



**Board of Trustees of John Wood Community College
Counties of Adams, Pike, Hancock, Calhoun,
Schuyler, Brown, Morgan, Scott, Cass
and State of Illinois**

PHONE CONFERENCE:

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Employees connected to 3CX can join by dialing 7000 and enter PIN 285212

The meeting will begin at 6:00 o'clock p.m. Requests for public comment may be submitted in accordance with board policy or by calling Leah Benz at (217) 641-4102 or by email at lbenz@jwcc.edu and arrangements will be made to allow public comment through teleconferencing.

Date: **03.15.23 BOARD OF TRUSTEES REGULAR MEETING**

Location: Mt. Sterling Education Center, 108 N. Capitol, Mt. Sterling Il 62353

Time: **6:00 P.M.**

AGENDA

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1. **Call to Order/Appointment of Assistant Secretary**
2. **Roll Call**
3. **Pledge of Allegiance; Mission Statement** – JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value
4. **Introduction**
5. **Special Report**
6. **Consideration of Items from the Floor**
7. **Public and/or Employee Comment**
8. **President and Committee Reports**

March 15, 2023, Board of Trustees Regular Meeting

Mission: JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning



Office of the President

8.1	ICCTA/West Central Region Report – <i>Ms. Paula Hawley, Mr. Don Hess</i>	Table Folder
8.2	Board Executive Committee Report - <i>Ms. Diane Ary, Mr. Bob Rhea, Mr. Larry Fischer</i>	Table Folder
8.3	Board Curriculum Committee Report – <i>Ms. Paula Hawley, Mr. Andrew Sprague</i>	Table Folder
8.4	Board Finance and Audit Committee Report – <i>Mr. Don Hess, Dr. Randy Greenwell</i>	Table Folder
8.5	Student Trustee Report – <i>Ms. Lauren Archer</i>	
8.6	Administration Report – <i>Dr. Bryan Renfro</i>	
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March 15, 2023, Board of Trustees Meeting

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Office of the President

11.2 Request authorization to revise Board Policy 413- Student Conduct to clarify student disciplinary refunds of tuition when a student is expelled 19-24

12. Discussion Items

12.1 Calendar of Events – Retreat date 25

13. Notices and Communications

14. Personnel Items

14.1 Request authorization to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented 26-28

15. Other Items

16. Closed Session

16.1 A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body 29

17. Resume Open Session

18. Open Session Matters

Approve any matter discussed in closed session as necessary and limited to those matters authorized for discussion in closed session by motion of the Boards specifically including but not limited to, the hiring, including non-contractual, contract approval, and contract amendment, release, discharge, discipline, transfer, resignation, and retirement of staff

19. Adjournment

“The agenda may refer to addenda, reports, presentations, or other documents. These are available in the board Packet and are incorporated by reference. The packet is available from the President’s office and may be posted on the website with the agenda.”

March 15, 2023, Board of Trustees Meeting

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Date: **02.15.23** Board of Trustees Meeting

RE: **BOARD MEETING MINUTES**

Location: Board Room, Student Administrative Center, 1301 South 48th Street, Quincy IL 62305

1. Call to Order/Appointment of Assistant Secretary

The **02.15.23** Board of Trustees meeting was called to order at the Student Administrative Center, Board Room, 1301 South 48th Street, Quincy, IL 62305 at 6:00 p.m. by Ms. Diane Ary, Board chair. Ms. Ary appointed Ms. Benz assistant secretary.

Ms. Ary appointed Mr. Don Hess as Assistant Secretary.

Mr. Fischer participated via phone. Due to regulations of the Open Meetings Act his absence does not qualify for his vote to be official considered in the count.

2. Roll Call

Ms. Benz called roll:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer			x	
Ms. Hawley			x	
Mr. Hess			x	
Mr. Rhea			x	
Mr. Sprague				x
Dr. Greenwell			x	
Mr. Fischer			X (via phone)	
Ms. Ary			x	
Voice Vote				

Attendees: Dr. Bryan Renfro, Ms. Leah Benz, Mr. Josh Welker, Ms. Tracy Orne, Ms. Tracy Hagman, Dr. Laurel Klinkenberg, Mr. Mike Sorensen Quincy Herald Whig reporter, Mr. Dave Hetzler, Ms. Jennifer Grindstaff, Ms. Madelyn Davis, Dr. Chris Kaelke, Ms. Jamie Chapman, Ms. Catharine Miller, Mr. Dan Stupavsky, and Ms. Rachel Hansen.

3. Pledge of Allegiance; Mission Statement – The Pledge of Allegiance was said. Ms. Lauren Archer read the mission statement which states JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

4. Introductions - Mr. Michael Sorensen, the Quincy Herald Whig reporter, was acknowledged.

02.15.23 Board of Trustees meeting



5. **Special Report** -Ms. Jennifer Grindstaff and Ms. Madeline Davis, co-advisors of Phi Theta Kappa, introduced Phi Theta Kappa current student president, Ms. Catharine Miller who shared information regarding this organization. It was established in 1918 in 1,300 community colleges in eleven nations. The purpose was to allow members to receive scholarships, career training, transfer guidance and recognition. The JWCC chapter is a 5-star group. The work which goes into keeping this status at that level includes monthly meetings, fundraisers, service activities, fellowship events and leadership opportunities. The JWCC chapter hosts two induction ceremonies per year. Members and advisors travel annually to the PTK Catalyst International conference. Our chapter has seen 105 new members inducted in 2022. Members must have a 3.5 GPA and take at least twelve credit hours. Once a student becomes a member of the organization, they remain in it for life.

The JWCC chapter was founded by president, Mike Elbe in 1991. Ms. Miller shared that this year’s members submitted a nomination application for former president Elbe to be considered for the PHI Theta Kappa retired president’s award. Notification was received Mr. Elbe did receive this honor and was invited to receive the award at the conference this spring.

6. **Consideration of Items from the Floor** - None

7. **Public and/or Employee Comment** - None

8.1 **ICCTA/West Central Region Report – Ms. Paula Hawley, ICCTA representative, Mr. Don Hess, alternate** – The next ICCTA meeting is scheduled for March 9-11 at The Westin Chicago Lombard. Neither Ms. Hawley nor Mr. Hess are available to attend this meeting.

The West Central Regional meeting of community college trustee boards is March 17 at the Spoon River Macomb Outreach Center. Mr. Greenwell, Ms. Hawley, and Mr. Fischer stated they would be attending.

The trustees were also invited to attend the East Central Regional meeting of community college trustee boards on February 24 at Heartland Community College. No trustees were available to attend this meeting.

ICCTA sent an e-mail on the Governor’s FY24 budget proposal which mentioned a significant funding increase for Illinois’ community colleges. Illinois community colleges would see one of the largest operating budget increases in more than two decades if lawmakers agree on Governor Pritzker’s proposed Fiscal Year 2024 budget. The increase would take the community college system-wide operating budget from last year’s \$277.6 million to \$297.1 million for the current fiscal year -- a \$19.4 million (7 percent) increase overall. The budget numbers are processed through a formula for allocation to each community college, therefore, no actual amount is known of the dollars for the college.

