,185.53	
09/09/22	548081	Cody Allen Wayne Barger	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548266	Cody Allen Wayne Barger	HCCTP Student Stipend	720.00	
09/02/22	547889	Cody M Blumenstock	Reimburse Clothing Allowance	181.08	
09/23/22	548220	Cody M Blumenstock	Reimburse Supplies	32.91	
09/09/22	548036	Cold Blooded Coffee & Roastery	Food/Service - Welcome Back Week Food/Service Breakfast-Welcome Week	2,361.58	
09/22/22	548279	Cold Blooded Coffee & Roastery	Student Assistance Gift Card Reloads IASA Breakfast 9/6/22 Refreshments - Fall Faculty Orientation	3,266.25	
09/30/22	548323	College Board	Membership Fee 2022-2023	400.00	
09/07/22	547974	Connie S Hensley	Health Insurance - September	46.47	
09/09/22	548066	Connie S Robinson	Reimburse - COS License Renewal	50.00	
09/16/22	3177	Constellation NewEnergy Inc	Electric Service - Main Campus 7/20-8/18	25,481.91	Y
09/30/22	548332	Cory Grojean	Game Official 9/12/22 6:30pm	130.00	
09/09/22	548080	Crystal N Young	Reimburse - Escape Room Course Reimburse - Mentimeter Service	192.88	
09/15/22	3185	CSI Software LLC	Logan Fitness Software Fee	930.00	
09/16/22	548149	Curriculum Publications Clearinghouse	Replace Ck#547274 - Instructional Supp	2,003.02	
09/15/22	548118	Curtis L Lewis	Meal Allowance 9/15	125.00	



# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/30/22	548300	Curtis L Lewis	Meal Allowance 9/30	125.00	
09/09/22	548087	Cynthia Jolly	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548272	Cynthia Jolly	HCCTP Student Stipend	720.00	
09/30/22	548324	Daikin TMI LLC	Chiller Flow Switch Replacement/Upgrade	8,325.00	
09/16/22	548205	Dana J Vinyard	Logan Fitness Refund - Class	45.00	
09/23/22	548280	Dancin Dog Productions LLC	HFD FY22 Entertainment	5,000.00	
09/23/22	548282	David M Freeman	HFD FY22 Camo the Clown	600.00	
09/07/22	547957	David O England	Health Insurance-September	184.66	
09/30/22	548329	David O England	Replace Ck#546457 - May Health Ins Replace Ck#547336 - July Health Ins Replace Ck#545927 - April Health Ins	447.75	
09/07/22	547955	Dawn S Ellermeyer	Health Insurance-September	76.31	
09/09/22	548090	Deandre Demond Tucker	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548275	Deandre Demond Tucker	HCCTP Student Stipend	710.00	
09/07/22	548010	Debra Richison	Health Insurance - September	76.31	
09/16/22	548151	Dell Marketing LP	Computer Equipment - Monitors	702.87	
09/30/22	548326	Direct Energy Business Marketing LLC	Gas Service - Main Campus - 8/1-8/31/22	3,961.25	
09/02/22	547895	Disability Support Services SIUC	Interpreting Services - 7/19-8/3/22	360.00	
09/07/22	548009	Don A Rich	Health Insurance - September	216.64	
09/07/22	547996	Don Middleton	Health Insurance - September	216.64	
09/09/22	548028	Donald Brookens	Refund Autumnfest Booth Fee	130.00	
09/07/22	547960	Donna B Fell	Health Insurance-September	46.47	
09/07/22	547962	Donna Ford	Health Insurance-September	30.75	
09/30/22	548358	Drew E Stacy	Reimburse - Officer Clothing Allowance	198.66	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548058	Dustin A Myers	Travel Advance 9/12-9/16/22	265.00	
09/09/22	548085	DUSTIN JAYMZ DOTSON	HCCTP Participant 8/22-9/2/22	790.00	
09/23/22	548270	DUSTIN JAYMZ DOTSON	HCCTP Student Stipend	720.00	
09/30/22	548327	E&R Media	Advertising - HFD	380.00	
09/16/22	548154	EAN Services LLC	Car Rental - B Burnside Car Rental - M Crain Car Rental - K Surprenant	506.50	
09/23/22	548229	EAN Services LLC	Car Rental - R Jeter Car Rental - K Surprenant	522.35	
09/09/22	548040	Edvotek Inc	Instructional Supplies	286.38	
09/07/22	3182	EFTPS	Federal Tax Deposit 9/7/22	123,130.90	Y
09/23/22	3260	EFTPS	Federal Tax Deposit 9/22/22	61,135.82	Y
09/23/22	548231	Egyptian Electric Coop Association	Electric Service - Annex - 8/1-9/1/22 Electric Service - Sign 8/1-9/1/22 Electric Service - Logan Fitness 8/1-9/1 Electric Service - SB Scoreboard 8/1-9/1	11,195.90	Y
09/15/22	548116	Elijah T Jones	Meal Allowance 9/15	125.00	
09/30/22	548299	Elijah T Jones	Meal Allowance 9/30	125.00	
09/30/22	548328	Elsevier	Student Assessments	3,360.00	
09/15/22	548120	Endya Joi Robinson	Meal Allowance 9/15	125.00	
09/30/22	548302	Endya Joi Robinson	Meal Allowance 9/30	125.00	
09/16/22	548155	Enviro-Tech Termite and Pest Control	Pest Control - WF Ext - 8/23/22	40.00	
09/23/22	548232	Enviro-Tech Termite and Pest Control	Pest Control - Annex 9/9/22	75.00	
09/30/22	548330	Enviro-Tech Termite and Pest Control	Pest Control - DQ Ext 9/12/22 Pest Control - Main Campus 9/2/22 Pest Control - Main Campus 7/1/22	1,050.00	
09/07/22	547953	Eric George Ebersohl	Health Insurance-September	1,155.03	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/07/22	547989	Eunice A Lantagne	Health Insurance - September	163.17	
09/30/22	548331	Eunice Olutoyin Fox	Travel Advance 10/3-10/4/22	103.00	
09/07/22	547999	Evelyn P Morrison	Health Insurance - September	46.47	
09/16/22	548156	Examity Inc.	Proctoring College Board - August	10.00	
09/07/22	548008	Faelene S Ragan	Health Insurance - September	81.41	
09/16/22	548174	Faith L Matzker	Travel Advance 9/21-9/24/22	206.00	
09/16/22	548175	Faith L Matzker	Reimburse - Open House Supplies	15.90	
09/15/22	548110	Faith R Halliday	Meal Allowance 9/15	125.00	
09/30/22	548294	Faith R Halliday	Meal Allowance 9/30	125.00	
09/02/22	547896	Fed Ex	Shipping	422.41	
09/09/22	548103	Fetch-N-Fish Promotions Inc	Down Payment HFD Service Per Contract	1,000.00	
09/23/22	548281	Fetch-N-Fish Promotions Inc	HFD FY22 Presenter	6,000.00	
09/02/22	547899	FIRM Systems	Fingerprinting 7/31/22	165.00	
09/23/22	548233	FIRM Systems	Fingerprinting Service	55.00	
09/23/22	548234	Fishback Media Inc	Advertising	4,000.00	
09/07/22	547949	Frances B Cobb	Health Insurance-September	76.31	
09/16/22	548157	Freed-Hardeman University	Women's Golf Entry Fee 9/26-9/27/22	720.00	
09/06/22	3173	Frontier	Phone Service - CCRR 8/13-9/12/22	584.58	
09/09/22	3174	Frontier	Phone Service - LF Elevator 8/16-9/15/22	82.42	
09/12/22	3175	Frontier	Phone Service - Fire Loop 8/19-9/18/22	95.47	
09/15/22	3176	Frontier	Phone Service - WF Ext 8/22-9/21/22	88.76	
09/19/22	3178	Frontier	Phone Service - TTY Line 8/25-9/24/22 Phone Service - Fire Alarm 8/25-9/24/22	206.91	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/28/22	3189	Frontier	Phone Service - Elevator 9/4-10/3/22	427.55	
09/16/22	548215	Gary L Barton	Health Insurance August Health Insurance-September	433.28	
09/07/22	548016	Gary Smith	Health Insurance - September	30.75	
09/07/22	547945	Gary W Caldwell	Health Insurance-September	271.83	
09/30/22	548349	George A Reed	Reimburse Officer Supplies	32.91	
09/23/22	548236	Goreville Concrete Products Inc	Instructional Supplies - HCCTP IDOT	278.59	
09/14/22	3186	GoTo Communications, Inc	Credit Sales Tax Phone Service/Equipment Usage	7,977.56	
09/30/22	548360	Greg Starrick	Travel 9/6/22 Reimburse - Supplies	179.44	
09/02/22	547900	Growing Media LLC	Advertising	4,900.00	
09/23/22	548237	Growing Media LLC	Advertising & Production	16,850.00	Y
09/30/22	548333	Growing Media LLC	Advertising - HFD Viewbook Print Cost	8,370.00	
09/16/22	548158	Haworth Inc.	Furniture	1,445.03	
09/16/22	548211	Heidi L Zsido	Travel 7/7-7/21/22	106.89	
09/16/22	548159	Higher Learning Commission	Assurance Review Team Expenses	3,000.00	
09/23/22	548284	Holly L Kee	HFD FY22 Bagpipes Presentation	400.00	
09/09/22	548046	HSG Mechanical Contractors Inc	Backflow Prevention - Main Campus	2,240.00	
09/16/22	548162	Huelsmann Distributing Company Inc	Teaching Supplies	181.07	
09/02/22	547901	Humboldt Mfg Co	Instructional Equipment	2,551.44	
09/30/22	548335	ICCCFO	Conference Registration - Fall 2022	100.00	
09/02/22	547902	ICCCSSO	Membership Dues - Title IX Consortium	200.00	
09/23/22	548239	ICCCSSO	Membership Dues 9/1/22-8/30/23	200.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/02/22	547903	ICCET	Membership Dues - J Dick	30.00	
09/30/22	548336	Idea Creative Marketing	Advertising / Campaign Planning	5,916.66	
09/08/22	3184	Illinois Dept of Revenue	State Tax Deposit 9/8/22	46,638.47	Y
09/26/22	3261	Illinois Dept of Revenue	State Tax Deposit 9/26/22	24,520.16	Y
09/30/22	3263	Illinois Dept of Revenue	Wage Levy	111.07	
09/09/22	548094	Illinois FOP Labor Council	Union Dues (LU) August	624.00	
09/09/22	548095	Illinois State Disbursement Unit	Child Support 2021-F-11	162.50	
09/22/22	548277	Illinois State Disbursement Unit	Child Support 2021-F-11	162.50	
09/02/22	547904	Illinois Student Assistance Commission	ECACE Program Refund L-Wynn SU22	2,552.00	
09/09/22	548047	Illinois Student Assistance Commission	Map Refund 21-22	2,988.00	
09/02/22	547905	ILMO Products Company	Instructional Supplies	712.04	
09/16/22	548163	ILMO Products Company	Instructional Supplies	688.31	
09/23/22	548240	ILMO Products Company	Instructional Supplies	834.79	
09/30/22	548337	ILMO Products Company	Instructional Supplies	833.15	
09/09/22	548048	Interstate All Battery Center	Maintenance Supplies	285.20	
09/15/22	548123	Isaiah D Stafford	Meal Allowance 9/15	125.00	
09/30/22	548304	Isaiah D Stafford	Meal Allowance 9/30	125.00	
09/07/22	548017	Jack Smothers	Health Insurance - September	216.64	
09/15/22	548104	Jaden Caprice Berry	Meal Allowance 9/15	125.00	
09/30/22	548289	Jaden Caprice Berry	Meal Allowance 9/30	125.00	
09/09/22	548088	Jaden DeVae Lacy	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548273	Jaden DeVae Lacy	HCCTP Student Stipend	640.00	
09/09/22	548096	JALC Foundation	Foundation Ded (LF) August	401.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/30/22	548338	JALC Foundation	Scholarship Funds - Miss Volunteer 2021	250.00	
09/02/22	547906	JALC Foundation - Scholarships	Clearing Account	23,565.00	Y
09/09/22	548049	JALC Foundation - Scholarships	Clearing Account	3,300.00	
09/16/22	548164	JALC Foundation - Scholarships	Clearing Account	750.00	
09/23/22	548241	JALC Foundation - Scholarships	Clearing Account	14,645.00	Y
09/30/22	548339	JALC Foundation - Scholarships	Clearing Account	3,587.96	
09/15/22	548108	James Antwan Dent Jr	Meal Allowance 9/15	125.00	
09/30/22	548293	James Antwan Dent Jr	Meal Allowance 9/30	125.00	
09/30/22	548313	James R Adams	Reimburse Officer Supplies	57.96	
09/07/22	547970	James W Harris	Health Insurance - September	46.47	
09/07/22	548014	Janada Schaubert	Health Insurance - September	76.31	
09/07/22	547976	Jane A House	Health Insurance - September	46.47	
09/07/22	548004	Janice R Palese	Health Insurance - September	46.47	
09/16/22	548176	Jason McFarland	Reimburse Club Meeting Supplies	41.84	
09/23/22	548257	Jason Snider	Travel Advance 9/30-10/6/22	873.21	
09/09/22	548050	Jenzabar Inc	AR Integration/Custom Maintenance Credit Memo Back Payment	1,511.00	
09/07/22	547965	Jerry D Halstead	Health Insurance - September	1,001.41	
09/15/22	548121	Jessica Perlas Smith	Meal Allowance 9/15	100.00	
09/09/22	548039	Jil Deaton	Travel 8/26/22	36.26	
09/07/22	547938	Jim R Bales	Health Insurance-September	216.64	
09/02/22	547907	John A Logan College Bookstore #1140	COS Vest - Perkins Loan Library Bus Pass - Perkins Loan Library COS Textbooks - Perkins Loan Library Textbooks - Perkins Loan Library	1,806.42	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/16/22	548165	John A Logan College Bookstore #1140	DNA Supplies - Perkins	765.98	
09/23/22	548242	John A Logan College Bookstore #1140	Books - Baseball Books - Geer II Grant 6/1-9/13/22 Books - Men's Golf Books - Softball	10,736.39	Y
09/27/22	548286	John A Logan College Bookstore #1140	Pell Book Vouchers FL22	304,495.18	Y
09/30/22	548340	John A Logan College Bookstore #1140	Instructional Supplies Nursing Textbooks & Kits Textbooks for Perkins Loan Library	3,409.83	
09/07/22	548012	John C Sala	Health Insurance - September	46.47	
09/07/22	548006	John J Profilet	Health Insurance - September	185.12	
09/27/22	548309	John J Profilet	Health Insurance-July	185.12	
09/07/22	547987	John L Kuruc	Health Insurance - September	46.47	
09/09/22	548051	Johnstone Supply	Maintenance Repair Supplies	446.40	
09/16/22	548166	Johnstone Supply	Maintenance Repair Supplies	44.61	
09/07/22	548011	Jon Rivers	Health Insurance - September	46.47	
09/30/22	548342	Jonathan Leblond	Broadcasting Service 9/12/22	100.00	
09/30/22	548348	Jonathon Peek	Travel 7/7 & 9/23/22	5.00	
09/07/22	547968	Joseph R Hancock	Health Insurance - September	46.47	
09/15/22	548109	Joshua Andrew Dima	Meal Allowance 9/15	250.00	
09/07/22	547985	Judith C Korando	Health Insurance - September	216.64	
09/07/22	548022	Jula L Treece	Health Insurance - September	216.64	
09/09/22	548044	Juliana Hellriegel	Logan Fitness Refund - Class	45.00	
09/23/22	548219	Kara Bevis	Travel Advance 9/30-10/6/22	383.00	
09/07/22	548013	Karen Sala	Health Insurance - September	46.47	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548077	Karla Tabing	Travel 7/6-8/30/22	215.00	
09/16/22	548200	Karla Tabing	Travel Advance 9/21-9/23/22	399.50	
09/16/22	548148	Kate Elisabeth Crombar	Reissue for Chk# 547180	45.00	
09/09/22	548031	Kathleen Dwyer Carl	Logan Fitness Refund - Class	55.00	
09/02/22	547920	Kathleen M Riggs	Travel 8/9/22	62.26	
09/09/22	548065	Kathleen M Riggs	Travel 8/30-8/31/22	46.82	
09/23/22	548253	Kathleen M Riggs	Travel 9/9/22	13.94	
09/02/22	547926	Kathy J Taylor	Logan Fitness Refund - Class	185.00	
09/07/22	547986	Keith Alan Krapf	Health Insurance - September	1,001.41	
09/07/22	547983	Keith D Kendrick	Health Insurance - September	163.17	
09/15/22	548107	Kendall Lamaan Debrick II	Meal Allowance 9/15	125.00	
09/30/22	548292	Kendall Lamaan Debrick II	Meal Allowance 9/30	125.00	
09/15/22	548114	Kendra Nicole Johnson	Meal Allowance 9/15	125.00	
09/30/22	548297	Kendra Nicole Johnson	Meal Allowance 9/30	125.00	
09/15/22	548112	Kennady Faelyn Hayes	Meal Allowance 9/15	125.00	
09/30/22	548296	Kennady Faelyn Hayes	Meal Allowance 9/30	125.00	
09/09/22	548060	Kevin D Ohlau	Reissue Ck#547245 - Performer/Juneteenth	300.00	
09/30/22	548317	Kevin G Banks	Reimburse - Officer Equipment	349.99	
09/16/22	548168	Kimball International Marketing Inc.	Office Furniture - Chair	362.56	
09/09/22	548043	Kimberly Heibner	Interpreting Services 8/15-8/16/22	472.50	
09/23/22	548252	Kirk E Overstreet	Travel 9/8-9/9/22	325.50	
09/16/22	548169	Kokopelli Golf LLC	Green Fees - Women's Golf Green Fees - Men's Golf	5,000.00	



# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/30/22	548369	Kristin L Yosanovich	Reissue Ck#547548 - Reimbursement	51.98	
09/16/22	548197	Krystal Spani	Laundry Service	136.50	
09/15/22	548214	Kyle Smithpeters	Reimburse Team Hotel Stay 11/23/21	948.00	
09/02/22	547908	Laerdal Medical Corporation	Nursing Equipment	9,573.06	
09/07/22	547992	Larry Dale Marrs	Health Insurance - September	76.31	
09/07/22	548003	Larry Maurice Page	Health Insurance - September	76.31	
09/07/22	547948	Lauralyn Cima	Health Insurance-September	30.75	
09/07/22	547971	Leila Jo Hart	Health Insurance - September Health Insurance - August	369.32	
09/26/22	548288	Lemond's Motorsports LLC	Purchase of 2022 Kawasaki Mule	21,981.00	Y
09/07/22	547939	Linwood G Bechtel	Health Insurance-September	216.64	
09/07/22	547977	Lisa A Hudgens	Health Insurance - September	163.17	
09/09/22	548097	Logan Operational Staff Association	LOSA Dues/August	851.44	
09/22/22	548278	Logan Operational Staff Association	LOSA Dues/September	834.94	
09/16/22	548170	Logan Solar LLC	Solar Production 8/1/22-8/31/22	11,621.32	Y
09/16/22	548171	Long Haul Leasing LLC	20' Fox Box Rent - Sept - IDOT HCCTP	200.00	
09/09/22	548052	Lowe's of Illinois Inc	Maintenance Repair Supplies	61.74	
09/16/22	548172	Lowe's of Illinois Inc	Maintenance Repair Supplies	413.19	
09/15/22	548124	Lyniah L Thomas	Meal Allowance 9/15	125.00	
09/30/22	548305	Lyniah L Thomas	Meal Allowance 9/30	125.00	
09/30/22	548334	Mabel J Hayes	Refreshments for Dual Credit Meeting	90.00	
09/15/22	548106	Madison Lane Calvin	Meal Allowance 9/15	125.00	
09/30/22	548291	Madison Lane Calvin	Meal Allowance 9/30	125.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548054	Maier's Tidy Bowl Inc.	Portable Toilet Rental 8/24-9/20/22	60.95	
09/30/22	548343	Maier's Tidy Bowl Inc.	Portable Toilet Rental 9/21-10/18/22	60.95	
09/27/22	548308	Marie Perkins	Health Ins-August Health Ins-Sept	92.76	
09/30/22	548344	Marion CUSD #2	Sponsor - Robotics Team	100.00	
09/16/22	548208	Mark A Wece	Reimburse - OSHA 10 Hour Cards	110.00	
09/07/22	547979	Mark Allan Imhoff	Health Insurance - September	271.83	
09/15/22	548212	Mark E Winters	Umpire Assigning Fees Sept 16-18,23-24	2,985.00	
09/09/22	548061	Martha K Peebles	Reimburse Instructional Supplies Reimburse - Instructional Supplies	38.91	
09/07/22	547978	Mary Ann Hudson	Health Insurance - September	216.64	
09/07/22	547952	Mary DeHoff	Health Insurance-September	46.47	
09/07/22	547935	Mary E Abell	Health Insurance-September	46.47	
09/07/22	547988	Mary H Landes	Health Insurance - September	46.47	
09/02/22	547898	Mary K Finley	Logan Fitness Refund - Class	5.50	
09/07/22	548002	Mary O'Hara	Health Insurance - September	216.64	
09/09/22	548089	Matisse A Travis	HCCTP Participant 8/22-9/2/22	790.00	
09/23/22	548274	Matisse A Travis	HCCTP Student Stipend	710.00	
09/16/22	548146	Matthew A Crain	Reimburse Recruiting Expenses	305.74	
09/02/22	547910	MBI Worldwide Background Checks and Drug Scre	Background Checks	168.00	
09/23/22	548246	MBI Worldwide Background Checks and Drug Scre	Background Checks 8/16-9/1/22	514.00	
09/23/22	548245	Melissa E Luttenbacher	Travel 9/8/22	24.88	
09/30/22	548319	Melissa K Brown	Travel 9/8/22	62.50	
09/02/22	547911	Menards	Tool Kit - HCCTP	234.05	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548055	Menards	Maintenance Repair Supplies	478.23	
09/16/22	548177	Menards	Maintenance Repair Supplies	264.05	
09/23/22	548247	Menards	Maintenance Repair Supplies	229.41	
09/30/22	548346	Menards	Instructional Supplies - HCCTP IDOT Maintenance Repair Supplies	415.05	
09/07/22	548000	Merian Norris	Health Insurance - September	81.41	
09/09/22	548056	MHS Football Parents Association	Sponsorship - Marion Football - PO 6981	350.00	
09/23/22	548221	Michael D Bush	Travel Advance 9/25-9/29/22	600.00	
09/23/22	548283	Michael D.L. Galloway	HFD FY 22 Musician	250.00	
09/07/22	547980	Michael Kevin Jakubco	Health Insurance - September	185.12	
09/07/22	547998	Michael Morgan	Health Insurance - September	1,787.02	
09/09/22	548042	Michelle L Guy	Travel 7/5-8/18/22	89.38	
09/02/22	547912	Midwest Pool and Court Co	Pool Maintenance Supplies	2,208.30	
09/07/22	548007	Mildred Maxine Pyle	Health Insurance - September	46.47	
09/16/22	548178	Mississippi River Radio LLC	Advertising for August Advertising for WJPF August Advertising	5,870.60	
09/09/22	548057	Murdale Ace Hardware	Maintenance Repair Supplies	49.82	
09/16/22	548180	Murdale Ace Hardware	Maintenance Repair Supplies	36.99	
09/09/22	548079	Myunghee You	Logan Fitness Refund - Swim Lessons	50.00	
09/07/22	547990	Nancy C Lawson	Health Insurance - September	46.47	
09/30/22	548347	NASCO Education	Instructional Supplies	160.66	
09/02/22	547913	National Elevator Inspection Services, Inc.	Elevator Inspections	1,922.25	
09/16/22	548181	National Office Furniture	Office Furniture - Chair - PO 6942	566.10	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/23/22	548248	NCMPR	Conference Registration - P Lane Membership Renewal - P Lane	624.00	
09/26/22	3262	Nelnet Business Services	Refund Maintenance	612.65	
09/16/22	548134	Nikki Brooks	Travel Advance 9/21-9/24/22	366.29	
09/02/22	547930	Nina L Wargel	Travel 8/17-8/18/22	52.52	
09/09/22	548078	Nina L Wargel	Travel 8/30/22	34.38	
09/16/22	548206	Nina L Wargel	Travel 9/6/22	37.45	
09/23/22	548264	Nina L Wargel	Travel 9/12/22 Travel 9/14/22	50.62	
09/15/22	548213	NJCAA, Region XXIV Women	Region 24 Softball Tournament Fees	326.88	
09/02/22	547914	ODP Business Solutions, LLC	Stockroom Supplies Office Supplies Supplies	340.22	
09/09/22	548059	ODP Business Solutions, LLC	Office Supplies	53.65	
09/23/22	548249	ODP Business Solutions, LLC	Office Supplies	102.39	
09/16/22	548182	Odum Concrete Products Inc	Instructional Supplies - IDOT HCCTP	110.25	
09/09/22	548082	Ormonte Raekwon Clark	HCCTP Participant 8/22-9/2/22	790.00	
09/23/22	548267	Ormonte Raekwon Clark	HCCTP Student Stipend	720.00	
09/02/22	547915	Orthotech Sports Medical Equipment Inc	Equipment Repair - Logan Fitness	294.00	
09/23/22	548251	Orthotech Sports Medical Equipment Inc	Equipment Repair	720.00	
09/16/22	548183	Outdoor Turf Professionals	Maintenance Supplies	165.75	
09/07/22	547972	Pamala Kay Hays	Health Insurance - September	184.66	
09/02/22	547916	Parker Heating and Cooling	Wage Subsidy 7/28-8/3/22	150.00	
09/16/22	548147	Paul T Crawford	Travel for OSHA	430.14	
09/02/22	547917	Pearson Education	Trainee Guides - HCCTP	1,047.16	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/15/22	548113	Philip Benjamin Higdon	Meal Allowance 9/15	250.00	
09/23/22	548244	Phillip Lane	Travel Advance 9/27-9/30/22	147.00	
09/09/22	548062	Pitney Bowes Global Financial Services LLC	Equipment Lease 7/27-9/26/22	1,319.64	
09/02/22	547918	Platinum Educational Group	Student Testing Access	2,200.00	
09/09/22	548063	Platinum Educational Group	EMS Testing	49.00	
09/16/22	548143	Preston W Childers	Game Official - 9/1/22 2:00pm	100.00	
09/07/22	547963	Priscilla L Gray	Health Insurance-September	46.47	
09/15/22	548119	Quimari T Peterson	Meal Allowance 9/15	125.00	
09/30/22	548301	Quimari T Peterson	Meal Allowance 9/30	125.00	
09/02/22	547919	R House Sports and Embroidery	Screenprinting Athletic Apparel	275.00	
09/16/22	548184	R House Sports and Embroidery	Athletic Apparel	408.00	
09/16/22	548161	Randi R Hof	Consulting Service 8/23-/9/6	400.00	
09/23/22	548238	Randi R Hof	Consulting Services 9/7-9/12/22	400.00	
09/07/22	547943	Rebecca G Borgsmiller	Health Insurance-September	758.33	
09/09/22	548098	Reliance Standard Life Insurance Company	VLTD Ded September	896.69	
09/16/22	548185	Rent-All and Sales Inc	Rental Equipment - IDOT HCCTP	544.00	
09/30/22	548350	Rent-All and Sales Inc	Rental Equipment 9/15/22	62.00	
09/09/22	548064	Republic Services #732	Waste Disposal - WF Ext - Sept Credit - Charges removed Waste Disposal - Main Campus - August Waste Disposal - DQ Ext - Sept	1,151.74	
09/15/22	548115	Rhylea Marie Johnson	Meal Allowance 9/15	125.00	
09/30/22	548298	Rhylea Marie Johnson	Meal Allowance 9/30	125.00	
09/09/22	548084	Robert Delmore	HCCTP Participant 8/22-9/2/22	800.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/23/22	548269	Robert Delmore	HCCTP Student Stipend	720.00	
09/30/22	548325	Robert Joseph Demijam	Game Official 9/3/22 8:00 am	175.00	
09/07/22	547994	Robert L Mees	Health Insurance - September	216.64	
09/07/22	547954	Roberta Egelston	Health Insurance-September	1,001.41	
09/07/22	548005	Robin Pauls	Health Insurance - September	758.33	
09/07/22	547964	Ronald D Hall	Health Insurance-September	758.33	
09/02/22	547921	Rural King	Boots - HCCTP	177.92	
09/16/22	548186	Rural King	Instructional Supplies - IDOT HCCTP	40.90	
09/23/22	548254	Rural King	Instructional Supplies - HCCTP IDOT	22.99	
09/30/22	548351	Rural King	Instructional Supplies - HCCTP IDOT	171.91	
09/09/22	548099	Russell C Simon	Wage Garnishment BK19-40639	500.00	
09/02/22	547922	RV Technical Institute	RV Technical Institute Contract to Dec	2,500.00	
09/09/22	548071	Sara A Smothers	Logan Fitness Refund - Class	49.50	
09/16/22	548187	Scenario Learning LLC	Compliance/Safety Training	3,719.69	
09/15/22	548122	Sean Christopher Smith	Meal Allowance 9/15	125.00	
09/30/22	548303	Sean Christopher Smith	Meal Allowance 9/30	125.00	
09/09/22	548083	Shanna Dawkins	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548268	Shanna Dawkins	HCCTP Student Stipend	720.00	
09/07/22	547995	Sharyl Melvin	Health Insurance - September	30.75	
09/16/22	548201	Shawn J Talluto	Reimburse Clothing Allowance	227.17	
09/23/22	548263	Shawn J Talluto	Reimburse Clothing Allowance	267.59	
09/09/22	548067	Sherwin-Williams Company	Maintenance Repair Supplies	253.22	
09/16/22	548188	Sherwin-Williams Company	Maintenance Supplies	132.48	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/16/22	548189	Sherwin-Williams Company	Maintenance Repair Supplies	259.61	
09/30/22	548353	Sherwin-Williams Company	Maintenance Repair Supplies	142.25	
09/07/22	547942	Sheryl A Bleyer	Health Insurance-September	30.75	
09/07/22	547947	Shirley Calhoun	Health Insurance-September	46.47	
09/07/22	547959	Shirley Everingham	Health Insurance-September	46.47	
09/07/22	547973	Shirley Hays	Health Insurance - September	46.38	
09/15/22	548105	Shmyira Lashun Brown	Meal Allowance 9/15	125.00	
09/30/22	548290	Shmyira Lashun Brown	Meal Allowance 9/30	125.00	
09/09/22	548068	Shred-It	Campus Shredding	314.87	
09/16/22	548190	Shred-It	Shredding - CCRR Shredding	1,176.43	
09/02/22	547923	Silkworm Inc	Promotional Items - Water Bottles Career & Tech Apparel	3,756.42	
09/09/22	548070	Silkworm Inc	Promotional Items - Welcome Week Ambassador Shirts	1,612.00	
09/16/22	548191	Silkworm Inc	Shirts - IDOT HCCTP ASI Totes - CCRR	778.50	
09/23/22	548255	Silkworm Inc	ASI Items	3,100.00	
09/30/22	548354	Silkworm Inc	Promotional Supplies - Backpacks Promotional Items - Totes	3,049.71	
09/23/22	548256	SiteOne Landscape Supply, LLC	Grounds Supplies	1,060.13	
09/16/22	548193	Skuta Construction Inc	Sewer Line Repair	6,330.00	
09/30/22	548355	South Side Lumber Inc	Credit - Items returned Instructional Supplies - HCCTP IDOT	23.03	
09/02/22	547924	Southern IL Criminal Justice Training Program	Membership Dues	1,040.00	
09/16/22	548194	Southern Illinois Healthcare	Refund Scholarship Funds - A Hobbs FL22	1,000.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/23/22	548258	Southern Illinois Healthcare	Refund Scholarship Funds - K Tolbert	6.00	
09/16/22	548195	Southern Illinois Piping Contractors, Inc.	Repair Water Leak @ Softball Field	635.14	
09/16/22	548196	Southern Illinois Redi-Mix Inc	Instructional Supplies - IDOT HCCTP	699.50	
09/23/22	548259	Southern Illinois Spine & Joint Center	Drug Testing	362.20	
09/30/22	548356	Southern Illinois Spine & Joint Center	Drug Screening - HCCTP IDOT - PO 7340	455.00	
09/30/22	548357	Southwestern Illinois Bus Company LLC II	Bus Trip - Grand Park Campus	3,275.00	
09/09/22	548073	Springfield Electric Supply	Maintenance Supplies	212.00	
09/02/22	547925	Staples Business Credit	Office Supplies	93.88	
09/16/22	548198	Staples Business Credit	Stamps for Information Center	150.78	
09/30/22	548359	Staples Business Credit	Office Supplies - CCRR	55.47	
09/16/22	3188	State Universities RetirementSystem	SURS 8/31/22 PR	109,141.18	Y
09/30/22	3264	State Universities RetirementSystem	SURS 9/15/22 PR	59,203.50	Y
09/30/22	548361	State Universities RetirementSystem	SURS 6% Billing - Employer ID #63	6,565.57	
09/30/22	548362	Stericycle, Inc.	Waste Disposal 9/1/22	194.00	
09/23/22	548250	Steven J O'Keefe	Travel Advance 9/28-9/30/22	547.00	
09/09/22	548086	Steven Mark Gregory	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548271	Steven Mark Gregory	HCCTP Student Stipend	720.00	
09/09/22	548074	Stiles Office Solutions Inc	Office Equipment	350.00	
09/16/22	548199	Stiles Office Solutions Inc	Office Equipment - File Cabinet	421.32	
09/23/22	548260	Stotlar Contractor Supply LLC	Instructional Supplies - HCCTP IDOT	448.12	
09/30/22	548363	Stotlar Contractor Supply LLC	Instructional Supplies - HCCTP IDOT	226.99	
09/23/22	548261	Sweetwater Sound Inc.	Sound Equipment	1,564.94	
09/30/22	548364	Sweetwater Sound Inc.	Sound Supplies	97.50	



# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/23/22	548262	Swinford Publications LLC	Advertising	1,850.00	
09/09/22	548100	Symetra Life Insurance Company	Life Ins/September	7,820.29	
09/09/22	548076	Synergy Sports Technology, LLC	Men's Baseball Video Database	2,000.00	
09/30/22	548345	Tamara Mccutchen	Logan Fitness Refund - Swim Lessons	100.00	
09/16/22	548152	Taylor Page Dircksen	Replace Ck#546760 - Reimbursement	48.09	
09/09/22	548101	Teamsters Local 50	Union Dues (TU) August	2,562.00	
09/16/22	548133	Tena M Bennett	Game Official 8/31/22 6:30pm	145.00	
09/16/22	548153	Terri L Douglas	Logan Fitness Refund - Class	216.00	
09/07/22	547951	Terry A Crain	Health Insurance-September	758.33	
09/09/22	548038	Terry A Crain	Performance 8/19/22	150.00	
09/07/22	548020	Terry J Stanley	Health Insurance - September	216.64	
09/30/22	548365	The Home Depot Pro	Maintenance Supplies	1,614.72	
09/09/22	548102	The Poshard Foundation	Foundation Ded (PF) August	20.00	
09/16/22	548202	The Tedrick Group	Earthquake Insurance Renewal Cyber Liability Insurance Renewal	70,213.00	Y
09/02/22	547933	Thomas B Ferris	Travel Adv INA,IL 9/5-9/6	200.00	
09/07/22	547934	Thomas B Ferris	Travel Advance 9/11-9/13/22	400.00	
09/16/22	548207	Thomas J Webb	Magnetic Locker Name Plates	130.00	
09/02/22	547897	Tiffany Ferguson	Logan Fitness Refund - Class	90.00	
09/16/22	548192	Timothy A Simmons	Travel 8/1-8/30/22 Travel 8/25-8/31/22 Travel 8/5-8/25/22	581.97	
09/07/22	548024	Timothy Allen Williams	Health Insurance - September	1,001.41	
09/07/22	547937	Timothy B Baker	Health Insurance-September	847.00	

# John A. Logan College

## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/09/22	548045	Timothy Hostert	Instructional Supplies	240.00	
09/23/22	548243	Tisha Shannon Kosco	Travel 8/8-8/31/22	170.63	
09/07/22	547966	Tom C Hamlin	Health Insurance - September	1,206.77	
09/30/22	548366	Touchtone Communications	Phone Service - CCRR 9/1-9/30/22 Phone Service - Long Distance 9/1-9/30	220.86	
09/09/22	548041	Travis F Geske	Travel Advance 9/12-9/16/22	265.00	
09/15/22	548127	Tylei Adriana Wofford-Byrd	Meal Allowance 9/15	125.00	
09/30/22	548307	Tylei Adriana Wofford-Byrd	Meal Allowance 9/30	125.00	
09/16/22	548203	U S Department of Veterans Affairs	Refund Ch33 VA Payment - B Traughber	34.00	
09/16/22	548204	United Laboratories Inc	Maintenance Supplies	712.52	
09/02/22	547927	University of Illinois	CARLI Membership Dues	2,092.00	
09/09/22	548091	Valencia N Wyatt	HCCTP Participant 8/22-9/2/22	800.00	
09/23/22	548276	Valencia N Wyatt	HCCTP Student Stipend	720.00	
09/13/22	3258	Verizon Wireless	Phone Service IT & Campus Safety Hotspot for Family Literacy 8/22-9/21/22	316.02	
09/30/22	548367	Verizon Wireless	Phone Service - Campus Safety Towers	126.51	
09/07/22	547936	Vicki Autry	Health Insurance-September	46.47	
09/07/22	3183	VOYA Institutional Trust Company	Annuities 8/31/22 PR	7,333.00	
09/22/22	3259	VOYA Institutional Trust Company	Annuities 09/15/22 PR	4,458.00	
09/02/22	547928	VWR International LLC	Instructional Supplies	94.51	
09/30/22	548368	VWR International LLC	Instructional Supplies	190.35	
09/15/22	548126	Vytas Valincius	Meal Allowance 9/15	250.00	
09/02/22	547929	W.J. Burke Electric Company	Scoreboard Electrical Work - Reinstall	6,500.00	
09/07/22	548001	Wayne O'Dell	Health Insurance - September	76.31	

# John A. Logan College

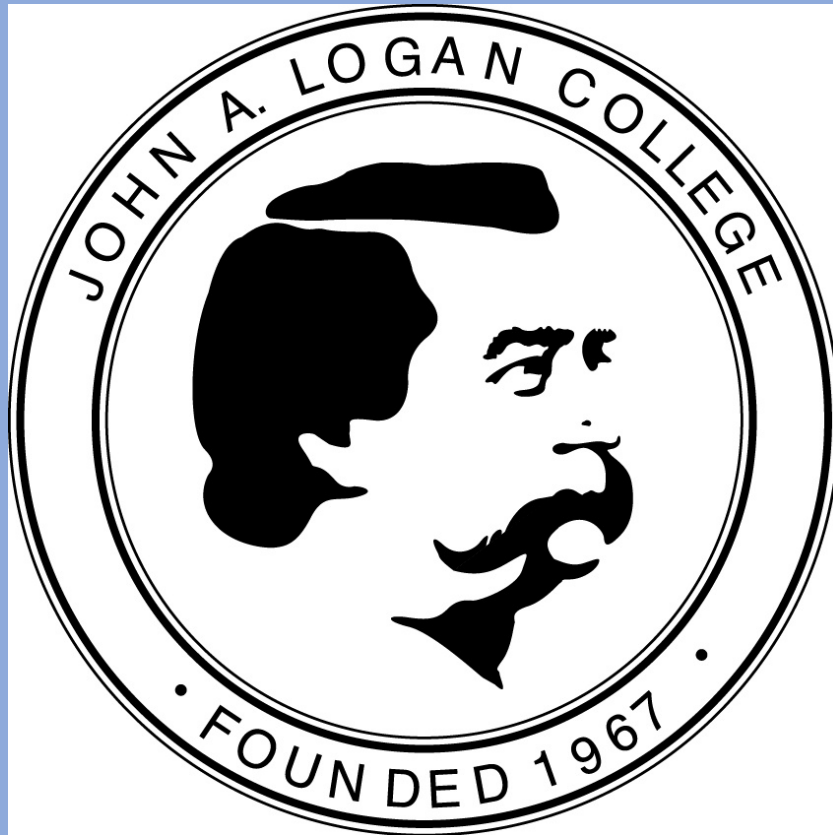
## Monthly Expenditure List

9/1/2022 - 9/30/2022

Check Date	Check Number	Payee	Transaction Description	Check Amount	Over \$10,000
09/02/22	547931	Wells Fargo Vendor Financial Services LLC	Grounds Rental Equipment 8/1-8/31/22	1,420.63	
09/07/22	548018	Wendelyn Ann Spencer	Health Insurance - September	76.31	
09/14/22	548128	West Frankfort Chamber of Commerce	Annual Dinner Tickets	120.00	
09/23/22	548265	Withers Broadcasting of Southern Illinois LLC	Advertising	1,007.00	
09/16/22	548209	WQRL-FM	Advertising	250.00	
09/02/22	547932	WSIU Public Broadcasting	Advertising	5,362.00	
Grand Total				1,946,317.28	

