



JOLIET  
JUNIOR COLLEGE  
—1901—

# Annual Budget 2018-2019

Community College District No. 525  
Joliet, Illinois



**JOLIET JUNIOR COLLEGE**  
**Community College District 525**

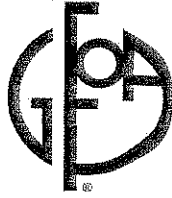
**Annual Budget**  
For the  
Fiscal Year Ended June 30, 2019

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*Distinguished  
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**Joliet Junior College  
Illinois**

For the Fiscal Year Beginning

**July 1, 2016**

Executive Director

**THE GOVERNMENT FINANCE OFFICERS ASSOCIATION  
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Presented a

**DISTINGUISHED BUDGET PRESENTATION AWARD**

To

**JOLIET JUNIOR COLLEGE**

District #525

Joliet, Illinois

For its Annual Budget  
For the fiscal year beginning July 01, 2016

In order to receive this award,  
a governmental unit must publish a budget document  
that meets program criteria  
as a policy document,  
as a financial plan,  
as an operations guide,  
and as a communications device.

This award is valid for a period of one year only.

On October 2, 2017, JJC submitted to GFOA for the award in  
Best Practices in Community College Budgeting  
for its Annual Budget  
for the fiscal year beginning July 01, 2017.  
JJC is awaiting the award decision.

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June 13, 2018

Members of the Board of Trustees and Citizens of Joliet Junior College, Illinois Community College District 525:

Great effort goes into creating the college's budget, which is developed each year to support our mission of being an innovative and accessible institution, dedicated to student learning, community prosperity, cultural enrichment, and inclusion. In order to present a balanced operating budget for the 46<sup>th</sup> consecutive year, the following planning goals were employed:

- address potential impact of the state of Illinois on the college's budget;
- employ realistic projections in property tax revenues;
- maintain emphasis on student success;
- accommodate staff and resource needs to address enrollment;
- maintain responsible reserves; and
- proactively plan and budget for new academic programming.

As I've said before, I believe Joliet Junior College has survived and thrived over its 117-year history because we are quick to adapt to environmental stressors, we champion innovation, and we work to understand the unique educational needs of our district and evolve to meet those needs. Yet, it is critical we continue to keep the institution's operational budget conservative given the financial uncertainty of the future at the state level. Highlights of the new budget include:

- a \$2 technology fee increase to support the implementation of a new Enterprise Resource Planning system;
- new personnel costs related to state and federal compliance and support services; and
- a required grant fund match for the U.S. Department of Education Title III Grant to support student engagement, persistence and completion programs.

We must invest in JJC to grow JJC. I will continue to focus on innovative solutions to support those investments. It is our students who serve as constant reminders of why we are here: to provide a high quality education and prepare them for a successful future.

Sincerely,

*Dr. Judy Mitchell*

Judy Mitchell, Ed.D.  
President

**HISTORY  
OF  
JOLIET JUNIOR COLLEGE**



## HISTORICAL BACKGROUND

Joliet Junior College, the nation's first public community college, offers pre-baccalaureate programs for students planning to transfer to a four-year university. A comprehensive community college, JJC provides occupational education leading directly to employment, adult education and literacy programs, workforce development services, and student support services.

JJC's district, Illinois Community College District 525, is one of 40 community college districts governed by the Illinois Community College Board (ICCB) under the Illinois Board of Higher Education. The ICCB was created by the General Assembly under the provisions of the Illinois Public Junior College Act of 1965. Its primary responsibilities are to coordinate the educational programs offered through the community college system, to allocate state funding for capital expansion and to act on curriculum changes proposed by individual community colleges.

JJC is directly governed by a seven-member Board of Trustees, all of whom are elected from within the district for six-year terms. A student representative, nominated by staff or faculty, is a non-voting member of the board. The officers of the board are chairman, vice chairman and secretary, all of whom are elected by their peers for a two-year term.



Joliet Junior College is the nation's first public community college, established in 1901. J. Stanley Brown (shown on the left), superintendent of Joliet Township High School, and William Rainey Harper (shown on the right), president of the University of Chicago, founded JJC in 1901 as an experimental postgraduate high school program. The college's initial enrollment was six students; today, JJC serves more than 35,000 students in credit and noncredit courses.

Brown and Harper's innovation created a junior college that academically paralleled the first two years of a four-year college or university. It was designed to accommodate students who desired to remain within the community yet still pursue a college education. Within a few years, the concept of "community" had grown to include students outside the existing high school district.

By December 1902, the Board of Trustees officially sanctioned the program and made postgraduate high school courses available tuition-free. In 1916, the Board of Trustees officially named the post-high school program Joliet Junior College. The following year, the North Central Association of Colleges and Schools accredited the college, and the State Examining Board approved selected courses for teacher certification. Enrollment at the time numbered 82 students.

In the years that followed, JJC responded positively and creatively to the pressures of a world war, depression and rapid social change. The college met the challenge of a growing technological society in the 1920s and 1930s by expanding the curriculum to include programs in business and industrial training. The return of war veterans in the 1940s and 1950s prompted further curriculum development in the area of two-year occupational programs. Both the transfer and occupational divisions of the college grew at a steady pace.

In 1965, the Illinois Legislature enacted the Illinois Junior College Act, creating specific districts served by various community colleges. JJC was to serve people in parts of seven counties in northern Illinois. By 1967, college enrollment approached 4,000 students. In February of that year, the citizens of 12 high school districts in portions of Will, Grundy, Kendall, LaSalle and Kankakee Counties voted to establish Illinois Community College District 525 - an area to be served by JJC.



For two years, the college rented facilities at the original Joliet Township High School building. In February 1968, the Board of Trustees selected 368 acres on the west side of

Joliet for a new campus. In April 1969, the Board voted to build interim facilities consisting of 17 temporary buildings on the new site. The college began offering classes at its new location in September 1969, serving 4,130 day and evening students.

The \$50 million Main Campus was fully operational in the fall of 1974. During 1973 and 1974, both the area and the population of the district expanded with the addition of Peotone, Dwight, Odell, and the area of Lemont that is in Cook County. Today, the 1,442-square-mile district serves a population of more than 700,000 in Will, Grundy, Kendall, LaSalle, Kankakee, Livingston, and Cook Counties. To better serve people throughout the district, off-campus instructional sites have been established at many high schools in the college district, as well as civic centers, churches, libraries, and businesses.



JJC has had a presence in downtown Joliet since it was established in 1901, with its first location within the current Joliet Central High School. When the college

formally separated from the high school district and moved out to its current Main Campus location on Houbolt Road in 1967, it wasn't long before JJC was back in the downtown area. In 1980, the college purchased the Renaissance Center and the adjoining hotel, and formed what was its first City Center Campus. It operated in multiple capacities for over three decades.



In 2017, the college completed renovations on the historic Renaissance Center, razed the former hotel space, and opened a new City Center Campus at 235 N. Chicago St. The six-story, 96,000 square-foot campus houses the college's workforce development, GED/ESL training, adult education and culinary arts, and programs that have a direct impact on improving employment opportunities for JJC students and community members. In addition to centralizing the culinary arts program, allowing growth for additional student support services, and modernizing facilities for the adult education and workforce development programs, the new campus offers

two new student-run restaurants that are open to the public.





In January 1993, JJC opened the North Campus at 1125 West 135th Street in Romeoville, a 35,000-square-foot facility with 18 general classrooms; biology, chemistry and computer skills labs; a library/learning resource center; and offices for student services, faculty and administrative support. North Campus, now referred as the Romeoville Campus, offers a full range of credit and noncredit classes.



The Main Campus expanded in 1995 with the Arthur G. and Vera C. Smith Business and Technology Center. The 90,000-square-foot facility houses several state-of-the-art microcomputer labs; the Business and Computer Information and Office Systems

Departments; and the Electronics Engineering Technology, Electrical/Electronic Automated Systems Technology, Construction Technology and Computer-Aided Drafting programs. The facility also is home to many of JJC's Community and Economic Development workforce services that assist business and industry in adapting modern technologies directly into the workplace.



In 2000, Joliet Junior College opened the Veterinary Technology and Industrial Training 15,638-square-foot building at Main Campus.



With significant growth in student population from Grundy County, JJC opened the Grundy County Center at 1715 North Division Street in Morris in fall 2001. Continued growth in this county led to relocation into a larger building in Morris, the former Shabbona Middle School facility at 725 School Street in the summer of 2016. The 5,000 square-foot space includes a resource area for job seekers, tutoring/testing space, six classrooms, two

computer labs, and space for Grundy Workforce Services, a long-time partner of the college.



In 2007, the John H. Weitendorf Sr. Agricultural Education Center was opened to serve the needs of JJC agriculture and veterinary medical technology students. The property is located at 17840 West Laraway Road in Joliet and was donated by JJC alumnus John H. Weitendorf.



In 2008, the college embarked on a five-year master planning process to design and complete seven major projects, which were to encompass the most sweeping physical changes in over 40 years. These projects include the following six buildings:

In 2009, the 11,626 square-foot Greenhouse Facility was opened to serve the needs of the horticultural students and the community. The Leadership in Energy and Environmental Design (LEED) Certified building is located on the eastern edge of the Main Campus.



In the spring of 2011, the 40,577-square-foot Facility Services building opened and is located on the north side of the Main Campus. The LEED Gold structure centralizes buildings, roads, grounds, and maintenance functions of the college.



In the summer of 2011, the 114,500-square-foot, three-story Campus Center opened and is located on the east side of Main Campus. Considered the new front door, the LEED

Gold building centralizes student services, in addition to housing the new library and administration.



Also that summer the college formally opened its new 17,000-square-foot LEED Silver Automotive Technology Expansion, located on the south side of campus, which was expanded to include body work and diesel engine repair.



In the summer of 2012, the 37,009-square-foot LEED Silver Natural Science expansion was completed on the south side of the Main Campus. The new building added eight new laboratories/classrooms as well as preparatory and storage space.



In the spring of 2013, the 124,694-square-foot LEED Gold Health Professions Center was completed on the northeast side of Main Campus. The center was created to expand the high-demand nursing, allied health and emergency services program, also allowing for expansion into other allied health fields based on labor market needs.



In 2017, the college continues to expand and renovate its facilities to meet the needs of students and community members.



The JJC Event Center on the Main Campus opened in fall 2017. It features a fitness center for student athletes, two basketball courts, configuration options for competition basketball and volleyball tournaments, portable batting cages, bleachers and seating (to accommodate both athletic competitions and graduation ceremonies), athletic staff office spaces, and a presentation room.



The Romeoville Campus expansion also opened in the fall 2017. Over the last 10 years, enrollment at Romeoville has grown 45 percent with current enrollment topping out at 4,000 students. The 50,028 square-foot expansion includes space for: student services, bookstore, cafeteria, classrooms, laboratories, space for campus police, and faculty and adjunct offices. With these developments in place, students will be able to earn an associate degree entirely from the Romeoville Campus location.



As the nation's first public community college, JJC has brought unparalleled innovation to its seven-county district and revolutionized local higher education. Over its 118-year history, JJC has invested in state of the art facilities, been a leader in academic innovation, and served as a key resource for generations of traditional students, non-traditional students, local businesses and organizations. As the college looks to its next 100 years, it will strive to be the first choice for its stakeholders and continue to be a leader in transforming higher education.



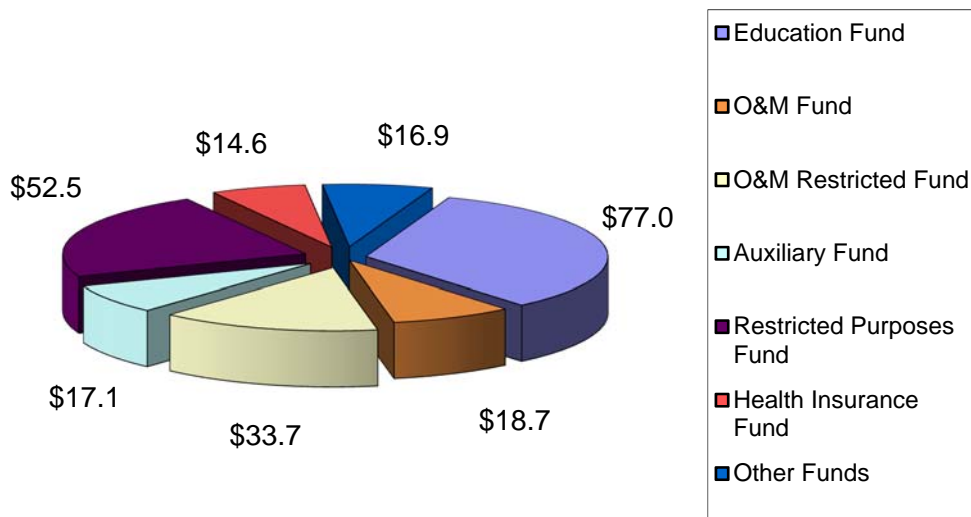
# **FY19 BUDGET HIGHLIGHTS**

## FY19 BUDGET HIGHLIGHTS

JJC is not expected to experience growth in enrollment for FY19 which aligns with projections in the Strategic Enrollment Management Plan. Tuition and fee revenue shows a 1.4% increase from the previous year’s budgeted amount due to a \$2 per credit hour technology fee increase for FY19. Recent data regarding new construction permits continue to show growth and resident construction has resumed in a number of the communities within the JJC district. Revenue from the state is budgeted at 90% of FY18 funding levels. In FY18, the state finally adopted a budget after going two years without one. Since the college has budgeted a 50% reduction in state funding for FY18, FY19’s budget represents a \$1.9 million increase. The primary focus of funding initiatives in FY19 were personnel costs to ensure compliance in areas associated with Title IV, Title VI, Title IX, human resources and the Americans with Disabilities Act. In addition, the college increased budgeted contingency slightly more than \$1 million to hold funding for new initiatives that are currently being evaluated. Increasingly, the burden of maintaining the quality of existing programs rests on the students and the local taxpayers.

The appropriation for all funds, including transfers, for FY19 totals \$230.5 million. This figure includes all expenses related to instruction, operations, capital projects, and all other ancillary operations at JJC. Of this amount, the total operating budget for FY19 is \$95.7 million. Compared to last year’s operating budget of \$91.49 million, this represents a 4.60% increase over FY18.

### FY19 Total Budget \$230.5M (in \$millions)



## ***Balanced Budget***

The operating budget is structurally balanced. Reserves or one-time revenue sources have not been used to bring expenditures in line with resources. This is the 46<sup>th</sup> year of balanced operating budgets at the college.

### **FY19 Operating Funds Budget**

	<u>EDUCATION</u>	<u>O&amp;M</u>	<u>TOTAL</u>
<b>REVENUES</b>			
Revenues	\$ 76,775,400	\$ 18,705,000	\$ 95,480,400
Transfers in	<u>\$ 220,500</u>	<u>\$ -</u>	<u>\$ 220,500</u>
Total Revenues	\$ 76,995,900	\$ 18,705,000	\$ 95,700,900
<b>EXPENDITURES</b>			
Expenses	\$ 76,080,980	\$ 15,730,000	\$ 91,810,980
Transfers (out)	\$ (914,920)	\$ (2,975,000)	\$ (3,889,920)
<b>TOTAL APPROPRIATION</b>	<u>\$ 76,995,900</u>	<u>\$ 18,705,000</u>	<u>\$ 95,700,900</u>

## ***Updated Financial Projections***

Each year the budget of JJC is guided by the [Three-Year Financial Plan](#), which was presented to the Board of Trustees in January 2018. The plan was discussed, and the following assumptions and options were presented to the board:

- Total property tax revenue growth of 3.6%
- No tuition rate increase
- State Revenue
  - \$5.2 million based on 20% reduction from actual FY18
  - \$575,000 in funding for Career and Technical Education (CTE)
- No enrollment growth
- No capital or student fee increase
- \$2 increase to the Technology fee
- Personnel spending increase of 0.0% to 3.5% based on union contracts– average of 2%
- 2% health benefit cost increase

JJC's operating budget were projected in the financial plan to be \$95.63 million. The FY19 budget presented to the board at the April 25, 2018 board workshop meeting totaled \$95.70 million. The final budget varied the financial plan by less than 0.1%.

The increase for salaries is unchanged from the original projection and the estimated cost of all union contracts is fully funded. The increase for employee benefits was reduced from a projected 2% increase to a 0% increase based on claims. In the operating funds, nine new full time positions and four new part time positions were created to ensure compliance and need. In the Auxiliary fund, one position was added. These positions are detailed in the expenditure section.

### ***State Funding***

State funding for enrollment reimbursement is estimated to increase from \$3,950,000 in FY18 to \$5,875,000 in FY19 due to the state finally adopting a budget for the first time in two years. In FY18, the college was allocated \$6,883,900 or \$2,933,900 more than what was budgeted. For FY19, the college is projecting state funding based on 90% of the FY18 funding levels. Since FY00, the state's share of the college's operating budget has decreased from 18.7% to a projected 6.7% in FY19. Additional changes in grants are expected but were not available at the time of the publication of this document.

### ***Institutional Priorities***

As mentioned in the President's message, budget planning goals were developed in order to present a balanced operating budget. The development of those goals was guided by institutional priorities that were derived from the strategic plan. The priorities were:

- Address the potential impact of the state's budget on the college's budget
- Reallocate existing resources to fund new requests
- Realistic projections in property tax revenues
- Address enrollment
- Emphasis on student success
- Maintain responsible reserves
- Implement action plans from the strategic plan

### ***Capital Improvements***

JJC has compiled all infrastructure needs, funding and related data in a comprehensive document called the Capital Improvement Program (CIP). The document details projects to be completed in the coming fiscal year and projects capital needs for the next three years. Total capital funding for FY19 is projected at \$4.8 million. Additional capital information is detailed in the *Capital/Facilities Master Plan* section of this document.

In 2018 the college updated its master plan. Unlike the previous two master plans, this plan does not consider large-scale new construction projects. Instead, the master plan focuses on recapturing existing spaces that have been vacated during the last nine years of construction. Any construction costs arising from this master plan will be funded with existing reserves or future operating fund surpluses.

### ***Long Range Financial Plans***

Tying expenses to the strategic goals provides a good summary of how well resources are focused. The college uses a model to project three years of financials/budgets using contractual changes, anticipated revenue streams, expected increases in expenses, and a small allocation for potential funding for capital needs. These initiatives impact the current budget in several ways. They helped to provide substantive information as we entered into several labor contracts guiding substantial restructuring; they supported the need to review our processes for efficiency and some paid resources to do so on a limited time basis; they have demonstrated the need to seek reductions in several expense areas; and, they assisted in changing the structure of shared insurance expenses.

The financial health of JJC is dependent on three major sources of revenue consisting of property taxes, tuition, and state funding. The assumptions used for these categories are summarized as follows:

	<b>Increase FY19</b>	<b>Increase FY20</b>	<b>Increase FY21</b>
Property Taxes	3.60%	4.00%	4.50%
Tuition Rate	\$113/cr. hr.	\$117/cr. hr.	\$123/cr. hr.
Tuition Increase	\$0/cr. hr.	\$4/cr. hr.	\$6/cr. hr.
Enrollment	0.00%	0.50%	0.50%
Reimbursable Credit Hours	-5.16%	-1.83%	0.00%
State Funding	-20.00%	0.00%	0.00%

**Property Taxes.** JJC’s property tax revenue is restricted by the Property Tax Extension Limitation Law (PTELL) and rates on individual funds. While the rates on individual funds do not pose a restriction based on projections, PTELL limits the district’s overall tax rate by the Consumer Price Index (CPI) plus any new property in the district. The projected increase for FY19 is 3.60% due to CPI for the current year being 2.10% and a 1.50% increase from new property which is be similar to last year. In expectation of an increase in new construction for FY20 and FY21, a 4.0% and 4.5% increase, respectively, is used.

**Tuition and Fees.** Over the last ten years, credit hours have decreased by 1.08%. Currently, the college has experienced a 2.1% decrease in enrollment for fall 2017 credit hour enrollment based on tenth day and a 1.9% increase for the spring 2018 credit hours. Due to the improving economy over the past several years, enrollment has dropped from its high in FY11. For this reason, no increase has been projected in FY19, but an annual 0.50% increase is projected for FY20 and FY21. For FY19, no increase in tuition and a \$2.00 Technology fee has been approved. For FY20 and FY21, a \$4 and \$6 tuition increase is projected, respectively.

**State Sources.** State funding is based on credit hours earned two years prior to the current year, multiplied by the current year reimbursement rate. The number of credit hours used in the state’s funding formula has decreased 5.2% for FY19 due to the enrollment experienced in FY17. For FY18, the State finally adopted a budget for the first time in two years and the college received \$6.88 million, which was \$2.93 million more than what was budgeted. For FY19, the college is projecting \$5.875 million in state funding from credit hours followed by another 1.8% decrease in FY20 and then level funding in FY21.

JJC’s largest expenditure is personnel costs, which represent 77% of the total operating expenses of the college. The following summarizes the expenditure assumptions used in the three-year financial plan.

	<b>% Increase FY2019</b>	<b>% Increase FY2020</b>	<b>% Increase FY2021</b>
Salaries	2.00-3.50%	3.00-4.00%	3.00-4.00%
Benefits	2.00%	7.00%	7.00%
Other Expenditures	2.00%	3.00%	3.00%
Utilities	4.00%	4.00%	5.00%
O & M Utilities	4.00%	4.00%	6.00%
Contingency – Education Fund	\$400,000	\$400,000	\$400,000
Contingency – O & M Fund	\$200,000	\$200,000	\$200,000

The college has separate union contracts that cover faculty, adjunct faculty, support and technical staff, clerical, campus police, facility services and food service employees. The increases from the current contractual agreements have been used in the projections.

Due to health insurance plan design changes, total benefit costs, while projected to increase 2%, were reduced to a budgeted increase of only 0% for FY19 based on our renewal notice. For FY’s 20-21 benefits are factored at a 7% increase based on historical trends.

Contingency in the Education Fund was increased by \$1,075,000 and is \$1,475,000 and contingency in the Operation and Maintenance Fund is \$200,000. The increase to contingency was done to hold funding for new initiatives that are currently being evaluated.

This [Three-Year Financial Plan](#) integrates the college’s Academic Quality Improvement Program (AQIP) with the financial resources necessary to meet strategic planning objectives.

### ***Challenges***

The biggest challenge JJC currently faces is the State of Illinois’ financial instability and inconsistency in adopting annual budgets. Due to the state’s uncertainty in passing a budget for FY19, the college has developed contingency plans to mitigate the loss of state funding. To accomplish this, the college will not hire new positions approved in the budget, hire replacements for certain positions that are currently vacant and is exploring additional staff reductions and program eliminations. Moreover, the college will consider not abating

property taxes equal to the interest refund on its 2009 Build America Bonds, thus capturing the interest rebate as unrestricted revenue.

Additional challenges include a local environment that may not be supportive of any increased tax or tuition dollars. The college continues to review operations to improve efficiencies or limit expenses along with revenue enhancing options wherever possible.



**STRATEGIC PLAN/  
OPERATIONAL PLAN**

# STRATEGIC AND OPERATIONAL PLANNING OVERVIEW

## Process for Development of the Strategic Plan

Joliet Junior College (JJC) defines strategic planning as a systematic and on-going process used to anticipate and respond to major industry and environmental factors facing the college during a three-year period beyond the present.<sup>1</sup> Strategic planning looks at the organization as a whole, is oriented toward the future, supports the mission of the college, is both internally and externally focused, deals with greater levels of uncertainty, and is about creating value for our students and the community we serve.

The college conducts its strategic planning cycle every three years in order to review and update its vision, mission, goals, and core values with a purpose of providing focus for academic programming and support services needed by its students and District 525 stakeholders. In 2015, the Board of Trustees adopted the 2016-2019 Strategic Plan. Environmental scans of the higher education market and the labor force identified trends that would impact students in order to develop new courses and curriculum. Other areas of the college also develop activities and plans aligned with the strategic goals. The 2016-2019 Strategic Plan will end on June 30, 2019 and the college documents its accomplishments annually as part of the process.

In order to improve the structure for monitoring and evaluating the Strategic Plan, the college established a Strategic Planning Committee and the Program Improvement Committee as part of its shared governance structure. The strategic planning committee meets quarterly for the purpose of monitoring the measures and metrics tied to each of its strategic goals. The strategic planning committee has also established an annual process of calibrating the strategic plan against external trends that may impact the college's operating environment. The program improvement committee is charged with establishing a continuous improvement process through which information is collected to monitor and operationalize strategic goals. In addition, the Office of Institutional Research & Effectiveness is committed to a regular cycle of surveys and environmental scans. The resulting surveys and scan data will be used to guide efforts to complete current strategic goals and to establish future ones.

## Strategic Plan

### Vision

Joliet Junior College will be the first choice.

### Mission

Joliet Junior College is an innovative and accessible institution, dedicated to student learning, community prosperity, cultural enrichment, and inclusion. Joliet Junior College delivers quality lifelong learning opportunities empowering diverse students and the

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<sup>1</sup> Elements of this definition from J. Bryson, 2004, Strategic Planning for Public and Nonprofit Organizations.

community through academic excellence, workforce training, and comprehensive support services.

## Strategic Goals

### **Strategic Goal 1: Provide Education Pathways that Promote Completion**

Offer quality educational pathways that align secondary and postsecondary curricula, course pathways, and industry-recognized credentials promoting access, success, and completion.

### **Strategic Goal 2: Improve Data Accessibility and Integrity**

Align data systems and processes to promote a framework of accountability and results tied to college success.

### **Strategic Goal 3: Collaborate with Employers and the Community**

Engage and partner with employers and the community to enhance academic programming.

### **Strategic Goal 4: Improve Community Awareness and Strategic Marketing**

Leverage marketing assets to build and solidify the College's image, which is aimed at promoting quality and accessible academic programs.

### **Strategic Goal 5: Improve Internal Communications**

Establish effective college-wide communications to improve information dissemination, idea generation, and employee engagement.

## Core Values

Core values can be seen as guidelines that drive the college's behavior or mindset when executing the strategic and operational plans that lead to our success. Joliet Junior College fosters a caring and friendly environment that embraces diversity and sustainability and encourages personal growth by promoting the following core values.

### **Respect and Inclusion**

Joliet Junior College advocates respect and inclusion for every individual by demonstrating courtesy and civility in every endeavor. Joliet Junior College pledges to promote and recognize the diverse strengths of its employees and students, and to value and celebrate the unique attributes, characteristics, and perspectives of every individual.