8.2 **Board Executive Committee Report – Ms. Diane Ary, Mr. Bob Rhea, Mr. Larry Fischer.** The Executive Committee met on February 9, 2023, at 1:30 p.m. in room C252. Ms. Diane Ary, Mr. Larry



Office of the President

Fischer, (via phone) and Mr. Bob Rhea, trustees; Dr. Bryan Renfro, president; Ms. Leah Benz, note taker.

February Board of Trustees Business Agenda items discussed:

- Approval of tenure for full-time faculty member Ms. Jamie Chapman
- Acceptance of proposal and award WDC expansion audio-visual equipment for the classroom to Conference Technology RE: \$218,538.86

• **Consent Agenda**

- Regular Board minutes, bills, travel expenditures
- Financials December and January

• **Grants**

- Grant application to National Science Foundation for STEM Lab Learning Project – This grant application was withdrawn from the agenda.
- Grant application to United Way of Adams County for RSVP Support grant RE: \$5,000

Personnel

- The Tracy Family Foundation presented a proposal to the College for a 50% position funded through their foundation. Their focus is to support students in Brown County 50% of the time for both concurrent enrollment and students at JWCC. JWCC will support the other 50% of the position to develop a model for College and Career Coach in other area high schools identified.

Other items discussed by the committee included reviewing the vacant vice president of Instruction’s position moving forward, a new leadership team by the president, an enrollment update, discussion on the Board spring retreat, progress at the WDC expansion project, a final report summary of the HLC affirmation, and a TIFF request from the city of Quincy.

Highlighted activities and/or noted items:

- West Central Regional trustees meeting March 17
- Career Makeover announcement later in February
- An in-service developmental activity for employees March 31
- President’s events for the month of January
- Board policy transformation to electronic format

8.3 Board Curriculum Committee Report – The Curriculum Committee met on Monday, February 13, 2023. Attending virtually via zoom conference were Ms. Paula Hawley, trustee; Mr. Andy Sprague, trustee; Dr. Laurel Klinkenberg, vice president of instruction; Dr. Bryan Renfro, president; Ms. Kristina Johnson, note taker.

Career Pathways Institute model was introduced as a cohesive methodology to streamline the process of guiding students toward success in a clearly structured manner. Faculty and staff will have ongoing conversations regarding Career Pathways.

Other items discussed included, the Annual Program Review Workshop for faculty that was held on

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February 10th, where the annual and 5-year programs were reviewed along with course/program fees. Additionally, the Career and Technical faculty reviewed their program goals to ensure goals are in alignment with the newly adopted institutional goals.

8.4 Board Finance and Audit Committee Report – Dr. Randy Greenwell, Mr. Don Hess - The Finance and Audit Committee met on Tuesday, February 14, 2023, at 2:00 p.m. at John Wood Community College, room, C240. Present were Mr. Don Hess, trustee, Mr. Josh Welker, Dean of Business Services & Institutional Effectiveness, Dr. Bryan Renfro; president, and Jenny Venvertloh; note taker.

The committee reviewed the following:

- Bills for Payment - The bills for both December and January were reviewed and will be recommended for payment.
- Approval of Travel Requests – The committee reviewed the out of district travel forms that have been submitted and recommended them for approval.
- Financials - The financials for both December and January were reviewed and will be recommended for approval.
- Board Budget – The budget was reviewed. It was noted that the budget is over due to expenses incurred during the presidential search.
- Review & Discuss Investments - The investment report was reviewed.

Mr. Hess noted that numbers in the December and January financials reflected the WDC project.

Other:

- A comparison sheet was distributed showing the credit hours and tuition and fees for each fiscal year.

8.5 Student Trustee Report – Ms. Lauren Archer – Ms. Archer informed Board members of the upcoming homecoming activities to be held the week of February 20. These include Big Time Bingo, Mr. John Wood, homecoming after party and pizza with the “Prez.”

8.6 Administration Report – Dr. Renfro– Dr. Renfro shared with Board activities and events he had participated in the past thirty days. He met with students, staff, community members, and news media. He visited the outlying centers and met with leaders within the community.

Dr. Renfro shared an executive summary of the HLC final report. A celebration will be held internally on March 3 to recognize the work of all in achieving this accreditation. He highlighted two areas of concern were noted in the report. They were data planning and usage and professional

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Office of the President

development. As a result, a data task force is being formed to improve this concern. A professional development activity is scheduled for March 31 for all employees to start improvement in this area. Further options will be explored on professional development.

Career Pathways continues to be explored at the College as we move forward. This model guides students in navigating the courses toward their declared major.

Vice president of Instruction position is being reviewed. Faculty leadership will be consulted for their perspective of attributes for this position.

Enrollment report stated last year’s headcount was 1565 compared to 1679 same time this year. Credit hour was 15,204 compared to 16,013 this year.

9. **Consent Agenda**

Consent business

- 9.1 Request approval of 12.19.22 Board regular meeting minutes
- 9.2 Request approval of bills for payment for December and January **Finance and Audit Committee**
- 9.3 Request approval of monthly financial statements for December and January **Finance and Audit Committee**
- 9.4 Request approval of trustee and employee travel expenditures for December and January **Finance & Audit Committee**

MOTION: *Request approval of the consent agenda items*

Moved by: Dr. Greenwell

Seconded by: Ms. Hawley

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer	x			
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague				x
Dr. Greenwell	x			
Mr. Fischer	x via phone Not counted			
Ms. Ary	x			

02.15.23 Board of Trustees meeting

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Voice Vote				
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10. Grant Items

10.1 MOTION: Request authorization to submit a grant application to the National Science Foundation for STEM Lab Learning Project grant RE: Range Amount \$325,000 – \$350,000 **withdrawn**

Moved by:

Seconded by:

Discussion: Grant Item 10.1 was withdrawn by Administration

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				
Ms. Hawley				
Mr. Hess				
Mr. Rhea				
Mr. Sprague				
Dr. Greenwell				
Mr. Fischer				
Ms. Ary				
Voice Vote				

10.2 MOTION: Authorization to submit a grant application to United Way of Adams County for RSVP support grant RE: Amount \$5,000

Moved by: Dr. Greenwell

Seconded by: Mr. Rhea

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer	x			
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague				x
Dr. Greenwell	x			
Mr. Fischer	x via phone Not counted			
Ms. Ary	x			
Voice Vote				



11. Business

11.1 MOTION: Request approval of tenure for full-time faculty member Ms. Jamie Chapman Instructor Natural Sciences effective at the beginning of the 2023-2024 academic year

Moved by: Ms. Hawley
Seconded by: Mr. Hess

Discussion: Ms. Jamie Chapman is a faculty member in the Natural Sciences and Engineering department. Ms. Chapman brings a wealth of teaching experience and expertise to the College and is a valued colleague of the department. She has a skill in developing curriculum, always striving for continuous improvement, and using various strategies to help students learn challenging material. Jamie explains things in a way that makes sense to students who have little to no prior knowledge. Students are appreciative and have shared she is a great communicator and is always helpful. Beyond the classroom, Jamie has embraced service to the College as an active member of the Faculty Senate Assessment and Curriculum Committees and serves as the Faculty Union treasurer.

