

# HIGHLAND COMMUNITY COLLEGE

District #519

## AGENDA

Board of Trustees Meeting

May 16, 2017 – 4:00 p.m.

Robert J. Rimington Board Room (H-228)

Highland Community College Student/Conference Center

Freeport, Illinois

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes:     April 24, 2017 Special Meeting  
                                      April 24, 2017 Regular Meeting
- IV. Public Comments
- V. Introductions
- VI. Presentation of the Joe and Jennifer Kanosky HCC Student Trustee Scholarship
- VII. Foundation Report
- VIII. Consent Items
  - A. Academic (None)
  - B. Administration (None)
  - C. Personnel
    - 1. Part-time Instructors, Overload, and Other Assignments (Page 1)
  - D. Financial (None)
- IX. Main Motions
  - A. Academic (None)
  - B. Administration
    - 1. Second Reading – New Policy 1.211: Community College Trustee’s Leadership Training (Page 4)
  - C. Personnel
    - 1. Appointment: Sociology Instructor (Page 6)
    - 2. Appointment: Spanish/English Instructor (Page 7)
    - 3. Appointment: Math Instructor (Page 8)
  - D. Financial
    - 1. Payment of Bills and Agency Fund Report (Page 9)
- X. Reports
  - A. Treasurer’s Report: Statements of Revenue, Expenditures and Changes in Fund Balance (Page 11)

- B. Website
- C. Student Trustee
- D. Audit Committee Chair
- E. ICCTA Representative
- F. Board Chair
- G. Administration

XI. Old Business

**XII. CLOSED SESSION**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

**XIII. ACTION, IF NECESSARY**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity
  - 1. Appointment: Associate Dean, Nursing and Allied Health
  - 2. Appointment: Associate Dean, Natural Science and Mathematics
- B. Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees

XIV. New Business

- A. Committee Appointments

XV. Dates of Importance

- A. Next Regular Board Meeting – June 20, 2017 at 4:00 p.m. in the Robert J. Rimington Board Room (H-228) in the Student/Conference Center
- B. Next Quarterly Board Retreat – June 7, 2017 at 8:30 a.m. in the Student/Conference Center room H-206 (breakfast available at 8:00 a.m.)

XVI. Adjournment

**AGENDA ITEM #VIII-C-1  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS**

**RECOMMENDATION OF THE PRESIDENT:** That the attached list of part-time instructors, overload and other assignments be approved for the Spring semester of 2017.

**BACKGROUND:** The individuals listed have been certified by the hiring supervisor as having the required training and experience to perform duties or teach courses offered by Highland Community College. Each course is contingent upon appropriate enrollment.