### **Integrity**

Joliet Junior College sees integrity as an integral component of all work done at the College. Joliet Junior College employees demonstrate responsible, accountable, and ethical professionalism. Also, Joliet Junior College models open, honest, and appropriate communication.

## **Collaboration**

Joliet Junior College promotes collaborative relationships as part of the scholarly process, including partnerships within the institution and with other learning communities. Joliet Junior College supports the personal and professional growth of employees and is committed to the advancement and support of intellectual growth, regardless of employment position at the College.

## **Humor and Well-Being**

Joliet Junior College recognizes humor as a means for employees and students to achieve collegial well-being, development of strong work teams, and self-rejuvenation. Joliet Junior College provides a healthy environment where creativity, humor, and enjoyment of work occur, including recognizing and celebrating success.

## **Innovation**

Joliet Junior College supports and encourages innovation and the pursuit of excellence. Joliet Junior College values, respects, and rewards both creative risk-taking and the enthusiastic pursuit of new ideas with foresight and follow-through.

## **Quality**

Joliet Junior College supports quality in the workplace and its educational programming by continually reflecting, evaluating, and improving on programs and services. Joliet Junior College is built upon a foundation of quality programs and services, while also implementing continuous improvement in order to ensure excellence.

## **Sustainability**

Joliet Junior College recognizes that true sustainability involves a commitment to environmental, social, and economic improvement. Joliet Junior College encourages planning, solutions, and actions that provide benefits for students, employees, and the community.

## **JJC Operational Planning Overview**

JJC defines operational planning as the implementation component of the Strategic Plan. It defines what JJC will accomplish, how and when it will take place, and how performance will be measured<sup>2</sup>. Operational planning is oriented toward the short-term future (one to three years), focuses on actions that support strategic goals and the associated allocation of resources.

The JJC vision and mission are articulated through the 2016-2019 Strategic Plan and achieved through 1. annual operational plans created by programs throughout the college and 2. special projects called College Priorities, which are identified by the president and cabinet. All requests for resources are made based upon alignment to the strategic plan and the priorities established by the president and cabinet.

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<sup>2</sup> Elements of this definition from J. Bryson, 2004, *Strategic Planning for Public and Nonprofit Organizations* and G. Morrisey, 1987, *Guide to Operational Planning*

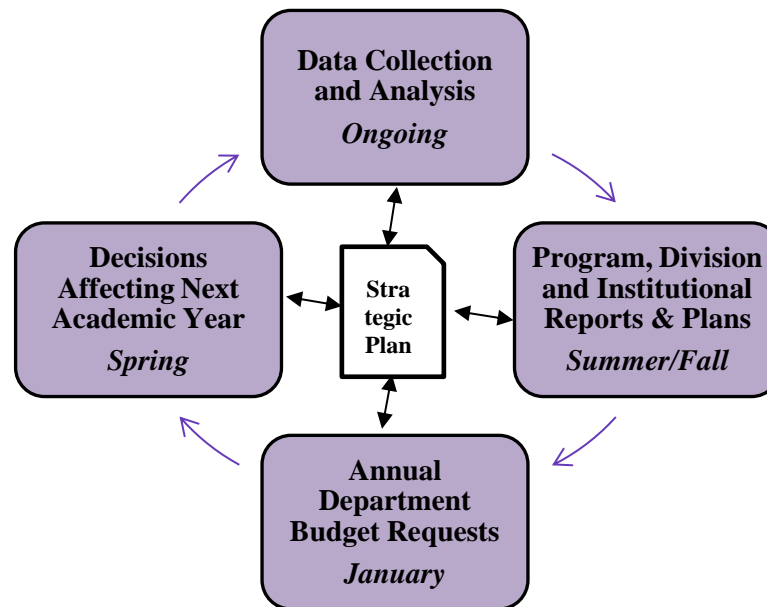
## Next Steps - Operationalizing the Strategic Plan

The college has established a strong link between program activities, the budget, and the strategic plan. In 2015, the Program Improvement Committee started collecting Annual Program Updates (APU). All programs across all areas of the College prepare an APU. The APU is a summative report of accomplishments, a situational analysis, a multi-year action plan, and a proposal for resources. The APUs are compiled and analyzed by chairs, deans, and directors. Cabinet members incorporate the compiled information into the College's Institutional Effectiveness Report (IER). The IER is the summary document that records progress and operationalizes the strategic plan.

At each level, writers tie activities to strategic goals, describe next steps, and provide rationales for future resource needs. This information is the foundation for making evidenced-based decisions during strategic, facility and financial planning. Priority is given to requests related to strategic plan goals and college priorities.

The following figure is a draft of the annual continuous improvement cycle that operationalizes the strategic plan.

**Figure: Annual Planning Cycle**



In 2016, the college began efforts to more fully integrate the Higher Learning Commission's (HLC) Academic Quality Improvement Program (AQIP) process as the model for institutional strategic planning. Adjustments to align strategic planning to the four year AQIP continuous improvement process are in progress which allows the college to leverage resources available through AQIP activities such as peer reviews and Strategy Forums. The college equates College Priorities to AQIP Action Projects and receives feedback from AQIP peer reviewers.

## Data Collection and Analysis

A variety of methods can be used to collect and analyze data to ensure JJC's programs/departments meet general standards of quality. The minimum required standard for conducting an acceptable program review for the Illinois Community College Board (ICCB) is an analysis of program need, program cost-effectiveness, and program quality<sup>3</sup>.

JJC also encourages examining the efficiency, effectiveness, and impact of the program or department.

- **Efficiency** - the degree to which a program has been productive in relationship to its resources.
- **Effectiveness** – the degree to which goals have been reached.
- **Impact** – the degree to which a program has resulted in changes.

## Program and Institutional Reports

Program reporting is an integral component of accreditation through the HLC and recognition through the ICCB. JJC is required by the ICCB to submit program reviews for academic and administrative programs on a five-year cycle. Program review is the process by which faculty and staff articulate program goals and evaluate results for the program/department they administer. A program is any activity that consumes budget dollars and resources and fulfills a specific need. A department, on the other hand, generally manages several programs, including the budgeting, staffing, equipment, and space needs. Programs/departments selected for a program review are identified in the program review schedule submitted annually to the ICCB.

The APU uses the same template as the program review. It identifies program outcomes (goals/results) and how they link to the institution's strategic plan goals. The annual update also includes performance measures, evidence of results, budget requirements, plans for professional development, and a three year action plan for improvement. When compiled, the annual updates comprise a significant portion of the five-year program review. The five-year program reviews and annual updates provide information for the college's strategic and operational plans.

APUs are compiled and summative reports written at the division level. Through this report division level goals, accomplishments, and operational and personnel priorities are identified and communicated. The finalized division reports are then used to write the IER. The IER identifies institution level operational and personnel priorities.

## Annual Department Budget Submission Complete

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<sup>3</sup> ICCB Program Review Manual. Fiscal Year 2012-2016, <https://www.iccb.org/iccb/wp-content/pdfs/manuals/ProgramReviewManual2012-2016.pdf>

Departmental budgets will be completed using the practices established by the budget committee, incorporated through the updated planning process.

## **Policies Affecting Next Academic Year**

Implement institutional policies affecting the next academic year established through the updated planning process.

## **How the Plan is Linked to Accreditation for Higher Education**

As part of our accreditation through the HLC, JJC participates in the AQIP. AQIP is based upon the principles of continuous quality improvement. According to the HLC, what distinguishes AQIP from traditional accreditation processes is its concentration on systems and processes both as the basis for quality assurance and as the lever enabling institutional improvement. To that end, AQIP has developed six categories that are essential to all effective colleges and universities. The categories take a systematic view in defining and evaluating key systems and processes as they relate to learning. The six AQIP categories are:

- Helping students learn.
- Meeting student and other stakeholder needs.
- Valuing employees.
- Planning and leading
- Knowledge management and resource stewardship
- Quality overview

JJC's processes and results for the strategic and operational plans are central to demonstrating the college meets the HLC accreditation criteria in all categories. AQIP provides feedback on the college's Systems Portfolio regarding strengths and opportunities. Priorities that arise out of the feedback are incorporated in the development of college priorities. The AQIP process also requires institutions to continuously engage in at least one action project. These action projects are automatically considered college priorities in the budgeting process. The current AQIP action project is described below and includes the AQIP category and strategic goal to which it is linked or associated.

## **Institutional Priorities Addressed through AQIP Action Projects**

### **Student-focused Comprehensive Placement Process**

- HLC Category One: Helping Students Learn
- JJC Strategic Goal 1: Provide education pathways that promote completion
- Timeframe: January 2018 – April 2019

This project will implement a student-focused comprehensive process to assess student readiness for college and placement into appropriate courses and programs. The project team will research effective practices, revise college policy and procedures in light of the research, and devise an evaluation with metrics/indicators. The project will identify:

- Minimum/floor scores for alternative placement into workforce programs.

- Cut scores for reading, writing, and mathematics.
- Reading-intensive and writing-intensive courses. Courses not included on these lists would be suitable for students with reading and/or writing challenges.
- One or more introductory courses (without college-level math or English prerequisites) in each CTE program so students taking developmental coursework could have a fulltime schedule and complete program requirements.

## Update on Projects Developed through the FY13-FY19 Budget Processes

During the FY13 through FY19 budget processes, decision making for new initiatives was guided by the college’s Strategic Plan. Several new departmental projects were funded.

	<b>Total Projects</b>	<b>Completed</b>	<b>Ongoing/ In Progress</b>	<b>Revised/ Repurposed</b>	<b>Cancelled</b>
FY13	<b>37</b>	35	2		
FY14	<b>13</b>	12	1		
FY15	<b>42</b>	39	1	1	1
FY16	<b>29</b>	27	2		
FY17	<b>14</b>	9	4	1	
FY18	<b>25</b>	11	13		1
FY19	<b>26</b>				

Details on the 26 new FY19 projects and ongoing FY13-18 projects are found in the *Organizational Chart/Department Descriptions/Department Initiatives* section. Current projects will include an estimated completion date range. Unfinished projects from prior years will include status updates.



**ORGANIZATIONAL CHART/  
DEPARTMENT DESCRIPTIONS/  
DEPARTMENT INITIATIVES**

## DEPARTMENT/PROGRAM DESCRIPTIONS

Joliet Junior College (JJC) has six divisions; three primary operational divisions and three administrative divisions, all of which report to the president of the college. The operational departments, each led by a vice president are:

- Academic Affairs
- Administrative Services
- Student Development

The administrative divisions, each led by an executive director are:

- Human Resources
- Information Technology
- Communications & Marketing

Leadership is provided by a vice president in each operational area. The Human Resources, Communications & Marketing and Information Technology divisions have leadership provided by an executive director. Leadership for these divisions is appointed by the Board of Trustees after recommendation by the president. Three operational leaders, three administrative leaders, and the president make up the membership of the President's Cabinet.

The subsequent pages include division information as follows:

- Organization charts that identify the relationships of units and programs.
- Responsibility narratives for each division or department.
- FY19 funded initiatives guided by the college's strategic plan, as well as active FY13 through FY18 initiative updates.

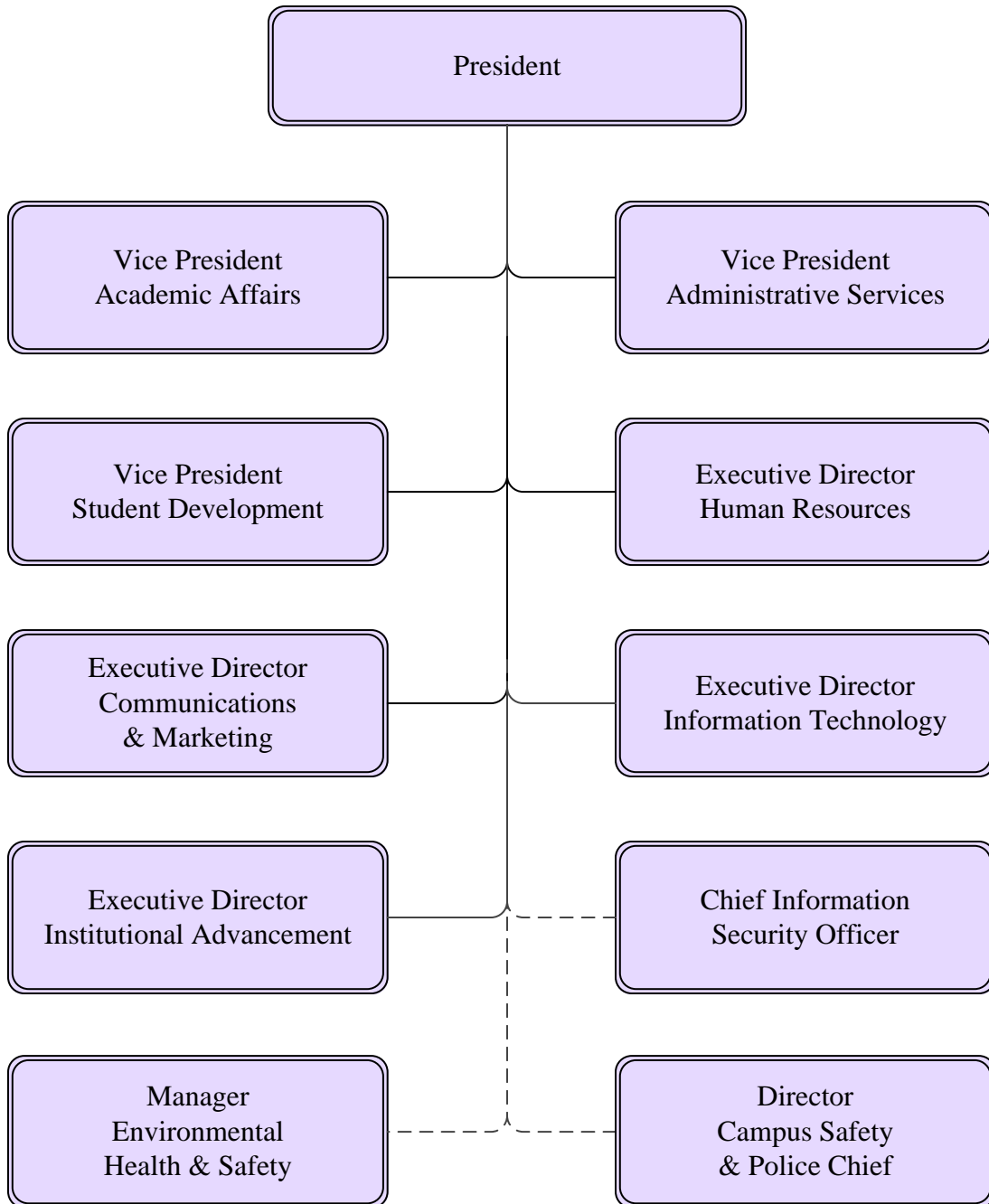
## ORGANIZATIONAL CHART DIVISIONS AND DEPARTMENTAL CODES

<b>B O A R D  O F  T R U S T E E S</b>	<b>P R E S I D E N T</b>	Vice President Academic Affairs <i>01-18101, 05-10519</i>	Dean Arts & Sciences <i>01-18110</i>	Dept Chair English / World Languages <i>01-10005, 05-10505</i>	
				Dept Chair Fine Arts <i>01-10002, 05-10002, 05-10502</i>	
				Dept Chair Math <i>01-10008, 05-10508</i>	
				Dept Chair Natural Science/Physical Education <i>01-10009, 05-10009, 05-10509</i>	
				Dept Chair Social/Behavioral Science <i>01-10014, 05-10514</i>	
			Extended Campus Frankfort <i>01-14525</i>		
			Dean Academic Excellence & Support <i>01-18102, 01-18108, 01-18113, 01-19006, 05-18108</i>	Director iCampus <i>01-14501, 01-23105, 05-23105</i>	
				Director Institutional Effectiveness <i>01-25205, 01-94114</i>	
				Dept Chair Library <i>01-21102, 05-21102, 05-69122</i>	
				Dual Credit	
		Dean Career & Technical Education <i>01-18115 06-14949</i>	Dept Chair Agriculture / Horticulture <i>01-10001, 01-10018, 01-14522, 05-10501, 05-10518, 05-69090, 05-69095, 05-69101</i>		
			Dept Chair Business Education <i>01-10003, 05-10503</i>		
			Dept Chair Computer Information & Office Systems <i>01-10004, 05-10504</i>		
			Dept Chair Technical Education <i>01-10015, 05-10515, 05-69070</i>		
		Dean Applied Arts, Workforce Education and Training <i>01-18120, 01-19900, 05-17911-15, 05-41104, 05-49323</i>	Dept Chair Culinary Arts <i>01-10016, 05-10016, 05-10516, 05-49784, 05-61174</i>		
			Director Workforce Education <i>01-14514, 01-19943, 05-17943, 05-17952, 06-16513, 06-16516-19, 06-42503, 06-42505, 06-42616, 06-42631</i>		
			Extended Campus City Center <i>01-14515</i>		
			Extended Campus Morris <i>01-14520</i>		
		Dean Nursing, Health & Public Services <i>01-18125</i>	Dept Chair Nursing <i>01-10017, 05-10517</i>		
			Dept Chair Health & Public Services <i>01-10025, 01-19906, 05-10525</i>	Health Care/Continuing Ed <i>05-17933</i>	
Vice President Administrative Services <i>01-82111</i>	Director Business & Auxiliary Services <i>01-82113</i>	Manager Bookstore <i>05-62022</i>			
		Manager Early Childhood Center <i>05-69069</i>			
		Manager Food Service <i>05-61021, 05-61022</i>			
		Manager Purchasing <i>01-82113</i>			
		Mail Center & Central Stores <i>01-93112</i>			
		Print Services <i>01-88118</i>			
	Facility Rentals <i>05-67205</i>				
	Director Campus Safety & Police Chief <i>02-74204 05-93204</i>	Commanders	Sworn Police Officers & Sergeants		
			Campus Safety Officers		
			Communications Staff		
			Records Staff		
	Director Facility Services <i>02-76206, 02-78208, 02-92209, Fund 03</i>	Assistant Director Roads & Grounds <i>02-73203</i>			
		Superintendent Custodial Services <i>02-72202</i>			
Superintendent Maintenance <i>02-71201</i>					
Receiving <i>02-93113</i>					
Director Financial Services & Controller <i>01-42602 01-82112, 12-82112</i>	Assistant Controller				
	Manager Budget & Risk				
	Manager Accounting				
	Manager Payroll				
	Bursar, Student Accounts				
Manager Environmental Health & Safety <i>02-79109</i>	PT EHS Specialist				
<i>01-91111</i>	<i>01-81111</i>				

## ORGANIZATIONAL CHART DIVISIONS AND DEPARTMENTAL CODES

<b>B O A R D  O F  T R U S T E E S</b>	<b>P R E S I D E N T</b>	Vice President Student Development <b>01-38308</b>	Dean Enrollment Management <b>01-31303</b>	Director Admissions & Recruitment <b>01-31301, 05-31301</b>
				Director Financial Aid/Veteran's Affairs <b>01-34304</b>
				Registrar <b>01-31300, 05-31300</b>
			Dean Students <b>01-32301, 05-32301, 05-63016, 05-63017, 05-69120</b>	Director Student Activities & Campus Life <b>01-33303, 01-36306, 05-36306, 05-65400</b> Holistic Wellness
			Dean College & Career Readiness <b>01-32315</b>	Extended Campuses Romeoville <b>05-14512</b>
				Developmental Education
				College Transfer
				Transfer Advising Specialist
				First Year Experience <b>01-39311, 05-39311</b>
			Dean Student Success <b>01-32303</b>	Director Academic Intervention & Accomodation <b>01-23101, 01-23104, 01-38309, 05-23104</b>
				Director Career Services <b>01-35305, 05-35306</b>
				Director Multicultural Student Affairs <b>01-39310</b>
			Director Project Achieve <b>06-19559, 06-41409</b>	
			Dept Chair Counseling <b>01-32302, 01-32307</b>	GSD / NSO Coordinator <b>01-39311, 05-39311</b>
		Director Athletics <b>05-64088</b>	Coordinator Women's Athletics	
			Student-Athlete Retention Specialist	
			Athletics <b>05-64564</b>	
		Coordinator International Student Services <b>01-36310</b>		
		Executive Director Information Technology <b>01-95115 02-93114 05-95116</b>	Director Technology Support Services	Technology Support <b>01-29109</b>
			Director Enterprise Applications	
			Director Project Management & Enterprise Architecture	Manager Network Services
			Chief Information Security Officer	
			Manager Media Services <b>01-22103</b>	
		Executive Director Human Resources <b>01-84114</b> Prof. Development <b>01-92113</b>	Assistant Director Human Resources	Manager Human Resources & Labor Relations
			Manager Human Resources - Compensation & Benefits	
		Executive Director Institutional Advancement <b>01-86116 06-96963</b>	Assistant Director Institutional Advancement	Manager Alumni Relations and Annual Fund
			Director Grants Development, Compliance, Performance <b>01-86118</b>	
			Manager Finance & Scholarship	
Executive Director Communications & Marketing <b>01-83116, 05-63006</b>	Director, Marketing & Creative Services <b>01-83113</b>	Project Coordinator, Marketing Content Specialist, Web Content Specialist, 2 Designers		
		Communications and Media Coordinator		
		Communications Specialist		
		Assistant Communication and External Relations		
<b>01-91111</b>	<b>01-81111</b>			

# PRESIDENT'S OFFICE



## *President's Office*

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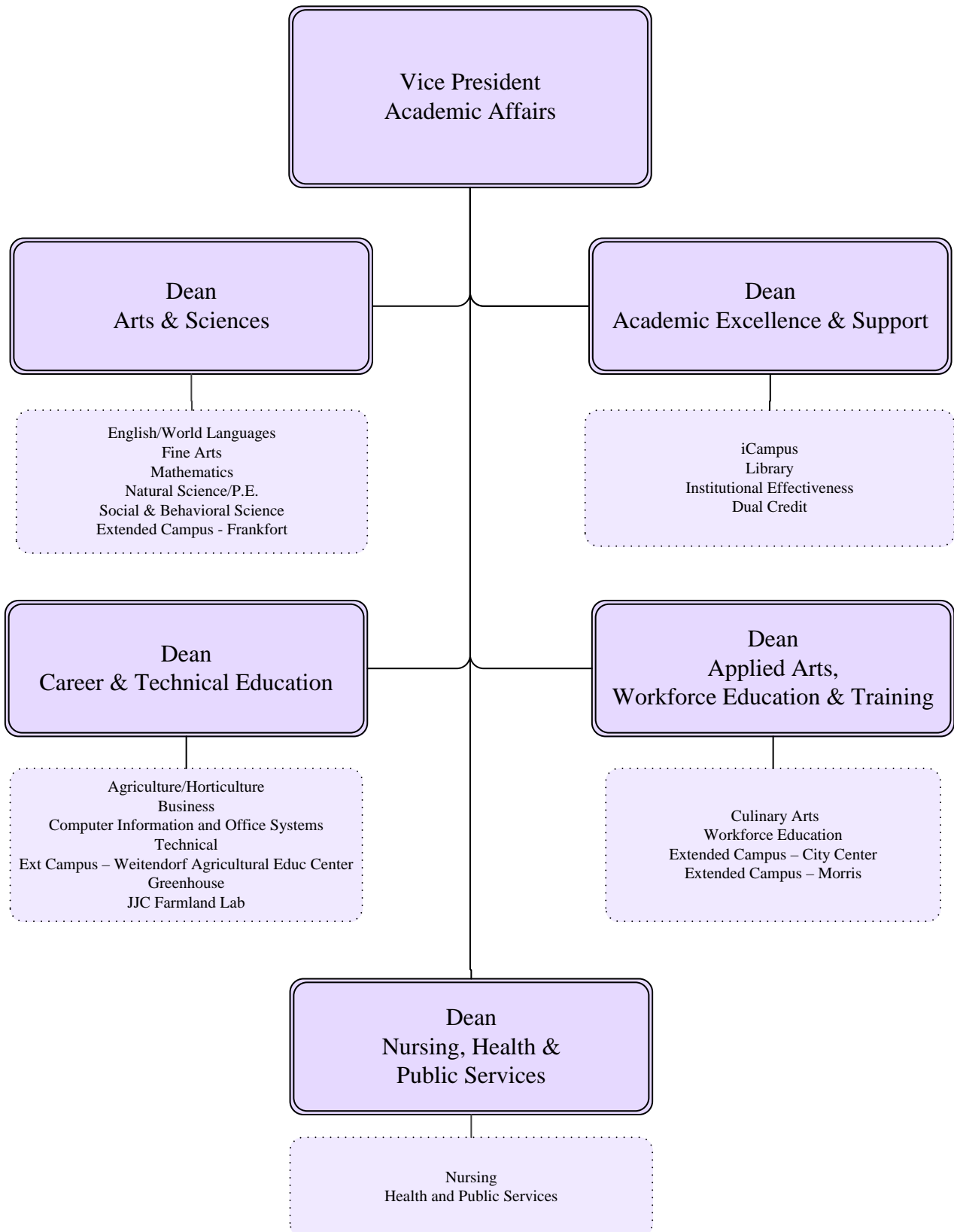
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The president is the chief executive officer of the college. She is appointed by the Board of Trustees, whose members are elected by the residents of District No. 525. The following positions report to the president: The vice president of academic affairs, the vice president of student development, the vice president of administrative services, the executive director of human resources, the executive director of information technology, the executive director of communications and marketing, and the executive director of institutional advancement.

In addition, the manager of environmental health and safety; the director, campus safety and police chief; and the chief information security officer have dotted-line reporting responsibilities to the president.

The following pages have further information on responsibilities and initiatives of the departments that report to the president.

# ACADEMIC AFFAIRS



## *Academic Affairs*

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The division of academic affairs includes 13 academic departments. Leadership of this division is provided by the vice president of academic affairs. The vice president is the chief academic officer of JJC. The academic departments have leadership provided by a department chair elected by their faculty colleagues. Each department chair reports to a respective dean: dean of arts and sciences, dean of career and technical education, dean of nursing, health and public services, dean, applied arts, workforce education and training, or dean of academic excellence and success. The academic departments are as follows:

- Agriculture/Horticulture
- Business
- Computer Information & Office Systems
- Culinary Arts
- English & World Languages
- Fine Arts
- Health & Public Services
- Library
- Mathematics
- Natural Sciences/Physical Education
- Nursing
- Social & Behavioral Sciences
- Technical

The nursing program of Joliet Junior College has a rich history. The first nursing class at the college graduated in 1971 and had 11 graduates. In recent years, over 100 students graduate from both the practical nurse program and the registered nurse program annually. Our students have the benefit of a state-of-the-art simulation center in the Health Professions Center. High-, mid-, and low-fidelity simulation enhances our students' education and adds to the realism of the learning experience.