Table with 5 columns: NAME, AYE, NAY, PRESENT, ABSENT. Rows include Ms. Archer, Ms. Hawley, Mr. Hess, Mr. Rhea, Mr. Sprague, Dr. Greenwell, Mr. Fischer, Ms. Ary, and Voice Vote.

11.2 MOTION: Request authorization to accept the proposal and award to Conference Technology to provide audio visual equipment for the Workforce Development Center RE: \$218,538.86

Moved by: Mr. Rhea
Seconded by: Mr. Hess

Discussion: JWCC solicited request for proposals from qualified vendors to provide audio visual equipment for the Workforce Development Center. The request for proposals was advertised in the Quincy-Herald Whig and on the John Wood Community College website. Two proposals were received.

Vendor

Live Space \$214,032.60
4995 Starr St. SE 12,392.60 plus customized consoles
Grand Rapids MI 49546 \$226,425.20 Total Bid

02.15.23 Board of Trustees meeting



Conference Technology
3513 Vine Court
Davenport IA 52806

\$218,538.86 Total Bid *includes customized
consoles

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer	x			
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague				x
Dr. Greenwell	x			
Mr. Fischer	x via phone Not counted			
Ms. Ary	x			
Voice Vote				

- 12. **Discussion Item**
Calendar of Events – Graduation May 19, 2023
Retreat June 1, 2023

13. **Notices and Communications**

14. **Personnel Items**

14.1 **MOTION:** *Authorize to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented*

Moved by: Dr. Greenwell
Seconded by: Mr. Rhea

Discussion: The Tracy Family Foundation was highlighted. Details were shared via the Executive Committee update.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer	x			
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague				x
Dr. Greenwell	x			
Mr. Fischer	x via phone Not counted			

02.15.23 Board of Trustees meeting



Office of the President

Ms. Ary	x			
Voice Vote				

15. Other Items

16. Closed Session **NO CLOSED SESSION WAS HELD**

17.1 A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body

Moved by:

Seconded by:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				
Ms. Hawley				
Mr. Hess				
Mr. Rhea				
Mr. Sprague				
Dr. Greenwell				
Mr. Fischer				
Ms. Ary				
Voice Vote				

18. Public Session

18.1 MOTION: Resume to Open Session

Moved by:

Seconded by:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				
Ms. Hawley				
Mr. Hess				
Mr. Rhea				
Mr. Sprague				
Dr. Greenwell				
Mr. Fischer				
Ms. Ary				
Voice Vote				



19. **Adjournment**

19.1 **MOTION:** *Adjourn the February 15, 2023, Board of Trustees regular meeting*

Moved by: Mr. Rhea

Seconded by: Mr. Hess

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				
Ms. Hawley				
Mr. Hess				
Mr. Rhea				
Mr. Sprague				
Dr. Greenwell				
Mr. Fischer				
Ms. Ary				
Voice Vote	X			

20. **Approval:**

Approved the **15th day of March 2023**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Mt. Sterling Education Center, 108 N Capitol, Mt. Sterling IL 62353 at which _____ voting members were present, constituting a quorum by a vote of ___ ayes and _____ nays.

CHAIR:X_____ **SECRETARY:**X_____



Date: **March 15, 2023**, BOARD OF TRUSTEES MEETING
From: Dr. Laurel Klinkenberg, Vice President for Instruction
Item: **CONSENT**
RE: Curriculum Items

I am requesting approval of the curriculum items listed below. The items have been approved by the Curriculum Committee of the Faculty Senate as well as the Faculty Senate.

❖ **Computer Science**

New Certificate, Technical Help Desk, 16 credit hours

The Technical Help Desk Certificate will prepare students to seek the most common entry level IT role. Students will be prepared to obtain industry recognized certificates covering computer hardware, operating systems, networking, security, troubleshooting, and other current topics.

New Course CSC 183, Fundamentals of Cybersecurity

This course will be part of our new Technical Helpdesk certificate. There is a local & national industry need.

❖ **Communication, Languages, and Literature**

New Course ENG 220, Introduction to Creative Writing

This course will introduce writers to the exploration and practice of creative writing within a specific genre or across multiple genres.

❖ **Education**

New Course EDU 265, Infant and Toddler Curriculum

This course will introduce the skills necessary to provide high-quality care for infants and toddlers in the educational setting. This course will be required for additional credentials currently being developed. Our EDU 150 covers the same age group, but this course is focused on curriculum methods (theories, research, & standards).

I concur with Dr. Klinkenberg's request and recommend the Board of Trustees approve the above curriculum items.

March 15, 2023, JWCC Board regular meeting

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Date: 3/15/2023 BOARD OF TRUSTEES MEETING
From: Tracy Orne, Dean of Students and Enrollment Services
Item: **CONSENT**
RE: **GRANT Application or Acceptance of funds**

New or Reoccurring

- A. **GRANT PROPOSAL TITLE:** Mental Health Action on Campus Act Appropriation
- B. **GRANT AGENCY:** Illinois Community College Board (ICCB)
- C. **GRANT APPLICATION DEADLINE:** FY2023 **GRANT AWARD PERIOD:** FY2023
- D. **PROPOSAL DESCRIPTION:** Appropriated funding from ICCB to community colleges to address gaps in mental health services on college campuses through training, peer support, and community-campus partnerships. Areas of focus could include telehealth, campus ratios for service, and technical assistance. This is an appropriation, not a grant.
- E. **FUNDS REQUESTED:** \$11,199
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the appropriated funds.
- G. **PERSONNEL POSITIONS REQUIRED:** Current staff/faculty will oversee the activities associated with this project. No additional staffing requirements.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** NA
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** NA (NO GRANT. FUNDS ARE APPROPRIATED)
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **DEAN/DIRECTOR REQUESTING APPROVAL:** Tracy Orne, Dean of Students and Enrollment Services
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Responsible Management of Resources

I concur with the request and recommend the Board of Trustees authorize the College to accept the appropriated funds of \$11,199 for the purpose indicated above.