# **Addendum to Expenditure Report**

## **Void Check List**



## JOHN A. LOGAN COLLEGE

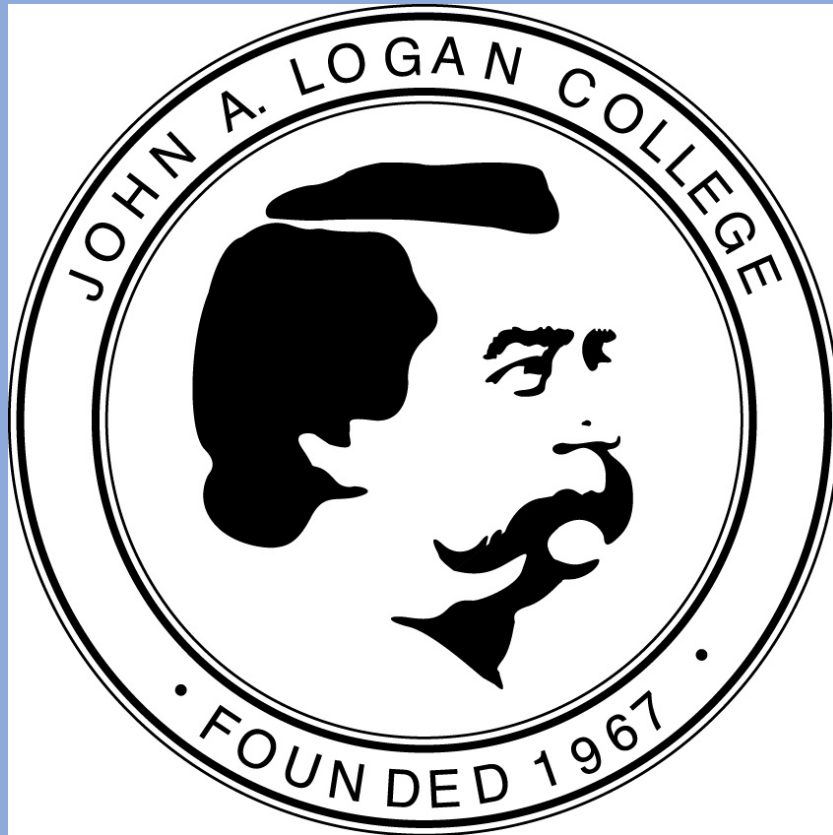
Page 1 of 1

**Checks Voided**  
**9/1/2022 - 9/30/2022**

Void Date	Check Date	Check #	Vendor Name	Transaction Description	Check Amount
9/23/2022	9/12/2022	3086	Ameren Illinois	Electric & Gas Service - WF Ext -6/7-7/7	1,432.71
9/9/2022	6/30/2022	547274	Curriculum Publications Clearingh	Instructional Supplies	2,003.02
9/20/2022	4/5/2022	545927	David O England	Health Insurance April	142.29
9/20/2022	5/4/2022	546457	David O England	Health Insurance May	142.29
9/20/2022	7/6/2022	547336	David O England	Health Insurance-July	163.17
9/7/2022	9/7/2022	547984	Glenda L Knight	Health Insurance - September	216.64
9/19/2022	7/6/2022	547387	John J Profilet	Health Insurance-July	185.12
9/9/2022	6/30/2022	547180	Kate Elisabeth Crombar	Logan Fitness Refund - Kids Camp	45.00
9/20/2022	7/28/2022	547548	Kristin L Yosanovich	Shipping	51.98
9/6/2022	9/2/2022	547909	Marion CUSD #2	Advertising Sponsorship	350.00
9/19/2022	9/7/2022	547991	Mike C Maeser	Health Insurance - September	758.33
9/7/2022	9/7/2022	547958	Robert D English	Health Insurance-September	488.42
9/9/2022	9/9/2022	548072	Southern FS Inc	Fuel - Grounds	1,057.10
9/8/2022	5/26/2022	546760	Taylor Page Dircksen	Reimburse - Ed Rising Club Meeting Food	48.09
Total Checks Voided During Period					<u>7,084.16</u>

## **Consent Agenda Item 8.E**

### **Treasurer's and Financial Report**



**JOHN A. LOGAN COLLEGE**

**TREASURER'S REPORT**

**&**

**FINANCIAL REPORT**

**TWO MONTHS ENDED**

**AUGUST 31, 2022**

## **CONTENTS**

	<b><u>PAGE</u></b>
Treasurer's Report	1
Schedule of Investments	2
Cash in Bank Summary	3
All Cash and Investments by Month - Chart	4
Legal Budget Summary – Revenues and Expenditures	
Operating Funds – Revenue Summary	5
Operating Funds – Expenditure Summary	6
Operations and Maintenance Fund – Restricted	
Fund Balances – Chart	7
Auxiliary Enterprises Fund –	
Revenue Summary and Expenditure Summary	8
Liability, Protection and Settlement Fund –	
Revenue Summary and Expenditure Summary	9
Appendix	
Fund Descriptions	A



## JOHN A. LOGAN COLLEGE

TREASURER'S REPORT  
AUGUST 31, 2022

	First Mid-Illinois Accounts	Bank of Herrin Trust Accounts	Banterra Accounts & Investments	Illinois Funds Investments	Total
BANK STATEMENT BALANCE	70,592.48	2,699,032.97	15,017,065.60	16,155,311.58	33,942,002.63
O/S Deposits/(Deductions)	101,020.94	-	(11,031.33)	13,954.25	103,943.86
	171,613.42	2,699,032.97	15,006,034.27	16,169,265.83	34,045,946.49
Less O/S Checks	-	-	49,064.77	-	49,064.77
	171,613.42	2,699,032.97	14,956,969.50	16,169,265.83	33,996,881.72
Plus Cash on Hand	1,435.00	-	-	-	1,435.00
BANK BALANCE PER BOOKS	173,048.42	2,699,032.97	14,956,969.50	16,169,265.83	33,998,316.72
% of Invested Cash Balances	0.2%	8.0%	44.2%	47.6%	
				All Cash	\$ 9,307,246.71
				All Investments	24,691,070.01
					\$ 33,998,316.72

RESPECTFULLY SUBMITTED,



STACY BUCKINGHAM, VP FOR BUSINESS SERVICES AND CFO

**JOHN A. LOGAN COLLEGE  
SCHEDULE OF INVESTMENTS  
AUGUST 31, 2022**

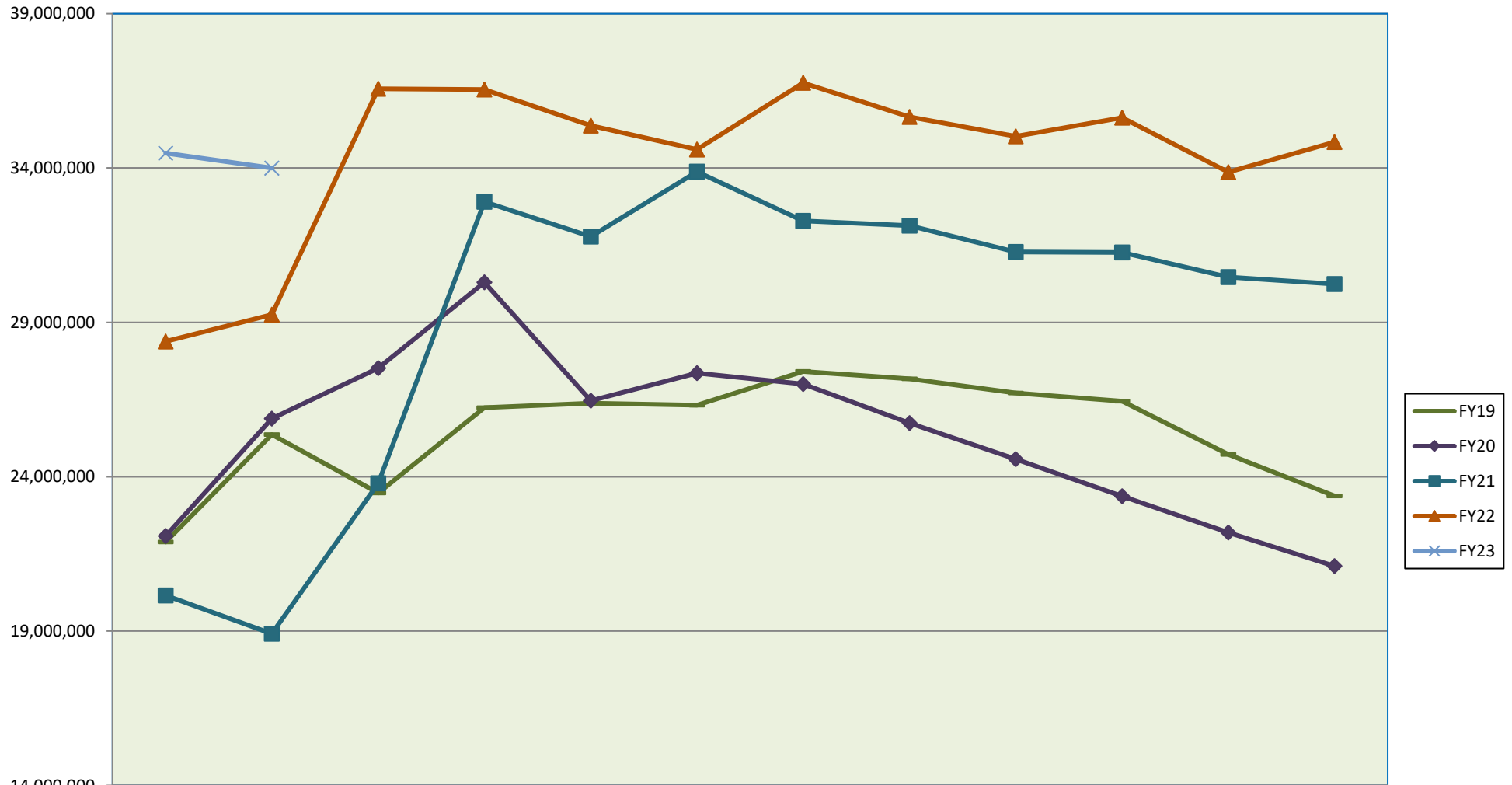
INVESTMENT FUND	TYPE OF INVESTMENT	INTEREST/ DIVIDEND RATE*	MATURITY DATE	AMOUNT
Education	Illinois Funds	2.180%	On Demand	\$ 8,151,519.24
	Higher Reach E-Pay	2.180%	On Demand	30,408.85
	Business Office E-Pay	2.180%	On Demand	143,985.72
	Student Activities E-Pay	2.180%	On Demand	25,928.43
	Banterra ICS	0.800%	On Demand	680,947.51
Building	Illinois Funds	2.180%	On Demand	336,771.40
	Banterra ICS	0.800%	On Demand	-
Building-Restricted	Illinois Funds	2.180%	On Demand	3,652,997.80
	Banterra ICS	0.800%	On Demand	3,745,372.14
Bond & Interest	Illinois Funds	2.180%	On Demand	-
	Banterra ICS	0.800%	On Demand	111,275.38
Auxiliary Fund	Illinois Funds	2.180%	On Demand	-
	Business Office E-Pay	2.180%	On Demand	390.00
Restricted Purposes	Illinois Funds	2.180%	On Demand	89,527.76
	Business Office E-Pay	2.180%	On Demand	59.00
	Banterra ICS	0.800%	On Demand	2,189,506.50
Working Cash	Illinois Funds	2.180%	On Demand	3,737,677.63
	Banterra ICS	0.800%	On Demand	1,604,125.98
Student Activity	Illinois Funds	2.180%	On Demand	-
	Student Activities E-Pay	2.180%	On Demand	-
Audit Fund	Illinois Funds	2.180%	On Demand	-
	Banterra ICS	0.800%	On Demand	25,377.15
Liability Protection & Settlement Fund	Illinois Funds	2.180%	On Demand	-
	Banterra ICS	0.800%	On Demand	165,199.52
				<u>\$ 24,691,070.01</u>
Weighted Average Rate		<b>1.704%</b>		
3 Month Treasury Bill Rate 08/31/2022		<b>2.87%</b>		
Target Federal Funds Rate 08/31/2022		<b>2.25%- 2.50%</b>		

\*Interest/dividend rates are the average Illinois Funds rates and ending Banterra rates for August.

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

<b>Fund Name</b>	<b>Beginning Balance</b>	<b>Months Activity</b>	<b>Ending Balance</b>
<b>First Mid-Illinois Bank - Depository &amp; Logan Fitness</b>			
Education Fund	\$ 27,087.99	\$ 16,200.45	\$ 43,288.44
Operations & Maintenance Fund	1,415.00	663.18	2,078.18
Oper Bldg & Maint-Rest Fund	-	-	-
Bond & Interest Fund	-	-	-
Auxiliary Enterprises Fund	24,945.15	(12,887.74)	12,057.41
Restricted Purposes Fund	51,612.02	42,132.30	93,744.32
Student Activity Fund	(11,873.72)	32,318.79	20,445.07
Audit Fund	-	-	-
Liability Protection & Settle Fund	-	-	-
<b>Subtotals</b>	<b>\$ 93,186.44</b>	<b>\$ 78,426.98</b>	<b>\$ 171,613.42</b>
<b>Bank of Herrin - CDB Trust Accounts</b>			
Oper Bldg & Maint-Rest Fund	\$ 2,699,032.97	\$ -	\$ 2,699,032.97
<b>Subtotals</b>	<b>\$ 2,699,032.97</b>	<b>\$ -</b>	<b>\$ 2,699,032.97</b>
<b>Banterra Bank - Operating &amp; Payroll</b>			
Education Fund	\$ 1,326,091.99	\$ 55,063.04	\$ 1,381,155.03
Operations & Maintenance Fund	810,225.10	24,332.83	834,557.93
Oper Bldg & Maint-Rest Fund	1,089,425.38	(18,422.76)	1,071,002.62
Bond & Interest Fund	23,527.75	5,036.43	28,564.18
Auxiliary Enterprises Fund	444,327.80	213,793.94	658,121.74
Restricted Purposes Fund	1,026,714.02	(69,421.13)	957,292.89
Working Cash Fund	1,088,007.32	3,625.14	1,091,632.46
Student Activity Fund	167,485.31	(24,743.69)	142,741.62
Audit Fund	60,308.72	252.77	60,561.49
Liability Protection & Settle Fund	516,064.04	(306,528.68)	209,535.36
<b>Subtotals</b>	<b>\$ 6,552,177.43</b>	<b>\$ (117,012.11)</b>	<b>\$ 6,435,165.32</b>
<b>Grand Totals All Bank Accounts</b>			
Education Fund	\$ 1,353,179.98	\$ 71,263.49	\$ 1,424,443.47
Operations & Maintenance Fund	811,640.10	24,996.01	836,636.11
Oper Bldg & Maint-Rest Fund	3,788,458.35	(18,422.76)	3,770,035.59
Bond & Interest Fund	23,527.75	5,036.43	28,564.18
Auxiliary Enterprises Fund	469,272.95	200,906.20	670,179.15
Restricted Purposes Fund	1,078,326.04	(27,288.83)	1,051,037.21
Working Cash Fund	1,088,007.32	3,625.14	1,091,632.46
Student Activity Fund	155,611.59	7,575.10	163,186.69
Audit Fund	60,308.72	252.77	60,561.49
Liability Protection & Settle Fund	516,064.04	(306,528.68)	209,535.36
<b>Cash in Bank Totals</b>	<b>\$ 9,344,396.84</b>	<b>\$ (38,585.13)</b>	<b>\$ 9,305,811.71</b>
Plus Cash on Hand	1,435.00	-	1,435.00
<b>Grand Totals</b>	<b>\$ 9,345,831.84</b>	<b>\$ (38,585.13)</b>	<b>\$ 9,307,246.71</b>