JJC's first-time pass rate in 2017 for the National Council Licensure Examination (NCLEX) RN was **95 percent**. That's well above national and state averages of 87 and 86 percent, respectively. JJC had the second-most graduates in the state from an associate degree program. As for the NCLEX-PN, JJC's first-time pass rate in 2017 was 98 percent. By comparison, the national rate was 84 percent and state rate 86 percent.

The Nursing division offers potential students different pathways to realize their goals in the field:

### **Registered Nurse (RN)**

The Associate Degree Nursing program is designed for persons who wish to become registered nurses (RN). The program combines classroom experience on the Joliet Junior College campus with clinical experience in community health facilities.



### **Practical Nurse (PN)**

The Certificate of Achievement program is designed for persons who wish to become Practical Nurses (PN). The program combines classroom experience on the Joliet Junior College campus with clinical experience in community health facilities.

### **Licensed Practical Nurse Transition Program**

This course is designed to assist the non-collegiate Licensed Practical Nurse in the role changes necessary for transition to the ADN (RN preparation) curriculum at JJC.

### **Certified Nurse Assistant Training Course**

The Certified Nurse Assistant Training course (NA 101) prepares students to administer patient care as a member of a nursing team in hospitals, nursing homes, home health agencies, and other extended care facilities.

### **Diagnostic Medical Sonography**

The Associate in Applied Science (AAS) degree in Diagnostic Medical Sonography prepares individuals to enter the diagnostic medical sonography profession upon graduation. This degree is a six-semester, full-time day program that provides both theoretical and clinical instruction in sonography at the Joliet Junior College main campus, at hospitals, and other health care organizations in the surrounding area.

Diagnostic medical sonographers are highly skilled professionals who provide patient services using diagnostic techniques under the supervision of a licensed Medical Doctor (MD). Sonographers use specialized equipment to create images of structures inside the human body and perform a variety of diagnostic sonographic examinations of the abdomen, pelvis, small parts, pregnancy, superficial structures, vascular studies and other procedures. Sonographers also use critical thinking skills to assist physicians in collecting patient diagnosis data necessary to reach diagnostic decisions.

The Diagnostic Medical Imaging Sonography program at Joliet Junior College is accredited by the Commission on Accreditation of Allied Health Education Programs upon recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).

Upon successful completion of the program, students will be qualified to take the abdomen, obstetrics/gynecology and Sonography Principles and Instrumentation (SPI) examinations given by the American Registry of Diagnostic Medical Sonographers (ARDMS).

### **Emergency Medical Services**

The Emergency Medical Services program prepares students for a variety of careers in emergency medical care including EMT/paramedic, police officer, or firefighter. The EMT course prepares students for the Illinois Department of Public Health State EMT-licensing examination and an entry-level job in EMS. Once a student is licensed as an EMT, he or she is eligible for the Paramedic program, a 12-month course given in partnership with Morris Hospital EMS System. A paramedic degree gives graduates many advantages in their field. For example, most fire departments require that students be both a licensed paramedic and a certified firefighter for an entry level position. The EMS program at JJC is designed to prepare individuals for a wide spectrum of careers including fire service, hospital emergency department technicians, physicians' offices, or clinics.

## **Division of Applied Arts, Workforce Education and Training**

The Division of Applied Arts, Workforce Education and Training provides leadership for credit workforce education programs in the culinary arts and management field; adult education and literacy; workforce development; continuing education; corporate training and personal enrichment. The division has responsibility for City Center Campus and the Morris Educational Center oversight, marketing, management, and assisting in curriculum design of educational programs that serve employers' and employees' needs. As an entrepreneurial division, we work closely with business and industry partners to determine workforce development needs, design innovative curricula that enhances employees' skills and knowledge, recruit students and faculty, develop workforce education programs, and manage operational logistics of major grants and contracts. This division serves as liaison with outside agencies, community organizations, and other constituencies within the college.

In addition to the Main Campus, JJC has two extended campuses, three centers and various satellite locations where both credit and non-credit courses are offered at high schools and career centers in the JJC district. These programs are managed by the extended campuses and high school relations department, which is led by a director:

- Romeoville Campus – The Romeoville Campus is located in one of the fastest growing areas in Illinois. Classes offered include art, accounting, computer information systems, nurse assistant training, and a variety of liberal arts courses. A student pursuing an associate in arts degree can complete the requirements at Romeoville.
- City Center Campus – The City Center Campus at 235 North Chicago Street in downtown Joliet offers a variety of educational opportunities and services for JJC district residents. Departments and associated programs housed at the City Center Campus include:
  - Culinary Arts
  - Workforce Education
    - Adult Education and Literacy
    - Workforce Development
  - Academic Tutoring and Testing
- Morris Education Center – The Morris Education Center is located at 725 School Street, Morris. Both credit and non-credit classes are offered at this facility, such as general education, computer, and lifelong learning classes. The office administers the Workforce Investment Act (WIA) grant for Grundy County which provides financial assistance for education and training so that individuals can reenter the workforce.
- Weitendorf Agricultural Education Center – The Weitendorf Agricultural Education Center is located on 32 acres of land donated by John H. Weitendorf Sr., class of 1942. The facility, which is located on Laraway Road in Joliet, Illinois, hosts classroom and laboratory activities for JJC's agriculture, horticulture, and veterinary medical technology programs. The facility houses our Commercial Driver's License (CDL) program. The facility is available for rental to community and business organizations.

**FY19 Budget Challenges:**

One of the challenges facing Academic Affairs is static enrollment gains which affects tuition revenue. An additional challenge is maintaining academic programs without full time faculty being fully staffed.

**FY19 Budget Highlights:**

Academic Affairs will leverage FY19 funds to support learning through the purchase of new instructional equipment and supplies across all 13 academic departments. Significant upgrades to the Fine Arts Theatre and Social and Behavioral Sciences department classroom furniture.

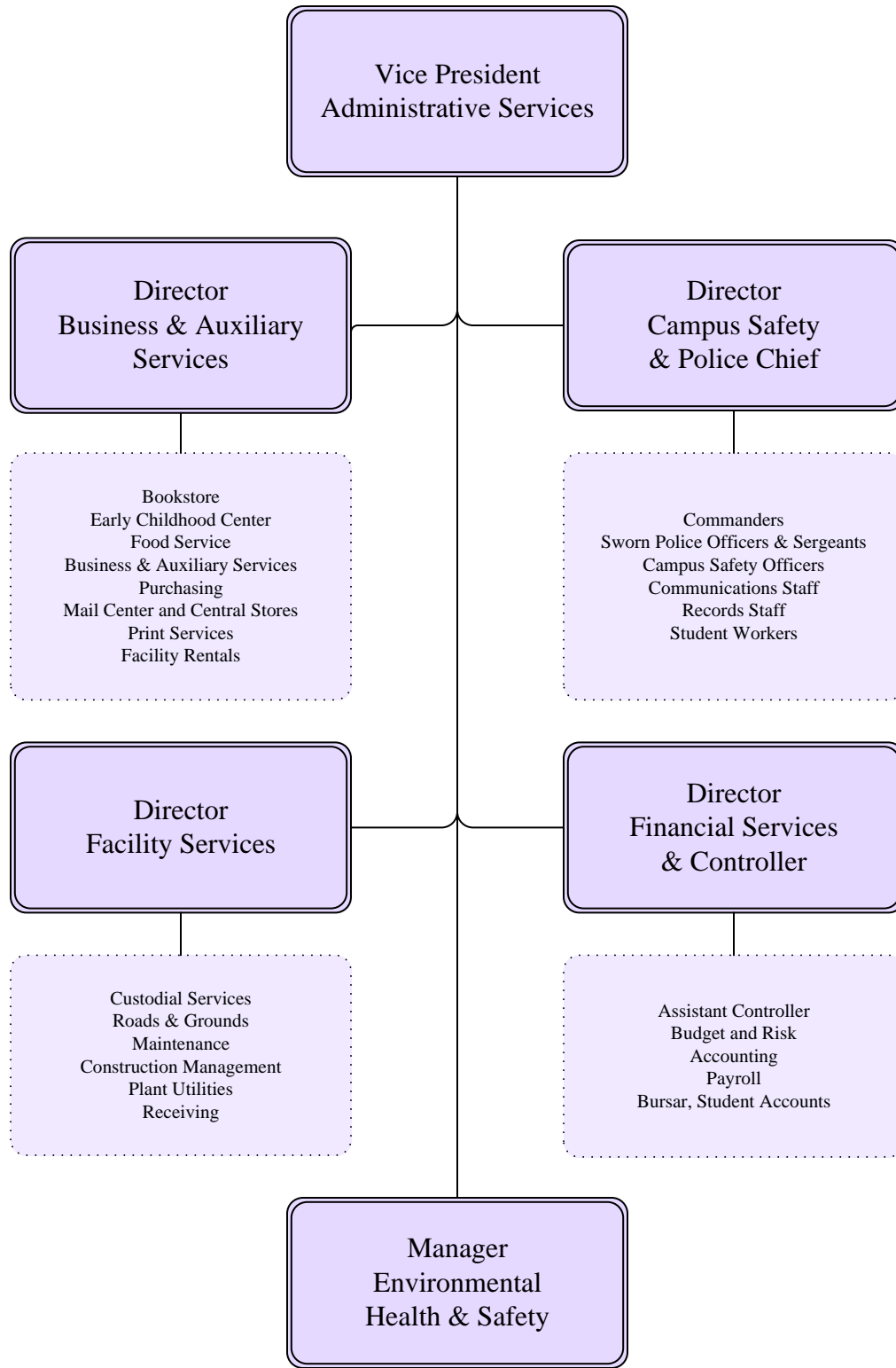
**FY19 Goals and Initiatives:**

Establish a physical space for the Center for Excellence in Teaching and Learning, Dual Credit office, and Institutional Research and Effectiveness. Scale new academic programming.

### Academic Affairs Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY19	1				5	<i>Center for Excellence in Teaching/Learning</i> Establish a physical space	Establishment of a physical space for Center for Excellence in Teaching/Learning will provide a centralized location for all JJC professional development/training workshops.	Increase professional development/training workshops by 10% college-wide.		Oct-Dec 2018				
FY19	1			4		<i>Dual Credit</i> Establish a physical space	Relocation of Dual Credit Office to first floor/connect with Center for Excellence. Will provide a more accessible/visible location for high school/dual credit/early college students.	Increase early college/dual credit course offerings and partnerships with high schools by 3%.		Oct-Dec 2018				
FY19	1	2			5	<i>Institutional Research and Effectiveness</i> Establish a physical space	Relocation of IR/IE office will allow for an expanded footprint of Center for Excellence/Academic Excellence and Support division. Will provide more outreach/training opportunities for faculty/staff in terms of data collection/analysis.	Reduce time IR/IE spends on data collection/analysis for faculty/staff by 5%.		Oct-Dec 2018				
FY19	1		3			Scale new academic programming	Working with industry and advisory partners, design new programs to meet industry needs.	Increased student enrollment by 1%.					Apr-Jun 2019	
FY	Goals	Prior Year Initiatives							Status					
FY18	1	2				Train faculty in use of college-wide retention tools	Establishment of academic affairs retention mechanism in Center for Excellence	Increase section level retention by 3% in FY18	FY20 or beyond					
FY17	1					<i>Library</i> Increase book collections	Long term plan for library.	Increase book collection numbers.	FY20 or beyond					
FY17	1					<i>Fine Arts</i> Increase instrument inventory	Supports the department's objective of promoting excellence in instruction while promoting engagement and increased opportunities to recruit unique academic offerings.	Increase enrollment and retention.	FY20 or beyond					
FY17	1					<i>Technical</i> Purchase/replace equipment to stay current with industry trends.	Promote excellence in technical instruction and to meet the needs of the regional industry and community.	Increase student skill level and abilities (class project with higher difficulty level). Track students after employment to measure employer satisfaction with skill level.	FY20 or beyond					
<b>FY17-FY19 Goals:</b> 1. Provide education pathways that promote completion. 2. Improve data accessibility and integrity. 3. Collaborate with employers and the community. 4. Improve community awareness and strategic marketing. 5. Improve internal communications.														

# ADMINISTRATIVE SERVICES



## *Administrative Services*

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Led by the Vice President of Administrative Services, who is also a member of the President's Cabinet. This division includes five departments:

- Business & Auxiliary Services
- Campus Police
- Facility Services
- Financial Services
- Environmental, Health & Safety

### **Administrative Services Major Responsibilities:**

- Business & Auxiliary Services – is responsible for the functions of mail center and central stores, early childhood center, land laboratories, purchasing, print services, facility rentals, and records disposal. The area also provides leadership for the JJC Bookstore, Food Services, and Renaissance Center operations.
- Campus Police – is responsible for the safety and security of all JJC properties, students and staff. The department is staffed 24 hours a day, seven-days-a-week by sworn, armed and certified police officers supported by a civilian staff of campus safety officers, dispatchers, student aids and clerical personnel.
- Facility Services – oversees all custodial, grounds, maintenance and construction activities of JJC, including building repairs, renovations, and new construction.
- Financial Services – is responsible for budgeting, risk management, general ledger accounting, grants accounting, accounts payable, revenue collection and receivables, payroll, debt financing, and student accounts and payments for tuition billing and collection.
- Environmental, Health & Safety – provides safety training in various areas and departments, monitors the environment for physical and environmental hazards, develops emergency management and health plans, fire drills and severe weather drills, ensures proper storage of chemicals and hazardous waste, and develops safety procedures.

### **FY19 Budget Highlights:**

- 46<sup>th</sup> balanced operating budget.
- Assisted the institution in balancing a budget while increasing the Contingency line item by \$1,075,000. This will allow the college to generate a surplus that can be used for future initiatives and master plan projects.
- Generated \$36,000 of new rental revenue with the Renaissance Center.
- A 36-month agreement with Nicor Enerchange will yield the college a savings of \$21,373 per year or a total of \$64,119, over three years.

**FY19 Challenges:**

- Continue to address concerns over decreased profitability of some Auxiliary Enterprise functions.
- Effectively manage cash flow when the timing of large cash receipts from the State is uncertain.
- Improve college affordability through innovations in the campus bookstore.

**FY19 Goals and Initiatives:**

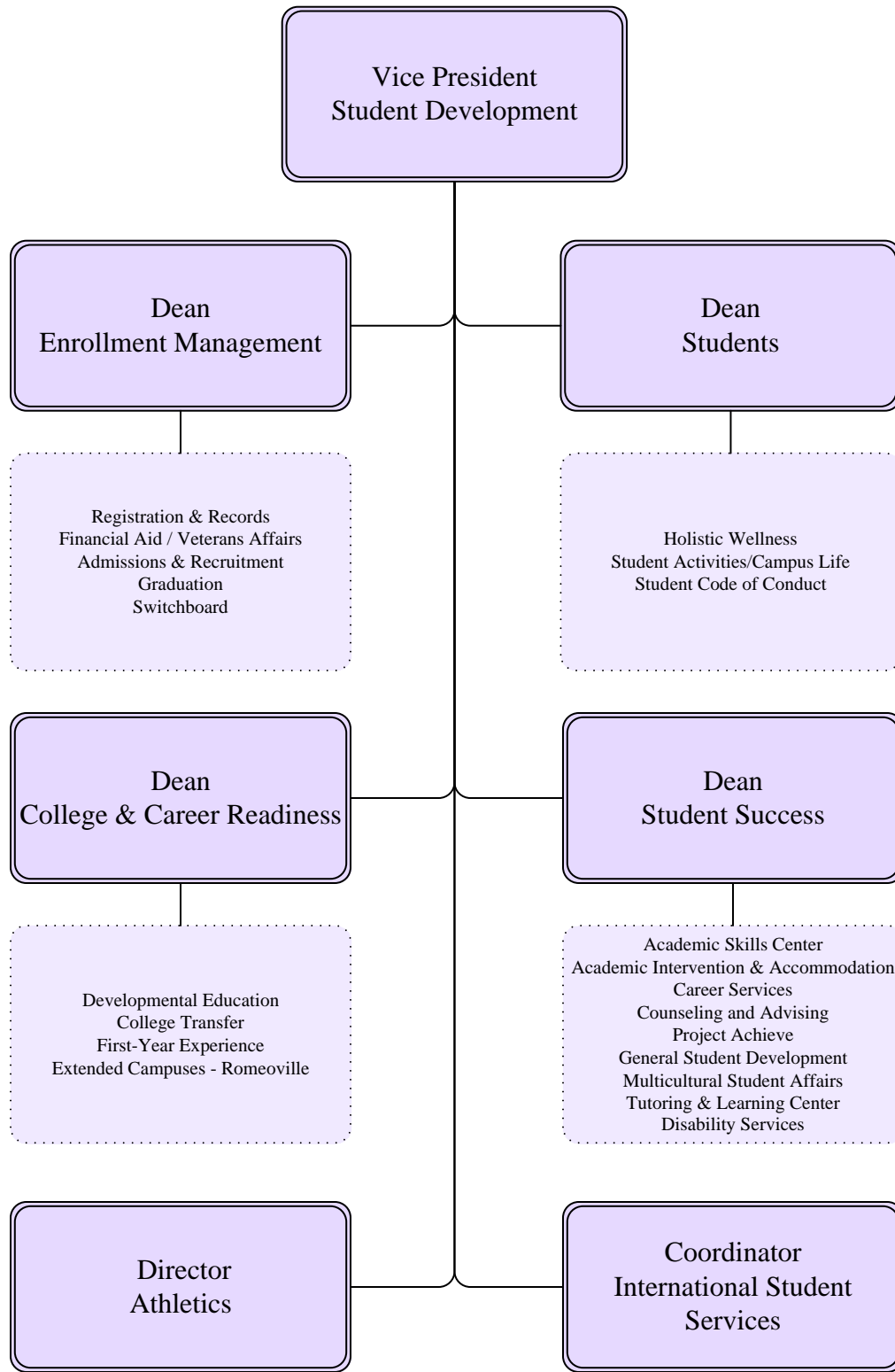
- Develop 10-year planning model for major initiatives and master planning projects.
- Increase affordable course material options through the growth of our digital access program.
- Prepare the division for possible ERP implementation.

### Administrative Services Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY19	1	2			5	<i>Vice President Administrative Services.</i> Develop ten-year planning model for major initiatives and master planning projects	JJC has no immediate plans to incur additional long-term debt. This ten-year planning model creates a framework whereby the college earmarks funds in its operating budget to be placed in reserve for future initiatives. It then prioritizes these initiatives and establishes a timeline for completion.	Board approval of 10-year planning model by November 2018.		Oct-Dec 2018				
FY19	1					<i>Business and Auxiliary Services.</i> Increase affordable course material options through the growth of digital access program	The Bookstore will conduct a pilot for the digital access program in the Summer and Fall 2018 semesters. If successful, expand to other classes as appropriate.	Evaluation of pilot in Oct/Nov of 2018 and expansion of program if appropriate.		Oct-Dec 2018				
FY19		2			5	<i>Administrative Services Leadership Team.</i> Prepare the division for possible ERP implementation	With a future ERP implementation possible, prepare the Administrative Services division by developing process reengineering and change management skills.	Successful implementation of ERP modules used by departments within the Administrative Services Division.						FY20 or beyond
FY	Goals					Prior Year Initiatives				Status				
FY18		2				<i>Business and Auxiliary Services</i> Strategic Plan	To develop a strategic plan for Auxiliary Services that will lead to improved profitability in auxiliary enterprises.	Completion of strategic plan.	Actions are underway to evaluate several auxiliary services.					
FY18	1		3			<i>Campus Police</i> Develop a student focused Active Shooter Interactive presentation	A hybrid training presentation and live scenarios directed mainly at students, that teaches appropriate responses to an Active Shooter.	The implementation of student sessions highlighting the presentation and accompanying scenarios.	Employee sessions were completed in 2017, and student sessions are slated for later in 2018.					
<b>FY17-FY19 Goals:</b> 1. Provide education pathways that promote completion. 2. Improve data accessibility and integrity. 3. Collaborate with employers and the community. 4. Improve community awareness and strategic marketing. 5. Improve internal communications.														
FY13	1					<i>Facility Services</i> Landscaping	To provide and maintain a physical environment that promotes the pursuit of academic excellence in teaching and research while continually improving the quality of our services to meet public need.	Environment affects behavior and beautifying our natural areas is related to providing students a clean and stress-free environment to learn.	Completed and ongoing					
<b>FY13-FY16 Goals:</b> 1. Increase student success and completion. 2. Develop programs that anticipate and respond to labor market demand including the growing number of fields that require an understanding of sustainability. 3. Increase and strengthen resource development and utilization. 4. Address the needs of the growing minority, underrepresented and underprepared student populations. 5. Expand the use of technology and sustainable methods.														



# STUDENT DEVELOPMENT



## *Student Development*

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Led by the Vice President of Student Development, who is also a member of the President's Cabinet, this division includes 19 departments:

- Student Success – includes the departments of counseling and advising, TRIO programs (Project Achieve and Educational Talent Search), career services, disability services, tutoring and learning center (TLC), multicultural student affairs, and the academic skills center.
- Enrollment Management – includes the departments of registration & records, admissions & recruitment, financial aid/veterans affairs and switchboard.
- Office of Student Rights and Responsibilities – includes administration of the student code of conduct, as well as the departments of student activities/campus life and holistic wellness.
- Athletics – includes nine NJCAA Division III teams (men's baseball, women's softball and volleyball, and men's and women's cross country, soccer, basketball, cheerleading, and wrestling).
- International Student Services – includes the administration of international student services while working collaboratively with student development departments.
- College and Career Readiness – includes the departments of developmental education, first-year experience and college transfer.

### **Student Development Division Major Responsibilities:**

The Student Development departments provide services and programs which support the academic mission of the institution through a focus on enrollment, retention and student success. The initiatives and activities of the division support the strategic goals of the college, in particular:

- Improve student success with an emphasis on enrollment, retention, graduation, transfer rates, and effective teaching strategies and learning outcomes.
- Utilize technology strategically to advance teaching and learning, expand online and alternative delivery methods, and enable effective administrative and support services.
- Improve the success of minority, underrepresented and under-prepared student populations, in addition to closing the gap between high school and college performance.

### **FY18 Budget Highlights:**

Due to institutional funding, the Student Development Division successfully:

- Improved academic intervention campus-wide to promote student persistence and success through the use of EAB Grades First.
- Enhanced student engagement through intentional advising, milestone goals and outcomes.
- Implemented an online orientation platform to allow JJC to educate students about resources and services offered.
- Developed and execute the college's Strategic Enrollment Management (SEM) Plan 2.0 – Momentum 2020 – focused on five strategic pillars: College and Career Readiness, Guided Pathways, Hispanic Serving Institution, Personal and Professional Development, and Technology.

- Implemented a communication center to engage students from point of contact through a seamless enrollment, followed by a successful academic progress, and finally college completion.

**FY18 Challenges:**

- There continues to be a need for additional staffing to meet the growing demands of our student population, specifically for the new buildings.
- Enrollment trends reflect a broader and richer diverse student population; therefore, it is crucial for the division to proactively plan to meet the growing and demanding educational needs of the adult student population as a state of importance.

**FY18 Goals and Initiatives:**

Aligned with the college's Strategic Goals and SEM Plan 2.0 Pillars the following goals and initiatives will be achieved:

- Leverage technology for enrollment and persistence communications to strengthen students' academic pathways to completion (e.g., online chat, text messages, website course selection, etc.).
- Explore and implement an adult reentry and university partnership program to strengthen academic pathways to promote student success for the adult population.
- Institutionalize and reaffirm our commitment of serving diverse students as a Hispanic Serving Institution.
- Continue to strengthen partnership with Academic Affairs to support student development, student learning and student success as collective units.
- Review, explore and recommend best practices and procedures to ensure institutional compliance with ADA, Title IV, Title IX, and other related laws that impact student success.
- Develop and implement comprehensive P-20 college and career readiness initiatives to support student success.
- Continue to partner and support the college's Title III project with the goal of successfully accomplishing the identified goals and outcomes related to guided pathways.

**Each Student Development initiative is aligned with SEM Plan 2.0 and success will be measured as the following:**

- Guided Pathways – A model which entails a systemic redesign of the student experience from initial connection to the college through to completion, with changes to program structure, new student intake, instruction, and support services.
  - Increase student enrollment by 2.2% by the year 2020.
  - Increase fall to fall matriculation by 1% by the year 2020.
  - Increase graduation and completion rate by 1% by the year 2020.
- Hispanic Serving Institution – A college or university where the total Hispanic enrollment is a minimum of 25% of the overall enrollment.
  - Grow Hispanic student enrollment to 26% by year the 2020.
  - Increase persistence from semester to semester by 3% from 46.2% to 49.2% by the year 2020.
- College and Career Readiness – A student success initiative which involves supporting prospective students in the K-12 system in addition to providing strategically-designed

academic programs and student support services to students when they reach the post-secondary level.

- Reduce the number of students that need traditional remediation by 3% down to 78%, by the year 2020.
- Technology – The practice of facilitating learning and improving academic performance by creating, using, and managing innovative technological processes and resources for student success.
  - By the year 2020, 80% of our student population will use the student portal.
- Personal and Professional Development – The process through which the college and the employees engage in the process of learning opportunities to meet the institutional goals of supporting student success.
  - Continue to invest in the success of our students by investing in the personal and professional development of the employees.
  - The college will offer personal and professional development throughout the academic year.