March 15, 2023 JWCC Board regular meeting

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Date: 3/15/2023 BOARD OF TRUSTEES MEETING
From: Laurel Klinkenberg, VP of Instruction
Item: **CONSENT**
RE: **GRANT Application or Acceptance of funds
New or Reoccurring**

- A. **GRANT PROPOSAL TITLE:** Adult Volunteer Literacy
- B. **GRANT AGENCY:** Illinois State Library/Jesse White Secretary of State
- C. **GRANT APPLICATION DEADLINE:** 3/15/2023 **GRANT AWARD PERIOD:** July 1, 2023 – June 30, 2024
- D. **PROPOSAL DESCRIPTION:** Funds provide volunteer training and coordination of instruction to help adults who read below a ninth-grade level or speak English at a beginning level, improve their basic reading writing, math, and English language proficiency.
- E. **FUNDS REQUESTED:** \$68,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities and positions are funded by this grant and coordinated by the Adult Education staff, also funded by grant funds.
- G. **PERSONNEL POSITIONS REQUIRED:** These grant funds will fund a full-time Literacy Coordinator position and a part-time Literacy Outreach Specialist at 12 hours/week. All related work and salaries are covered by these grant funds. No additional obligation or matching funds are required by the college.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** FY22, 17 tutors provided 713 hours of tutoring to 24 adult learners. From July 2022 through Feb 2023, the program has 35 trained literacy volunteers currently providing tutoring services to 26 adult learners throughout the JWCC district.
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 3/15/2023
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dr. Laurel Klinkenberg, Dave Hetzler
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Stability of Resources, Partnerships

I concur with the request and recommend the Board of Trustees authorize the College to apply for funding in the amount of \$68,000 for Adult Volunteer Literacy services.

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Date: 3/15/2023 BOARD OF TRUSTEES MEETING
From: Dave Hetzler, Dean of CTE
Item: **CONSENT**
RE: **GRANT Application or Acceptance of funds**
New or Reoccurring

- A. **GRANT PROPOSAL TITLE:** Trades School Grant Program
- B. **GRANT AGENCY:** Illinois Community College Board (ICCB)
- C. **GRANT APPLICATION DEADLINE:** 04/14/2023 **GRANT AWARD PERIOD:** 07/01/2023 – 06/30/2024
- D. **PROPOSAL DESCRIPTION:** Career exploration, pathways to credentials, and work-based learning to prepare students enrolled in high school for opportunities in trades programs. JWCC project will focus on career exploration, credential opportunities, and work-based learning for HS students in the fields of welding and CNA. Project will require strong partnerships with area high schools and sector industries.
- E. **FUNDS REQUESTED:** \$100,000 - \$120,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the requested grant funds or are absorbed into already budgeted activities. No match is required for this grant.
- G. **PERSONNEL POSITIONS REQUIRED:** Current staff will oversee the activities associated with this grant.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** NA
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 3/15/2023
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **DEAN/DIRECTOR REQUESTING APPROVAL:** Dave Hetzler, Dean of CTE
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Excellence in Programs, Leadership and Partnerships

I concur with the request and recommend the Board of Trustees authorize the College to submit a grant application for up to \$120,000 for the purpose indicated above.

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Date: **March 15, 2023**, BOARD OF TRUSTEES MEETING

From: Dr. Bryan Renfro, president

Item: **Business**

RE: College Calendar Revision

The College Calendar for 2022-2023, 2023-2024 and 2024-2025 has been approved by the Board of Trustees. In reviewing these calendars recently, the dates of July 3, 2023, and December 23, 2024, were noted to be a Monday prior to a Tuesday holiday with July 5, 2024, as a Friday after a Thursday holiday. According to past practice the College was closed when a Monday is before Tuesday holiday, or a Friday is after a Thursday holiday.

I recommend that the College calendar is revised to correct the three dates noted above as college closed.

February 15, 2023 JWCC Board regular meeting

Mission: JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

2022/23 Faculty Calendar CURRENTLY APPROVED

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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September 2022						
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October 2022						
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November 2022						
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December 2022						
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January 2023						
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February 2023						
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March 2023						
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April 2023						
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May 2023						
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June 2023						
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July 2023						
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30	31					

Class Days – 76/76 = 150 (15 each M, W, R, F, 16 T)/(15 each M, W, R, F, 16 T)

Faculty Workdays (No Classes) – 3

Final Exams – 8

No Classes (College Open)

College Closed.

2023/24 Academic Calendar Final Draft

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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24	25	26	27	28	29	30
31						

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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July 2024						
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Class Days – 75/76 (15ea M, T, W, R, F) / (15ea M, 16 T, W, R, F) 164 total days
Faculty Workdays (No Classes) – 5
Final Exams – 8
 No Classes (College Open)
College Closed
Summer Class Days

CBA states 15 instructional weeks + 1 final exam week, 4 fac workdays (2 in Aug + 1 in Jan + 1 grad), total not to exceed 164 days
 ICCB mandates min 15 instructional weeks (not incl. final exam days) & 75 days per semester; accelerated courses N/A

2024/25 Academic Calendar Final Draft

August 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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September 2024						
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October 2024						
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November 2024						
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December 2024						
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January 2025						
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February 2025						
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March 2025						
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April 2025						
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May 2025						
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June 2025						
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29	30					

July 2025						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Class Days – 75/ = 76 (15 M, T, W, R, F)/(15 M, 16 T, W, R, F)

164 total days

Faculty Workdays (No Classes) – 5

Final Exams – 8


No Classes (College Open)

College Closed

Summer Class Days

CBA states 15 instructional weeks + 1 final exam week, 4 fac workdays (2 in Aug + 1 in Jan + 1 grad), total not to exceed 164 days
 ICCB mandates min 15 instructional weeks (not incl. final exam days) & 75 days per semester; accelerated courses N/A



Date: **March 15, 2023**, BOARD OF TRUSTEES MEETING
 From: Dr. Bryan Renfro, president 
 Item: **Business**
 RE: Board Policy Revision – 413 – Student Conduct
 Board Policy Revision – 713 – Refund of Tuition and Fees

Administration reviewed two Board policies to address student disciplinary refunds of tuition when students become expelled. **Policy 413 – Student Conduct** required an additional statement to be added which is highlighted in red below.

Refunds

If a student is suspended or expelled, Board Policy/Procedure 713/713.1 will be followed with respect to any refunds of tuition or fees except where courses are started, and the suspension or expulsion is imposed beyond the drop period in which event the student will be charged at 100% of tuition and fees without any refunds.

Policy 713 – Refund of Tuition and Fees required no additional statement.

**A copy of policy 713 and procedures for both policy 413 and 713 are included in the Board table folder as a reference. Both policies were reviewed by legal counsel and the Executive Committee.*

I recommend the Board of Trustees authorize the revision to Board Policy 413- Student Conduct to clarify the refund of tuition when a student is expelled as recommended above.

February 15, 2023 JWCC Board regular meeting

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Purpose

This policy establishes guidelines for student conduct.

Policy

The Board of Trustees and the College have a vested interest in both the safety and well-being of members of the College community and the perpetuation of an appropriate educational environment. It is the intent of this Policy to provide the necessary guidelines to support and advance the educational mission of the College by establishing rules for student conduct. The College also complies with all state and federal guidelines, such as Title IX of the Education Amendments of 1972.

This policy outlines the minimum acceptable level of conduct expected of every student. In addition, students are expected to comply with the laws of local, state and federal authority. A student, by enrolling at the College, assumes the obligation of abiding by the standards that have been instituted relative to the College's mission, processes, functions, and goals.