BOARD ACTION: \_\_\_\_\_

Spring 2017			COURSE	CLOCK	CREDIT	TOTAL			
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY	
Deb	Miller	6717	CED020CCC	Cardmaking	10		\$25.50	\$255.00	
Deb	Miller	6715	CED020ACC	Cardmaking	10		\$25.50	\$255.00	
Deb	Miller	6716	CED020BCC	Cardmaking	10		\$25.50	\$255.00	
Michael	Staver	7015	SPTP160LCC	Italian Cooking	9		\$25.00	\$225.00	
Laura	Weter	6495	NURS291BXB	Portion Family Nursing Lab		1.04	\$1,256.45	\$1,306.71	
						0.58	\$1,382.10	\$801.62	
Michael	Staver	7018	PERS037KCC	Pasta & Sauces	3		\$25.00	\$75.00	
Eric	Korte	6922	PERS011BCC	Intro to Android	2.5		\$50.00	\$125.00	
Other Assignments									
Camelot Costumes LLC			Labor for Midsummer Night's Dream					\$	1,500.00
Kenji	Grahame		Sound for Midsummer Night's Dream					\$	100.00
Gary	Bidzinski		Umpire for 4/7/17 baseball games					\$	170.00
Jonathan	Clark		Umpire for 4/11/17 baseball games					\$	170.00
Tim	Seward		Umpire for 4/11/17 baseball games					\$	170.00
Troy	Grove		Umpire for East/West tournament 2 games					\$	120.00
Maynard	Keller		Umpire for East/West tournament 4 games					\$	240.00
Darwin	Powell		Umpire for East/West tournament 4 games					\$	240.00
Rick	Howarth		Umpire for East/West tournament 2 games					\$	120.00
Victoria	Kronenberg		Chronicle news magazine layout Fall 2016					\$	150.00
Michael	Mazur		Umpire for East/West tournament 3 games					\$	180.00
Forrest	Miller		Umpire for 4/7/17 baseball games					\$	170.00
James	Turner		Umpire for East/West tournament 2 games					\$	120.00
Michael	Cross		Umpire for 4/15/17 softball games					\$	120.00
Burdette	Odell		Umpire for 4/15/17 softball games					\$	120.00
Tammy	Abell		Speaker for Support Staff retreat 4/7/17					\$	500.00
Christopher	Koehn		Umpire for 4/18/17 baseball games					\$	170.00
Forrest	Miller		Umpire for 4/18/17 baseball games					\$	170.00
Burdette	Odell		Umpire for 4/18/17 softball games					\$	120.00
Frank	Young		Umpire for 4/18/17 softball games					\$	120.00
Larry	Bishop		Umpire for East/West tournament 3 games					\$	180.00
Gary	Bidzinski		Umpire for 4/23/17 baseball games					\$	170.00
Stephen	Brown		Umpire for 4/23/17 softball games					\$	120.00
Todd	Gilmore		Umpire for 4/22/17 baseball games					\$	170.00
Troy	Grove		Umpire for 4/23/17 softball games					\$	120.00
Forrest	Miller		Umpire for 4/23/17 baseball games					\$	170.00
Tim	Seward		Umpire for 4/22/17 baseball games					\$	170.00
Mark	Lei		Umpire for 4/15/17 softball games					\$	120.00
Mark	Lei		Umpire for 4/23/17 softball games					\$	120.00
Larry	Rehmert		Umpire for 4/25/17 softball games					\$	120.00
Frank	Young		Umpire for 4/25/17 softball games					\$	120.00
Tammy	Abell		Servant Leadership Trainer 3/11/17					\$	500.00
John	Hartman		Instrument repair, piano tuning					\$	170.00

Spring 2017			COURSE		CLOCK	CREDIT	TOTAL	
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Sara	Robbe		Servant Leadership Trainer for January/February 2017					\$ 400.00
Vicki	Toepfer		Servant Leadership Trainer for January/February 2017					\$ 800.00
Julie	Dale		Ballroom dance instruction					\$ 770.00
Gary	Besley		Clarinet for 2017 Spring Choral Concert					\$ 125.00
Kristin	Brandt		Flute for 2017 Spring Choral Concert					\$ 125.00
Greg	Heintz		Bass for 2017 Spring Choral Concert					\$ 200.00
Nancy	Kurr		Viola for 2017 Spring Choral Concert					\$ 200.00
Steven	Kurr		Violin II for 2017 Spring Choral Concert					\$ 200.00
Brandon	Lamm		Violin I for 2017 Spring Choral Concert					\$ 125.00
Hannah	Lamm		Viola for 2017 Spring Choral Concert					\$ 125.00
Michaela	Myers		Violin II for 2017 Spring Choral Concert					\$ 125.00
Emily	Stich		Bassoon for 2017 Spring Choral Concert					\$ 125.00
Frank	Young		Umpire for 4/28/17 softball games					\$ 120.00

**AGENDA ITEM #IX-B-1  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**SECOND READING – NEW POLICY 1.211  
COMMUNITY COLLEGE TRUSTEE’S LEADERSHIP TRAINING**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves for a second reading the attached new policy 1.211, Community College Trustee’s Leadership Training, which will be included in Chapter I, Board of Trustees, of the Policy Manual.

**BACKGROUND:** The proposed new policy is required by Public Act 99-0692. The new law includes requirements on the amount of training to be obtained by Trustees and the topics on which Trustees must be trained. Amongst others, training topics include open meetings law, ethics, and financial oversight and accountability audits. Board members’ training completion must be published on the College’s website and certification must be made to the Board Secretary. Training will be only recognized as meeting requirements if provided and/or approved by the Illinois Community College Board or Illinois Community College Trustees Association.

No additions or revisions have been made since Trustees approved the first reading during the April 24, 2017, regular meeting.