### ALL CASH AND INVESTMENTS BY MONTH



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
FY19	21,884,047	25,368,403	23,473,481	26,238,673	26,385,075	26,314,311	27,409,285	27,170,237	26,710,036	26,448,954	24,723,891	23,378,179
FY20	22,080,064	25,884,959	27,517,929	30,296,202	26,465,515	27,358,310	26,998,800	25,734,074	24,568,393	23,372,036	22,194,329	21,101,134
FY21	20,153,279	18,912,819	23,784,498	32,905,686	31,782,511	33,881,082	32,291,614	32,131,805	31,278,202	31,260,445	30,463,412	30,244,842
FY22	28,383,406	29,246,792	36,566,086	36,539,171	35,374,458	34,598,805	36,756,596	35,655,511	35,023,401	35,629,227	33,868,679	34,841,349
FY23	34,483,320	33,998,317										

**JOHN A. LOGAN COLLEGE**  
**OPERATING FUNDS**  
**AUGUST 31, 2022**  
17% FISCAL YEAR COMPLETE

<b>REVENUE BY SOURCE</b>	<b>Original FY 2023 Budget</b>	<b>Current Month</b>	<b>Y-T-D FY23 Actual</b>	<b>% Y-T-D of Original Budget</b>	<b>Prior Y-T-D Same Period</b>	<b>% Change in \$ from Prior Year</b>
<b>LOCAL GOVERNMENT</b>						
CURRENT TAXES	\$ 7,230,000.00	\$ -	\$ -	0.0%	\$ -	N/A
CORP PERSONAL PROP REPLACE	800,000.00	37,983.91	37,983.91	4.7%	22,343.74	70.0%
<b>TOTAL LOCAL GOVERNMENT SOURCES</b>	<b>8,030,000.00</b>	<b>37,983.91</b>	<b>37,983.91</b>	<b>0.5%</b>	<b>22,343.74</b>	<b>70.0%</b>
<b>STATE GOVERNMENT</b>						
ICCB STATE BASE OPERATING GRANT	3,091,794.00	196,436.66	624,496.84	20.2%	606,918.74	2.9%
ICCB STATE EQUALIZATION GRANT	6,472,510.00	539,375.83	1,078,751.66	16.7%	1,090,393.34	-1.1%
ICCB STATE PERFORMANCE ALLOCATION	10,000.00	-	-	0.0%	-	N/A
ICCB VETERANS GRANT	92,000.00	-	-	0.0%	-	N/A
ICCB CTE FORUMULA GRANT	380,000.00	190,133.50	190,133.50	50.0%	-	N/A
OTHER STATE GOVERNMENT	-	-	-	N/A	-	N/A
<b>TOTAL STATE GOVERNMENT SOURCES</b>	<b>10,046,304.00</b>	<b>925,945.99</b>	<b>1,893,382.00</b>	<b>18.8%</b>	<b>1,697,312.08</b>	<b>11.6%</b>
<b>FEDERAL GOVERNMENT</b>						
DEPARTMENT OF EDUCATION	65,000.00	2,348.33	2,348.33	3.6%	3,757.46	-37.5%
DEPARTMENT OF HEALTH & HUMAN SERVICES	426,000.00	31,011.54	31,011.54	7.3%	23,478.43	32.1%
OTHER FEDERAL GOVERNMENT	21,000.00	-	-	0.0%	-	N/A
<b>TOTAL FEDERAL GOVERNMENT SOURCES</b>	<b>512,000.00</b>	<b>33,359.87</b>	<b>33,359.87</b>	<b>6.5%</b>	<b>27,235.89</b>	<b>22.5%</b>
<b>STUDENT TUITION &amp; FEES</b>						
TUITION	9,750,000.00	4,500,379.00	5,014,609.00	51.4%	457,073.25	997.1%
FEES	734,500.00	332,420.23	367,980.40	50.1%	47,702.20	671.4%
<b>TOTAL STUDENT TUITION &amp; FEES</b>	<b>10,484,500.00</b>	<b>4,832,799.23</b>	<b>5,382,589.40</b>	<b>51.3%</b>	<b>504,775.45</b>	<b>966.3%</b>
<b>OTHER SOURCES</b>						
SALES AND SERVICE FEES	52,500.00	-	1,915.00	3.6%	3,246.00	-41.0%
FACILITIES REVENUE	68,000.00	400.00	3,535.00	5.2%	9,435.00	-62.5%
INTEREST ON INVESTMENTS	37,500.00	24,335.46	42,407.83	113.1%	2,222.37	1808.2%
OTHER NONGOVT REVENUE	34,000.00	2,171.36	8,508.56	25.0%	3,858.41	120.5%
<b>TOTAL OTHER SOURCES</b>	<b>192,000.00</b>	<b>26,906.82</b>	<b>56,366.39</b>	<b>29.4%</b>	<b>18,761.78</b>	<b>200.4%</b>
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 29,264,804.00</b>	<b>\$ 5,856,995.82</b>	<b>\$ 7,403,681.57</b>	<b>25.3%</b>	<b>\$ 2,270,428.94</b>	<b>226.1%</b>

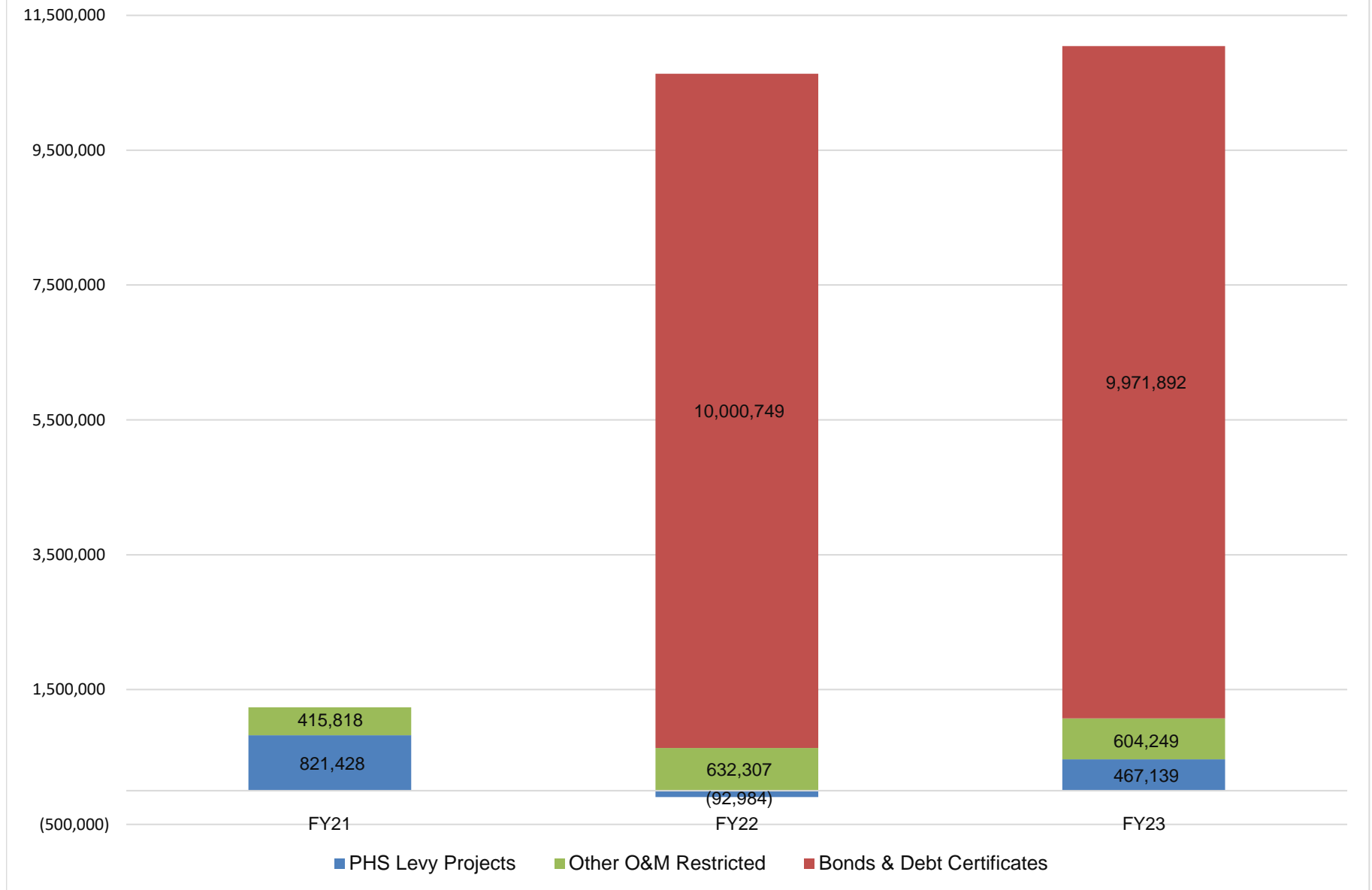
\* Operating funds consist of Education fund plus Operating and Maintenance fund.

**JOHN A. LOGAN COLLEGE  
OPERATING FUNDS  
AUGUST 31, 2022  
17% FISCAL YEAR COMPLETE**

	Original FY 2023 Budget	Current Month	Y-T-D FY23 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<b><u>EXPENSE BY PROGRAM</u></b>						
INSTRUCTION	\$ 10,067,952.00	\$ 629,114.18	\$ 987,005.57	9.8%	\$ 1,020,363.91	-3.3%
ACADEMIC SUPPORT	2,779,596.00	254,299.33	490,605.06	17.7%	481,337.46	1.9%
STUDENT SERVICES	2,947,202.00	211,537.22	482,200.67	16.4%	409,665.69	17.7%
PUBLIC SERVICES/CONTINUING EDUCATION	739,953.00	49,727.19	91,034.11	12.3%	106,452.80	-14.5%
OPERATION & MAINTENANCE OF PLANT	4,471,759.00	343,052.42	590,220.74	13.2%	569,145.99	3.7%
INSTITUTIONAL SUPPORT	6,819,467.00	423,254.92	1,248,991.13	18.3%	1,259,050.05	-0.8%
SCHOLARSHIPS, STUDENT GRANTS & WAIVERS	2,835,600.00	863,626.00	949,848.00	33.5%	93,769.50	913.0%
<b>TRANSFERS OUT</b>	<b>2,247,300.00</b>	<b>159,600.00</b>	<b>409,600.00</b>	<b>18.2%</b>	<b>426,500.00</b>	<b>-4.0%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 32,908,829.00</b>	<b>\$ 2,934,211.26</b>	<b>\$ 5,249,505.28</b>	<b>16.0%</b>	<b>\$ 4,366,285.40</b>	<b>20.2%</b>
<b><u>EXPENSE BY OBJECT</u></b>						
SALARIES & WAGES	\$ 19,076,189.00	\$ 1,417,305.80	\$ 2,536,486.76	13.3%	\$ 2,506,557.95	1.2%
EMPLOYEE BENEFITS	2,668,867.00	188,443.86	379,857.23	14.2%	348,047.61	9.1%
CONTRACTUAL SERVICES	2,047,688.00	111,388.50	595,656.21	29.1%	632,786.44	-5.9%
GENERAL MATERIALS & SUPPLIES	1,963,253.00	82,895.55	199,933.01	10.2%	157,567.14	26.9%
CONFERENCE & MEETING EXPENSE	505,915.00	26,189.82	34,586.60	6.8%	8,946.08	286.6%
FIXED CHARGES	39,238.00	151.95	4,322.08	11.0%	13,090.26	-67.0%
UTILITIES	849,190.00	69,221.63	74,442.65	8.8%	55,303.66	34.6%
CAPITAL OUTLAY	159,589.00	11,348.00	59,467.59	37.3%	119,194.11	-50.1%
OTHER	3,201,600.00	867,666.15	955,153.15	29.8%	98,292.15	871.7%
CONTINGENCY	150,000.00	-	-	0.0%	-	N/A
<b>TRANSFERS OUT</b>	<b>2,247,300.00</b>	<b>159,600.00</b>	<b>409,600.00</b>	<b>18.2%</b>	<b>426,500.00</b>	<b>-4.0%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 32,908,829.00</b>	<b>\$ 2,934,211.26</b>	<b>\$ 5,249,505.28</b>	<b>16.0%</b>	<b>\$ 4,366,285.40</b>	<b>20.2%</b>