Those charged with the enforcement of this Policy will endeavor to adhere to appropriate due process so that each student is heard in a fair and consistent manner. Nevertheless, the provisions of this policy are not to be regarded as contractual covenants between the College and its students. The College reserves the right to change this Policy at any time.

Students at the College are expected to fulfill the following responsibilities and such others as may be appropriate to their activities as students:

1. Students have the responsibility of participating fully in the serious business of learning.
2. Students have the responsibility of avoiding any behavior that is detrimental to their own or other students' achievement of educational goals. Students must cooperate in maintaining reasonable orderliness at the College and in the classroom, and encourage a climate where learning is cherished. Students must refrain from engaging in conduct that violates the provisions of this Policy.
3. Students have the responsibility of showing respect for the knowledge and authority of their faculty, staff, and College officials. Students must obey reasonable directions, use only acceptable and courteous language, avoid actions that show contempt, and appeal decisions only through appropriate channels.
4. Students have the responsibility of recognizing the rights and human dignity of fellow students. For example, students must refrain from name-calling, insensitive language, fighting, harassment, belittling, or engaging in deliberate attempts to embarrass or harm another student. Students must show concern for and encourage achievement in others.

The following areas of student conduct are proscribed. This shall not, however, limit the grounds for which disciplinary action may be taken. The College reserves the right to discipline students for any other just appropriate cause whether or not specifically mentioned.

1. Students are not to use or provide false or misleading information to the College or to the officials of the College in any form, written or verbal. Students are not to misuse, misrepresent, or falsify any College record, form, or procedure.

2. Students are to refrain from the unauthorized use, possession, or removal from a designated area property owned or leased by to the College, its community members, guests, or vendors. Services provided to or by the College, community members, or guests may not be used or obtained unless authorized in advance by the president or their designee.

3. Possession of or the keeping of any firearm, ammunition, explosive device, or other weapon on college-owned or controlled property is strictly prohibited by state law and the College, with limited exceptions, outlined in the Illinois Firearm Concealed Carry Act.

4. A student shall take no action which damages or tends to damage public or private property, not his or her own without the consent of the owner or person legally responsible.

5. The intentional false report or a threat of a bomb, a fire, or other emergency in any College facility or on property controlled by the College in any form (e.g., pull alarm, verbal, written, or otherwise) is strictly prohibited.

6. Students are not to engage in behavior which is sufficiently severe and pervasive that it threatens, harms, or causes to place in harm any person. Nor may students' exhibit behavior which is lewd, indecent, obscene, or disorderly. The type of conduct which this regulation is designed to cover includes, but is not limited to, the following examples:

a. Intentionally inflicting bodily harm upon any person; taking any action for the purpose of inflicting harm upon any person; taking reckless action which results in harm to another person; taking any action that creates a substantial risk or harm to another person; or threatening by any means of transmission, the use of force to harm or injure another person.

b. Tampering with or otherwise rendering useless College equipment or property intended for use in preserving or protecting the safety of members of the College community such as exit signs, fire equipment and fixtures, first aid equipment, AED's, or emergency telephones.

c. Obstructing fire escape routes such as hallways or stairwells.

d. Physically abusing another person.

e. Verbally abusing another person when such abuse is severe, pervasive, and objectively offensive.

f. Committing acts of indecent exposure.

g. Misusing social media.

7. Students are subject to discipline for conduct in violation of JWCC Board Polices.

8. Conduct which, by itself or in conjunction with the conduct of others, disrupts or impairs the carrying on of normal College functions is prohibited. Students shall not bring persons who are not enrolled into the classroom, lab, or other course-related area, without prior authorization from the appropriate College official. Employees and students shall not leave minors unattended anywhere on campus.

9. The College is committed to the principle that all students may use and enjoy its educational and social activities and facilities free from harassment or intimidation on the basis of their sex, race, religion, national origin, or other reasons when that harassment or intimidation is so severe, pervasive, and objectively offensive, and so undermines and detracts from the victims' educational experience, that the victim-students are effectively denied equal access to an institution's resources and opportunities. Students may be directed to desist from behavior which, in the opinion of a college official, is intended to or has the effect of subjecting a fellow student to this type of harassment or intimidation. If they persist in this behavior after being so directed, they also may be charged with failure to follow the reasonable directive of a college official.

10. Forcible or unauthorized entry into any building, structure, facility, or room therein on the premises of college owned or controlled property is prohibited. Improper use of designated College exits is also prohibited.

11. Use of, being under the influence of, possession of, or sale or distribution of any alcoholic liquor, drug (including, but not limited to, any controlled substance or any counterfeit or look-alike substance) or intoxicating substance at premises owned, leased or used by the Board of Trustees, District, or College, at College-sponsored or supervised activities, except for the lawful consumption of alcoholic liquor at an event and location where such consumption is authorized by the Board of Trustees or President, or except for the lawful use of prescription drugs, in any College owned, leased, or used vehicle, while engaged in or going to or from College activities or business; or at any time when the same endangers the health or safety of any employee, student, or others is strictly prohibited.

12. Any student who violates any state, federal, or municipal law, whether specifically covered in this document or not, while on property owned or controlled by the College shall be subject to college disciplinary action for said offense. The adjudication of such violations may proceed independently of state, federal, or municipal agencies.

13. Students are not to disregard the reasonable directive, verbal or written, of a college official. Students are not to obstruct a college official in the carrying out of his or her assigned duties.

14. Students are not, while on property owned or controlled by the College, to engage in the following: gambling; the unlawful or unauthorized use of College telephones and computers; unauthorized canvassing or solicitation; using, possessing, or making or causing to be made, any key(s) and/or access card for any College building, room, or facility -- except as authorized; or the

production of sound through amplification or other means that unreasonably disputes or disrupts the peace of others is prohibited on the premises or properties owned or controlled by the College.

15. Students are not to post, affix, or otherwise attach writing or printed materials (i.e., posters, signs, handouts, brochures, handbills, pamphlets, etc.) on college property or premises, including, but not limited to, trees, shrubbery, lands, buildings, vehicles, etc. These materials, except where such is a non-approved solicitation for sale in a commercial venture, may be posted on any bulletin board in or outside of college buildings, as designated for such use by a college official.

16. Students are not to engage in any form of academic dishonesty with respect to examinations, course assignments, plagiarism, alteration of records, or illegal possession of examinations. These shall be considered academic dishonesty. Any student who knowingly assists another student to engage in academic dishonesty is also guilty of academic dishonesty. Plagiarism is the knowing use, without appropriate attribution, of the published ideas, expressions, or works of another, with intent to pass such materials off as one's own.

17. Students are required to identify themselves and provide identification when requested by college official.

18 College owned or operated computing resources are provided for use by students to support their academic pursuits. As such, students are expected to use these resources appropriately. Actual or attempted theft or other abuse of computer resources include, but is not limited to the following:

- a. Unauthorized entry into a file to use, read, or change the contents or for any other purposes.
- b. Unauthorized transfer of a file;
- c. Unauthorized use of another individual's identification and password;
- d. Use of computing facilities to interfere with the work of another student, faculty member, or College official;
- e. Use of computing facilities to interfere with normal operation of the College computing system.
- f. Knowingly causing a computer virus to become installed in a computer system or file; and
- g. Accessing inappropriate web sites as defined in the John Wood Community College Computer Usage Guidelines.