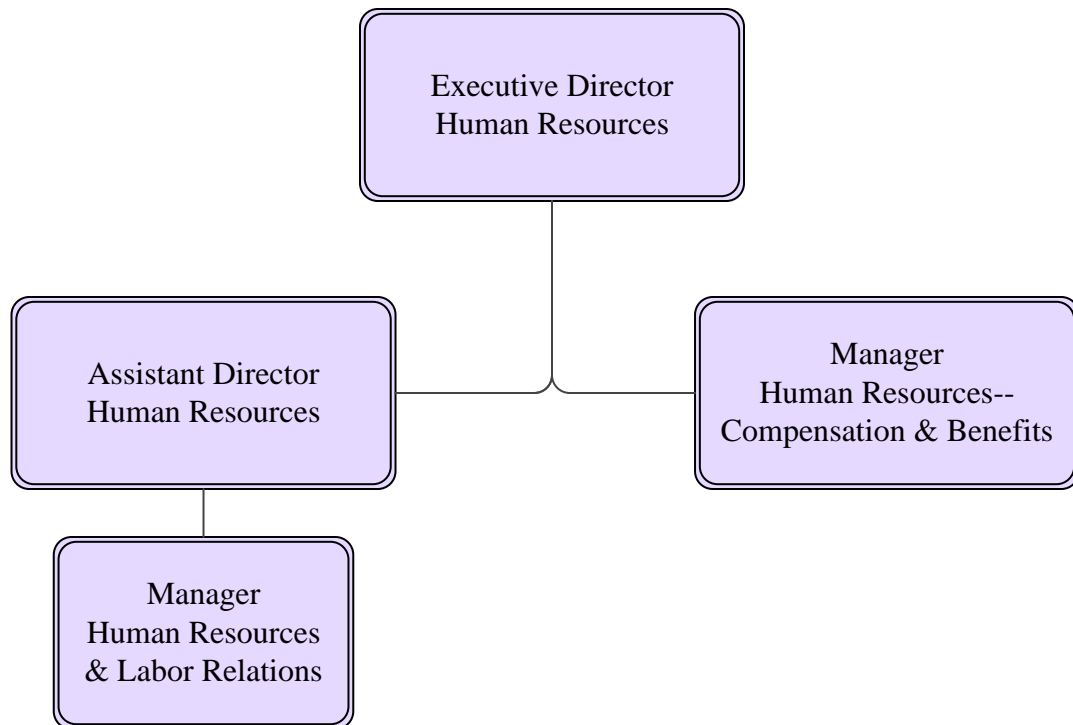
### Student Development Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY19	1				5	Leverage technology for enrollment and persistence communications	Strengthen students' academic pathways to completion, e.g. online chat, text messages, website course selection, etc.	by the year 2020: --increase student enrollment by 2.2% --increase fall-to-fall matriculation by 1% --increase graduation and completion rate by 1%						FY20 or beyond
FY19	1	2				Explore and implement an adult reentry and university partnership program	Strengthen academic pathways to promote student success for the adult population	Successfully introduce and implement an adult re-entry program by fall of 2019						FY20 or beyond
FY19	1					Institutionalize and reaffirm our commitment of serving diverse students as a Hispanic Serving Institution		by the year 2020: --grow Hispanic student enrollment to 30% --increase persistence each semester to 49.2% --increase completion rate to 44.2%						FY20 or beyond
FY19	1					Review, explore and recommend best practices and procedures	Ensure institutional compliance with ADA, Title IV, Title IX, and other related laws that impact student success	by the year 2019: --65 percent of the college community will have awareness and training related to institutional compliance						FY20 or beyond
FY19	1	2				Develop and implement comprehensive P-20 college and career readiness initiatives	Support student success	by the year 2020: --grow Hispanic student enrollment to 30% --increase persistence each semester to 49.2% --increase completion rate to 44.2%						FY20 or beyond
FY19	1					Partner with and support Title III project	Successfully accomplishing the identified goals and outcomes related to guided pathways	by the year 2020: --20% increase in achievement in gateway courses --15% increase in fall-to-spring persistence --10% increase in fall-to-fall retention --5% increase in completion						FY20 or beyond
FY	Goals	Prior Year Initiatives							Status					
FY18	1					Guided pathways	Redesign student experience from initial connection to completion, with changes to program structure, new student intake, instruction and support services	by the year 2020: --increase student enrollment by 2.2% --increase fall-to-fall matriculation by 1% --increase graduation and completion rate by 1%	Ongoing					
FY18	1					Hispanic Serving Institution	Institutionalize and reaffirm our commitment of serving diverse students	by the year 2020: --grow Hispanic student enrollment to 30% --Increase persistence each semester to 49.2% --Increase completion rate to 44.2%	Ongoing					
FY18	1					College and Career Readiness	Supporting students in K-12 system as well as students in the post-secondary level	by the year 2020: --reduce the number of students needing traditional remediation by 3% down to 78%	Ongoing					

### Student Development Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY18	1			4	5	Technology	Creating, using and managing innovative technology for student success	by the year 2020: --80% of students will use the student portal	Ongoing					
FY18	1				5	Personal and Professional Development	Investing in student success by investing in the personal and professional development of employees	ongoing offerings of personal and professional development throughout the year	Ongoing					
FY17					4	<i>Various Student Development Depts.</i> Hire additional personnel for the Student Development division that supports the new city center initiative.	To provide comparable student support similar to those offered at main campus.	Actively advise and support additional students.	The enrollment management and financial aid positions have been repurposed to support guided pathway initiatives and compliance.					
<b>FY17-FY19 Goals:</b> <ol style="list-style-type: none"> <li>1. Provide education pathways that promote completion.</li> <li>2. Improve data accessibility and integrity.</li> <li>3. Collaborate with employers and the community.</li> <li>4. Improve community awareness and strategic marketing.</li> <li>5. Improve internal communications.</li> </ol>														
FY15	1					<i>Financial Aid</i> PT Veterans Certifying Official	Supports department's objective of providing support and certifying benefits for veteran students.	The position will provide additional staff to assist and certify educational benefits for Veteran students.	The position was repurposed to create a new position to support compliance					
<b>FY13-FY16 Goals:</b> <ol style="list-style-type: none"> <li>1. Increase student success and completion.</li> <li>2. Develop programs that anticipate and respond to labor market demand including the growing number of fields that require an understanding of sustainability.</li> <li>3. Increase and strengthen resource development and utilization.</li> <li>4. Address the needs of the growing minority, underrepresented and underprepared student populations.</li> <li>5. Expand the use of technology and sustainable methods.</li> </ol>														

# HUMAN RESOURCES



## *Human Resources*

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Led by the Executive Director, who is also a member of the President's Cabinet. This division includes four (4) functional areas:

- HR Administration & Shared Services
- Employee and Labor Relations
- Training & Development
- Compensation & Benefits

### **Human Resources Department Major Responsibilities:**

- HR Administration & Shared Services
  - Customer Service
  - Prepares all “personnel” materials for the Board of Trustees workshops and meetings
  - Manages portal and website content
  - Generates reports on HR related data
  - Establishes and maintains HR standard operating procedures
  - Maintains records in accordance with state and federal retention requirements
  - Establishes employee position coding in Colleague
  - Oversees the data entry of full time and part-time faculty credentials
  - Manages HR (0184) and Professional Development (0192) budgets
- Human Resources Leadership
  - Serves as a strategic business partner to the college by aligning HR planning with the college's strategic plan to enable goal achievement through employee engagement and performance.
  - Champions and executes the HR vision.
  - Secures and retains talent by developing workforce planning providing initiatives to build and develop skills,, competencies, and expertise needed to advance college goals
  - Improves HR processes and systems to provide high levels of efficiency, quality and cost-effectiveness
  - Develops and monitors best practices, policies and procedures in recruitment, retention and development of outstanding faculty and staff
  - Ensures the President's Cabinet is informed and knowledgeable of HR issues that impact their respective areas of responsibility
  - Manages HR and Professional Development budget and finances
  - Ensures college compliance with legal and regulatory issues
- Employee Relations
  - Serves as a resource on a broad range of issues, policies, and concerns
  - Creates/revises college policy and institutional procedures
  - Investigates and resolves workplace complaints
  - Counsels employees and supervisors on appropriate corrective action and/or discipline



- Provides training on sexual harassment and discrimination prevention
- Conducts new employee orientation, exit interviews, SURS enrollment and terminations, and retirement planning and processing
- Oversees the college's performance management and appraisal systems
- Oversight for the college's core value and employee recognition processes and events
- The Executive Director and the Assistant Director serve as Deputy Title IX Coordinators and investigators
  
- Labor Relations
  - Serves as primary point of contact on contract provisions requiring compliance, interpretation, or implementation
  - Participates and/or leads collective bargaining negotiations
  - Develops and maintains cooperative and collaborative relations with labor organizations that represent employees
  - Provides guidance, consultation and training to management on labor relations matters
  - Provides guidance on grievances, mediation and arbitration matters
  
- Compensation
  - Ensures compliance with all applicable laws, wage/hour requirements, policies and procedures, and labor contracts
  - Works with managers to revise and keep job descriptions current and compliant
  - Prepares and processes wage changes, salary letters, and employment contracts
  - Evaluates compensation information to ensure equitable internal pay relationships and external market competitiveness
  - Analyzes requests for upgrade/reclassification
  - Processes unemployment insurance claims
  
- Recruitment, Employment, Onboarding
  - Oversight for the applicant tracking system, PeopleAdmin and onboarding platform Talent Ed. Records
  - Utilizes recruitment sources to maximize effectiveness in candidate pools
  - Conducts search committee training
  - Monitors processes for EEO compliance
  - Organizes and participates in employment fairs
  - Conducts new employee orientations
  - Establishes "packets" of information required to be completed by new hires
  - Partners with hiring departments throughout the college to maximize efficiency of hiring practices
  - Coordinates and communicates pre-employment drug testing, physicals, and criminal background checks
  
- Diversity and Inclusion
  - Prepares and maintains the college's diversity and inclusion action plans

- Measures EEO and related programs for compliance
- Serves as a co-chair for the President's Diversity Advisory Council
  
- **Benefits and Wellness**
  - Administers employee leave plans, including processes for bi-weekly and annual accruals and manually processing requests for employees that are not on Webtime Entry
  - Oversees all employer paid and employee (voluntary) paid benefits; including health, dental, vision, prescription, flex spending, employee assistance program, life insurance and disability insurance
  - Manages processes for enrollment (initial and annual/open), maintenance, billing/reconciliation, consultant relationships and communication
  - Serves as a co-chair for the Employee Wellness Committee; establishes programs and initiatives to promote a healthy workplace
  - Manages the annual employee benefit fair
  - Oversees annual employee/retiree on-site wellness screenings
  - Manages contractual relationship with the occupational health services vendor
  - Serves as the liaison for the Employee Insurance Committee
  - Primary point of contact for FMLA and ADA requests and case management
  - Primary point of contact for Worker's Compensation claims and management
  - Enrolls, maintains, and terminates employees in SURS
  
- **Employee Training and Professional Development**
  - Collaborates with management on the effective training and knowledge development to close knowledge gaps, correct performance deficiencies, and strengthen competencies
  - Provides and promotes employee development and organizational effectiveness through quality educational training programs and professional development initiatives
  - Serves as co-chair on the Professional Development Advisory Team

#### **FY19 Budget Highlights:**

- Compensation and benefits internal and external equity and benchmarking
- Professional development; updated Leadership and Management Essentials.
- Needs assessment and establishment of training and development function
- Diversity and inclusion initiatives.
- Process improvement and compliance
- Employee Engagement

#### **FY19 Challenges:**

- Increase representation of women and minorities in Faculty positions where representation does not match external availability
- Recruitment, retention and engagement/satisfaction of part-time staff and (adjunct) faculty.
- Technology limitations, manual processes, and access to accurate data and reporting.
- Budget constraints; working within existing parameters for organization-wide professional development.

## **FY19 Goals and Initiatives:**

- Operational Excellence
  - Enhanced reporting and metrics capabilities
  - Develop a “shared services” model for HR service delivery
  - Ensure compliance with regulatory standards and best practices
  - Review, develop, and update policies as needed
  - Establish a sound compensation philosophy, policy, and compensation structure
  
- Business Partnership and Alignment
  - Ensure HR plans align with the organization’s strategic plan and the business plans of key stakeholders
  - Establish value-added contributions towards student success and major student development initiatives (such as Title III and Title V)
  - Increase programming and initiatives regarding diversity and inclusion
  - Influence and create awareness for change management understanding and processes
  - Institute best practices on leave management
  
- Talent Management/Talent Development
  - Build diverse recruitment pools and community partnerships
  - Create opportunities to proactively staff positions through workforce planning
  - Develop metrics to track search and staffing success (e.g., time to fill, quality of applicant, retention and turnover of new hires, etc.)
  - Expand training based on needs assessment and approved priorities
  - Improve performance management process. Continue to explore opportunity for competency-based performance management and training
  - Create succession planning process
  
- Building and sustaining an engaged, accountable and rewarding culture
  - Inspire leaders and employees to create and sustain a culture of ownership and accountability
  - Enhance the performance management system and processes
  - Develop innovative and effective ways to recognize and reward employees (i.e. valuing employees)
  - Evaluate benefit programming needs for future improvements
  - Assessment of wellness opportunities

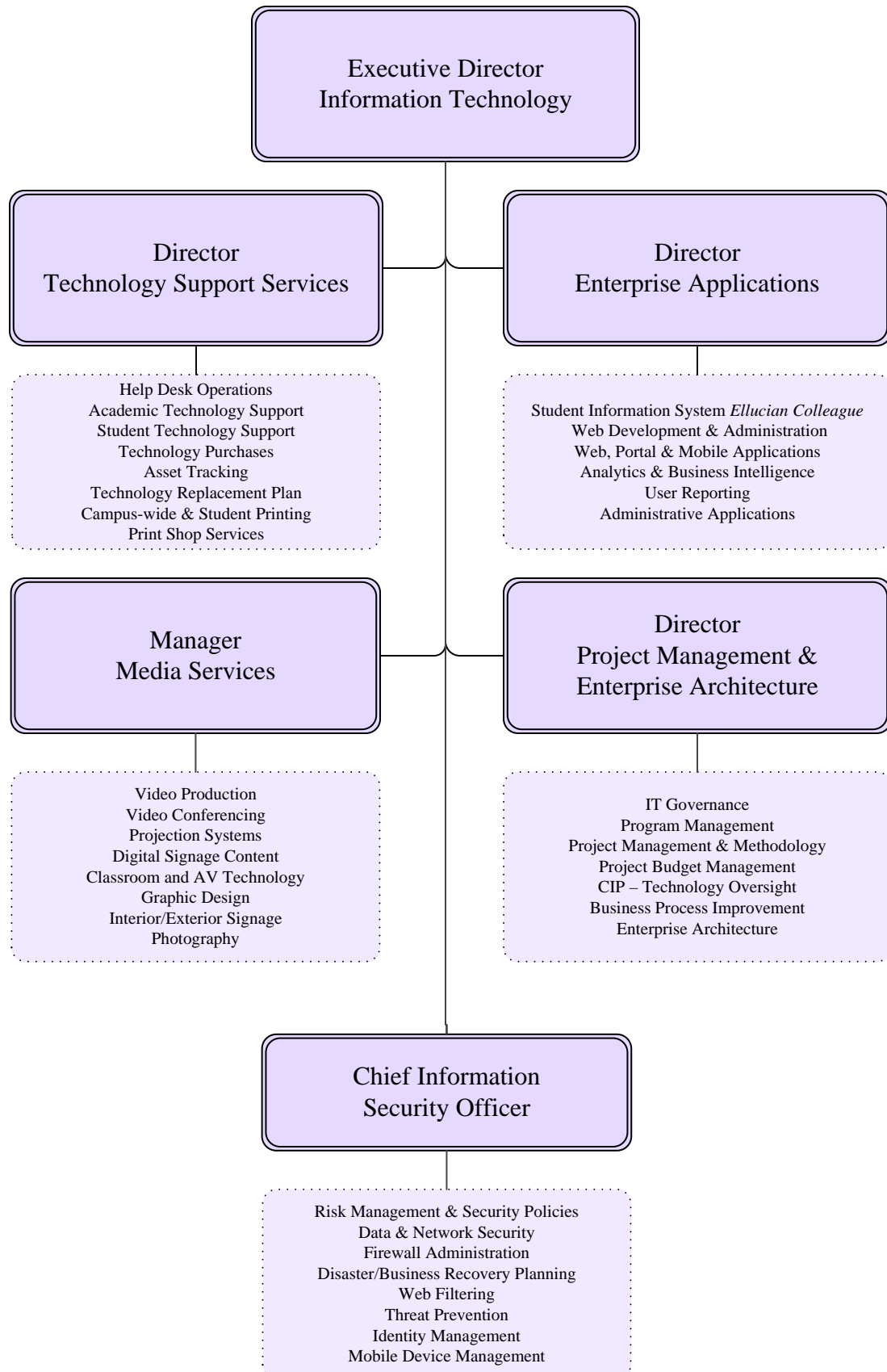
## Human Resources Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion				
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond
FY19		2				Operational excellence	Policies and procedures are updated or established. Record retention secure and compliant. Establish access procedures. Conduct voluntary audits to ensure compliance and efficiency. Conduct process mapping.	All section II BOT policies will be updated by June 30, 2019. Written documentation will be established for HR record retention and archive access by December 2018. The I-9 phase I voluntary audit will be complete by December 31, 2018. Complete process mapping training and develop target objectives by September 30, 2018. Mapping will be ongoing through the remainder of the fiscal year, June 30, 2019.				Apr-Jun 2019	
FY19			3	4	5	Business partnership and alignment	Consult with Division and Department leadership regarding their service objectives and workforce planning. Provide HR related coaching/support towards the execution/implementation of required organizational objectives/goals.	HR will utilize tools such as change management plans, communication best practices and department feedback on efforts in these areas.					FY20 or beyond
FY19		2			5	Talent Management / Talent Development	Conduct comprehensive college-wide needs assessment for professional development/training. Continue to offer targeted training (eg: ADA/FMLA, Leadership & Management Essentials, etc.) Continue efforts to educate and promote a diverse and inclusive environment for the college community, particularly in our hiring and retention practices.	Secure consultant/partner for needs assessment by September 1, 2018; conduct analysis by January 31, 2019. Develop action/implementation plan by June 30, 2019.					FY20 or beyond
FY19		2			5	Building and sustaining an engaged, accountable and rewarding culture	Conducting employee benefits survey and focus groups. Preparing a training plan and agenda for interest based bargaining.	Survey target participation rate of 10% and identifies 2-3 areas for improvement.				Apr-Jun 2019	
<p><b>FY17-FY19 Goals:</b></p> <ol style="list-style-type: none"> <li>1. Provide education pathways that promote completion.</li> <li>2. Improve data accessibility and integrity.</li> <li>3. Collaborate with employers and the community.</li> <li>4. Improve community awareness and strategic marketing.</li> <li>5. Improve internal communications.</li> </ol>													
FY	Goals	Prior Year Initiatives						Status					
FY18		2				Operational excellence	Develop enhanced reporting and metrics capabilities; ensure compliance with regulatory standards and best practices; review, develop and update policies as needed	Development of a "shared services" model for HR service delivery; establishment of a sound compensation philosophy, policy, and compensation structure	Apr-Jun 2018 compensation philosophy, policy and comp structure completed; "shared services" ongoing				
FY18			3	4	5	Business partnership and alignment	Establish value-added contributions towards student success and major student development initiatives such as Title III and Title V; influence and create awareness for change management understanding and processes	Alignment of HR plans with the institution's strategic plan and business plans of key stakeholders; increased programming and initiatives regarding diversity and inclusion	Apr-Jun 2018; completed first year goals; balance is ongoing.				

## Human Resources Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY18		2				Talent Management / Talent Development	Streamline search processes for p.t. employees; build diverse recruitment pools and community partnerships; create opportunities to proactively staff positions through workforce planning; explore competency-based performance management and training	Metrics to track and search staffing success; expansion of training in safety, supervisory development and leadership; creation of a succession planning process; build-out Halogen Talent Development module						Apr-Jun 2018; In process; Metrics established. Online training rolled out - completed. Talent Development in process. Extend to April-June 2019 ongoing.
<b>FY17-FY19 Goals:</b> <ol style="list-style-type: none"> <li>1. Provide education pathways that promote completion.</li> <li>2. Improve data accessibility and integrity.</li> <li>3. Collaborate with employers and the community.</li> <li>4. Improve community awareness and strategic marketing.</li> <li>5. Improve internal communications.</li> </ol>														
FY14						<i>Professional Development</i> Management / supervisory leadership training	Supports department's objective of having enough highly-qualified successors to fill critical positions and become future leaders at the college.							Ongoing
<b>FY13-FY16 Goals:</b> <ol style="list-style-type: none"> <li>1. Increase student success and completion.</li> <li>2. Develop programs that anticipate and respond to labor market demand including the growing number of fields that require an understanding of sustainability.</li> <li>3. Increase and strengthen resource development and utilization.</li> <li>4. Address the needs of the growing minority, underrepresented and underprepared student populations.</li> <li>5. Expand the use of technology and sustainable methods.</li> </ol>														

# INFORMATION TECHNOLOGY



## *Information Technology*

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Led by the Executive Director Information Technology, who is also a member of the President's Cabinet. This division includes five departments:

- Information Security
- Technology Support Services
- Enterprise Applications
- Project Management and Enterprise Architecture
- Media Services

### **Information Technology Major Responsibilities:**

- Enterprise Applications – led by a director, this department has primary responsibility for managing and maintaining the Student Information System (SIS), Ellucian Colleague, and administrative applications. The college has been using the Ellucian Colleague software since 1989. The department is also responsible for the college's web and mobile assets; public website (www.jjc.edu), myJJC portal, and JJC mobile. In addition, this department is responsible for developing and maintaining mobile applications which serve students and the college community at-large.
- Information Security – led by a chief information security officer (CISO), this office leads and manages all matters of technology and information security including risk and identity management, data and network security, firewall administration, disaster and business recovery planning, web filtering, backup and recovery, mobile device management, and college-wide threat prevention services. This department also provides leadership in the awareness, development, maintenance, monitoring, and support of the information security policies and procedures of the college. This office routinely assists HR and campus police in the application of information security policies and procedures.
- Project Management and Enterprise Architecture – led by a director, this department manages and maintains all of the voice, video, data, wireless, and cloud-based network infrastructure, application and utility servers, and databases. This department is responsible for maintaining the college's data center operations which include all storage and backup systems. In addition, this group is responsible for the college's voice and emergency communication systems and physical wiring plant across all locations. In addition, this office is responsible for IT governance, program and project management, project budgeting, methodology, and communications. This office is also responsible for identifying and coordinating business process improvement initiatives and activities. This office works across the organization to determine and recommend priorities, scope project efforts, develop and facilitate plans and budgets, manage project tasks and activities, and deliver successful outcomes. In addition, the project management office coordinates and manages all technology acquisition and deployments in support of the college's capital improvement projects.

- Media Services – led by the manager of media services, this department provides college-wide multi-media services and support including audio-visual (AV), classroom technology, graphic design, and print-based media, signage, and special projects. Furthermore, this department also provides all video recording services to the college community and for the college’s Board meetings and special events, as well as maintaining a comprehensive digital signage infrastructure and the associated content. This department is responsible for designing, deploying and maintaining all classroom audio-visual technology across all campus locations.
- Technology Support Services (TSS) – led by a director of technology support services, this department is primarily responsible for the college’s Helpdesk services to students, faculty, and staff. The college Helpdesk provides technology support services to the Main Campus and all extended facilities and education centers. In addition, the TSS department helps to facilitate the 24x7x365 student technology support services. TSS has oversight responsibility for the college’s print shop partnership and campus-wide print solutions. TSS is responsible for overseeing technology procurement in line with college’s replacement plan.

#### **FY19 Budget Highlights:**

- The college’s IT operations budget will increase by approximately \$100,000 as a result of annual maintenance increases and new investments in software to support both the academic and administrative functions of the college. The college will continue its shift towards cloud-based software with annual subscription-based pricing models.
- The college has planned and budgeted to nearly double its Internet bandwidth as a result of an increased reliance on the Internet for academic purposes as well as the continued migration to cloud-based services and applications. As a result of new facilities and expansion at the college’s City Center and Romeoville campus there is a need for additional Internet connections, bandwidth, and redundancy.
- The Board of Trustees approved a \$2/credit hour increase to the college’s technology fee taking it to \$8/credit hour. This is the first increase to the college’s technology fee in 11 academic years.
- The college will add full and part-time resources to its Media Services area in order to provide more efficient and effective multimedia and event support to all of its campus and educational centers.
- The migration to cloud-based services and applications will positively impact the college’s server and data center budget over time as the college will no longer need to acquire, replace, and support affected hardware and software.

#### **FY19 Challenges:**

- There is still uncertainty surrounding the State of Illinois budget situation. Combining that with flat enrollment projections has and will continue to put pressure on the college’s annual technology replacement plan. Planned technology replacements will continue to increase as a result of the college’s master planning and capital improvement efforts in recent years that require significant ongoing maintenance and investments in technology infrastructure.



- The college will continue its significant and strategic shift toward cloud-based services and applications. This shift will continue to present challenges and introduce change and new technologies and services which will put greater focus and demand on the college's information security architecture.
- The college's IT organization and structure will need to continue to change to meet the demands of the institution and the students it serves. Roles in the IT organization will continue to rapidly evolve as the shift to a more cloud-centric model of computing takes shape. The college will need to continue to invest in its people in order to ensure that the needed skills and capabilities are readily available.
- Providing access to timely, accurate information in a self-service manner at all levels of the institution continues to be challenging. The college has identified this as a goal in its 2016-2019 strategic plan and achievement of this goal will be critical in an increasingly competitive higher education environment.