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

## Operations & Maintenance Restricted Fund Balances as of August



**JOHN A. LOGAN COLLEGE  
AUXILIARY FUND  
AUGUST 31, 2022  
17% FISCAL YEAR COMPLETE**

	Original FY 2023 Budget	Current Month	Y-T-D FY23 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<b><u>REVENUE BY SOURCE</u></b>						
<b>STUDENT FEES</b>						
STUDENT ACTIVITY FEES	\$ 285,000.00	\$ 112,900.00	\$ 133,270.00	46.8%	\$ 22,930.00	481.2%
<b>TOTAL STUDENT FEES</b>	<b>285,000.00</b>	<b>112,900.00</b>	<b>133,270.00</b>	<b>46.8%</b>	<b>22,930.00</b>	<b>481.2%</b>
<b>OTHER SOURCES</b>						
PUBLIC SERVICE FEES	129,000.00	21,661.50	39,069.25	30.3%	30,723.23	27.2%
SALES AND SERVICE FEES	590,145.00	92,602.11	183,946.39	31.2%	166,410.72	10.5%
FACILITIES REVENUE	-	-	-	N/A	10,000.00	N/A
OTHER NONGOV'T REVENUE	-	-	-	N/A	16.00	-100.0%
<b>TOTAL OTHER SOURCES</b>	<b>719,145.00</b>	<b>114,263.61</b>	<b>223,015.64</b>	<b>31.0%</b>	<b>207,149.95</b>	<b>7.7%</b>
<b>TRANSFERS IN</b>	1,847,300.00	150,000.00	300,000.00	16.2%	200,000.00	50.0%
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 2,851,445.00</b>	<b>\$ 377,163.61</b>	<b>\$ 656,285.64</b>	<b>23.0%</b>	<b>\$ 430,079.95</b>	<b>52.6%</b>
<b><u>EXPENSE BY OBJECT</u></b>						
<b>PUBLIC SERVICES</b>						
SALARIES & WAGES	\$ 548,159.00	\$ 38,406.52	\$ 83,889.64	15.3%	\$ 68,006.59	23.4%
BENEFITS	89,228.00	20,582.94	27,581.09	30.9%	21,046.65	31.0%
CONTRACTUAL SERVICES	31,870.00	2,286.67	2,454.98	7.7%	1,341.28	83.0%
GENERAL MATERIALS & SUPPLIES	74,400.00	6,416.11	7,484.70	10.1%	6,613.71	13.2%
CONFERENCE & MEETING EXPENSE	5,750.00	-	-	0.0%	-	N/A
UTILITIES	94,000.00	9,905.40	9,905.40	10.5%	9,832.13	0.7%
CAPITAL OUTLAY	14,000.00	-	-	0.0%	-	N/A
OTHER	30,000.00	4,399.80	6,083.38	20.3%	4,643.80	31.0%
<b>TOTAL PUBLIC SERVICES</b>	<b>887,407.00</b>	<b>81,997.44</b>	<b>137,399.19</b>	<b>15.5%</b>	<b>111,484.16</b>	<b>23.2%</b>
<b>INDEPENDENT OPERATIONS</b>						
SALARIES & WAGES	561,675.00	36,022.56	71,267.90	12.7%	74,049.64	-3.8%
EMPLOYEE BENEFITS	64,048.00	5,343.48	10,683.08	16.7%	11,462.54	-6.8%
CONTRACTUAL SERVICES	221,417.00	380.00	130.00	0.1%	3,625.00	-96.4%
GENERAL MATERIALS & SUPPLIES	156,433.00	14,071.02	14,158.98	9.1%	7,488.90	89.1%
CONFERENCE & MEETING EXPENSE	175,713.00	3,200.84	3,200.84	1.8%	2,767.37	15.7%
FIXED CHARGES	33,090.00	280.00	280.00	0.8%	280.00	0.0%
SCHOLARSHIPS AND OTHER	192,054.00	7,127.52	7,290.86	3.8%	6,989.43	4.3%
<b>TOTAL INDEPENDENT OPERATIONS</b>	<b>1,404,430.00</b>	<b>66,425.42</b>	<b>107,011.66</b>	<b>7.6%</b>	<b>106,662.88</b>	<b>0.3%</b>
<b>OPERATIONS &amp; MAINTENANCE OF PLANT</b>						
SALARIES & WAGES	-	1,580.00	2,052.50	N/A	-	N/A
<b>TOTAL OPERATIONS &amp; MAINTENANCE OF PLANT</b>	<b>-</b>	<b>1,580.00</b>	<b>2,052.50</b>	<b>N/A</b>	<b>-</b>	<b>N/A</b>
<b>INSTITUTIONAL SUPPORT</b>						
CONTRACTUAL SERVICES	3,800.00	-	-	0.0%	-	N/A
GENERAL MATERIALS & SUPPLIES	56,950.00	2,221.59	2,259.59	4.0%	531.48	325.2%
FIXED CHARGES	66,006.00	-	3,662.12	5.5%	57,221.40	-93.6%
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>151,756.00</b>	<b>2,221.59</b>	<b>5,921.71</b>	<b>3.9%</b>	<b>57,752.88</b>	<b>-89.7%</b>
<b>SCHOLARSHIPS, STUDENT GRANTS, WAIVERS</b>						
OTHER - WAIVERS	445,000.00	6,158.00	8,530.00	1.9%	11,494.00	-25.8%
<b>TOTAL SCHOLARSHIPS, GRANTS, WAIVERS</b>	<b>445,000.00</b>	<b>6,158.00</b>	<b>8,530.00</b>	<b>1.9%</b>	<b>11,494.00</b>	<b>-25.8%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 2,888,593.00</b>	<b>\$ 158,382.45</b>	<b>\$ 260,915.06</b>	<b>9.0%</b>	<b>\$ 287,393.92</b>	<b>-9.2%</b>



**JOHN A. LOGAN COLLEGE**  
**LIABILITY, PROTECTION, & SETTLEMENT FUND**  
**AUGUST 31, 2022**  
**17% FISCAL YEAR COMPLETE**

	Original FY 2023 Budget	Current Month	Y-T-D FY23 Actual	% Y-T-D of Original Budget	Prior Y-T-D Same Period	% Change in \$ from Prior Year
<b><u>REVENUE BY SOURCE</u></b>						
<b>LOCAL GOVERNMENT</b>						
CURRENT TAXES	\$ 2,296,800.00	\$ -	\$ -	0.0%	\$ -	N/A
<b>TOTAL LOCAL GOVERNMENT SOURCES</b>	<b>2,296,800.00</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>N/A</b>
<b>OTHER SOURCES</b>						
INTEREST ON INVESTMENTS	2,500.00	847.54	1,820.32	72.8%	-	N/A
OTHER NONGOVT REVENUE	-	-	-	N/A	-	N/A
<b>TOTAL OTHER SOURCES</b>	<b>2,500.00</b>	<b>847.54</b>	<b>1,820.32</b>	<b>72.8%</b>	<b>-</b>	<b>N/A</b>
<b>TOTAL BUDGETED REVENUES</b>	<b>\$ 2,299,300.00</b>	<b>\$ 847.54</b>	<b>\$ 1,820.32</b>	<b>0.1%</b>	<b>\$ -</b>	<b>N/A</b>
<b><u>EXPENSE BY OBJECT</u></b>						
<b>OPERATIONS AND MAINTENANCE OF PLANT</b>						
SALARIES & WAGES	\$ 779,421.00	\$ 58,466.74	\$ 115,880.11	14.9%	\$ 95,434.26	21.4%
EMPLOYEE BENEFITS	96,403.00	9,029.47	18,049.52	18.7%	11,985.10	50.6%
CONTRACTUAL SERVICES	19,220.00	247.69	10,129.54	52.7%	756.70	1238.6%
GENERAL MATERIALS & SUPPLIES	71,840.00	750.70	2,006.12	2.8%	4,426.39	-54.7%
CONFERENCE & MEETING EXPENSE	8,700.00	-	1,220.77	14.0%	-	N/A
CAPITAL OUTLAY	40,685.00	-	-	0.0%	-	N/A
OTHER	-	-	-	N/A	-	N/A
<b>TOTAL OPERATIONS AND MAINT OF PLANT</b>	<b>1,016,269.00</b>	<b>68,494.60</b>	<b>147,286.06</b>	<b>14.5%</b>	<b>112,602.45</b>	<b>30.8%</b>
<b>INSTITUTIONAL SUPPORT</b>						
SALARIES & WAGES	81,154.00	2,020.12	4,040.24	5.0%	8,488.90	-52.4%
EMPLOYEE BENEFITS	633,993.00	37,482.99	76,562.97	12.1%	75,035.54	2.0%
CONTRACTUAL SERVICES	207,663.00	149,753.50	141,069.00	67.9%	12,927.95	991.2%
GENERAL MATERIALS & SUPPLIES	10,000.00	-	-	N/A	848.22	N/A
FIXED CHARGES	410,000.00	60,282.75	103,645.53	25.3%	99,043.92	4.6%
CAPITAL OUTLAY	110,000.00	-	-	0.0%	-	N/A
CONTINGENCY	25,000.00	-	-	0.0%	-	N/A
<b>TOTAL INSTITUTIONAL SUPPORT</b>	<b>1,477,810.00</b>	<b>249,539.36</b>	<b>325,317.74</b>	<b>22.0%</b>	<b>196,344.53</b>	<b>65.7%</b>
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 2,494,079.00</b>	<b>\$ 318,033.96</b>	<b>\$ 472,603.80</b>	<b>18.9%</b>	<b>\$ 308,946.98</b>	<b>53.0%</b>

---

## **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**

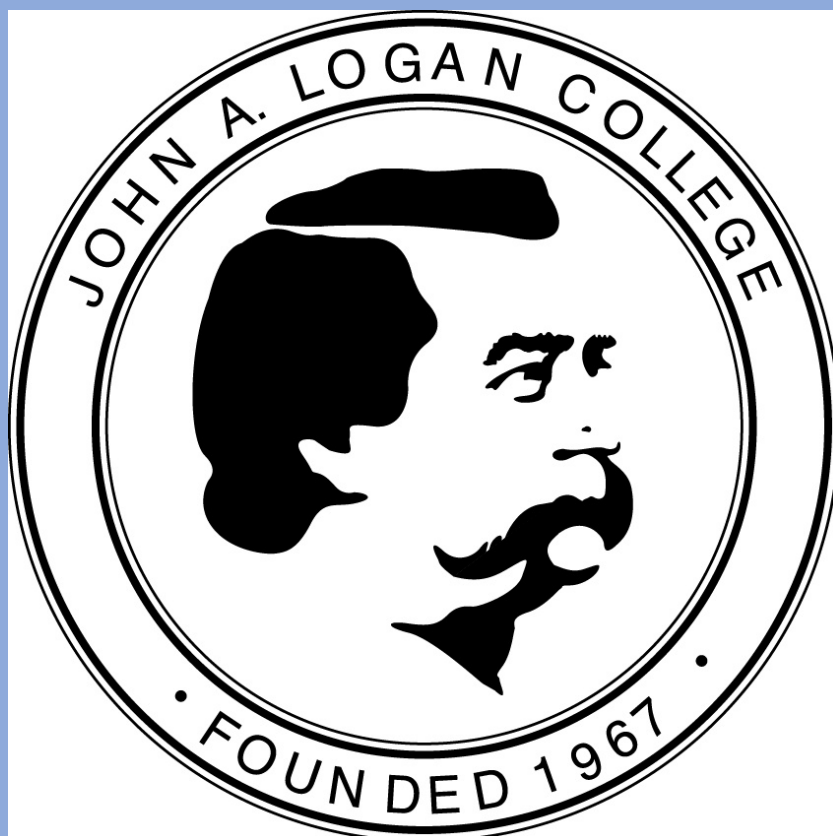
The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Examples of accounts in this fund include food services, bookstore, copy/supply center, and intercollegiate athletics. Subsidies for Auxiliary Services 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 8.F**

### **Meeting Minutes**



**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, September 27, 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 William Kilquist.

The Chairman directed the recording secretary to call the roll.

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

Also present were President Kirk Overstreet, Legal Counsel Don Prosser, Provost Melanie Pecord, Vice President Stacy Buckingham, Recording Secretary Susan May, and other College personnel.

Chairman Kilquist led the Board in the Pledge of Allegiance.

**OPPORTUNITY FOR PUBLIC COMMENTS**

There were no public comments.

**BOARD OF TRUSTEES REPORTS**

**A. Chairman's Report**

No report.

**B. Athletics Advisory Committee**

Chairman Kilquist reported that the volleyball team is currently tied for first place in the Great Rivers Athletic Conference (GRAC). The men's and women's golf teams are having a great fall, and golfer Andrew Watson was the medalist at the men's invitational tournament held at Kokopelli. The men's and women's basketball teams are gearing up for their season, and the men will host the Sixth Annual Midwest JUCO Jamboree on October 16. The first home game for men's basketball is November 9, and the women play at home on November 19. The softball team raised \$2,360 for St. Jude at the St. Jude Classic Tournament. Logan Baseball hosted a fall invitational that brought 18 junior college teams to southern Illinois. The annual Logan Baseball Golf Scramble will be held on October 8 at Crab Orchard Golf Club. Athletic Director Greg Starrick added that they are working to resume the athletic fund-raising events in the spring.

**C. Building, Grounds, and Safety Committee**

Trustee Jake Rendleman reported that the bell tower had been reassembled and installed on the Pedestrian Pathway. Asphalt work should begin in a few weeks, and the project should be substantially complete by the end of October. Design work is underway for the second-floor renovations of the C & E wings, and the initial submittal to the Capital Development Board is due next month. The West Lobby Expansion project is also in the design phase. This project's final submittal to the Capital Development Board is due June 2023.

**D. Board Policy Committee**

Trustee Rebecca Borgsmiller reported that the Board Policy Committee met on September 15 to review various policy updates. Some policies were held for further review, and the policy updates on tonight's agenda were approved for the first reading.

**E. Budget and Finance Committee**

No report.

**F. Integrated Technology Committee**

No report.

**G. Illinois Community College Trustees Association (ICCTA)**

No report.

**H. John A. Logan College Foundation**

Ms. Staci Shafer, Executive Director of the Foundation, provided updates to the Board. Currently, the Foundation Board is comprised of 19 members representing all eleven high schools in our district, but they are looking for additional individuals to increase their membership. The Annual Foundation Golf Classic will be held on October 14. This event provides an excellent opportunity to connect with the community and increase scholarship opportunities for the Foundation. Each year the Foundation awards over \$1 million in scholarships and distributed 39 scholarships for nursing students last year. During the previous three years, the Foundation has established nine new scholarship endowments and 19 new scholarships. Scholarships to local high schools alone have increased by 63 percent. In addition to scholarships, the Foundation has awarded \$282,000 in campus grants over the last five years. These grants provide an excellent opportunity for faculty and departments to apply for enhanced student learning opportunities not funded in the budget.

**G. Student Trustee**

Student Trustee Jeremiah Brown commented that the panel discussion with Governor Pritzker was an excellent opportunity for the students and noted that Student Senate would be working to increase student awareness of available resources. The Student Senate is also working on scheduling Coffee with a Cop and Lunch with Leaders this semester.

**FACULTY ASSOCIATION REPORTS**

**A. Faculty Association Report** – No report.

**B. Adjunct Faculty Association** – No report.

**C. Logan Operational Staff Association Report** – No report.

## **EXECUTIVE LEADERSHIP REPORTS**

### **John A. Logan College Hunting and Fishing Days**

Vice-President Stacy Buckingham reported that the Hunting and Fishing Days event at the Du Quoin Fair Grounds went very well and thanked all the individuals involved in putting this event together. Several John A. Logan College clubs and departments were represented this year, and there were 86 different vendor booths. The vendors will be surveyed to capture feedback on their experience. Veterans and first responders were also honored at the Veteran's Appreciation Event, featuring testimonies from two JALC Veteran students and a Quilts of Valor presentation.