College students are also expected to abide by all reasonable rules and regulations pertaining to student conduct on any campus or premises owned, leased, or used by the Board of Trustees, District, or College, at college-sponsored or supervised activities. Students who do not comply with these conduct standards are subject to disciplinary action as determined appropriate by the Dean

of Students and Enrollment Management in conjunction with other College officials when necessary.

Refunds

If a student is suspended or expelled, Board Policy/Procedure 713/713.1 will be followed with respect to any refunds of tuition or fees except where courses are started, and the suspension or expulsion is imposed beyond the drop period in which event the student will be charged at 100% of tuition and fees without any refunds.

Delegated Authorities

The President, in cooperation with the Dean of Students and Enrollment Management, assumes the overall responsibility for the administration of all activities related to this policy.

Exceptions

There are no exceptions to this policy.

Reporting

Material issues related to this policy shall be reported to the Board of Trustees by the President and/or Dean of Students and Enrollment Management at such times and in such format as determined appropriate, with emphasis on expediency.

Responsibilities

The President designates the Dean of Students and Enrollment Management shall perform the responsibilities assigned to this policy.

OFFICE OF PRIMARY RESPONSIBILITY: DEAN OF STUDENTS AND ENROLLMENT MANAGEMENT

BP ADOPTED: OCTOBER 26, 2022; REVISED: MARCH 15, 2023

ADMINISTRATIVE PROCEDURE: 413.1



03.15.2023 BOARD OF TRUSTEES MEETING

CALENDAR

March 15, 2023 @ 6:00 p.m. Mt. Sterling	Board of Trustees meeting
March 17, 2023 9:30 a.m.-2:00 p.m.	West Central Regional Meeting Spoon River College Outreach Center 2500 E Jackson Macomb IL 61455
April 19, 2023 @ 6:00 p.m.	Board of Trustees meeting
May 17, 2023 @ 6:00 p.m.	Board of Trustees meeting
May 19, 2023	Commencement
June 1, 2023	Board Retreat Location and Time TBD
June 21, 2023 @ 6:00 p.m.	Board of Trustees meeting
July 26, 2023 @ 6:00 p.m.	Board of Trustees meeting
August 16, 2023 @ 6:00 p.m. Workforce Development Center	Board of Trustees meeting
September 20, 2023 @ 6:00 p.m.	Board of Trustees meeting
October 18, 2023 @ 6:00 p.m.	Board of Trustees meeting
November 15, 2023 @ 6:00 p.m.	Board of Trustees meeting
December 13, 2023 @ 6:00 p.m.	Board of Trustees meeting

03.15.2023 Board of Trustees Regular Meeting

Mission: JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

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Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning



Date: **3.15.2023** BOARD OF TRUSTEES MEETING
From: Dana Keppner, Director of Human Resources
RE: Personnel

Personnel Items to Be Approved:

New Hires—Associate Faculty

Redman, Jessica – Instructor, CMA

Request authorization to hire into part-time position effective February 11, 2023, at \$549 per credit hour

Geromel, Peter – Instructor, Humanities

Request authorization to hire into part-time position effective August 12, 2023, at \$753 per credit hour

Status Changes

Moore, Samuel—Maintenance Technician

Request authorization to change status from a level 2 to a level 3 full-time, non-exempt, benefits-eligible position of Maintenance Technician effective February 18, 2023, at an annual salary of \$31,824.

Personnel Items Reported:

New Hires—Non-Board Approved, Variable Part-time

Peters, Evan	Tutor, TRIO SSS	Student Services	\$13.25
Vogel, Joseph	Grounds	Physical Plant	\$13.00

Vacancies

Administrator, PC

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review

Analyst, Systems

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review

Dean, Operations/Chief, Police

Request authorization to fill full-time, exempt, benefits-eligible position pending appropriate administrative review

March 15, 2023 JWCC Board regular meeting

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Retirements/Resignations-Accepted by President

Goerlich, Andrew-Analyst, Systems – resignation effective March 8, 2023

LaTour, William-Dean, Operations/Chief, Police – retirement effective April 7, 2023

Terford, Andrew-Administrator, PC – resignation effective March 17, 2023

I concur with the Personnel recommendations.



March 15, 2023 JWCC Board regular meeting

Mission: JWCC enriches lives through learning by providing accessible educational programs and services at an exceptional value.

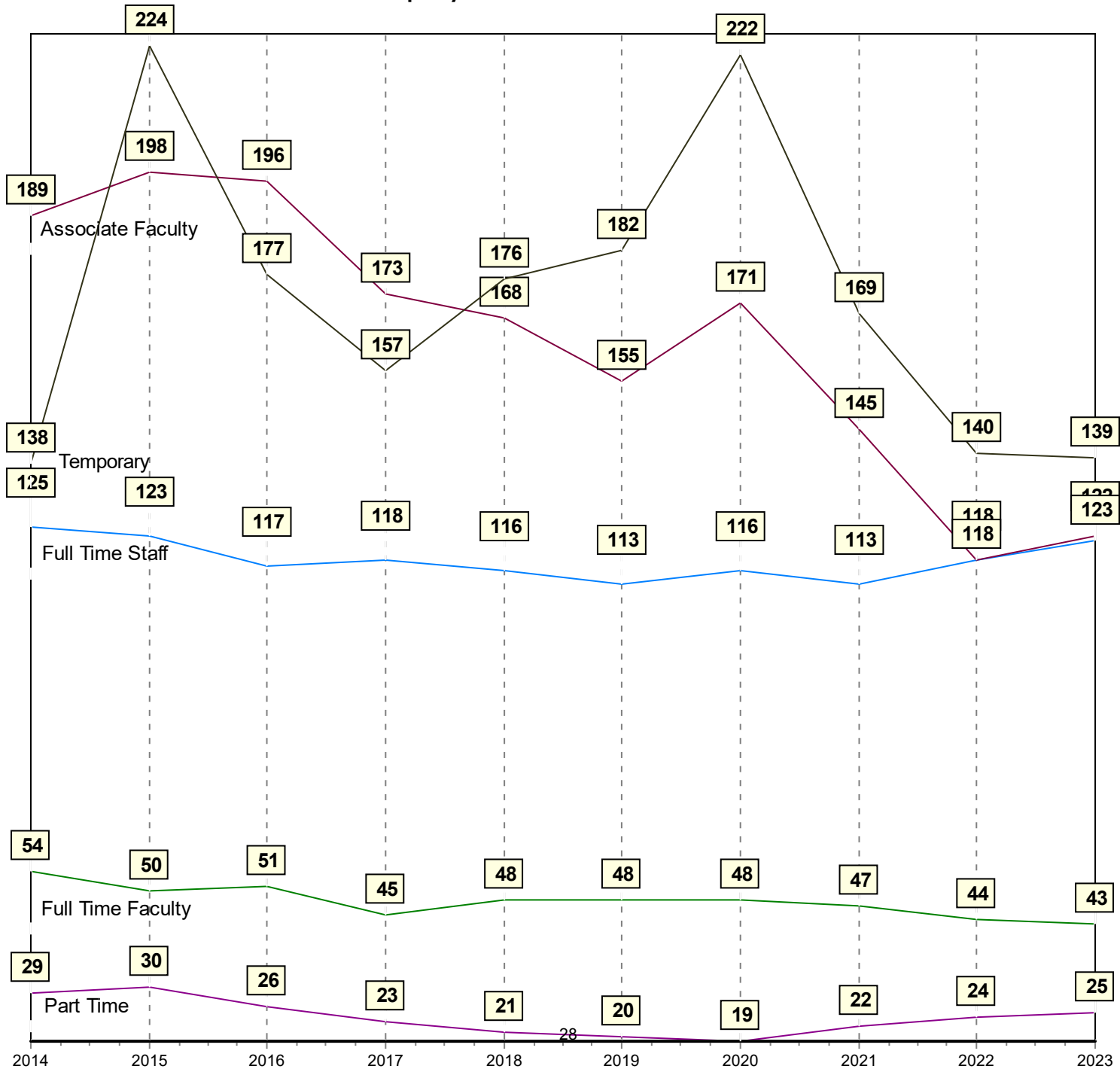
Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