BOARD ACTION: \_\_\_\_\_

1.211 Community College Trustee's Leadership Training (Adopted )

In accordance with Public Act 99-0692, trustees must complete a minimum of four hours of professional development leadership training during the first, third, and fifth year of his/her term covering topics that shall include, but are not limited to, open meetings law, community college and labor law, freedom of information law, contract law, ethics, sexual violence on campus, financial oversight and accountability, audits, and fiduciary responsibilities of a community college trustee. The College shall maintain on its website the names of all elected or appointed voting trustees of the board who have successfully completed the training, as well as the names of all elected or appointed voting trustees of the board who have not successfully completed the training, as required.

The board member shall certify completion of the required training to the secretary of the board. If a board member does not satisfy all requirements outlined above or the certification indicates that a board member has not completed the training, the secretary shall send a notice to all elected or appointed members serving on the board and the president or acting chief executive officer of the College of that fact.

In order for a community college trustee to obtain credit for training, the program must be offered by the Illinois Community College Trustees Association or a provider approved by the Illinois Community College Board (ICCB). A list of ICCB-approved community college trustee training providers is available at the following link:

[https://www.iccb.org/iccb/wp-content/pdfs/Trustee\\_Training\\_Approved\\_Provider\\_List.pdf](https://www.iccb.org/iccb/wp-content/pdfs/Trustee_Training_Approved_Provider_List.pdf)

**AGENDA ITEM #IX-C-1  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT  
SOCIOLOGY INSTRUCTOR**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the appointment of Dr. Julie Hartman-Linck as full-time Sociology Instructor in the Humanities, Social Sciences, and Fine Arts division beginning August 10, 2017, at an FY16 salary of \$86,997 (PhD, 9 years' experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This appointment will replace the sociology instructor position that will become available due to Kim Goudreau's retirement. This is a full-time faculty position and is within the FY18 budget.

**BACKGROUND:** Dr. Hartman-Linck currently works at Frostburg State University in Frostburg, Maryland, where she has been a full-time Associate Professor. She also is the Coordinator of the Women's Studies Program at Frostburg State University. Prior to Frostburg, Dr. Hartman-Linck was employed at Michigan State University where she was a graduate assistant and taught Introduction to Women's Studies. Julie has experience teaching both online and in-class formats. She has a strong knowledge of sociology, has taught courses within sociology and women's studies, and is able to teach other courses as well.

Dr. Hartman-Linck obtained her Bachelor of Arts in Psychology degree at Northern Illinois University and obtained her Ph.D. in Sociology from Michigan State University. Her research and publication record is within the field of gender and sexuality and her undergraduate specialization was in criminology. Dr. Hartman-Linck has started a new research project examining issues of stigma and support for pregnant women with addictions. She also is currently working with a student on an independent research project examining women and incarcerations, so she also has interest in the overlap of criminal justice, sociology, and social work.

Dr. Hartman-Linck is excited to teach at Highland Community College, especially because it brings her back to her home town of Freeport, and she looks forward to being a part of the future of our students. Julie's areas of specialization include gender, sexuality, identity, bisexual communities, qualitative methodologies, intersectionality, social inequalities and social justice.

We are pleased to have Dr. Hartman-Linck join the Humanities, Social Sciences and Fine Arts division and look forward to her contributions to the Sociology department, division, and College.

BOARD ACTION: \_\_\_\_\_



**AGENDA ITEM #IX-C-2  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT  
SPANISH/ENGLISH INSTRUCTOR**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the appointment of Ms. Cristina Szterensus as full-time Spanish/English Instructor in the Humanities, Social Sciences, and Fine Arts division beginning August 10, 2017, at an FY16 salary of \$100,466 (MA+60, 27 years' experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This appointment will replace the Spanish/English instructor position that will become available due to Kent Johnson's retirement. This is a full-time faculty position and is within the FY18 budget.

**BACKGROUND:** Ms. Szterensus currently works at Rock Valley College (RVC) in Rockford, Illinois, where she has been a full-time Professor of Spanish. Ms. Szterensus teaches beginner and intermediate Spanish. Ms. Szterensus has experience conducting assessment at class level, as well as the program level. Cristina has helped expand RVC's offerings with new classes such as Spanish for heritage speakers and Latin American Cultural expressions, an interdisciplinary humanities class that explores issues of different Latin American countries, which has a class trip component, as well. Prior to RVC, Ms. Szterensus was Instructor of Spanish at Northern Illinois University in DeKalb, Illinois, where she taught all levels of Spanish, including advanced linguistics, advanced grammar, and conversation classes. She is familiar with designing curriculum for classes. Ms. Szterensus taught English and Spanish at Kellogg Community College in Battle Creek, Michigan as well.