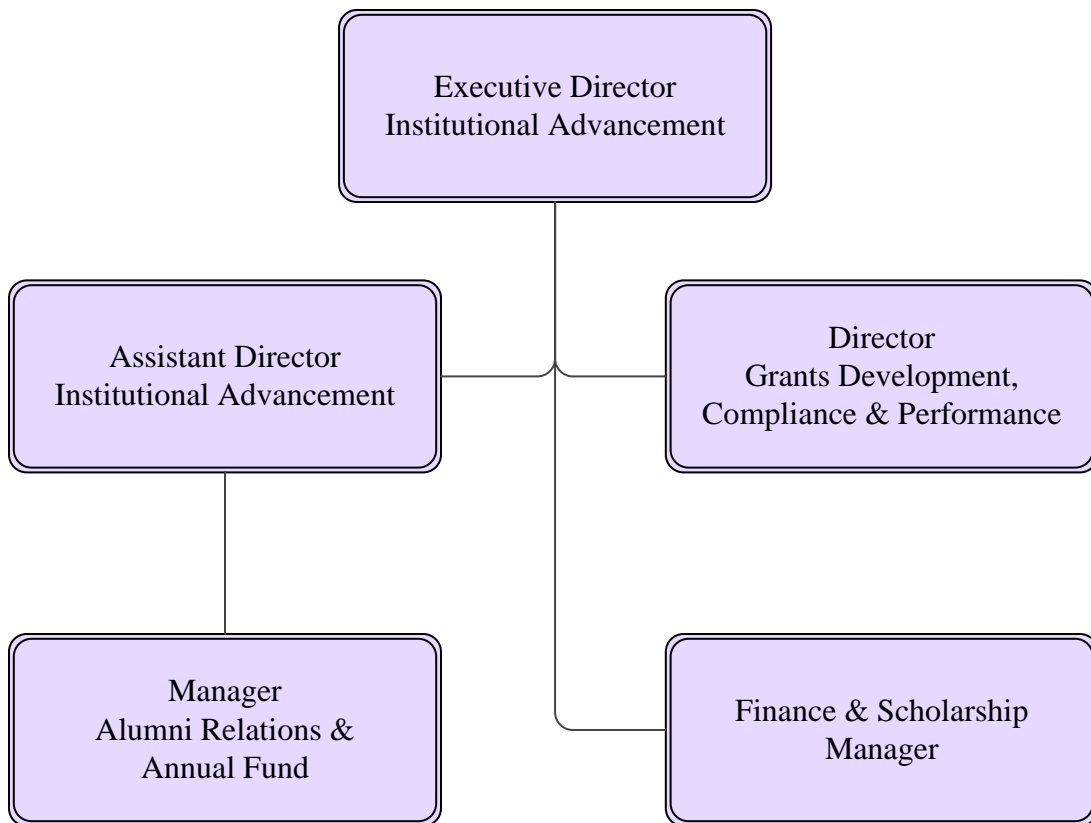
**FY19 Goals and Initiatives:**

- Complete the request for proposal (RFP) and vendor selection process for the college's mission critical enterprise resource planning (ERP) system that comprises its student, finance, human resource, and associated integrated systems and applications. Begin the implementation of the college's new ERP system in FY19.
- Continue to invest in virtual and augmented reality technology and applications that will drive innovative and experiential learning opportunities in the classroom. Adoption of these technologies has already taken place by the college's faculty and will continue to rise. Identification of physical space for these technologies and learning experiences will be required as the demand and new programming grows.
- The college will invest in, experiment with, and start to deploy artificial intelligence (AI) software and applications. The college's website will be the first to integrate this capability in order to provide timely and accurate support services to our site visitors. Ultimately, AI technology will drive down support costs and reduce the time required to get information into the hands of current and prospective students.

### Information Technology Initiatives

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion					
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond	
FY19	1	2				Complete RFP for college's ERP system	Select software vendor/partner for college's new ERP system.	1. Vendor Selection and contract award. 2. Begin implementation of new ERP system. Reduce legacy ERP maintenance by 33%.		Oct-Dec 2018				
FY19	1	2				Invest in virtual and augmented reality technology	Drive innovative and experiential learning opportunities in the classroom	Increase # and type of VR/AR complemented courses by 100%.					Apr-Jun 2019	
FY19	1	2	3	4		Invest in artificial intelligence software	Integrate chat capability with the college's website in order to provide live support to students.	Eliminate phone call hold times for support by 100%. Increase web support to site visitors by 100%.			Jan-Mar 2019			
FY	Goals					Prior Year Initiatives			Status					
FY18		2		4	5	Website update	Redesign website and digital presence	Successful launch of new, market-driven website	Phase I completed December 2017; Phase II ongoing					
FY17	1	2		4		<i>Human Resources</i> Halogen Module-Talent Management	Improve software capabilities and accessibility for students, faculty and staff. Improve HR's ability to identify and develop talent college-wide.	Implementation of Student Planning module. Establish benchmarks for utilization and student success/completion. Implement Halogen's talent management module.	Ongoing					
<b>FY17-FY19 Goals:</b> 1. Provide education pathways that promote completion. 2. Improve data accessibility and integrity. 3. Collaborate with employers and the community. 4. Improve community awareness and strategic marketing. 5. Improve internal communications.														
FY13			3			<i>Information Technology</i> Business impact analysis	Supports department's objectives 1. Inventory and prioritize all systems and data that are critical for maintaining business strategies. 2. Assess current retention processes and determine technology needed. 3. Establish a baseline for acceptable recovery timeframe for critical IT services through validation with each college dept. 4. Assess the current recovery capabilities to identify gaps between requirements and capabilities. 5. Recommend recovery alternatives.	Documented business recovery requirements for each business unit of the College.	Anticipated completion FY19					
<b>FY13-FY16 Goals:</b> 1. Increase student success and completion. 2. Develop programs that anticipate and respond to labor market demand including the growing number of fields that require an understanding of sustainability. 3. Increase and strengthen resource development and utilization. 4. Address the needs of the growing minority, underrepresented and underprepared student populations. 5. Expand the use of technology and sustainable methods.														

# INSTITUTIONAL ADVANCEMENT



## *Institutional Advancement*

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Led by the Executive Director of Institutional Advancement, this division includes the following departments:

- Alumni Relations/Annual Fund
- Grants
- Corporate Giving
- JJC Foundation

### **Institutional Advancement Major Responsibilities:**

The JJC Foundation is the 501c3 arm of the college. All gifts to the college are run through the Foundation. The Foundation provides over 450 annual and endowed scholarships. Several major fundraising events are organized through the Foundation such as the 5K Run, Donor Dinner and the Alumni Brunch.

### **FY19 Budget Highlights:**

This year the Foundation has committed to an increase in payout on endowments to cover the tuition increase. Also the Foundation merit high school scholarships were increased from \$2,750 to \$3,200.

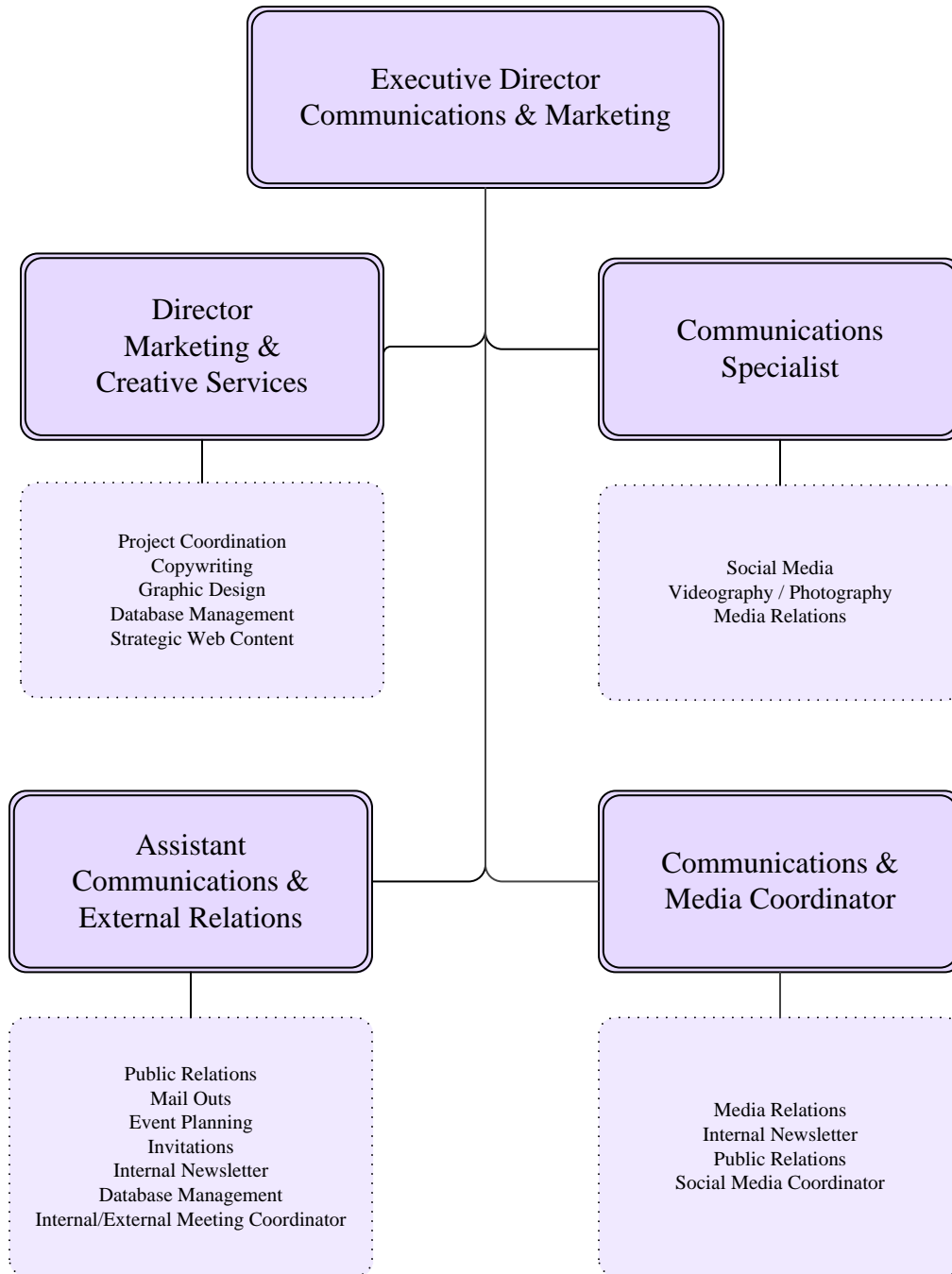
### **FY19 Challenges:**

With cuts in the State of Illinois budget, the Foundation has been challenged to bring in additional corporate support and donor gifts to cover budget shortfalls.

### **FY19 Goals and Initiatives:**

The success of Institutional Advancement is based on the amount of donors that are secured that will financially support the college and the vital relationships we build. Our goal is to continue to tell the story about the excellent education that is available at JJC and seek commitments for financial support.

# COMMUNICATIONS AND MARKETING



## *Communications and Marketing*

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Led by the Executive Director of Communications and Marketing, who is a member of the President's Cabinet. This division includes two departments:

- Communications and External Relations
- Marketing and Creative Services

### **Communications and Marketing Major Responsibilities:**

**Communications and External Relations Office** plans and implements strategies to promote and enhance the college's image on local, regional and national levels and assures a positive image through a tactical traditional media relations and social media agenda, as well as a public relations and legislative relations agenda. In addition, the office also coordinates crisis communications and provides strategic communications support to the college president, as well as other senior leaders as applicable. This team also generates the bi-weekly employee newsletter, creates videos to support outreach and recruitment, and advises college leaders on effective internal communications strategies.

**Marketing and Creative Services Office** is responsible for advancing JJC's brand image and enrollment through marketing efforts and producing key publications. The marketing team focuses on projects that fall under the priorities of enrollment management, strategic planning, branding, and institutional initiatives. In today's competitive marketplace, it is important for an organization to be heard, seen, and remembered in a positive way. In order to deliver messages consistently and effectively, the marketing team develops marketing strategies that strengthen JJC's image and build new and sustained loyalty among our students.

### **FY19 Challenges:**

- Higher education, especially in the state of Illinois, has been caught in a wheel of negative press and debate on whether it is safe to choose a school in Illinois based on unpredictable funding, in addition to increased tuition rates. Adjacent states have taken advantage of this unrest by direct marketing campaigns to Illinois students, offering lower tuition and quality education.
- No technology platform available to close the loop or complete the enrollment funnel to accurately track the efficacy of prospective student marketing activities and confirm the student enrolled at JJC.

### **FY19 Goals and Initiatives:**

- Complete community scan and branding study to provide data on effectiveness of JJC brand and community perception of the institution
- Develop an internal, online process for employees to seamlessly request marketing and communications resources for college events, supporting Strategic Goal 5 Internal Communications.
- Increase grassroots outreach efforts through the distribution of JJC awareness materials through existing college networks like the President's Ambassadors Program and 36 college advisory boards.
- Using the new web governance framework developed in FY18, creating review cycles for high traffic web pages to ensure information accuracy.



- Launch a program based off of the successful Scholar Dollars program to provide monetary incentive and support for returning adult students.
- Launch yearlong Create Your Future campaign to support recruitment messaging for traditional and returning adult students.

**Communications and Marketing Initiatives**

FY	Goals					Project	Department Outcome	Success Criteria	Anticipated Completion				
	1	2	3	4	5				Jul-Sep 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	FY20 or beyond
FY19				4		Complete community scan and branding study	Provide data on effectiveness of JJC brand and community perception of the institution	Completion of scan				Apr-Jun 2019	
FY19				4	5	Develop internal online process for employees to seamlessly request marketing and communications resources	Streamline employee ability to request projects and support from the division without needing to make multiple phone calls, meeting requests	Since this would be new, we would collect feedback on the process through development and after launch through the communications and marketing institutional committee.		Oct-Dec 2018			
FY19				4		Distribute JJC awareness materials through existing college networks	Increase grassroots outreach efforts	Develop a baseline number of boxes in year 1 to distribute and then measure any increases in requests in following years.	Jul-Sep 2018				
FY19	1			4		Create review cycles for high traffic web pages	Ensure information accuracy	Completed process		Oct-Dec 2018			
FY19				4		Launch programs based off of Scholar Dollars	Provide monetary incentives and support for returning adult students	How many scholarships are utilized	Jul-Sep 2018				
FY19				4		Create Your Future Campaign	Supports recruitment messaging for traditional and returning adult students	Number of visits to the Make it Happen landing page was 64,787 through May 15, an increase in the campaign from the previous year. By comparison, the number of visits to last year's campaign landing page, called "You Can," (through May 15) was 54,903.	Jul-Sep 2018				
FY	Goals					Prior Year Initiatives				Status			
FY18				4	5	Develop internal online request process for marketing and communication resources for college events	New process will provide seamless request process for employees who need marketing and communication resources	Employees gain a clear understanding of the resources available to them using one tool	In Process				
<b>FY17-FY19 Goals:</b> 1. Provide education pathways that promote completion. 2. Improve data accessibility and integrity. 3. Collaborate with employers and the community. 4. Improve community awareness and strategic marketing. 5. Improve internal communications.													

# **BUDGET PROCESS**

## BUDGET PROCESS

For the fiscal year commencing July 1, 2018, budget preparations begin years before. The vice president of administrative services and the controller consult with the President and the Board of Trustees regarding a Three-Year Financial Plan. Simultaneously, the vice presidents for academic affairs, student development, and the executive directors of information technology and human resources consult with the deans and department chairs. The goal is to reach consensus on a set of planning assumptions. Beginning in October 2017, the financial plan is updated based on achieved fall enrollment, as well as other changes resulting from the fall budget revision and consultations with the Board of Trustees. Once the financial plan is developed, it is presented first to the President's Cabinet and then to the Board of Trustees. This [Three-Year Financial Plan](#) provides context for short-term (one-year) budgeting decisions.

Because the FY19 budget is constructed using the FY18 budget as a base, the current year's budget must accurately reflect the current expectations of revenues and expenditures. To achieve this, during the course of the current fiscal year, a department chair, with the approval of his/her vice president or dean, the vice president of administrative services, and the controller, can adjust his/her budget through a budget adjustment.

In December, the Vice President of Administrative Services and the Financial Services office coordinate a budget kickoff meeting inviting anyone who is responsible for creating a department's budget. This meeting provides information regarding the necessary forms needed to complete the budget and also the deadline dates for all required information. Target dates regarding the completion of major tasks are shared with attendees that will result in the adoption of the legal budget document.

Once all the budget requests are received, they are organized by department. Budget meetings with vice presidents, deans and department chairs, if requested, are set up with the vice president of administrative services, controller and the budget manager. These meetings give the opportunity for open discussion and requests on reallocations, additional funding, additional positions, and any capital equipment. The requests are then summarized and presented to the President's Leadership Council (PLC) for review and input.

In addition to these budgets, the controller prepares financial portions of state-required reports, the unit cost report, tax levy documents and other budget-related financial and credit-hour documents. The office of the controller compiles this information and inputs the various budgets into one main budget file. Once balanced, it is this file that will become the final budget.

By early April, a draft final budget is delivered to the various departments for one final review. Any technical corrections are made at this time. The final draft budget is then distributed to the Board of Trustees for review.

At least 30 days before the final budget is approved by the Board of Trustees, the vice president of administrative services publishes a tentative budget as required by state law in local newspapers covering the district, noting the preparation of the budget and its availability and setting the time and location of the scheduled board meeting to consider its approval. After those 30 days, the vice president submits the final budget to the Board of Trustees for approval.

***Adjustments to the Budget***

It is rare when a budget is constructed with such intuition and foresight that it does not need to be changed. All budgets must be planned to allow for changes in revenue and expenditure levels or shifts in resource requirements between account lines.

Accounting controls depend, in part, upon monitoring spending levels against budget levels. Monies budgeted for one purpose should not be spent for another. Spending in some accounts may stop unnecessarily only because funds are not budgeted sufficiently in those accounts or because extenuating circumstances arise, such as the need to replace a major piece of equipment. Monitoring the status of the funds is easier if budget amounts have been amended to reflect appropriate levels of spending authorization.

Procedurally, the budget, once published, can only be amended through a budget adjustment. The budget adjustment reflects which account(s) to increase or decrease accompanied with the reason for the needed change. Each adjustment must be approved by the department head, department vice president or dean, vice president of administrative services and the controller.

Below illustrates the different tasks and timeline of the budget process.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Start of new fiscal year												
Strategic planning process												
Financial plan development												
Capital improvement planning												
Department planning												
Budget kickoff meeting												
Budget office request review												
President’s Cabinet workshops												
PLC receives summary requests												
Draft budget production												
Draft budget distributed												
Board adopts prelim budget												
Public hearing												
Board adopts final budget												

## FY19 Budget Calendar

July thru December, 2017	Department Planning (to coordinate with Strategic Plan)
October thru December	Three-year Financial Plan development.
December	Three-year Financial Plan assumptions –President’s Cabinet discussions.
December 7	Kickoff meeting for budget process. Communicate budget process changes. Provide information to access budget development worksheets via web.
December 7, 2017 - January 29, 2018	Department budget preparation. Vice president/dean/supervisor approval of budget requests.
January 26	Two copies of completed and approved budget requests (line item printouts) due to the budget and risk manager. Budget forms due electronically.
January 30	Board of Trustees input and review of Three-year Financial Plan. Board of Trustees considers tax levy, tuition and course fee recommendation. Board of Trustees inputs and reviews budget information to date.
January 29-February 2	Budget office reviews and summarizes requests.
February 5-14	Budget meetings with individual President’s Cabinet members and budget team to review requests. President’s Cabinet preliminary review of requests.
February 15-23	President’s Leadership Council (PLC) to review requests.
February 26	Budget office summarizes and prepares requests for presentation to President’s Cabinet.
February 27 – March 23	President’s Cabinet budget workshops for final request review.
March 14	Board of Trustees acts upon tuition and course fee recommendation.
March 12-16	Spring break.
March 27	Board of Trustees input and reviews budget information to date.
March 26- April 9; 16-24	Budget production.
April 9-12	President’s Cabinet approves preliminary budgets distributed to departments for technical corrections.
April 25	Board of Trustees reviews draft budget highlights.
May 9	Board of Trustees considers adopting preliminary budget. Legal budget posted for public view. Draft budget document received.
June 13	Board of Trustees holds public hearing of the legal budget. Board of Trustees considers adopting the legal budget.
July 1, 2018	Beginning of FY19.

# Joliet Junior College Budget Planning Cycle

	July	August	September	October	November	December	January	February	March	April	May	June
Administrative Services	Revisit Previous Budget Process			Three-year Financial Planning Process		Open Forum/ Kickoff Budget Meeting	BOT Workshop: Review of Three-Year Financial Plan  Budget Request Approvals ↓ Approved Requests Submitted to Budget & Risk Manager  Mid-Year Eval of Previous Year Budget Approvals	BOT Workshop: Tuition and Course Fees  Budget Office Reviews and Summarizes Requests	BOT Meeting: Tuition & Course Fee Action	Budget Production  BOT Workshop: Budget Planning Update	BOT Meeting: Preliminary Budget Adoption	BOT Meeting: Public Hearing and Adoption of Legal Budget  Finalize Strategic Matrix for Previous Year Approvals to Include in GFOA Submissions
President's Cabinet	Education Plan reviewed by President's Cabinet; President's Approval on or before August 1st		President's Cabinet Identify Strategic Priorities	BOT Retreat			Division Budget Meetings with President's Cabinet and Budget Team		President's Cabinet Budget Workshops	President's Cabinet Approves Preliminary Budget		
Academic Affairs			Variable Tuition & Academic Planning Program Review		Propose New FT Faculty	Review Course Fees						
Student Development						Review Student Fees						
IT					Three-Year Technology Plan	Review Technology Fees						



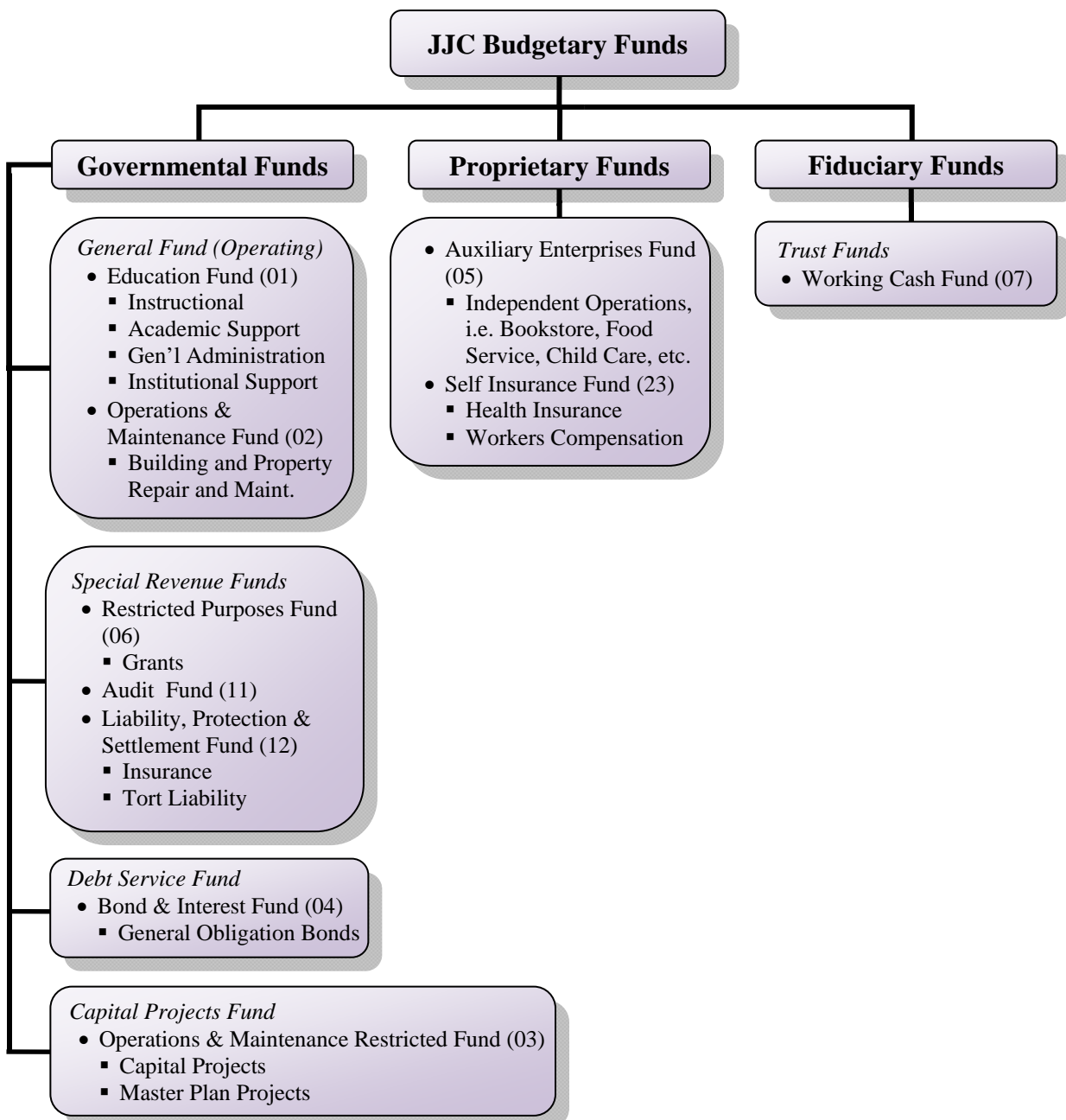
# **FUND DESCRIPTIONS**

# FUND DESCRIPTIONS

The college uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain college functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. College resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Funds are classified into three types: governmental, proprietary and fiduciary. Each fund type, in turn, is divided into separate categories.



## GOVERNMENTAL FUND TYPES

Most governmental functions are accounted for through governmental funds. The acquisition, use, and balances of the government's expendable financial resources and the related current liabilities—except those accounted for in proprietary funds—are accounted for through governmental funds (general, special revenue, capital projects, debt service, and permanent funds).

### *General Fund (Operating Funds)*

The General Fund, which consists of the Education Fund and the Operations and Maintenance Fund, are the general operating funds of the college. These are used to account for all financial resources except those required to be accounted for in another fund.

- ***Education Fund (01)***

The Education Fund is established by Section 3-1 of the *Illinois Public Community College Act*. The statutory maximum tax rate for the Education Fund is 75 cents per \$100 of equalized assessed valuation for community college districts in cities with less than 500,000 inhabitants. The current, voter-approved maximum is 12.5 cents per \$100.

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 program of the college. (See Sections 3-20.3 and 7-18 of the *Illinois Public Community College Act*.)

- ***Operations and Maintenance Fund (02)***

The Operations and Maintenance Fund is established by Section 3-1 and Section 3-20.3 of the *Illinois Public Community College Act*. The statutory maximum tax rate is set at 10 cents per \$100 of equalized assessed valuation for community college districts in cities with less than 500,000 inhabitants. The current voter approved maximum is 7.5 cents per \$100.

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; and 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. (See Sections 3-20.3 and 7-18 of the *Illinois Public Community College Act*.)

## ***Special Revenue Funds***

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes. The Special Revenue Funds include the Restricted Purposes Fund, Audit Fund, and the Liability, Protection and Settlement Fund.

- ***Restricted Purposes Fund (06)***

The Restricted Purposes Fund is for the purpose of accounting for monies that have restrictions regarding their use. Each specific project should be accounted for separately using a complete group of self-balancing accounts within the Restricted Purposes Fund. Care should be taken in establishing each group of self-balancing accounts so that the accounting and reporting requirements of the grantor are met. If the grantor provides an accounting manual, it should be followed for the group of self-balancing accounts. Additionally, this fund is used to account for other state, federal, or other funds which are restricted for a specific purpose.

- ***Audit Fund (11)***

The Audit Fund is established by 50 ILCS 310/9 of Illinois Compiled Statutes for recording the payment of auditing expenses. The audit tax levy should be recorded in this fund, and monies in this fund should be used only for the payment of auditing expenses.