### **Snack Locker**

Provost Melanie Pecord commented that students had been utilizing the Snack Locker, and multiple departments on campus are working together to keep it supplied for students. An Amazon list has been created for individuals who want to donate food items, and monetary donations can be made through the Foundation.

### **Long-Range Strategic Plan**

President Overstreet distributed a copy of strategies and tactics developed by the President's Cabinet members in alignment with the Long-Range Strategic Plan. The next step will include each individual at the College developing goals and action steps that align with their department's strategies and tactics. The Office of Institutional Effectiveness and Research will synthesize this information for quarterly reporting to the Board of Trustees.

### **Aldon Addington Art Sculptures**

President Overstreet reported that John A. Logan College had acquired two art sculptures from local artist Aldon Addington, funded through the Fred and Blanche Sloan Art Endowment. Mr. Addington was a professor at SIUC and conducts his work in stainless steel. Welding and construction management students will assist in building the bases for each piece of art which will be unveiled at a reception planned for November 5. The College is also collaborating with Artspace 304 to create a southern Illinois art trail, including stops at Southeastern Illinois College, John A. Logan College, SIH Cancer Institute, and Artspace 304.

### **Highway Construction Careers Training Program**

President Overstreet reported that the College has entered into an intergovernmental agreement with the Federal Highway Administration, Illinois Department of Transportation (IDOT), and Shawnee Community College to develop a Highway Construction Careers Training Program (HCCTP) at Shawnee Community College. This program will run under the direction of John A. Logan for the next two years and then be handed over to Shawnee Community College.

## **PRESIDENT CABINET REPORTS**

### **STEM Day at JALC**

Assistant Provost Stephanie Hartford reported that John A. Logan College would host a STEM Day for high school students on October 14. Six high schools will bring students to campus to explore careers and majors in STEM (science, technology, engineering, and mathematics) with rocket demonstrations and other hands-on activities.

### **Grow Your Own Illinois Initiative**

Dr. Hartford reported that individuals met with Dr. Cecil Smith, Dean of SIUC's School of Education, to discuss opportunities for collaboration in the Grow Your Own Illinois Initiative that supports racially diverse individuals entering the profession of teaching within their communities. Many options were discussed, including class scheduling and identifying pathways to outline timelines for individuals to get their degrees, the associated costs, and how grant funding could offset expenses.

### **Winter Session**

Assistant Provost Hartford reported that the College would offer a three-week winter session for the first time, which will run from December 19 through January 6. Online courses available during this session include Introduction to Literature and American Government.

### **Distance Learning Classroom**

Dr. Hartford reported that a new distance-learning classroom had been developed using funds from a Career Pathway Educational Grant. This new classroom will allow us to connect with partner high schools to offer classes in a synchronist format.

### **Interacting with Law Enforcement Forum**

Assistant Provost Christy Stewart reported that over 150 individuals attended a forum on Interacting with Law Enforcement hosted by John A. Logan College and Connect 360.

### **Fall 2022 Enrollment**

Assistant Vice-President Jordan Mays presented tenth-day enrollment numbers for the fall, including an overall headcount of 3,272 and 29,605 credit hours. Mr. Mays noted that the fall credit hours increased by 1.21 percent (not including dual credit hours) and 6.17 percent (including dual credit hours). Student profile information for the fall cohort of 471 first-time, full-time freshmen was also provided and will be monitored for reporting retention and graduation rates. In 2021, the College retention rates were 62 percent, and the national average for community colleges was 60.7 percent. Mr. Mays works closely with the student support group to identify different avenues to interact with students. President Overstreet added that this data is creating baselines to be utilized by the Strategic Enrollment Management Taskforce to develop strategies for increased persistence and retention.

### **2022 Medallion Awards Competition**

Assistant Vice-President Steve O'Keefe reported that John A. Logan College would be recognized at the 2022 Medallion Awards Ceremony in Chicago for top achievements in community college advertising, public relations, and communications.

## **PRESENTATIONS**

### **Hiring Procedures**

Ms. Megan Moseley, manager of human resources, presented information to the Board on the College's hiring processes from the initial approval to post a position through the employment offer and Board of Trustees approval. Ms. Moseley also commented on the Paycor software that would replace the current 20-year-old system that is no longer supported. The Office of Human Resources is confident that this new system would help streamline the hiring process and provide an online platform for advertising, onboarding, exit interviews, etc.

## **INFORMATIONAL ITEMS**

### **A. Retirements and Resignations**

President Overstreet accepted the retirements of Mikeal Kos, associate professor of nursing, effective September 1, 2022; Glenda Hastings, mail clerk and document specialist III, effective December 1, 2022; and Eric J. Pulley, director of institutional research, effective December 1, 2022.

President Overstreet accepted the resignation of Abigail Wheatley, TRIO transfer specialist and advisor, effective August 19, 2022.

## **CONSENT AGENDA**

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

### **A. Institutional Assessment for Southern Illinois Collegiate Common Market**

Authorized the administration to pay \$355,323 to the Southern Illinois Collegiate Common Market (SICCM) for John A. Logan College's share of program costs for FY 2023.

### **B. Dual Credit Agreement with Shawnee Community College, District #521**

Approved the Joint Agreement for Dual Credit Educational Cooperation between Shawnee Community College, District #531, and John A. Logan College, District #530.

### **C. Nursing Program Testing Service Provider**

Approved the Nursing Program testing product provided through the Assessment Technology Institute, LLC, in the amount of \$62,250.

### **D. Award of Bid for Exterior Building Wash Project**

Awarded the bid for Sections #1 through #4 of the Exterior Building Wash Project to McPherson Enterprises, the lowest responsible bidder, for a total cost of \$39,978.81.

### **E. Award of Bid for Power/Conduit Project for Parking Lot A**

Awarded the bid for the base requirements, plus three (3) alternative add-on options for the Power/Conduit Project for Parking Lot A to W. J. Burke Electric Company, for a total cost of \$37,000.

### **F. Award of Bid for G218 Remodel**

Awarded the bid for the G218 Remodel Project funded through the PATH Program State Grant to W. F. Stift, Inc., as the sole qualified bidder for a total cost of \$49,978.

### **G. Nutanix Licensing and Support Agreements**

Approved a purchase from CDW-G for a three-year licensing and support agreement with Nutanix Data Center Services in the amount of \$104,788.59.

### **H. Office of Human Resources Software**

Approved the implementation of Paycor, Inc. for the Office of Human Resources at a cost not to exceed \$52,500 for FY23.

### **I. President Overstreet Contract Renewal**

Approved a three-year contract renewal for President Kirk Overstreet, commencing on January 1, 2024, through December 31, 2026.



**J. Personnel Action Items (Appendix A)**

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

**K. Expenditure Report**

Approved the Expenditure Report for the period ending August 31, 2022.

**L. Treasurer's and Financial Report**

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

**M. Meeting Minutes**

Approved the minutes of the August 23, 2022, Board of Trustees' regular meeting.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve Consent Agenda Items A – M, as presented.

Upon roll call, all members present voted Yes. Motion carried  
(Resolution #16-4284)

**ANNOUNCEMENTS**

None.

**ADJOURNMENT**

Jake Rendleman and Mandy Little 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 #16-4285)

The meeting was duly adjourned at 7:39 p.m.

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

William J. Kilquist, Chairman

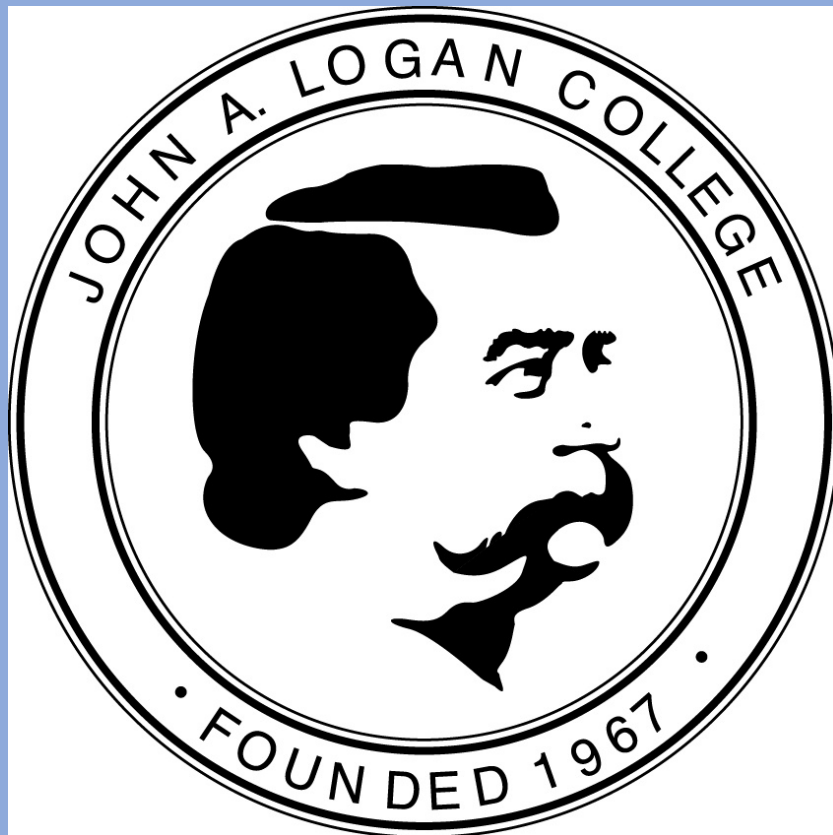
Jacob "Jake" Rendleman, Secretary

## APPENDIX A

A. Full-Time Professional Staff			
Name	Position	Salary	Effective Date
Mikaylan Roach	Alumni Engagement and Affinity Programs Coordinator	\$40,000	10/17/22
Kimberly Dyer	Coordinator of Financial Aid	\$40,000	09/01/22
Dennis Kellerman	Advisor/Counselor/Recruiter for Applied Technology	\$40,000	10/03/22
Kori Grodzicki	Technology Support Technician	\$40,000	09/01/22
Jonathan Gunzel	Technology Support Technician	\$40,000	09/16/22
Alex Hayes	Technology Support Technician	\$40,000	09/01/22
B. Part-Time Staff			
Name	Type	Effective Date	
Trisha Earll	Adjunct Faculty (Cosmetology)	08/17/22	
Axel Madison	Adjunct Faculty (EMT)	09/06/22	
Drew Stacy	Adjunct Faculty Sub (Criminal Justice)	08/29/22	
Marcus Walker	Assistant Men's Basketball Coach (Stipend)	09/01/22	
Gregory Kupiec	Community Education Instructor	06/06/22	
Ivy Pelissier	Community Education Instructor	06/16/22	
Ashtyn Barton	Fitness Desk Attendant	08/01/22	
Peyton Bittle	Fitness Desk Attendant	08/08/22	
Caden Hawkins	Fitness Desk Attendant	08/09/22	
Olivia Hildebeitel	Fitness Desk Attendant	08/04/22	
Haley Smith	Fitness Desk Attendant	09/01/22	
Kathleen Hartnett	Logan Academy Instructor	09/20/22	
Jonathan Pochie	Logan Academy Instructor	08/25/22	
Mark Wece	Workforce Development Trainer	06/30/22	
C. Volunteers			
Name	Type	Appointment	
Michael Mooneyham	Athletics Volunteer	08/17/22	

## **Old Business Item 10.A**

### **Board Policy Revisions**



**JOHN A. LOGAN COLLEGE  
OLD BUSINESS**

**10.A – Board Policy Revisions for Final Action**

---

**1. REASON FOR CONSIDERATION**

The Board Policy Committee reviewed revisions to policies on September 15, 2022, as presented by the administration. Revisions were presented for first reading to the Board of Trustees on September 27, 2022, and were made available to College employees for input.

Upon review of comments received from employees and legal counsel, it is the recommendation of the Board Policy Committee and the President to table the revisions to Board Policy 7370 for further review.

**2. BACKGROUND INFORMATION**

Revisions to the following policies were reviewed and approved for first reading by the Board Policy Committee:

- 5111 – Employment Definitions and Contracts
- 5211 – Hiring Policy for Executive Support Staff
- 5510 – Hiring Policy Governing Continuing Education
- 5520 – Policies for Adult and Community Education Personnel
- 6200 – Contract with Teamster
- 6300 – Contract with LOSA
- 6400 – Contract with FOP
- 7180 – Debt Collection
- ~~7370 – Tuition Waivers~~
- 7420 – Travel on College Business
- 8431 – Administration of the Illinois Freedom of Information Act

**3. RECOMMENDATION**

That the Board of Trustees approve policy revisions presented for first reading in September, with the exception of Board Policy 7370, Tuition Waivers, which was tabled for further review.

**Staff Contact:** President Kirk Overstreet

## Summary of Proposed Revisions to Board Policy

### *presented to the Board of Trustees*

September 17, 2022 (First Reading)

October 25, 2022 (Final Action)

Policy #	Policy Title	Comments
5111	Employment Contracts	Updated title and added staff definitions initially housed in BP 5112, Tenure Definitions.
5211	Hiring Policy for Executive Support Staff	Board Policy 5110, General Hiring, provides hiring processes for this group. Recommend deleting policy.
5510	Hiring Policy Governing Continuing Education	Board Policy 5110, General Hiring, provides hiring processes for this group. Recommend deleting policy.
5520	Policies for Adult and Community Education Personnel	Recommend moving details into Administrative Procedure and deleting this policy.
6200	Contract with Teamsters	Recommend merging the list of collective bargaining agreements into Board Policy 6200 and deleting policies 6300 and 6400.
6300	Contract with Logan Operational Staff Association	
6400	Contract with Laborers	
7180	Debt Collection	Updated language per SB 3032 regarding the release of student transcripts to employers.
<del>7370</del>	<del>Tuition Waivers</del>	As recommended by the Board Policy Committee and President Overstreet, this policy was tabled for further review.
7420	Travel on College Business	Updated language and incorporated details into Admin. Procedure 742, Travel Authorization & Reimbursement.
8431	Administration of the Illinois Freedom of Information Act	Updated language and incorporated details into new Admin. Procedure 818, Administration of the Illinois Freedom of Information Act.