Ms. Szterensus completed her Bachelor's degree in English at Instituto Superior del Profesorado, Joaquín V. González in Buenos Aires, Argentina. She also completed a specialization degree in Foreign Language Teaching Methodology at Instituto Nacional Superior del Profesorado, Joaquín V. González. Mr. Szterensus holds three Master's degrees from Northern Illinois University in DeKalb, Illinois – MA Spanish, MA Communications, and MA English.

Cristina showed mastery of Spanish and English through her interview, teaching demonstrations, student evaluations and supervisor evaluations. Her background, experience, education and community engagement make her an excellent addition to Highland Community College. We are looking forward to Cristina joining Highland Community College.

BOARD ACTION: \_\_\_\_\_

**AGENDA ITEM #IX-C-3  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT  
MATHEMATICS INSTRUCTOR**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the appointment of Mr. James Morgan as full-time Mathematics Instructor in the Natural Science and Mathematics division beginning August 10, 2017, at an FY16 salary of \$52,118 (MS+0, 1 year experience), plus appropriate fringe benefits. Since the FY18 faculty union contract has not yet been negotiated, this salary is based on the FY16 salary schedule. This is a full-time faculty position and is within the FY18 budget.

**BACKGROUND:** Mr. Morgan currently works at Joliet Junior College in Joliet, Illinois, where he has been a full-time Math Placement Specialist, as well as an adjunct Mathematics Instructor. Mr. Morgan has taught a wide range of courses which includes intermediate algebra, college algebra, pre-calculus, discrete math, calculus, and differential equations. In his position as Math Placement Specialist, he has advised students concerning degree requirements and math courses, addressed student concerns for the Mathematics department, assisted with development of placement policies and alternative remedial pathways, and worked with a variety of other departments at the College, in addition to the Mathematics Department.

Mr. Morgan obtained his Bachelor of Arts degree in Mathematics, as well as his Master of Science in Mathematics, from Governors State University in University Park, Illinois.

James brings community college teaching experience and has had extensive work advising a diverse population of students. He is very student-centered and works hard to engage his students in the classroom. We are pleased to have Mr. Morgan join the Natural Science and Mathematics division and look forward to him joining Highland Community College.

BOARD ACTION: \_\_\_\_\_

**AGENDA ITEM #IX-D-1  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PAYMENT OF BILLS AND AGENCY FUND REPORT**

**RECOMMENDATION OF THE PRESIDENT:** It is recommended that the Highland Community College Board approves the following Resolution for the payment of the April 2017 bills, including Board travel.

**RESOLUTION:** Resolved that Jill Janssen, Treasurer, be and she is hereby authorized and directed to make payments or transfers of funds as reflected by warrants 324468 through 324870 amounting to \$736,953.27, Automated Clearing House (ACH) debits W0000418 through W0000421 amounting to \$8,985.72, Other Debits D0000066 amounting to \$159.29 and Electronic Refunds of \$12,819.00 with 13 adjustments of \$3,427.71 such warrants amounting to \$755,489.57. Transfers of funds for payroll amounted to \$550,695.01.

Automated Clearing House (ACH) debits are SISCO payments. Other Debits for April consist of replenishing petty cash in the cashier's office. Electronic Refunds are issued to students.

BOARD ACTION: \_\_\_\_\_

**HIGHLAND COMMUNITY COLLEGE  
AGENCY FUND  
Balance Sheet, April 30, 2017**

	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
US BANK	\$224,081.36	\$833.34	\$0.00	\$224,914.70
FIFTH THIRD	3,399.71	0.00	0.00	3,399.71
UNION LOAN AND SAVINGS	171,951.43	0.00	0.00	171,951.43
<b>TOTAL ASSETS</b>	<b>\$399,432.50</b>	<b>\$833.34</b>	<b>\$0.00</b>	<b>\$400,265.84</b>
1010 HCC ORCHESTRA	\$57.00			\$57.00
1011 TRANSFER FUNDS				
1012 FORENSICS SCHOLAR	924.31			924.31
1013 INTEREST ON INVEST.				
1014 TRUSTS AND AGENCIES				
1015 CARD FUND				
1016 DIST #145 ROAD AND LOT	56,620.09			56,620.09
1017 HCC ROAD AND LOT	74,197.03			74,197.03
1018 YMCA ROAD AND LOT	76,696.23	833.34		77,529.57
1019 YMCA BLDG/MAINT	37,131.79			37,131.79
1020 HCC BLDG/MAINT	54,222.13			54,222.13
1021 YMCA/HCC INTEREST	96,184.21			96,184.21
1022 HCC SECTION 125 PLAN	3,399.71			3,399.71
<b>TOTAL</b>	<b>\$399,432.50</b>	<b>\$833.34</b>	<b>\$0.00</b>	<b>\$400,265.84</b>