- ***Liability, Protection and Settlement Fund (12)***

This fund is established pursuant to 745 ILCS 10/9-107 and 40 ILCS 5/21-110.1 of the Illinois Compiled Statutes. The tort liability and Medicare insurance/FICA tax levies should be recorded in this fund. The monies in this fund, including interest earned on the assets of this fund, should be used only for the purposes authorized under 745 ILCS 10/9-107, for example, the payment of tort liability, unemployment, or worker's compensation insurance or claims, or 40 ILCS 5/21-110.1, i.e., the cost of participation in the federal Medicare/Social Security programs.

## ***Debt Service Fund***

The Debt Service Fund is used to account for the accumulation of resources for and the payment of general, long-term debt principal, interest, and related costs. The Debt Service Fund of the college is the Bond and Interest Fund.

- ***Bond and Interest Fund (04)***

The Bond and Interest Fund is established by Section 3A-1 of the *Illinois Public Community College Act*. This fund is used to account for payment of principal, interest, and related charges on any outstanding bonds.

Debt service for each bond issue must be accounted for separately using a group of self-balancing accounts within the fund.

## ***Capital Projects Fund***

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary or trust funds). The Capital Projects Fund of the college is the Operations and Maintenance Restricted Fund.

- ***Operations and Maintenance Restricted Fund (03)***

This fund is used to account for monies restricted for building purposes and site acquisition.

## ***PROPRIETARY FUND TYPES***

Proprietary fund types account for the college's ongoing activities, which are similar to those often found in the private sector, where the determination of net income is necessary or useful to sound financial administration, or where services from such activities can be provided to outside parties (enterprise funds or to other departments or agencies primarily within the college's internal service funds). The Proprietary Funds include the Auxiliary Enterprise Funds and the Internal Service Funds (Self Insurance Fund).

- ***Auxiliary Enterprises Fund (05)***

The Auxiliary Enterprises Fund is established by Section 3-31.1 of the *Illinois Public Community College Act* and accounts for college services where a fee is charged to students/staff and the activity is intended to be self-supporting. Each enterprise/service should be accounted for separately using a group of self-balancing accounts within the fund. Examples of accounts in this fund include food services, bookstore, and intercollegiate athletics.

- ***Self-Insurance Fund (23)***

The Self Insurance Fund accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the college or to other governments on a cost reimbursement basis. The use of this fund is appropriate only for activities in which the school district is the predominant participant in the activity.

## ***FIDUCIARY FUND TYPES***

Fiduciary funds are used to account for assets held by a government in a trustee capacity or as an agent for individuals, private organizations, or other governmental units. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

## ***Trust Funds***

Trust Funds are used to account for assets held by the college in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. The Nonexpendable Trust Fund of the college is the Working Cash Fund. The Working

Cash Fund is used to account for financial resources held by the college to be used for temporary transfer to the operating funds. Bonds may be issued by resolution of the Board of Trustees to establish or increase the fund.

- ***Working Cash Fund (07)***

The Working Cash Fund is established by Chapter 110, Act 805, Section 3-33.1 of the *Illinois Public Community College Act*. This fund was first established without voter approval by resolution of the local board of trustees for the purpose of enabling the district to have on hand at all times sufficient cash to meet the demands for ordinary and necessary expenditures.

This fund is used to account for the proceeds of working cash bonds. By making temporary transfers, the Working Cash Fund is used as a source of working capital by other funds. Such temporary transfers assist operating funds in meeting the demands for ordinary and necessary expenditures during periods of temporary low cash balances.

Funds raised by the sale of Working Cash bonds must be maintained in a separate fund, and they are not to be appropriated in the annual budget. The Board of Trustees may transfer from the Working Cash Fund in anticipation of the receipt of federal, state or local funds but the debt to the Working Cash Fund must be satisfied.

Transfers from the Working Cash Fund to the Education or Operations and Maintenance Funds may be made only by board resolution. This section also specifies the terms of such a resolution. The Board of Trustees may also issue a resolution to abolish the Working Cash Fund and direct the treasurer to complete the transfer. If it is abolished, a district may not establish another Working Cash Fund without voter approval. Interest earned by the fund may be transferred to the Education or Operations and Maintenance Funds by board resolution.

# **REVENUE SUMMARY**

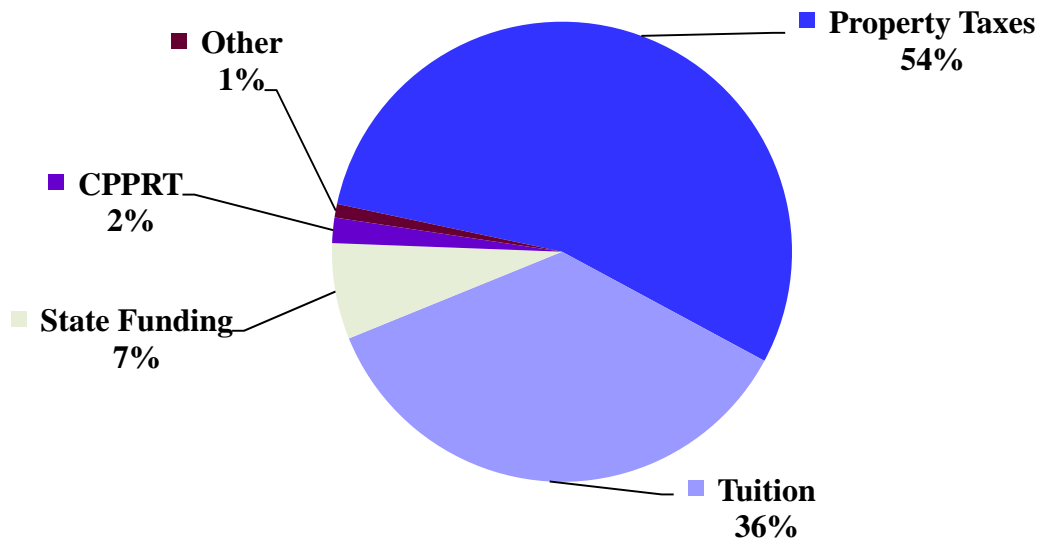


## REVENUE SUMMARY

The summary and detail budget information is included by fund in subsequent pages. The following describes the overall revenue assumptions used in preparing the 2018-2019 budget, along with additions and initiatives planned for Fiscal Year 2018-2019.

Three major sources of operating revenue are available to the college: tuition, state funding and property taxes. These three sources make up 97% of the operating revenues. The remaining sources include interest, facilities rental and federal sources. Operating revenues (Education and Operations & Maintenance Funds) including transfers are projected at \$95,700,900 compared to the prior year of \$91,496,625 or a 4.6% increase. This increase is due to state revenue, property tax and tuition increases.

### Operating Fund Revenues FY19



#### Property Taxes

Property taxes are levied each year on the basis of the equalized assessed property values in the district as of January 1 of that year. Assessed values are established by each of the respective counties. Property taxes are billed and collected by the various counties included within the district's boundaries. These taxes are assessed in December and become an enforceable lien on the property as of the preceding January 1. A reduction for collection losses, based on historical collection experience, has been provided to reduce the taxes receivable to the estimated amount to be collected.

The overall property tax rate of the college is affected by the Property Tax Extension Limitation Law (PTELL) imposed by Illinois Public Act 87-17. This law was effective for the 1991 tax levy year and limits the annual growth in the property-tax extensions to either 5% or the percentage increase of the consumer price index (CPI), whichever is less. PTELL allows a taxing district to receive a limited inflationary increase in tax extensions on existing property, plus an additional amount for new construction and voter-approved

rate increases. New property valuation is estimated to be \$300 million. The limitation slows the growth of property tax revenues to taxing districts when property values and assessments are increasing faster than the rate of inflation.

Property taxes are recognized as revenue on the accrual basis of accounting. The property tax levy to be passed in December 2017 is recognized as a receivable and revenue for the year ending June 30, 2019.

The tax rate for the 2017 levy is \$0.2994 per \$100 of assessed valuation. The assessed value will be 33.33% of the property’s market value. A home with a market value of \$177,000 will pay \$176.65 in taxes to the college for 2017 taxes, which are collected in 2018. For the 2018 levy, taxes are anticipated to increase by 3.9%, which is comprised of a 3.6% increase for the college’s operating funds coupled with a 6.0% increase in the debt service levy for Fiscal Year 2018-2019 (2017 tax levy). The increase is an estimate based upon the tax cap, which includes an increase of 2.1% in the consumer price index (CPI) for 2017 and 1.5% for increases in new construction. For the 2017 levy, the total increase in the college’s levy was 1.3%, which was slightly more than what was budgeted due to new construction exceeding expectations. The operating levy extension was a 3.9% increase and the debt service extension was a 14.0% decrease. With the State of Illinois adopting a budget for the first time in two years that reestablished funding for community colleges, the college was able to abate a portion of the debt service extension. The projected budget for Fiscal Year 2018-2019 property taxes, by fund, is as follows:

	<b>2017 Levy Actual 2017-2018</b>	<b>2018 Levy Projected 2018-2019</b>	<b>2017 Levy Net Collection 2017-2018</b>	<b>2018 Levy Net Collection (Budget) 2018-2019</b>
Education Fund	\$ 32,250,000	\$ 33,782,000	\$ 31,847,000	\$ 33,360,000
O & M	18,600,000	18,653,000	18,368,000	18,420,000
O & M Restricted	1,050,000	1,053,000	1,037,000	1,040,000
Audit	40,000	76,000	40,000	75,000
Liability, Protection & Settlement	275,000	537,000	272,000	530,000
Debt Service	6,883,000	7,296,000	6,797,000	7,205,000
<b>TOTAL</b>	<b>\$ 59,098,000</b>	<b>\$ 61,397,000</b>	<b>\$ 58,361,000</b>	<b>\$ 60,630,000</b>
Percentage change		<u>3.9%</u>		<u>3.9%</u>

## Tuition and Fees

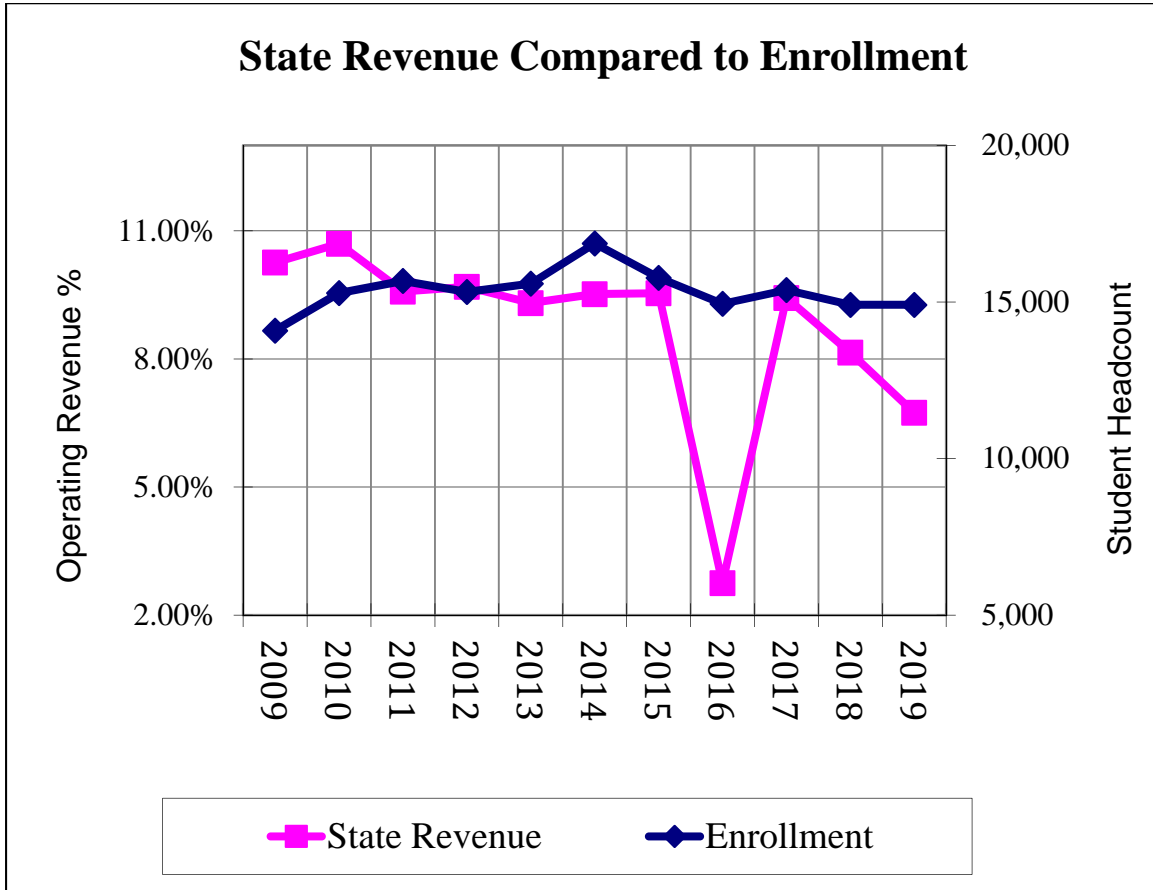
The budget detail and schedules reflect no tuition increases. In FY18, the college initiated a differential tuition rate of 150% (1.5 x the base tuition rate) for the culinary arts, automotive service, welding and metal fabrication and electrical/electronic automated systems first year level courses. For FY19, all courses in these programs will have this differential tuition implemented. The student fee is unchanged at \$4 per credit hour and the technology fee increased from \$6 to \$8. The capital assessment fee, which provides funding for the college’s master plan, also remained at \$21 per credit hour.

	<b>Actual Fall 17</b>	<b>Actual Fall 18</b>	<b>Dollar Change</b>	<b>Percentage Change</b>
Tuition	\$ 113.00	\$ 113.00	\$ -	0.0%
Student Activity Fee	4.00	4.00	-	0.0%
Technology Fee	6.00	8.00	2.00	33.3%
Capital Assessment Fee	21.00	21.00	-	0.0%
<b>TOTAL</b>	<b>\$ 144.00</b>	<b>\$ 146.00</b>	<b>\$ 2.00</b>	<b>1.4%</b>

Over the last ten years, credit hours have decreased by 1.08%. For FY18, the college experienced a decrease in credit hour enrollment of 2.1% for the fall 2017 and a 1.9% increase for the spring 2018. No enrollment growth from actual FY18 hours has been factored into the FY19 budget. Budgeted tuition and fees in the Education Fund is \$34,353,000.

**State Sources.** State funding is based on credit hours earned during the two years prior to the current year, multiplied by the current year reimbursement rate. The state categorizes credit hours into one of six classifications: Baccalaureate, Business Occupational, Technical Occupational, Health Occupational, Remedial/Development, and Adult Basic Education/Adult Secondary Education. Credit hours generated in 2016-2017 at mid-term for each semester in total were 256,861. Of these hours, 245,942 will be reimbursable from the state of Illinois in Fiscal Year 2018-2019.

State apportionment funding for enrollment reimbursement is estimated to increase from \$3,950,000 in FY18 to \$5,875,000 in FY19. The number of credit hours used in the states funding formula has decreased 5.2% for FY19 due to the enrollment experienced in FY17. For FY18, State of Illinois finally adopted a budget for the first time in two years and the college was allocated \$6,883,900 or \$2,933,900 more than what was budgeted. For FY19, the college is projecting state funding based on 90% of the FY18 funding levels. Since 2000, the state’s share of the college’s operating budget has decreased from 18.7% to a projected 6.74% in FY19. The college will continue to monitor the status of state funding and make the appropriate adjustments to expenditures to ensure financial stability. Possible adjustments include changes in class sizes, program offerings and staffing levels.



In addition, the college is projected to receive from the state \$575,000 for career and technical education, which is based on credit hours two years prior to the budget year in the area of business and occupational programs. This grant encourages instructional spending for career programs, but does not impose spending restrictions.

### Corporate Personal Property Replacement Tax

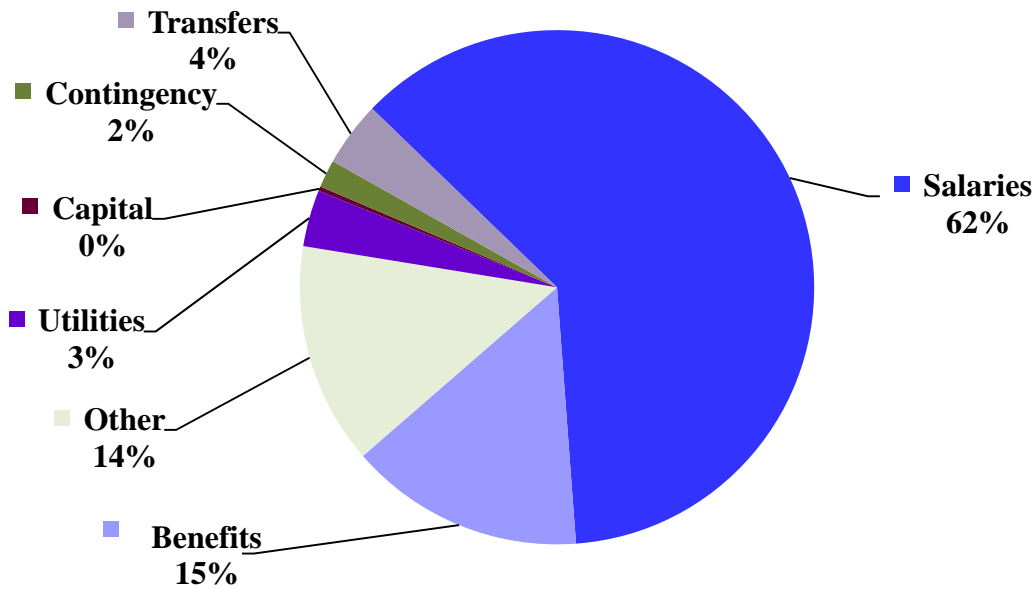
For Fiscal Year 2017-2018 the Corporate Personal Property Replacement Tax (CPPRT) is expected to be slightly under budget. The FY19 budget was decreased to \$1,700,000 from \$1,950,000, which represents the projected amount of CPPRT. This decrease is due to the State reducing the allocation to local governments.

# **EXPENDITURE SUMMARY**

## EXPENDITURE SUMMARY

For the operating funds (Education and Operation and Maintenance) of the college, the largest expenditure is personnel costs. Currently, this represents 77% (salary and benefits) of total operating expenses.

### Operating Fund Expenditures FY19



Expenditure assumptions are based on the following:

- 1) Departments based their non-personnel budgets (contractual, materials/supplies) at 102% of last year's budgets.
- 2) Salary budgets were based on contractual agreements for all union employees.
- 3) No increase was projected for health and workers' compensation insurance.
- 4) Title III requirements.
- 5) The contingency for the Education Fund is \$1,475,000. The contingency for the Operations and Maintenance Fund is \$200,000.

## Personnel

The primary focus of FY19 new personnel costs are to ensure compliance in areas such as Title IV, Title VI, Title IX, financial aid, human resources and the Americans with Disabilities Act. Beyond that, financial resources were allocated to those areas demonstrating the greatest need, based on a growing and ever-changing community college environment. A \$48,225 increase from the college is support for the Title 3 as required by the grant.

New FY19 personnel costs, including benefits, are shown below.

<b>Proposed Title</b>	<b>Salary</b>	<b>Fringes</b>	<b>Total</b>
Compliance Officer	105,000	28,000	133,000
Financial Aid Technical Analyst	54,700	28,000	82,700
Disability Services Specialist	51,200	28,000	79,200
Shipping and Receiving Clerk	49,300	28,000	77,300
Media Specialist	45,200	28,000	73,200
Police Dispatcher *	25,050	28,000	53,050
Human Resources Assistant *	13,150	28,000	41,150
Communication Center Assistant *	13,000	28,000	41,000
Academics Administrative Assistant *	12,540	28,000	40,540
PT Retention and Advising Specialist	36,000	-	36,000
PT Media Specialist	32,130	-	32,130
PT Natural Science Lab Technician	23,240	-	23,240
PT Nursing Lab Assistant	11,500	-	11,500
<i>Title III Grant</i>			
Additional 25% in college support	39,400	8,825	48,225
	<b>511,410</b>	<b>260,825</b>	<b>772,235</b>

\* Previously part time position, now funded as full-time.

In the Auxiliary fund, a part time extended campus activities specialist has been added which will be covered by revenue.

In addition, three faculty positions that are currently vacant will be budgeted as reserve hires until state resources are received as well as program requirements are met.

As the faculty and staff table shows, Joliet Junior College employs over 1,400 full- and part-time employees. Part-time faculty represents 68% of total faculty and teaches 45% of credit courses. Eighty-nine percent of full-time faculty and 69% of full-time administrators held a master's degree or higher during the last fiscal reporting period. Twelve percent of full-time faculty and 24% of full-time administrators come from minority populations.



## Faculty and Staff at JJC

Category	Number		
	FY 2017	FY 2018	FY 2019
Full-time Faculty	220	221	221
Part-time Faculty	457	457	457
Full-time Administrators	37	35	36
Part-time Administrators	0	0	0
Full-time Professional	58	54	55
Part-time Professional	14	13	14
Full-time Support Staff	137	138	141
Part-time Support Staff	176	170	173
Full-time Clerical Staff	76	72	76
Part-time Clerical Staff	90	87	84
Full-time Plant*	84	88	89
Part-time Plant*	59	62	62
<b>Total</b>	<b>1,408</b>	<b>1,397</b>	<b>1,408</b>

\*Plant includes Food Service, Police, and Operations and Maintenance

There are seven bargaining units at Joliet Junior College:

1. Full-time Faculty, represented by the American Federation of Teachers (AFT) Local 604. Contract remains in full force and effect through June 29, 2019.
2. Clerical, represented by AFT Local 604. Contract remains in full force and effect through June 30, 2019.
3. Food Service, represented by the National Conference of Firemen and Oilers, Local #7, affiliated with the Service Employees International Union (SEIU). Contract remains in full force and effect through June 29, 2019.
4. Campus Police, represented by the Illinois Fraternal Order of Police Labor Council. Contract remains in full force and effect through June 30, 2019.
5. Facility Services/Receiving Employees, represented by the National Conference of Firemen and Oilers, Local #7, affiliated with the Service Employees International Union (SEIU). Contract remains in full force and effect through June 30, 2019.
6. Adjunct Faculty, Joliet United Adjuncts Coalition (JUAC), represented by the Illinois Education Association/National Education Association (IEA-NEA). Contract remains in full force through August 14, 2020.
7. Support and Technical Council, represented by AFT Local 604. Contract remains in full force and effect through June 30, 2020.

## Benefits

Based on medical cost trending for the college, total benefit costs are budgeted with no increase from the previous year to cover health insurance and workers' compensation costs. The college is self-insured for both health insurance and workers' compensation claims and accounts for claim payments in its Self-Insurance Fund. Each department of the college with a covered employee is charged a premium based on expected claim experience. This premium is then deposited into the Self-Insurance Fund and used to pay actual claim costs as they are incurred. Currently, this fund has a projected reserve of six

months of projected claims. Employee contributions represent 3.7% of the budgeted health insurance costs for FY19.

### **Capital Outlay**

The replacement of aging physical plant equipment was included in the budget. The following explains in detail the capital items included in the budget.

<b>Capital Outlay</b>	<u><b>Amount</b></u>	<u><b>Strategic/Department Goal</b></u>
		The Facility Service goal is to
Facilities		provide and maintain a physical
Furniture Replacements	\$ 135,000	environment that promotes the
Academic Equipment	51,500	pursuit of academic excellence in
Room Remodeling & Upgrades	50,000	teaching and research while
Roads and Ground Truck Replacement	<u>44,500</u>	continually improving the quality of
		our services to meet the public need.
Total Capital Outlay	<u><u>\$ 281,000</u></u>	

### **Deferred Maintenance/Capital Renewal**

Funding for repair and the upkeep of the college's aging buildings have been restricted due to property tax caps as well as no O & M property tax rate increase since 1977. These funding restrictions caused a serious backlog of deferred maintenance. Prior strategic plans recognized this tremendous need and established the maintaining of current facilities as a quality improvement area. In 2003, the Board of Trustees initiated a comprehensive plan to address deferred maintenance issues. The plan included the issuance of \$9.7 million in debt certificates to reduce the backlog of deferred maintenance and the establishment of a capital assessment fee of \$2 beginning in fall 2003 with increases to \$3 in FY05 and to \$4 in FY06. This fee is projected to repay the \$9.7 million in debt certificates and generate annual funds to support ongoing maintenance issues. In FY05, an additional \$1 was added to the capital assessment fee to cover the cost of building a new parking lot.

A new master plan was unveiled in FY08 that was based on a detailed analysis of existing space, growth and needs. In November 2008, \$70 million in alternate revenue bonds were issued to support the master plan. To fund the debt service on this issuance, the capital assessment fee was increased an additional \$9 to a total of \$14 per credit hour for FY09. For FY10, the capital assessment fee was increased from \$14 to \$16, and in FY11, it was increased to \$17 per credit hour, which was the final planned increase, to provide further funding for the college's master plan.

In 2013, an update to the college's master plan was approved and \$45 million in alternate revenue bonds that were issued to build an event center building and an expansion of the Romeoville Campus. Both facilities opened in the summer of 2017. To fund the debt service on this issuance, the capital assessment fee was increased an additional \$4 to a total of \$21 per credit hour for FY14.

In 2018 the college updated its master plan. Unlike the previous two master plans, this plan does not consider large-scale new construction projects. Instead, the master plan focuses on recapturing existing spaces that have been vacated during the last nine years of construction. Any construction costs arising from this master plan will be funded with existing reserves or future operating fund surpluses.

### *Summary*

Joliet Junior College's Fiscal Year 2018-2019 budget as presented is a balanced operational budget that includes:

- Addressing the impact of the state's fiscal crisis
- Reallocation of existing resources to fund new requests
- Realistic projections in property tax revenues
- No tuition increase
- \$2 increase to the Technology fee
- No enrollment growth
- Emphasis on student success
- Responsible reserves
- Implement action plans from the strategic plan
- Operating Fund contingency of \$1,675,000 for the development of new initiatives

The Fiscal Year 2018-2019 budget includes recommendations from the Strategic Planning process and related college initiatives and has been prepared in concert with the Three-Year Financial Plan presented in January 2018.