John Wood Community College, District No. 539

As Of 2/1/2023

Employment Trends



John Wood Community College

Financial Reports

Board of Trustees Meeting

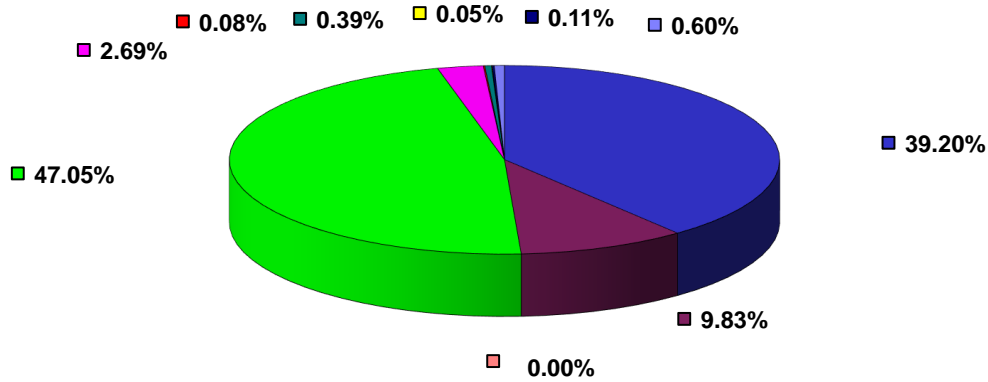
March 15, 2023

John Wood Community College, District No. 539
Comparison of Actual to Budget - FY' 23 to FY' 22
As of February 28, 2023
Unaudited

Operating Funds

	Actual	Budget	% of Budget	Actual	Budget	% of Budget
	FY ' 23	FY ' 23	FY ' 23	FY ' 22	FY ' 22	FY ' 22
<u>REVENUES:</u>						
Local Government Revenue	\$6,369,153	\$6,379,952	99.83 %	\$5,793,559	\$5,871,195	98.68 %
State Government Revenue	\$1,597,228	\$2,261,279	70.63 %	\$1,185,098	\$1,816,571	65.24 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$7,643,937	\$7,024,991	108.81 %	\$7,265,427	\$7,934,263	91.57 %
Sales and Services Revenue	\$436,903	\$522,900	83.55 %	\$387,409	\$402,927	96.15 %
Facilities Revenue	\$13,637	\$15,000	90.91 %	\$12,433	\$15,000	82.88 %
Investment Revenue	\$63,632	\$24,400	260.79 %	\$13,287	\$30,000	44.29 %
Gifts and Grants Revenue	\$7,472	\$10,000	74.72 %	\$7,191	\$10,000	71.91 %
Other Revenue	\$17,685	\$11,600	152.46 %	\$28,773	\$13,500	213.14 %
Transfers From	\$97,975	\$162,713	60.21 %	\$67,985	\$105,973	64.15 %
TOTAL REVENUES:	\$16,247,623	\$16,412,835	98.99 %	\$14,761,161	\$16,199,429	91.12 %
<u>EXPENDITURES:</u>						
Salaries	\$5,446,986	\$9,033,318	60.30 %	\$5,338,876	\$9,015,123	59.22 %
Employee Benefits	\$1,321,300	\$2,161,348	61.13 %	\$1,333,589	\$2,167,037	61.54 %
Contractual Services	\$1,162,968	\$1,554,186	74.83 %	\$1,110,288	\$1,427,001	77.81 %
General Materials and Supplies	\$543,528	\$787,167	69.05 %	\$442,051	\$770,867	57.34 %
Travel & Conference/Meeting Expense	\$66,387	\$164,193	40.43 %	\$52,776	\$205,866	25.64 %
Fixed Charges	\$56,781	\$109,975	51.63 %	\$64,793	\$115,201	56.24 %
Utilities	\$402,095	\$642,500	62.58 %	\$350,870	\$607,400	57.77 %
Capital Outlay	\$106,970	\$100,600	106.33 %	\$100,705	\$201,273	50.03 %
Other Expenditures	\$882,954	\$1,318,752	66.95 %	\$803,661	\$1,128,309	71.23 %
Transfers To	\$308,882	\$484,261	63.78 %	\$318,230	\$561,352	56.69 %
TOTAL EXPENDITURES:	\$10,298,852	\$16,356,299	62.97 %	\$9,915,840	\$16,199,429	61.21 %
REVENUES OVER (UNDER)						
EXPENDITURES	\$5,948,771			\$4,845,321		

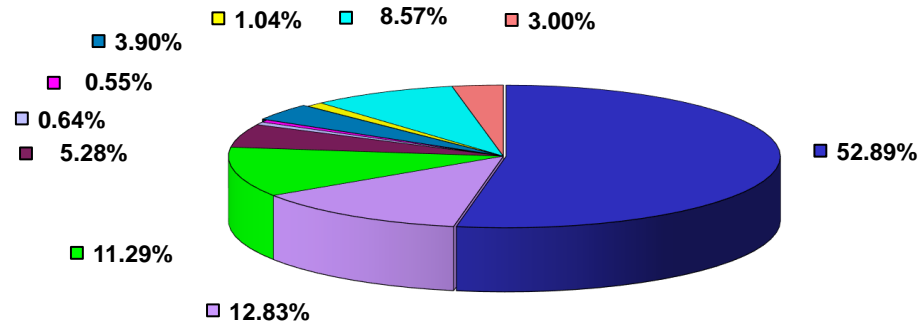
**FY23
Operating Fund Revenues YTD as of February 28, 2023 Unaudited**