**AGENDA ITEM #X-A**  
**MAY 16, 2017**  
**HIGHLAND COMMUNITY COLLEGE BOARD**  
**FY17**

**TREASURER'S REPORT**  
**STATEMENTS OF REVENUE, EXPENDITURES &**  
**CHANGES IN FUND BALANCE**  
(Cash basis, encumbrances included.)

- We have now received the 2016 tax year tax computation reports from all four counties. EAV changes from tax year 2015 to 2016 by county are as follows:

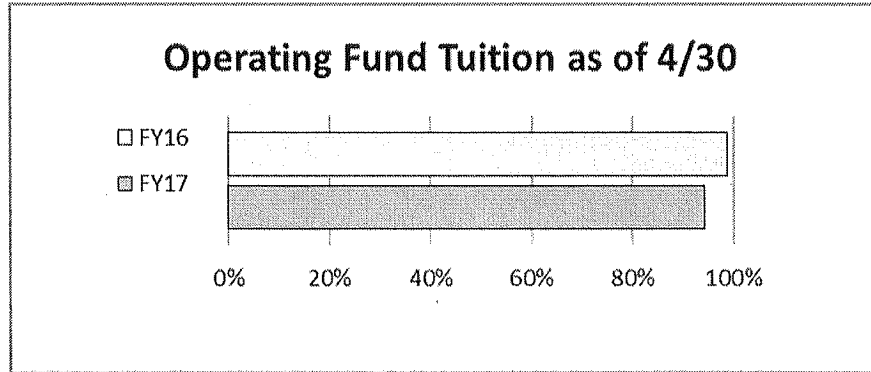
<u>County</u>	<u>Change</u>
Stephenson	+1.5%
Carroll	+ .4%
Ogle	+3.5%
Jo Daviess	+2.1%

Overall, the total District increase in EAV is 1.6%. We had budgeted for an increase of 1.0%, which will result in our actual property tax revenue being about \$17,000 more than budgeted.

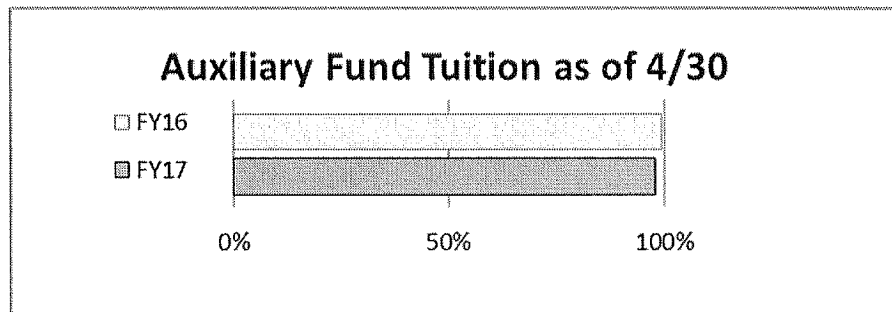
Each County's percentage of the overall EAV is as follows:

<u>County</u>	<u>% of EAV</u>
Stephenson	36%
Carroll	16%
Ogle	7%
Jo Daviess	41%

- Current Results as of Month End:** The following charts shows the comparison of the FY17 financial results for various items, as labeled, to FY16 results as of April 30<sup>th</sup>. The FY16 bar is the year-to-date results as of April 30<sup>th</sup>, 2016 divided by the actual year end results for FY16. The FY17 bar is the year-to-date results for April 30, 2017, divided by the annual budgeted amount for FY17.
- It should be noted that the April finance report for the period ending March 31, 2017 erroneously included tuition revenue for the Summer 2017 semester for those funds which include tuition revenue. Revenue for the Summer semester is recorded in the year in which classes are held (FY18 in this case).