**FINANCIAL SUMMARY  
and  
TABLES**

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

SCHEDULE OF BUDGETED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
Year Ended June 30, 2019

	General		Special Revenue			Debt Service	Capital Projects	Proprietary		Nonexpendable Trust		Total
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Auxiliary	Self Insurance	Working Cash		
<b>REVENUES</b>												
Local government	\$ 33,490,000	\$ 18,580,000	\$ -	\$ 75,000	\$ 535,000	\$ 7,205,000	\$ 1,040,000	\$ -	\$ -	\$ -	\$ -	\$ 60,925,000
Corporate personal property replacement taxes	1,700,000	-	-	-	-	-	-	-	-	-	-	1,700,000
Tuition and fees	34,353,000	-	-	-	-	-	5,208,000	7,430,773	-	-	-	46,991,773
Sales and service fees	-	-	-	-	-	-	-	8,590,007	13,975,000	-	-	22,565,007
State sources	6,450,000	-	21,450,388	-	-	-	16,100,000	-	-	-	-	44,000,388
Federal sources	60,000	-	30,381,688	-	-	1,494,320	-	-	-	-	-	31,936,008
Investment income	225,000	-	-	-	-	-	-	-	15,000	90,000	-	330,000
Miscellaneous	497,400	125,000	177,615	-	-	-	150,000	401,945	605,000	-	-	1,956,960
<b>Total Revenues</b>	<b>76,775,400</b>	<b>18,705,000</b>	<b>52,009,691</b>	<b>75,000</b>	<b>535,000</b>	<b>8,699,320</b>	<b>22,498,000</b>	<b>16,422,725</b>	<b>14,595,000</b>	<b>90,000</b>	<b>-</b>	<b>210,405,136</b>
<b>EXPENDITURES</b>												
Current:												
Instruction	43,440,954	-	3,577,431	-	-	-	16,100,000	3,664,973	-	-	-	66,783,358
Academic support	4,036,212	-	-	-	-	-	-	687,900	-	-	-	4,724,112
Student services	9,071,764	-	25,362,506	-	-	-	-	80,600	-	-	-	34,514,870
Public services	60,000	-	2,892,139	-	-	-	-	259,000	-	-	-	3,211,139
Operation and maintenance plant	-	14,782,264	-	-	-	14,919,830	2,528,000	-	-	-	-	32,230,094
Independent operation	-	-	-	-	-	-	-	9,988,752	14,595,000	-	-	24,583,752
General administration	7,206,288	-	20,000	-	74,000	-	-	-	-	-	-	7,300,288
Institutional support	12,265,762	947,736	20,660,535	233,000	1,661,000	-	8,456,875	1,933,000	-	-	-	46,157,908
<b>Total Expenses</b>	<b>76,080,980</b>	<b>15,730,000</b>	<b>52,512,611</b>	<b>233,000</b>	<b>1,735,000</b>	<b>14,919,830</b>	<b>27,084,875</b>	<b>16,614,225</b>	<b>14,595,000</b>	<b>-</b>	<b>-</b>	<b>219,505,521</b>
Revenues over (under) expenditures	694,420	2,975,000	(502,920)	(158,000)	(1,200,000)	(6,220,510)	(4,586,875)	(191,500)	-	90,000	-	(9,100,385)
<b>NON-MANDATORY TRANSFERS</b>												
Transfers in	220,500	-	502,920	-	-	6,663,125	2,975,000	710,100	-	-	-	11,071,645
Transfers (out)	(914,920)	(2,975,000)	-	-	-	-	(6,663,125)	(518,600)	-	-	-	(11,071,645)
Revenues and transfers in over (under) expenditures and transfers (out)	-	-	-	(158,000)	(1,200,000)	442,615	(8,275,000)	-	-	90,000	-	(9,100,385)
<b>Fund Balance:</b>												
July 1, 2018	18,200,000	5,000,000	2,610,000	158,000	1,200,000	5,400,000	8,275,000	7,200,000	8,400,000	6,355,000	-	62,798,000
June 30, 2019	\$ 18,200,000	\$ 5,000,000	\$ 2,610,000	\$ -	\$ -	\$ 5,842,615	\$ -	\$ 7,200,000	\$ 8,400,000	\$ 6,445,000	\$ -	\$ 53,697,615

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

BUDGETED EXPENDITURES BY OBJECT  
Year Ended June 30, 2019

	General		Special Revenue			Debt Service	Capital Projects	Proprietary		Total
	Education	Operations and Maintenance	Restricted Purpose	Audit	Liability Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Auxiliary	Health Insurance	
<b>EXPENDITURES</b>										
Salaries	51,122,905	7,828,281	3,972,011	-	58,434	-	-	3,606,539	-	66,588,170
Employee benefits	11,843,705	2,315,001	956,478	-	65,566	-	-	873,413	14,078,000	30,132,163
Contractual services	1,596,784	786,548	216,690	75,000	25,000	-	2,728,000	1,573,194	515,000	7,516,216
Material and supplies	2,889,931	1,028,678	726,059	-	-	-	1,081,875	9,159,304	2,000	14,887,847
Conferences and meetings	740,265	59,487	192,631	-	-	-	-	291,362	-	1,283,745
Fixed charges	449,964	17,714	21,630	-	486,000	14,916,330	-	91,440	-	15,983,078
Utilities	3,000	3,399,791	1,530	-	-	-	-	88,687	-	3,493,008
Capital outlay	186,500	94,500	134,500	-	-	-	23,275,000	629,000	-	24,319,500
Other	<u>7,247,926</u>	<u>200,000</u>	<u>46,271,082</u>	<u>158,000</u>	<u>1,100,000</u>	<u>3,500</u>	<u>-</u>	<u>301,286</u>	<u>-</u>	<u>55,281,794</u>
Total Expenditures	<u>76,080,980</u>	<u>15,730,000</u>	<u>52,492,611</u>	<u>233,000</u>	<u>1,735,000</u>	<u>14,919,830</u>	<u>27,084,875</u>	<u>16,614,225</u>	<u>14,595,000</u>	<u>219,485,521</u>
<b>TRANSFERS</b>										
Transfers out	<u>914,920</u>	<u>2,975,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,663,125</u>	<u>518,600</u>	<u>-</u>	<u>11,071,645</u>
Total Expenditures and Transfers out	<u>\$ 76,995,900</u>	<u>\$ 18,705,000</u>	<u>\$ 52,492,611</u>	<u>\$ 233,000</u>	<u>\$ 1,735,000</u>	<u>\$ 14,919,830</u>	<u>\$ 33,748,000</u>	<u>\$ 17,132,825</u>	<u>\$ 14,595,000</u>	<u>\$ 230,557,166</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

COMBINED SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
Years Ended June 30, 2019

	FY2017 <u>Actual</u>	FY2018 <u>Budget</u>	FY2019 <u>Budget</u>
<b>REVENUES</b>			
Local government	\$ 58,412,711	\$ 58,600,000	\$ 60,925,000
Corporate personal property replacement taxes	2,128,848	1,950,000	1,700,000
Tuition and fees	39,869,868	46,365,071	46,991,773
Sales and service fees	19,501,348	22,950,893	22,565,007
State sources	45,572,702	51,731,572	44,000,388
Federal sources	17,464,078	31,534,811	31,936,008
Investment income	696,676	232,500	330,000
Miscellaneous	<u>1,623,584</u>	<u>1,859,895</u>	<u>1,956,960</u>
Total Revenues	<u>185,269,814</u>	<u>215,224,742</u>	<u>210,405,136</u>
<b>EXPENDITURES</b>			
Current:			
Instruction	47,416,133	74,174,733	66,783,358
Academic support	3,937,307	4,525,077	4,724,112
Student services	18,700,248	34,575,863	34,514,870
Public services	2,589,132	2,968,410	3,211,139
Operation and maintenance plant	56,749,284	35,468,633	32,230,094
Independent operation	19,378,930	24,758,661	24,583,752
General administration	5,479,358	6,584,527	7,300,288
Institutional support	<u>63,340,738</u>	<u>38,765,154</u>	<u>46,157,908</u>
Total Expenses	<u>217,591,131</u>	<u>221,821,058</u>	<u>219,505,521</u>
Revenues over (under) expenditures	(32,321,316)	(6,596,316)	(9,100,385)
<b>NON-MANDATORY TRANSFERS</b>			
Transfers in	18,557,026	12,655,279	11,071,645
Transfers (out)	<u>(18,557,026)</u>	<u>(12,655,279)</u>	<u>(11,071,645)</u>
Revenues and transfers in over (under) expenditures and transfers (out)	(32,321,316)	(6,596,316)	(9,100,385)
Fund Balance:			
Beginning of Year	<u>123,144,398</u>	<u>56,165,000</u>	<u>62,798,000</u>
End of Year	<u>\$ 90,823,082</u>	<u>\$ 49,568,684</u>	<u>\$ 53,697,615</u>



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

SCHEDULE OF BUDGETED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
Year Ended June 30, 2018

	General		Special Revenue		Debt Service	Capital Projects	Proprietary		Nonexpendable Trust		Total
	Education	Operations and	Restricted Purpose	Audit	Liability Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Auxiliary	Self Insurance	Working Cash	
		Maintenance									
<b>REVENUES</b>											
Local government	\$ 31,755,000	\$ 18,325,000	\$ -	\$ 74,000	\$ 536,000	\$ 6,870,000	\$ 1,040,000	\$ -	\$ -	\$ -	\$ 58,600,000
Corporate personal property replacement taxes	1,950,000	-	-	-	-	-	-	-	-	-	1,950,000
Tuition and fees	33,928,000	-	-	-	-	-	5,250,000	7,187,071	-	-	46,365,071
Sales and service fees	-	-	-	-	-	-	-	8,975,893	13,975,000	-	22,950,893
State sources	4,600,000	-	21,031,572	-	-	-	26,100,000	-	-	-	51,731,572
Federal sources	75,000	-	29,910,772	-	-	1,549,039	-	-	-	-	31,534,811
Investment income	150,000	-	-	-	-	-	-	-	7,500	75,000	232,500
Miscellaneous	338,000	125,000	127,555	-	-	-	225,000	424,340	620,000	-	1,859,895
Total Revenues	<u>72,796,000</u>	<u>18,450,000</u>	<u>51,069,899</u>	<u>74,000</u>	<u>536,000</u>	<u>8,419,039</u>	<u>32,615,000</u>	<u>16,587,304</u>	<u>14,602,500</u>	<u>75,000</u>	<u>215,224,742</u>
<b>EXPENDITURES</b>											
Current:											
Instruction	41,504,445	-	2,915,098	-	-	-	26,100,000	3,655,190	-	-	74,174,733
Academic support	3,787,177	-	-	-	-	-	-	737,900	-	-	4,525,077
Student services	9,122,427	-	25,372,836	-	-	-	-	80,600	-	-	34,575,863
Public services	60,000	-	2,654,410	-	-	-	-	254,000	-	-	2,968,410
Operation and maintenance plant	-	14,524,165	-	-	-	16,630,468	4,314,000	-	-	-	35,468,633
Independent operation	-	-	-	-	-	-	-	10,156,161	14,602,500	-	24,758,661
General administration	6,493,527	-	20,000	-	71,000	-	-	-	-	-	6,584,527
Institutional support	11,464,305	1,050,835	20,592,127	214,000	1,765,000	-	2,095,887	1,583,000	-	-	38,765,154
Total Expenses	<u>72,431,881</u>	<u>15,575,000</u>	<u>51,554,471</u>	<u>214,000</u>	<u>1,836,000</u>	<u>16,630,468</u>	<u>32,509,887</u>	<u>16,466,851</u>	<u>14,602,500</u>	<u>-</u>	<u>221,821,058</u>
Revenues over (under) expenditures	364,119	2,875,000	(484,572)	(140,000)	(1,300,000)	(8,211,429)	105,113	120,453	-	75,000	(6,596,316)
<b>NON-MANDATORY TRANSFERS</b>											
Transfers in	250,625	-	484,572	-	-	8,630,113	2,875,000	414,969	-	-	12,655,279
Transfers (out)	(614,744)	(2,875,000)	-	-	-	-	(8,630,113)	(535,422)	-	-	(12,655,279)
Revenues and transfers in over (under) expenditures and transfers (out)	-	-	-	(140,000)	(1,300,000)	418,684	(5,650,000)	-	-	75,000	(6,596,316)
Fund Balance:											
July 1, 2017	<u>15,500,000</u>	<u>4,900,000</u>	<u>2,500,000</u>	<u>140,000</u>	<u>1,300,000</u>	<u>4,600,000</u>	<u>7,900,000</u>	<u>6,500,000</u>	<u>6,500,000</u>	<u>6,325,000</u>	<u>56,165,000</u>
June 30, 2018	<u>\$ 15,500,000</u>	<u>\$ 4,900,000</u>	<u>\$ 2,500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,018,684</u>	<u>\$ 2,250,000</u>	<u>\$ 6,500,000</u>	<u>\$ 6,500,000</u>	<u>\$ 6,400,000</u>	<u>\$ 49,568,684</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

SCHEDULE OF ACTUAL REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
Year Ended June 30, 2017

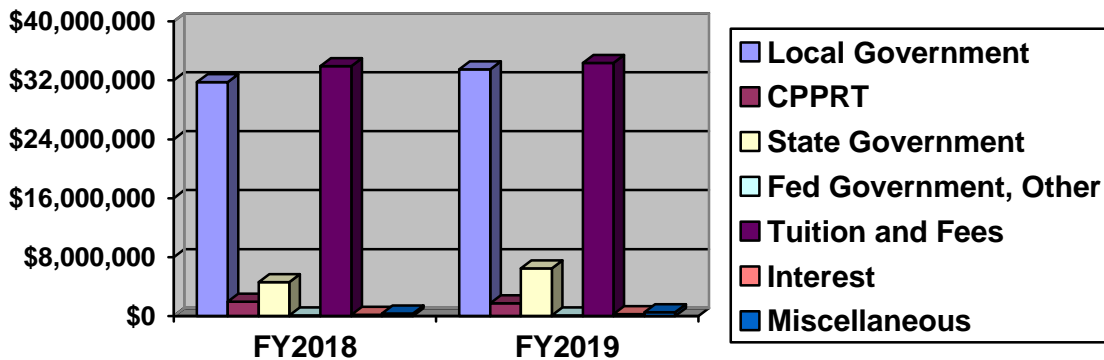
	General		Special Revenue			Debt Service	Capital Projects	Proprietary		Nonexpendable Trust	Total
	Education	Operations and	Restricted Purpose	Audit	Liability Protection and Settlement	General Obligation Bond	Operations and Maintenance (Restricted)	Auxiliary	Self Insurance	Working Cash	
		Maintenance									
<b>REVENUES</b>											
Local government	\$ 31,935,156	\$ 17,005,426	\$ -	\$ 74,302	\$ 282,260	\$ 8,079,181	\$ 1,036,386	\$ -	\$ -	\$ -	\$ 58,412,711
Corporate personal property replacement taxes	2,128,848	-	-	-	-	-	-	-	-	-	2,128,848
Tuition and fees	27,759,113	-	-	-	-	-	5,239,948	6,870,807	-	-	39,869,868
Sales and service fees	-	-	-	-	-	-	-	7,224,743	12,276,605	-	19,501,348
State sources	9,210,823	-	36,190,802	-	-	-	171,077	-	-	-	45,572,702
Federal sources	1,651,985	-	15,812,093	-	-	-	-	-	-	-	17,464,078
Investment income	110,255	-	-	-	-	427,124	94,167	-	15,235	49,896	696,676
Miscellaneous	369,020	167,462	166,713	-	-	-	191,880	124,965	603,545	-	1,623,584
<b>Total Revenues</b>	<b>73,165,199</b>	<b>17,172,888</b>	<b>52,169,608</b>	<b>74,302</b>	<b>282,260</b>	<b>8,506,305</b>	<b>6,733,458</b>	<b>14,220,514</b>	<b>12,895,385</b>	<b>49,896</b>	<b>185,269,814</b>
<b>EXPENDITURES</b>											
Current:											
Instruction	40,465,739	-	3,200,222	-	-	-	-	3,750,172	-	-	47,416,133
Academic support	3,409,555	-	1,968	-	-	-	-	525,784	-	-	3,937,307
Student services	7,238,856	-	11,393,919	-	-	-	-	67,474	-	-	18,700,248
Public services	56,746	-	2,327,514	-	-	-	-	204,872	-	-	2,589,132
Operation and maintenance plant	-	12,110,053	-	-	-	17,733,474	26,905,758	-	-	-	56,749,284
Independent operation	-	-	8,680	-	-	-	-	7,942,143	11,428,107	-	19,378,930
General administration	5,418,811	-	16,030	-	44,517	-	-	-	-	-	5,479,358
Institutional support	8,787,943	843,362	35,647,041	70,565	499,918	-	16,457,614	1,034,295	-	-	63,340,738
<b>Total Expenses</b>	<b>65,377,651</b>	<b>12,953,415</b>	<b>52,595,374</b>	<b>70,565</b>	<b>544,434</b>	<b>17,733,474</b>	<b>43,363,372</b>	<b>13,524,739</b>	<b>11,428,107</b>	<b>-</b>	<b>217,591,131</b>
Revenues over (under) expenditures	7,787,548	4,219,473	(425,766)	3,737	(262,174)	(9,227,169)	(36,629,914)	695,775	1,467,278	49,896	(32,321,316)
<b>NON-MANDATORY TRANSFERS</b>											
Transfers in	218,811	-	444,803	-	-	8,634,838	8,925,000	333,574	-	-	18,557,026
Transfers (out)	(5,393,510)	(4,125,000)	-	-	-	-	(8,634,838)	(403,678)	-	-	(18,557,026)
Revenues and transfers in over (under) expenditures and transfers (out)	2,612,849	94,473	19,037	3,737	(262,174)	(592,331)	(36,339,751)	625,671	1,467,278	49,896	(32,321,316)
<b>Fund Balance:</b>											
July 1, 2016	15,559,808	4,899,445	2,598,883	154,479	1,484,398	29,035,606	49,599,259	6,591,219	6,915,508	6,305,793	123,144,398
June 30, 2017	\$ 18,172,657	\$ 4,993,918	\$ 2,617,920	\$ 158,216	\$ 1,222,224	\$ 28,443,275	\$ 13,259,508	\$ 7,216,890	\$ 8,382,786	\$ 6,355,689	\$ 90,823,082

## EDUCATION FUND

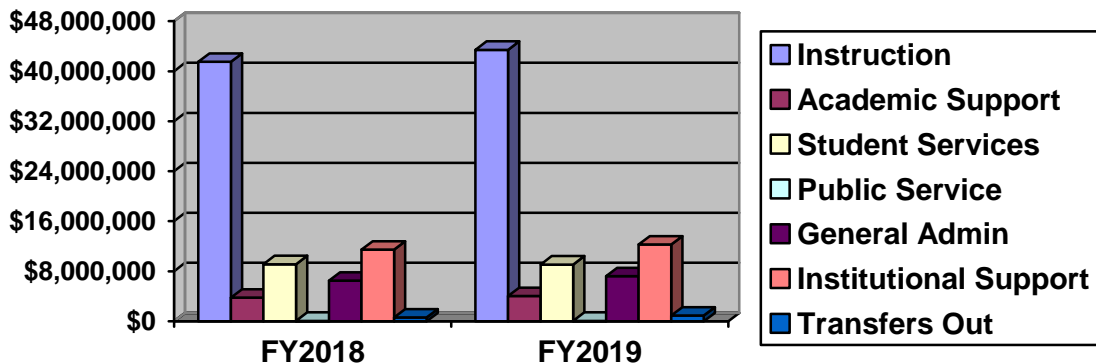
The Education Fund is established by Section 3-1 of the *Illinois Public Community College Act*. It is used to account for revenues and expenditures of the academic and service programs of the college. It includes the costs of instructional, administrative and service programs of the college. It includes the costs of instructional, administrative and professional salaries, supplies and movable equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational program of the college.

The Education Fund is projected to increase 5.5% from FY18 to FY19.

### Education Fund Revenues



### Education Fund Expenditures



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

EDUCATION FUND REVENUE  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 31,904,454	\$ 31,720,000	\$ 33,475,000
Chargeback revenue	12,869	20,000	-
Other	17,832	15,000	15,000
Total Local Government	<u>31,935,156</u>	<u>31,755,000</u>	<u>33,490,000</u>
<b>CORPORATE PERSONAL PROPERTY TAXES</b>	<u>2,128,848</u>	<u>1,950,000</u>	<u>1,700,000</u>
<b>STATE GOVERNMENT</b>			
ICCB Credit Hour Grants	7,868,480	3,950,000	5,875,000
ICCB Career and Technical Education	1,342,343	650,000	575,000
Total State Government	<u>9,210,823</u>	<u>4,600,000</u>	<u>6,450,000</u>
<b>FEDERAL GOVERNMENT, OTHER</b>	<u>1,651,985</u>	<u>75,000</u>	<u>60,000</u>
<b>STUDENT TUITION AND FEES</b>			
Tuition	27,529,093	33,700,000	34,125,000
Fees	230,020	228,000	228,000
Total Tuition and Fees	<u>27,759,113</u>	<u>33,928,000</u>	<u>34,353,000</u>
<b>INTEREST</b>	<u>110,255</u>	<u>150,000</u>	<u>225,000</u>
<b>MISCELLANEOUS</b>			
Administrative fee	-	148,000	122,400
Other revenue	369,020	190,000	375,000
Total Other Sources	<u>369,020</u>	<u>338,000</u>	<u>497,400</u>
<b>Total Revenues</b>	<u>73,165,199</u>	<u>72,796,000</u>	<u>76,775,400</u>
Transfers in	<u>218,811</u>	<u>250,625</u>	<u>220,500</u>
<b>Total Revenues and Transfers in</b>	<u>\$ 73,384,010</u>	<u>\$ 73,046,625</u>	<u>\$ 76,995,900</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

EDUCATION FUND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 <u>Actual</u>	FY 2018 <u>Budget</u>	FY 2019 <u>Budget</u>
<b>EXPENDITURES</b>			
By Program:			
<b>Instruction</b>			
Salaries	\$ 33,079,855	\$ 32,794,524	\$ 34,637,437
Employee benefits	5,630,819	6,154,788	6,153,955
Contractual services	153,913	312,494	313,465
Material and supplies	284,279	329,053	329,037
Conferences and meetings	149,110	258,836	278,529
Fixed charges	53,694	44,000	48,471
Capital outlay	-	-	51,500
Other	<u>1,114,070</u>	<u>1,610,750</u>	<u>1,628,560</u>
Total Instruction	<u>40,465,739</u>	<u>41,504,445</u>	<u>43,440,954</u>
<b>Academic Support</b>			
Salaries	2,531,715	2,785,060	2,995,856
Employee benefits	625,566	745,102	773,499
Contractual services	19,136	18,674	19,840
Material and supplies	222,817	227,063	235,533
Conferences and meetings	<u>10,321</u>	<u>11,278</u>	<u>11,484</u>
Total Academic Support	<u>3,409,555</u>	<u>3,787,177</u>	<u>4,036,212</u>
<b>Student Services</b>			
Salaries	5,335,293	6,567,922	6,548,467
Employee benefits	1,394,871	1,832,484	1,794,659
Contractual services	27,450	84,245	98,844
Material and supplies	140,388	180,915	184,954
Conferences and meetings	62,332	126,725	132,480
Other	<u>278,522</u>	<u>330,136</u>	<u>312,360</u>
Total Student Services	<u>7,238,856</u>	<u>9,122,427</u>	<u>9,071,764</u>
<b>Public Service</b>			
Other	<u>56,746</u>	<u>60,000</u>	<u>60,000</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

EDUCATION FUND EXPENDITURES  
Year Ended June 30, 2019

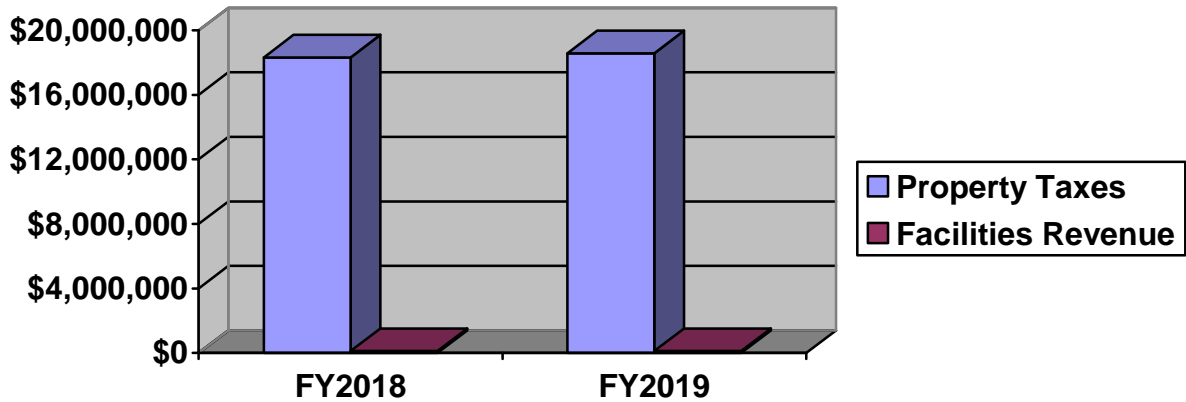
	FY 2017 <u>Actual</u>	FY 2018 <u>Budget</u>	FY 2019 <u>Budget</u>
<b>General Administration</b>			
Salaries	3,110,085	3,741,139	4,117,677
Employee benefits	970,013	1,254,014	1,272,969
Contractual services	153,830	222,615	327,023
Material and supplies	756,143	777,686	797,416
Conferences and meetings	73,019	122,773	113,397
Fixed charges	345,641	365,000	372,300
Capital outlay	-	-	135,000
Other	10,081	10,300	70,506
<b>Total General Administration</b>	<u>5,418,811</u>	<u>6,493,527</u>	<u>7,206,288</u>
<b>Institutional Support</b>			
Salaries	2,576,999	2,936,996	2,823,468
Employee benefits	1,669,416	1,901,567	1,848,623
Contractual services	655,035	1,018,699	837,612
Material and supplies	1,008,344	1,267,285	1,342,991
Conferences and meetings	112,301	215,370	204,375
Fixed charges	345	20,488	29,193
Utilities	-	2,400	3,000
Other	2,765,503	4,101,500	5,176,500
<b>Total Institutional Support</b>	<u>8,787,943</u>	<u>11,464,305</u>	<u>12,265,762</u>
<b>Total Expenditures</b>	<u>65,377,651</u>	<u>72,431,881</u>	<u>76,080,980</u>
Transfers out	<u>5,393,510</u>	<u>614,744</u>	<u>914,920</u>
<b>Total Expenditures and Transfers Out</b>	<u>\$ 70,771,161</u>	<u>\$ 73,046,625</u>	<u>\$ 76,995,900</u>

## OPERATIONS AND MAINTENANCE FUND

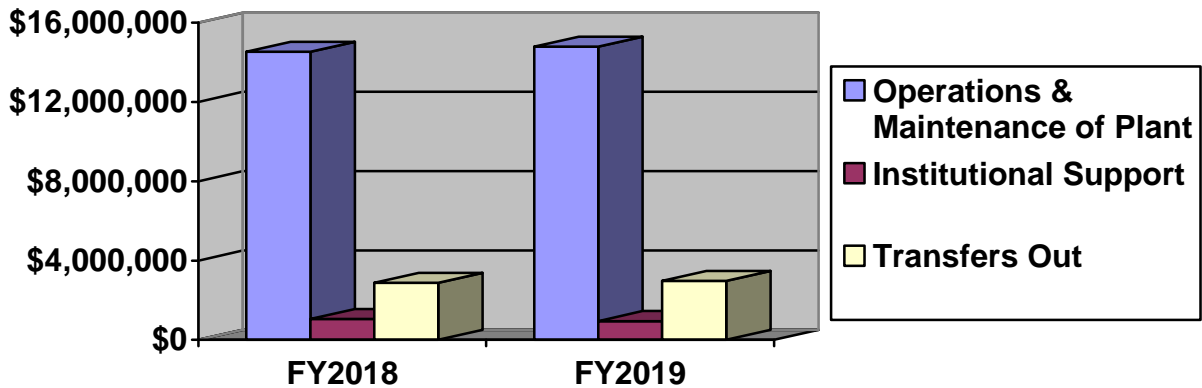
The Operations and Maintenance Fund is established by Section 3-1 and Section 3-20.3 of the *Illinois Public Community College Act*. It used to account for expenditures for the improvement, maintenance, repair or benefit of buildings and property, including the cost of interior decorating, and the installation, improvement, repair, replacement, and maintenance of building fixtures, rental of buildings and property for community and college purposes; salaries of custodians, engineers and related support staff; all costs of fuel, lights, gas, water, telephone services, and custodial supplies and equipment; and the costs of professional surveys of the condition of college buildings.