## **Employment Classifications and Contracts**

**5111**

The President is authorized to sign contracts of employment on behalf of the Board of Trustees subject to **ratification** of the appointment by the Board. **General definitions of employment classifications at John A. Logan College shall include but are not limited to those listed within this policy. Specific duties and responsibilities for individual positions shall be defined in the job descriptions retained in the Office of Human Resources.**

- **ADJUNCT FACULTY**

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, and any hours taught under the category of adjunct faculty will not apply toward permanent status with the College. Adjunct faculty shall be competent to render in accordance with the Illinois Community College Board and the Higher Learning Commission. Compensation and other terms and conditions of employment for non-tenure-track Adjunct Faculty who provide six (6) or more credit hours of instruction per academic semester are outlined in the agreement between the Board of Trustees Community College District No. 530 and the Association of Adjunct Faculty, IEA-NEA.

- **CUSTODIAL/MAINTENANCE/GROUNDS EMPLOYEES**

Custodians, maintenance, and grounds employees are defined in the agreement between the Board of Trustees and the Teamsters Local Union No. 50. Compensation and other terms and conditions of employment are outlined in the agreement between the Board of Trustees and Teamsters Local Union No. 50.

- **EXECUTIVE ADMINISTRATORS**

Executive administrators are employees whose responsibilities include: A) sitting on the Executive Council for the President; B) having authority to submit recommendations with regard to hiring, evaluating, disciplining, or terminating the employment of employees reporting to them; C) having authority to make significant decisions in their area of responsibility; and D) provide supervision and direction of the work within their functional area of responsibility, including responsibility for the development and administration of their area's budget. Guidelines specific to these position(s) are outlined in Board Policy.

- **EXECUTIVE SUPPORT PERSONNEL**

Executive support staff positions are non-instructional personnel who support Executive Administrators and/or Senior Administrators and handle confidential information. Compensation and other terms and conditions of employment are outlined in Board Policy.

- **FULL-TIME FACULTY**

Full-time faculty members are full-time employees of the District regularly engaged in teaching or academic support services, excluding supervisors, administrators, and clerical employees. Compensation and other terms and conditions of employment are outlined in the agreement between the Board of Trustees Community College District No. 530 and the John A. Logan Illinois Education Association.

- **GRANT PERSONNEL**

Grant personnel are employees paid by grant funds in excess of 50% of total compensation. Because such programs and funds are of a terminal nature, grant personnel will have no implied or guaranteed

employment beyond the period provided by the grant funding. Compensation and other terms and conditions of employment are outlined in Board Policy.

- **MANAGERS**

Managers are non-instructional personnel, excluding administrators, who perform mid-level management functions for the College. Compensation and other terms and conditions of employment are outlined in Board Policy.

- **OPERATIONAL STAFF**

Operational staff positions are non-instructional personnel who perform support functions for the College. These positions include all regularly employed full-time and part-time staff following general categories of positions outlined in the collective bargaining agreement between the John A. Logan College Board of Trustees and the Logan Operational Staff Association (LOSA). Compensation and other terms and conditions of employment are outlined within this agreement.

- **PART-TIME TEACHING EMPLOYEES**

Teaching employees of the District who are not regularly employed as full-time include, but are not limited to, Community Education instructors, Workforce Education instructors, and ABE/GED instructors. Appointments are for one semester or less and do not apply toward permanent status with the College. Compensation and other terms and conditions of employment are outlined in Administrative Procedures.

- **POLICE AND PUBLIC SAFETY OFFICERS**

Police and public safety officers are defined in the agreement between the Board of Trustees and the Illinois Fraternity of Police (FOP) Labor Council. Compensation and other terms and conditions of employment are outlined in the agreement between the Board of Trustees and the Illinois Fraternal Order of Police Labor Council.

- **PROFESSIONAL**

Professional employees are non-instructional personnel, excluding administrators and managers. Compensation and other terms and conditions of employment are outlined in Board Policy.

- **SENIOR ADMINISTRATORS/ADMINISTRATORS**

Senior Administrators and Administrators are employees whose responsibilities include: A) authority to submit recommendations with regard to hiring, evaluating, disciplining, or terminating the employment of employees reporting to them; B) authority to make significant decisions in their area of responsibility; and C) supervision and direction of the work within their functional area of responsibility, including responsibility for the development and administration of their area's budget. Compensation and other terms and conditions of employment are outlined in Board Policy.

ADOPTED: JUNE 17, 1968

AMENDED: **OCTOBER 25, 2022** (*PENDING BOARD APPROVAL*)

REVIEWED: **SEPTEMBER 15, 2022** (*EMPLOYEE CLASSIFICATIONS MERGED FROM BP 5112, TENURE DEFINITIONS*)

LEGAL REF.:

CROSS REF.:

## ***Hiring Policy for Executive Support Personnel***

**5211**

All executive support personnel will be hired according to the General Hiring Policy with the following exceptions:

1. For a full-time position, the President will make the nomination to the Board of Trustees after receiving a recommendation from the staff. The Board will make the official appointment of the individual.
2. For a part-time position, the President will make the official appointment of the individual upon recommendation from the staff.

ADOPTED: JUNE 4, 1974  
AMENDED: MARCH 13, 1989; JANUARY 25, 2000 (FORMERLY BOARD POLICY #6110); MAY 22, 2012; OCTOBER 2016 (TITLES); **POLICY DELETED OCTOBER 25, 2022 (PENDING BOARD APPROVAL)**  
REVIEWED: **SEPTEMBER 15, 2022**  
LEGAL REF.: 110 ILCS 805/3-42 (1992)  
CROSS REF.: BOARD POLICY 5110; ADMINISTRATIVE PROCEDURE 601



***Hiring Policy Governing Community Education Personnel*****5510**

Personnel in Community Education will be hired according to the General Hiring Policy.

The exceptions to this policy are:

The Vice-President for Administration will establish all community education teaching positions. The Vice-President for Administration or his/her designee will conduct a search for and recommend a candidate to the President to fill each position as established.

The President will act on this recommendation. If the recommendation is approved, the candidate will be employed, and the President's decision will be submitted to the Board at its next regular meeting for ratification. If the President rejects the recommendation, the Vice-President will bring another recommendation to the President through the appropriate channels.

ADOPTED: APRIL 2, 1974  
AMENDED: APRIL 1, 1980; MARCH 11, 1985; AUGUST 23, 2005, MAY 27, 2014; MARCH 22, 2016 (TITLES)  
**POLICY DELETED OCTOBER 25, 2022 (PENDING BOARD APPROVAL)**  
REVIEWED: JANUARY 29, 2016; **SEPTEMBER 15, 2022**  
LEGAL REF.: 110 ILCS 805/3-42 (1992)  
CROSS REF.: BOARD POLICY 5110

## ***Policies for Adult and Community Education Personnel***

**5520**

### **COMMUNITY EDUCATION PERSONNEL**

Part-time community education instructors are not entitled to sick leave, vacation, group insurance, or other fringe benefits provided to other College employees, except for a tuition waiver for the Community Health Education Complex for instructors only.

Community education instructors must make up all absences by holding an alternate class period or by adding time to existing sessions.

### **ADULT BASIC/SECONDARY EDUCATION PERSONNEL**

Part-time ABE/GED/ASE instructors are not entitled to sick leave, vacation, group insurance, or other fringe benefits provided to other College employees.

Enrollment levels of classes are dependent upon sufficient grant funding and will be determined by the appropriate program director, subject to the approval of the division vice president.

ADOPTED: APRIL 1, 1975

AMENDED: OCTOBER 2, 1975; MARCH 11, 1985; MARCH 14, 1988; MARCH 13, 1989; AUGUST 18, 1992;  
OCTOBER 22, 1996; JUNE 24, 1997; JANUARY 25, 2000; AUGUST 23, 2005; MARCH 22, 2016;  
OCTOBER 27, 2020 (TITLES); **OCTOBER 25, 2022 (DETAILS MOVED TO ADMIN. PROCEDURE 503)**

REVIEWED: JANUARY 29, 2016; SEPTEMBER 10, 2020; **SEPTEMBER 15, 2022**

LEGAL REF.:

CROSS REF.:

## ***Collective Bargaining Agreements with John A. Logan College Board of Trustees***

---

**6200**

Collective bargaining agreements with the John A. Logan College Board of Trustees, Community College District #530, include the following:

- John A. Logan Illinois Education Association, IEA-NEA
- Association of Adjunct Faculty
- John A. Logan College Operational Staff Association, IEA-NEA
- Teamsters Local Union No. 50
- Illinois Fraternity of Police Labor Council

All collective bargaining agreements are posted on the College's website under Board of Trustees – Agreements.

ADOPTED:

AMENDED: AUGUST 2, 1994; JANUARY 27, 1998; JUNE 26, 2001; JULY 1, 2005; SEPTEMBER 28, 2010;  
JANUARY 28, 2014 (*EFFECTIVE JULY 1, 2013*); **OCTOBER 25, 2022** (*MERGED POLICIES 6200, 6300 AND  
6400 PENDING BOARD APPROVAL*)

REVIEWED: **SEPTEMBER 15, 2022**

LEGAL REF.:

CROSS REF.:

***Contract Between John A. Logan College  
Board of Trustees and John A. Logan College Operational  
Staff Association, IEA-NEA***

---

**6300**

A copy of the contract between John A. Logan College Board of Trustees and the John A. Logan College Operational Staff Association, IEA-NEA may be found in hard copies of the Board Policy Manual located in:

President's Office  
Library

ADOPTED: JUNE 24, 1997  
AMENDED: OCTOBER 9, 2000; AUGUST 26, 2003; JANUARY 31, 2006; SEPTEMBER 28, 2010 (EFFECTIVE JULY 1, 2010); SEPTEMBER 24, 2013 (EFFECTIVE JULY 1, 2013); **OCTOBER 25, 2022** (CONTENT MERGED INTO BP 6200 AND DELETED POLICY)  
REVIEWED: **SEPTEMBER 15, 2022**  
LEGAL REF.:  
CROSS REF.:

***Laborers' International Union of  
North America, AFL-CIO, the Southern and Central Illinois  
Laborers' District Council, Laborers' Local 773  
(Campus Police Staff)***

---

**6400**

A copy of the contract between the John A. Logan College Board of Trustees and the Laborers' International Union of North America, AFL-CIO, The Southern and Central Illinois Laborers' District Council, Laborers' Local 773 (Campus Police Staff) may be found in hard copies of the Board Policy Manual in the following locations:

President's Office  
Library

ADOPTED: APRIL 26, 2005  
AMENDED: NOVEMBER 25, 2008; JANUARY 24, 2012 (EFFECTIVE JULY 1, 2011); SEPTEMBER 30, 2016 (TITLES)  
**OCTOBER 25, 2022 (MERGED LANGUED INTO BP 6200 AND DELETED POLICY)**  
REVIEWED: **SEPTEMBER 15, 2022**  
LEGAL REF.:  
CROSS REF.:

**Debt Collection****7180**

The Business Office should make all efforts possible to collect debts owed to the College by any person. After reasonable attempts have been made to collect a debt, the Bursar Office should use all methods available, including a collection agency.

When any student owes money to the College for any reason, including but not limited to tuition, laboratory fees, and library charges, and does not pay the debt by the prescribed time, the College will not release the student's official transcript **unless it is requested for a current or potential employer**. The student may, however, view his/her own educational records.

Students with outstanding debts equating to three (3) credit hours of current tuition or greater may make arrangements with the Bursar Office to pay the debt while continuing enrollment. The payment period for the collection of the past due amount shall not exceed six (6) months. Students with outstanding balances equating to less than three (3) credit hours of current tuition must pay the entire balance prior to being allowed to re-enroll.

Financial obligations are to be paid in the Bursar Office except for library charges, which must be paid to the librarian or cleared through the librarian. Only the Bursar Office may release registration locks related to student indebtedness.

ADOPTED: MARCH 5, 1974  
AMENDED: AUGUST 26, 2008, **OCTOBER 25, 2022** (PENDING BOARD APPROVAL)  
REVIEWED: **SEPTEMBER 15, 2022**  
LEGAL REF.: **PUBLIC ACT 102-0998/15**  
CROSS REF.:

**Travel on College Business****7420**

---

In accordance with 50 ILCS 150, John A. Logan College shall regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to: 1) the types of official business for which travel, meal, and lodging expenses are allowed; 2) maximum allowable reimbursement for travel, meal, and lodging expenses; and 3) a standardized form for submission of travel, meal, and lodging expenses supported by the minimum documentation required under Section 20 of 50 ILCS 150. The regulations may allow for approval of expenses that exceed the maximum allowable travel, meal, or lodging expenses because of emergency or other extraordinary circumstances.

ADOPTED: APRIL 1, 1980  
AMENDED: JULY 1, 1980; MARCH 13, 1989; JULY 14, 1992; JUNE 22, 2010 TO BE EFFECTIVE JULY 1, 2010; JUNE 28, 2011; JANUARY 24, 2017; **OCTOBER 25, 2022** (*PENDING BOARD APPROVAL*)  
REVIEWED: NOVEMBER 7, 2016; **SEPTEMBER 15, 2022**  
LEGAL REF.: **50 ILCS 150/10**  
CROSS REF.: ADMINISTRATIVE PROCEDURE 742

## ***Administration of the Freedom of Information Act***

**8431**

**The Board of Trustees recognizes the right of members of the public to have access to public records in accordance with the provisions of the Illinois Freedom of Information Act (FOIA).**

Any person seeking records from John A. Logan College may submit their request in writing or electronically to the John A. Logan College FOIA Officer. All requests will be processed in accordance with the provisions of the Illinois Freedom of Information Act.

ADOPTED: SEPTEMBER 10, 1990  
AMENDED: SEPTEMBER 30, 2016; **OCTOBER 25, 2022** (*PENDING BOARD APPROVAL*)  
REVIEWED: **SEPTEMBER 15, 2022**  
LEGAL REF.: **5 ILCS 140**  
CROSS REF.: BOARD POLICY 8430  
ADMINISTRATIVE PROCEDURE 818, 309