Operating Fund tuition revenue appears to be about 4% lower than anticipated at this point in time. If Operating Fund tuition revenue is 4% lower than budgeted for the fiscal year that amounts to about \$218,000.



Auxiliary Fund tuition revenue appears to be about 2% lower than anticipated at this point in time. If Auxiliary Fund tuition revenue is 2% lower than budgeted for the fiscal year that amounts to about \$5,000.

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE  
FY17

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)

Statement of Revenue, Expenditures, & Changes in Fund Balance

For the Period Ended April 30, 2017

<u>REVENUE:</u>	<u>Budget</u>	<u>Year- to-Date</u>	<u>Percent</u>
Local Taxes	\$5,923,301	\$2,949,355	49.8%
Credit Hour Grants	648,393	504,413	77.8%
Equalization	28,355	-	0.0%
ICCB Career/Tech Education	58,713	115,894	197.4%
ICCB Performance	3,500	-	0.0%
CPP Replacement Tax	425,000	299,179	70.4%
Dept. of Educ.	8,300	975	11.7%
Other Federal Sources	27,241	20,981	77.0%
Tuition & Fees	5,450,750	5,144,119	94.4%
Sales & Services	40,950	34,037	83.1%
Facilities Revenue	92,784	81,838	88.2%
Interest on Investments	5,000	7,293	145.9%
Non-Govt. Gifts, Grants	895,131	670,566	74.9%
Miscellaneous	15,563	42,080	270.4%
	-----	-----	
Total Revenue	\$13,622,981	\$9,870,730	72.5%
<u>EXPENDITURES:</u>			
Salaries	\$8,789,769	\$6,811,731	77.5%
Employee Benefits	2,297,433	1,859,560	80.9%
Contractual Services	741,373	581,091	78.4%
Materials & Supplies	858,507	721,010	84.0%
Conference & Meeting	228,080	123,920	54.3%
Fixed Charges	44,753	36,896	82.4%
Debt Certificate Payment	439,132	404,566	92.1%
Utilities	627,251	602,873	96.1%
Capital Outlay	-	7,379	100.0%
Other Expenditures	353,386	259,768	73.5%
Transfers (In) Out	(484,827)	-	0.0%
	-----	-----	
Total Expenditures	\$13,894,857	\$11,408,794	82.1%
Excess of Revenues Over Expenditures	(\$271,876)	(\$1,538,064)	
Fund Balance 7/1/16	2,917,911	2,917,911	
	-----	-----	
Fund Balance 4/30/17	\$2,646,035	\$1,379,847	

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$800,000	\$400,244	50.0%
Interest on Investments	-	1,212	100.0%
-----	-----	-----	-----
Total Revenue	\$800,000	\$401,456	50.2%
EXPENDITURES:			
-----			
Contractual Services	73,418	23,052	100.0%
Materials & Supplies	9,835	1,473	15.0%
Capital Outlay	2,608,937	1,235,960	47.4%
Transfers Out	118,650	-	0.0%
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Total Expenditures	\$2,810,840	\$1,260,485	44.8%
Excess of Revenues Over Expenditures	(\$2,010,840)	(\$859,029)	
Fund Balance 7/1/16	\$2,282,549	\$2,282,549	
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Fund Balance 4/30/17	\$271,709	\$1,423,520	



AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17

AUXILIARY ENTERPRISE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

REVENUE:	Budget	Year to-Date	Percent
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Tuition and Fees	\$245,000	\$240,411	98.1%
Bookstore Sales	968,000	826,092	85.3%
Athletics	43,430	23,637	54.4%
Other	134,850	184,784	137.0%
	-----	-----	-----
Total Revenue	\$1,391,280	\$1,274,924	91.6%
EXPENDITURES:			
-----			
Salaries	\$294,033	\$221,840	75.4%
Employee Benefits	34,325	28,504	83.0%
Contractual Services	75,260	71,837	95.5%
Materials & Supplies	870,042	795,474	91.4%
Conference & Meeting	179,009	146,706	82.0%
Capital Outlay	700	3,844	549.1%
Fixed Charges	1,766	1,257	71.2%
Utilities	600	600	100.0%
Other Expenditures	15,356	21,166	137.8%
Transfers	(2,932)	-	0.0%
	-----	-----	-----
Total Expenditures	\$1,468,159	\$1,291,228	87.9%
Excess of Revenues Over Expenditures	(\$76,879)	(\$16,304)	
Fund Balance 7/1/16	\$110,376	\$110,376	
	-----	-----	
Fund Balance 4/30/17	\$33,497	\$94,072	