Operating Fund Revenues: \$16,247,623

39.20%	Local Government Sources	\$6,369,153
9.83%	State Government Sources	\$1,597,228
0.00%	Federal Government Sources	\$0
47.05%	Student Tuition and Fees	\$7,643,937
2.69%	Sales and Service Fees	\$436,903
0.08%	Facilities Revenue	\$13,637
0.39%	Investment Revenue	\$63,632
0.05%	Gifts and Grants Revenue	\$7,472
0.11%	Other Revenues	\$17,685
0.60%	Transfers from Other Funds	\$97,975

**FY23 Operating Fund Expenditures YTD as of February 28, 2023
Unaudited**



Operating Fund Expenditures: \$10,298,852

52.89%	Salaries	\$5,446,986
12.83%	Employee Benefits	\$1,321,300
11.29%	Contractual Services	\$1,162,968
5.28%	Materials and Supplies	\$543,528
0.64%	Conference and Meeting	\$66,387
0.55%	Fixed Charges	\$56,781
3.90%	Utilities	\$402,095
1.04%	Capital Outlay	\$106,970
8.57%	Other Expenditures	\$882,954
3.00%	Transfer to/from Other Funds	\$308,882

**Balance Sheet - All Funds
As of February 28, 2023
Unaudited**

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<u>ASSETS</u>							
Cash	\$7,263,906	\$11,037,873	(\$596,117)	\$1,358,711	\$206,702	\$357,957	\$2,962,971
Investments	\$4,979,158	\$984,375	\$0	\$0	\$4,545,350	\$0	\$0
Receivables	\$745,755	\$0	\$152,079	\$0	\$0	\$0	\$0
Accrued Revenue	\$0	\$0	\$999,601	\$0	\$0	\$0	\$0
Interfund Receivables	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0
Inventory	\$116,957	\$0	\$0	\$0	\$0	\$0	\$328,519
Other Assets	\$0	\$115,508	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$365,075	\$0	\$7,925	\$4,275	\$0	\$0	\$128,298
TOTAL ASSETS	\$13,470,851	\$12,137,756	\$564,488	\$1,362,986	\$4,752,052	\$357,957	\$3,419,788
<u>LIABILITIES</u>							
Payroll Deduction Liabilities	\$31	\$0	\$0	\$171	\$0	\$0	\$0
Accounts Payable	\$255,045	\$0	\$35,952	\$0	\$0	\$0	\$303,603
Accrued Expense	\$881,739	\$0	\$48,345	\$28,028	\$0	\$0	\$11,577
Interfund Payables	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$11,151	\$0	\$13,563	\$0	\$0	\$0	\$298
Other Liabilities	\$78	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$17,956	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL LIABILITIES	\$1,166,999	\$0	\$97,860	\$28,199	\$0	\$0	\$315,478
FUND BALANCE 7/01/2022	\$6,355,081	\$12,779,659	\$1,157,730	\$863,476	\$4,723,451	\$293,656	\$3,134,855
Revenue Over (Under) Expense	\$5,948,771	(\$641,903)	(\$691,102)	\$471,311	\$28,602	\$64,301	(\$30,545)
FUND BALANCE 2/28/2023	\$12,303,852	\$12,137,756	\$466,628	\$1,334,787	\$4,752,052	\$357,957	\$3,104,310
TOTAL LIABILITIES AND FUND BALANCE	\$13,470,851	\$12,137,756	\$564,488	\$1,362,986	\$4,752,052	\$357,957	\$3,419,788

**JWCC Investment Report
FY 2023**

UNAUDITED REPORT

<u>Total Cash and Investments</u>	Value as of <u>February 28, 2023</u>
JWCC Checking	8,325,127.66
JWCC MMA/Cash	13,542.68
Illinois Funds	9,468,068.83
Raymond James Financial Services	4,335,131.44
Money Market	5,829.70
JWCC CDs & Treasuries	10,508,882.95
Total Cash and Investments	32,656,583.26

<u>Held by JWCC</u>	<u>Rate</u>	<u>Maturity Date</u>		<u>Fund</u>
Checking Accounts	1.75%		8,325,127.66	all funds
Raymond James Financial Services	3.51%		4,335,131.44	all funds
IL FUND Checking	4.481%		9,468,068.83	all funds
Heartland Bank & Trust Company	0.02%		13,542.68	split 07 & 32
Money Market -FBT	1.75%		5,829.70	all funds
Central State Bank	1.55%	3/12/2023	100,000.00	07
Central State Bank	1.55%	3/12/2023	250,000.00	07
Commerce Bank - Treasury	4.206%*	4/13/2023	2,535,916.35	01
Commerce Bank - Treasury	4.297%*	10/5/2023	2,479,737.57	07
Peoples Prosperity Time Deposit	0.77%	12/14/2023	250,000.00	32
Commerce Bank - Treasury	2.125%*	3/31/2024	238,197.13	32
Commerce Bank - Treasury	0.25%*	6/15/2024	246,177.56	32
Peoples Prosperity Time Deposit	3.35%	9/19/2024	250,000.00	32
Peoples Prosperity Bank Savings	1.06%	12/12/2024	100,000.00	07
Peoples Prosperity Bank Savings	1.06%	12/12/2024	250,000.00	07
Commerce Bank - Treasury	1.75%*	3/15/2025	237,145.86	07
Commerce Bank - Treasury	1.75%*	3/15/2025	95,046.56	07
Commerce Bank - Treasury	0.25%*	6/30/2025	244,958.53	07
Commerce Bank - Treasury	0.25%*	6/30/2025	97,621.85	07
Commerce Bank - Treasury	3.50%*	9/15/2025	243,457.00	07
Commerce Bank - Treasury	3.50%*	9/15/2025	97,382.80	07
Mercantile Trust & Savings Bank CD	1.45%	12/18/2025	250,000.00	07
Mercantile Trust & Savings Bank CD	1.45%	12/18/2025	100,000.00	07
Commerce Bank - Treasury	2.375%*	5/15/2027	2,443,241.74	01
Total Cash and Investments			32,656,583.26	

*indicates a yield to maturity rather than an interest rate

John Wood Community College

Expenditures for Payment

Accounts Payable.	<i>.Presented to Finance Committee</i>
Payroll.	<i>.Presented to.Finance Committee</i>
Petty Cash.	<i>.Presented.to Finance Committee</i>
Purchase Cards.	<i>.Presented.to Finance Committee</i>

Ratification of Expenditures

The foregoing summary of obligations have been processed for payment. The College Administration certifies that these obligations, have been incurred in accordance with Board Policy, and where required, quotes and or bids were obtained. The Finance Committee of the Board has reviewed the payments and reported their findings to the Board of Trustees at the regular meeting.

Ratified this 15th day of March.

Chair

Secretary

Board of Trustees of Community College
District No. 539, Counties of Adams,
Pike, Hancock, Calhoun, Schuyler,
Brown, Morgan, Scott, and Cass,
and the State of Illinois.

Board of Trustees Meeting