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17

RESTRICTED PURPOSE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

<u>REVENUE:</u>	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Vocational Education	\$106,786	\$40,275	37.7%
Adult Education	262,342	139,148	53.0%
Other Illinois Sources	101,268	15,620	15.4%
Department of Education	4,773,630	4,315,342	90.4%
Other Federal Sources	73,212	32,697	44.7%
Tuition & Fees	575,000	547,542	95.2%
Sales & Service Fees	28,852	29,134	101.0%
Interest	19,677	21,307	108.3%
Non-govt. Gifts, Grants	21,000	1,593	7.6%
Other	302,960	215,723	71.2%
	-----	-----	-----
Total Revenue	\$6,264,727	5,358,381	85.5%
<u>EXPENDITURES:</u>			
Salaries	\$930,972	\$684,951	73.6%
Employee Benefits	188,425	131,204	69.6%
Contractual Services	513,718	217,800	42.4%
Materials & Supplies	75,602	148,128	195.9%
Conference & Meeting	54,004	30,717	56.9%
Fixed Charges	24,848	614	2.5%
Utilities	4,152	-	0.0%
Capital Outlay	44,055	42,614	96.7%
Other Expenditures	53,453	55,716	104.2%
Financial Aid	4,384,831	4,025,829	91.8%
Transfers out	362,109	-	0.0%
	-----	-----	-----
Total Expenditures	\$6,636,169	\$5,337,573	80.4%
Excess of Expenditures Over Revenue	(\$371,442)	\$20,808	
Fund Balance 7/1/16	863,220	863,220	
	-----	-----	
Fund Balance 4/30/17	\$491,778	\$884,028	

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17  
AUDIT FUND

Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$44,000	\$22,016	50.0%
	-----	-----	-----
Total Revenue	\$44,000	\$22,016	50.0%
EXPENDITURES:			
-----			
Contractual Services	\$45,000	\$45,000	100.0%
	-----	-----	-----
Total Expenditures	\$45,000	\$45,000	100.0%
Excess of Revenues Over Expenditures	(\$1,000)	(\$22,984)	
Fund Balance 7/1/16	\$14,015	\$14,015	
	-----	-----	
Fund Balance 4/30/17	\$13,015	(\$8,969)	

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17

BOND AND INTEREST FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

REVENUE:	Budget	Year to-Date	Percent
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Local Taxes	\$1,696,556	\$853,345	50.3%
Interest	-	-	100.0%
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Total Revenue	\$1,696,556	\$853,345	50.3%
EXPENDITURES:			
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Fixed Charges	\$1,705,013	\$1,640,475	96.2%
Other Expenditures	-	950	100.0%
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Total Expenditures	\$1,705,013	\$1,641,425	96.3%
Excess of Revenues Over Expenditures	(\$8,457)	(\$788,080)	
Fund Balance 7/1/16	\$998,170	\$998,170	
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Fund Balance 4/30/17	\$989,713	\$210,090	

AGENDA ITEM #X-A  
MAY 16, 2017  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY17

LIABILITY, PROTECTION, AND SETTLEMENT FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended April 30, 2017

REVENUE:	Budget	Year to-Date	Percent
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Local Taxes	\$951,000	\$475,969	50.0%
Other	-	-	0.0%
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Total Revenue	\$951,000	\$475,969	50.0%
EXPENDITURES:			
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Salaries	\$273,215	\$224,383	82.1%
Employee Benefits	352,486	264,647	75.1%
Contractual Services	300,512	259,105	86.2%
Materials & Supplies	19,658	3,199	16.3%
Conference & Meetings	15,700	4,491	28.6%
Fixed Charges	222,331	220,811	99.3%
Utilities	6,822	3,362	49.3%
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Total Expenditures	\$1,190,724	\$979,998	82.3%
Excess of Revenues Over Expenditures	(\$239,724)	(\$504,029)	
Fund Balance 7/1/16	\$495,540	\$495,540	
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Fund Balance 4/30/17	\$255,816	(\$8,489)	