The Operation and Maintenance Fund is projected to increase 1.4% from FY18 to FY19.

**Operations and Maintenance Revenue**



**Operations and Maintenance Expenditures**





**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

OPERATIONS & MAINTENANCE FUND REVENUE  
Year Ended June 30, 2019

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	<u>FY 2017 Actual</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Budget</u>
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 17,005,426	\$ 18,325,000	\$ 18,580,000
<b>MISCELLANEOUS</b>			
Facilities revenue	165,371	125,000	125,000
Other revenue	<u>2,091</u>	<u>-</u>	<u>-</u>
Total Other Sources	<u>167,462</u>	<u>125,000</u>	<u>125,000</u>
<b>Total Revenues</b>	<u>\$ 17,172,888</u>	<u>\$ 18,450,000</u>	<u>\$ 18,705,000</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

**OPERATIONS & MAINTENANCE FUND EXPENDITURES  
Year Ended June 30, 2019**

	<u>FY 2017</u> Actual	<u>FY 2018</u> Budget	<u>FY 2019</u> Budget
<b>EXPENDITURES</b>			
By Program:			
<b>Operation and Maintenance Plant</b>			
Salaries	\$ 6,745,880	\$ 7,533,491	\$ 7,657,157
Employee benefits	1,919,006	2,257,953	2,286,631
Contractual services	529,780	762,662	784,916
Material and supplies	809,069	1,004,256	1,022,740
Conferences and meetings	25,931	50,784	53,800
Fixed charges	3,709	3,867	3,945
Utilities	2,027,766	2,871,152	2,928,575
Capital outlay	<u>48,912</u>	<u>40,000</u>	<u>44,500</u>
 Total Operation and Maintenance Plant	 <u>12,110,053</u>	 <u>14,524,165</u>	 <u>14,782,264</u>
 <b>Institutional Support</b>			
Salaries	260,705	122,440	171,124
Employee benefits	52,141	844	28,370
Contractual services	2,397	1,600	1,632
Material and supplies	2,866	5,841	5,938
Conferences and meetings	4,333	5,673	5,687
Fixed charges	(20,500)	2,181	13,769
Utilities	396,582	426,256	471,216
Capital outlay	144,838	286,000	50,000
Other	<u>-</u>	<u>200,000</u>	<u>200,000</u>
 Total Institutional Support	 <u>843,362</u>	 <u>1,050,835</u>	 <u>947,736</u>
 <b>Total Expenditures</b>	 <u>12,953,415</u>	 <u>15,575,000</u>	 <u>15,730,000</u>
 Transfers out	 <u>4,125,000</u>	 <u>2,875,000</u>	 <u>2,975,000</u>
 <b>Total Expenditures and Transfers Out</b>	 <u>\$ 17,078,415</u>	 <u>\$ 18,450,000</u>	 <u>\$ 18,705,000</u>

## **RESTRICTED PURPOSES FUND**

The Restricted Purposes Fund is established by ICCB Rules 1501.508 and 1501.509. It is used for the purpose of accounting for monies that have external restrictions regarding their use. Examples of accounts in this fund are Illinois Community College Board grants and federal and state student financial assistance grants. It is the college's practice to not budget for grants until authorization is received from the granting agency.

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

RESTRICTED PURPOSE FUND REVENUE  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>REVENUES</b>			
<b>STATE GOVERNMENT</b>			
Career and Technical Education	\$ 72,342	\$ -	\$ 63,873
Adult Education - State Basic	400,304	549,139	786,000
Adult Education - Performance	409,876	363,025	427,750
On-behalf payment - SURS	35,130,543	20,000,000	20,000,000
Illinois Student Assistance Commission	63,730	-	-
Other sources	114,007	119,408	172,765
<b>Total State Government</b>	<u>36,190,802</u>	<u>21,031,572</u>	<u>21,450,388</u>
<b>FEDERAL GOVERNMENT</b>			
Dept. of Education	13,425,600	27,531,909	27,670,046
Dept. of Health and Human Services	78,035	158,667	156,108
Dept. of Labor	2,094,098	2,208,983	2,417,333
National Science Foundation	68,086	11,213	138,201
Other	146,274	-	-
<b>Total Federal Government</b>	<u>15,812,093</u>	<u>29,910,772</u>	<u>30,381,688</u>
<b>MISCELLANEOUS</b>	<u>166,713</u>	<u>127,555</u>	<u>177,615</u>
<b>Total Revenues</b>	<u>52,169,608</u>	<u>51,069,899</u>	<u>52,009,691</u>
Transfers in	<u>444,803</u>	<u>484,572</u>	<u>502,920</u>
<b>Total Revenues and Transfers In</b>	<u>\$ 52,614,412</u>	<u>\$ 51,554,471</u>	<u>\$ 52,512,611</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

RESTRICTED PURPOSE FUND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>EXPENDITURES</b>			
By Program:			
<b>Instruction</b>			
Salaries	\$ 1,761,829	\$ 1,798,410	\$ 2,130,629
Employee benefits	299,992	352,934	369,064
Contractual services	155,429	145,950	149,500
Material and supplies	491,648	276,939	478,865
Conferences and meetings	148,098	63,384	113,346
Fixed charges	18,570	27,160	21,630
Utilities	150	150	-
Capital outlay	213,787	129,582	134,500
Other	110,720	120,589	179,897
<b>Total Instruction</b>	<u>3,200,222</u>	<u>2,915,098</u>	<u>3,577,431</u>
<b>Academic Support</b>			
Material and supplies	1,968	-	-
Other	-	-	-
<b>Total Student Services</b>	<u>1,968</u>	<u>-</u>	<u>-</u>
<b>Student Services</b>			
Salaries	182,546	167,246	161,167
Employee benefits	1,223	-	-
Contractual services	19,169	-	-
Material and supplies	32,643	-	-
Conferences and meetings	1,030	-	-
Other	11,157,307	25,205,590	25,201,339
<b>Total Student Services</b>	<u>11,393,919</u>	<u>25,372,836</u>	<u>25,362,506</u>
<b>Public Service</b>			
Salaries	1,013,337	1,153,787	1,235,393
Employee benefits	359,496	388,413	437,184
Contractual services	5,961	51,061	41,530
Material and supplies	157,175	204,844	214,919
Conferences and meetings	61,932	64,533	73,267
Utilities	-	810	-
Other	729,613	790,962	889,846
<b>Total Public Service</b>	<u>2,327,514</u>	<u>2,654,410</u>	<u>2,892,139</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

RESTRICTED PURPOSE FUND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>Independent Operations</b>			
Salaries	3,445	-	-
Employee benefits	235	-	-
Other	5,000	-	-
<b>Total Independent Operations</b>	<b>8,680</b>	<b>-</b>	<b>-</b>
<b>General Administration</b>			
Contractual services	13,031	20,000	20,000
Capital outlay	2,999	-	-
<b>Total General Administration</b>	<b>16,030</b>	<b>20,000</b>	<b>20,000</b>
<b>Institutional Support</b>			
Salaries	332,625	392,420	444,822
Employee benefits	125,049	139,341	150,230
Contractual services	21,287	21,324	25,660
Material and supplies	29,210	31,642	32,275
Conferences and meetings	8,198	5,900	6,018
Utilities	130	1,500	1,530
Other	35,130,543	20,000,000	20,000,000
<b>Total Institutional Support</b>	<b>35,647,041</b>	<b>20,592,127</b>	<b>20,660,535</b>
<b>Total Expenditures</b>	<b>52,595,374</b>	<b>51,554,471</b>	<b>52,512,611</b>
Transfers out	-	-	-
<b>Total Expenditures and Transfers Out</b>	<b>\$ 52,595,374</b>	<b>\$ 51,554,471</b>	<b>\$ 52,512,611</b>

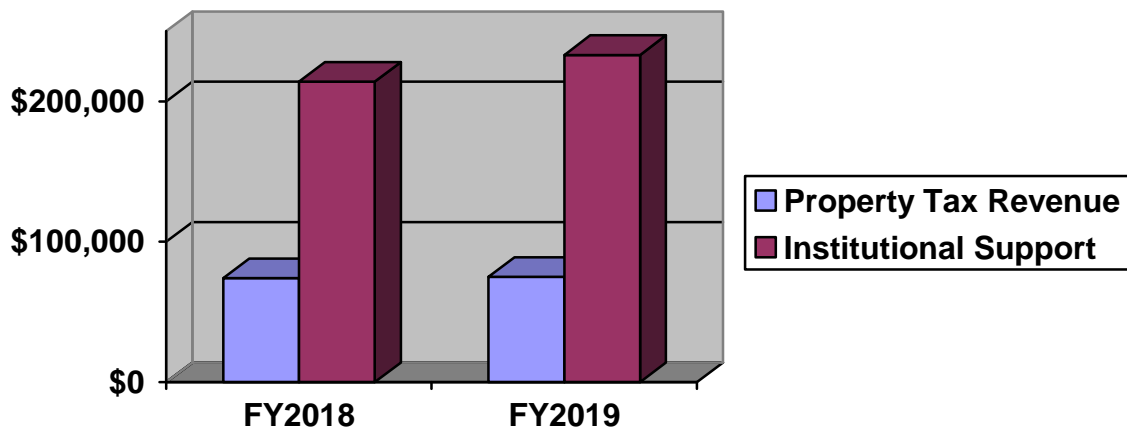
## AUDIT FUND

The Audit Fund is established by 50 ILCS310/9 of the *Illinois Compiled Statutes* for recording the payment of auditing expenses. Annually, the college levies separately for and collects property taxes for payment of the annual audit of its financial statements. This fund is used to account for this levy and the related audit expenses.

### Change in Fund Balance

The college budgets expenditures equal to all available funds including estimated fund balance by budgeting a contingency expenditure equal to beginning fund balance. The budgeted contingency would only be spent on an unplanned need. Based on the college’s financial projections, the future resources are adequate to properly maintain the college’s Audit fund.

**Audit Fund Revenue and Expenditures**



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

AUDIT FUND REVENUE AND EXPENDITURES  
Year Ended June 30, 2019

	<u>FY 2017 Actual</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Budget</u>
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 74,302	\$ 74,000	\$ 75,000
<b>EXPENDITURES</b>			
<b>Institutional Support</b>			
Contractual services	\$ 70,565	\$ 74,000	\$ 75,000
Other	<u>-</u>	<u>140,000</u>	<u>158,000</u>
Total Institutional Support	<u>\$ 70,565</u>	<u>\$ 214,000</u>	<u>\$ 233,000</u>



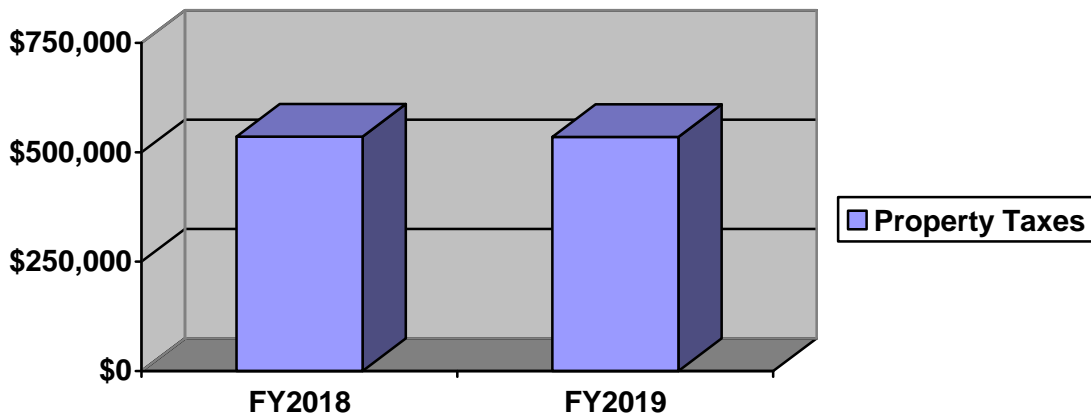
## LIABILITY, PROTECTION AND SETTLEMENT FUND

The Liability, Protection and Settlement Fund is established by 745 ILCS 10/9-107 and 40 ILCS 5/21-110.1 of *Illinois Compiled Statutes*. It includes the tort liability, property insurance, Medicare taxes, Social Security taxes (FICA), and unemployment insurance.

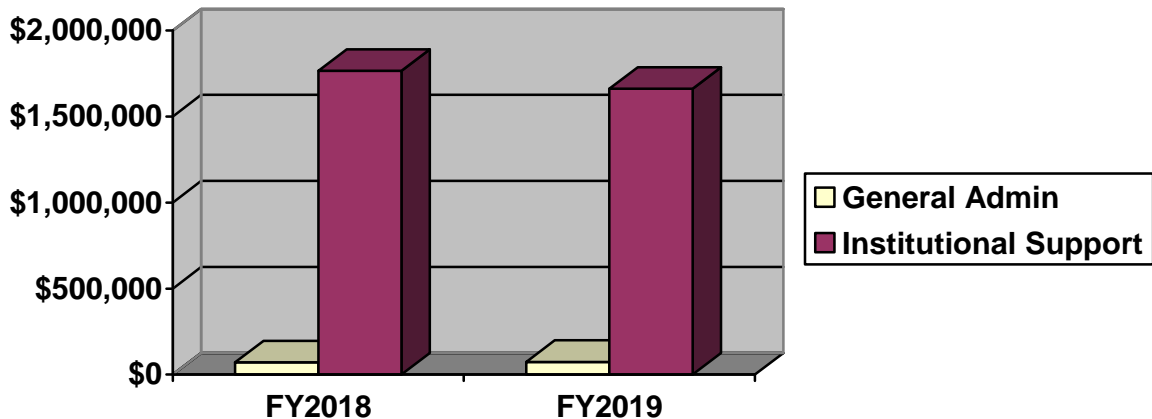
### Change in Fund Balance

The college budgets expenditures equal to all available funds including estimated fund balance by budgeting a contingency expenditure equal to beginning fund balance. The budgeted contingency would only be spent on an unplanned need or tort settlement. Based on the college’s financial projections, the future resources are adequate to properly maintain the college’s Liability Protection and Settlement Fund.

**Liability, Protection & Settlement Revenue**



**Liability, Protection & Settlement Expenditures**



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

LIABILITY, PROTECTION & SETTLEMENT FUND REVENUE AND EXPENDITURES  
Year Ended June 30, 2019

	<u>FY 2017 Actual</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Budget</u>
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 282,260	\$ 536,000	\$ 535,000
<b>Total Revenues</b>	<u>\$ 282,260</u>	<u>\$ 536,000</u>	<u>\$ 535,000</u>
<b>EXPENDITURES</b>			
<b>General Administration</b>			
Salaries	\$ 35,248	\$ 57,288	\$ 58,434
Employee benefits	<u>9,269</u>	<u>13,712</u>	<u>15,566</u>
Total General Administration	<u>44,517</u>	<u>71,000</u>	<u>74,000</u>
<b>Institutional Support</b>			
Employee benefits	51,910	50,000	50,000
Contractual services	592	50,000	25,000
Fixed charges	447,416	465,000	486,000
Other	<u>-</u>	<u>1,200,000</u>	<u>1,100,000</u>
Total Institutional Support	<u>499,918</u>	<u>1,765,000</u>	<u>1,661,000</u>
<b>Total Expenditures</b>	<u>\$ 544,434</u>	<u>\$ 1,836,000</u>	<u>\$ 1,735,000</u>

## **GENERAL OBLIGATION BOND FUND**

The General Obligation Bond Fund is used to account for payment of principal, interest and related charges on any outstanding bonds or debt. Bonds outstanding are:

- General Obligation Bond (Alternative Revenue Source), Series 2008, used for the support of the Master Plan.
- General Obligation Bond, Series 2009B, used for the support of the Master Plan.
- General Obligation Refunding Bond, Series 2012, used to gain additional overall savings.
- General Obligation Refunding Bond, Series 2013A, used to gain additional overall savings for the college.
- General Obligation Bond (Alternative Revenue Source), Series 2013B, used for the support of a new multipurpose facility and for improvements to the Romeoville campus.

See the Debt Section of this document for further details.

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

GENERAL OBLIGATION BOND FUND REVENUE AND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 8,079,181	\$ 6,870,000	\$ 7,205,000
<b>FEDERAL GOVERNMENT</b>			
Treasury Department	-	1,549,039	1,494,320
<b>INTEREST</b>	427,124	-	-
<b>Total Revenues</b>	<u>8,506,305</u>	<u>8,419,039</u>	<u>8,699,320</u>
Transfers in	<u>8,634,838</u>	<u>8,630,113</u>	<u>6,663,125</u>
<b>Total Revenues and Other Sources</b>	<u>\$ 17,141,142</u>	<u>\$ 17,049,152</u>	<u>\$ 15,362,445</u>
<b>EXPENDITURES</b>			
<b>Operation and Maintenance Plant</b>			
Fixed charges	\$ 17,731,299	\$ 16,626,968	\$ 14,916,330
Other	<u>2,175</u>	<u>3,500</u>	<u>3,500</u>
Total Operation and Maintenance Plant	<u>17,733,474</u>	<u>16,630,468</u>	<u>14,919,830</u>
<b>Total Expenditures</b>	<u>\$ 17,733,474</u>	<u>\$ 16,630,468</u>	<u>\$ 14,919,830</u>

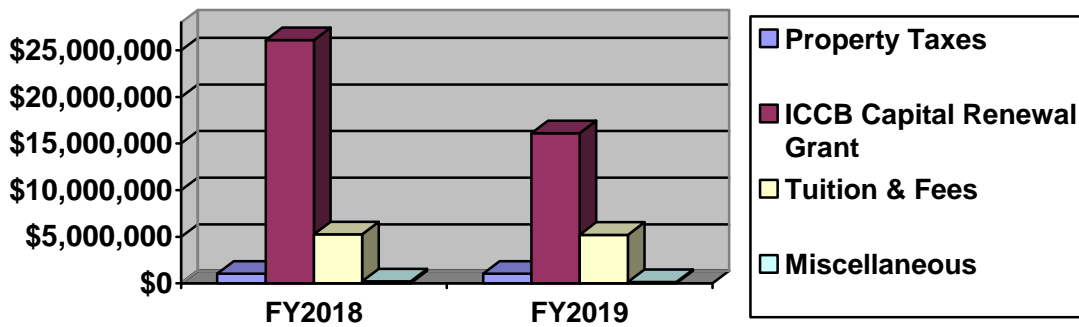
## OPERATIONS AND MAINTENANCE FUND (RESTRICTED)

The Operations and Maintenance Fund (Restricted) is used to account for monies restricted for building purposes and site acquisition. The term “Construction Fund” is often used to refer to this fund. Various types of restricted funds are accounted for within this fund. They include Health, Life Safety Funds, Illinois Community College Board Deferred Maintenance Grant, Capital Development Board grants and funds restricted by board resolution to be used for building proposes.

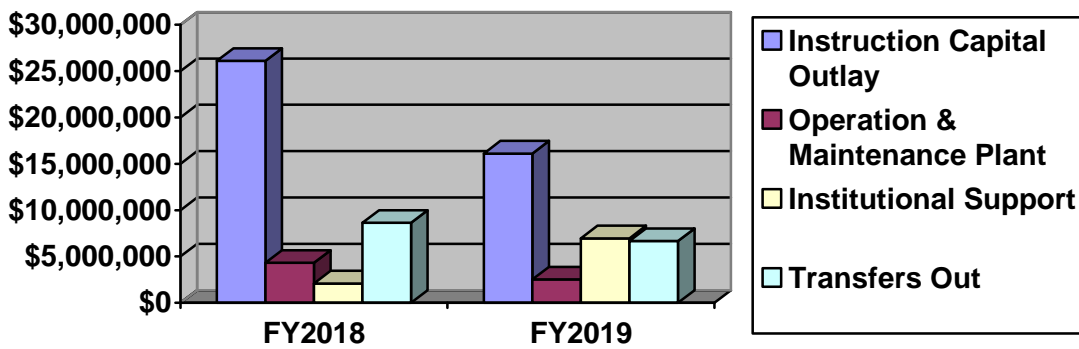
### Change in Fund Balance

The college budgets expenditures equal to all available funds including estimated fund balance as the college is spending the proceeds from the 2008, 2009A and 2009B bond issues. Based on the college’s financial projections, the future resources are adequate to properly maintain the college’s buildings and infrastructures.

### Operations & Maintenance (Restricted) Revenue



### Operations & Maintenance (Restricted) Expenditures



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

OPERATIONS & MAINTENANCE (RESTRICTED) FUND REVENUE  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>REVENUES</b>			
<b>Local Government</b>			
Property taxes	\$ 1,036,386	\$ 1,040,000	\$ 1,040,000
<b>STUDENT TUITION AND FEES</b>			
Fees	5,239,948	5,250,000	5,208,000
<b>STATE GOVERNMENT</b>			
ICCB Capital Renewal grant	-	26,100,000	16,100,000
Other sources	<u>171,077</u>	<u>-</u>	<u>-</u>
Total State Government	<u>171,077</u>	<u>26,100,000</u>	<u>16,100,000</u>
<b>INTEREST</b>	94,167	-	-
<b>MISCELLANEOUS</b>	<u>191,880</u>	<u>225,000</u>	<u>150,000</u>
<b>Total Revenues</b>	<u>6,733,458</u>	<u>32,615,000</u>	<u>22,498,000</u>
Transfers in	<u>8,925,000</u>	<u>2,875,000</u>	<u>2,975,000</u>
<b>Total Revenues and Other Sources</b>	<u>\$ 15,658,458</u>	<u>\$ 35,490,000</u>	<u>\$ 25,473,000</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

OPERATIONS & MAINTENANCE (RESTRICTED) FUND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>EXPENDITURES</b>			
By Program:			
<b>Instruction</b>			
Capital outlay	\$ -	\$ 26,100,000	\$ 16,100,000
Total Instruction	-	26,100,000	16,100,000
<b>Operation and Maintenance Plant</b>			
Contractual services	440,847	2,914,000	2,528,000
Capital outlay	26,464,910	1,400,000	-
Total Operation and Maintenance Plant	26,905,758	4,314,000	2,528,000
<b>Institutional Support</b>			
Contractual services	373,493	-	200,000
Material and supplies	-	255,887	1,081,875
Capital outlay	16,084,121	1,840,000	7,175,000
Total Institutional Support	16,457,614	2,095,887	8,456,875
<b>Total Expenditures</b>	43,363,372	32,509,887	27,084,875
Transfers out	8,634,838	8,630,113	6,663,125
<b>Total Expenditures and Transfers Out</b>	\$ 51,998,209	\$ 41,140,000	\$ 33,748,000

## AUXILIARY ENTERPRISE FUND

The Auxiliary Enterprise Fund is established by Section 3-31.1 of the *Illinois Public Community College Act*. It is used to account for college services where a fee is charged and the activity is intended to be self-supporting. Examples of accounts in this fund include food service, bookstore, childcare facility, intercollegiate athletics, and non-credit instruction.

	<b>Food Service</b>	<b>Bookstore</b>	<b>Childcare</b>	<b>Automotive</b>	<b>Landlab</b>
Revenue:					
Sales	\$ 1,511,600	\$ 6,318,000	\$ 76,710	\$ 373,097	\$ 169,125
Fees	-	-	-	-	-
Misc.	10,000	-	-	-	-
Transfer in	232,000	-	115,300	-	182,800
<b>Total</b>	<b>\$ 1,753,600</b>	<b>\$ 6,318,000</b>	<b>\$ 192,010</b>	<b>\$ 373,097</b>	<b>\$ 351,925</b>
Expenditures					
Transfer out	-	328,300	-	-	-
<b>Total</b>	<b>\$ 1,753,600</b>	<b>\$ 6,318,000</b>	<b>\$ 192,010</b>	<b>\$ 373,097</b>	<b>\$ 351,925</b>



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

AUXILIARY FUND REVENUE  
Year Ended June 30, 2019

	<u>FY 2017 Actual</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Budget</u>
<b>REVENUES</b>			
<b>STUDENT TUITION AND FEES</b>			
Fees	\$ 6,870,807	\$ 7,187,071	\$ 7,430,773
<b>SALES AND SERVICE FEES</b>			
Food Service	1,509,633	1,958,718	1,511,600
Culinary Restaurants	66,234	88,000	160,000
Bookstore	5,159,609	6,318,000	6,318,000
Childcare	76,902	98,000	76,710
Automotive	215,760	372,175	373,097
Landlab	120,333	104,000	115,000
Other	76,272	37,000	35,600
Total Sales and Service Fees	<u>7,224,743</u>	<u>8,975,893</u>	<u>8,590,007</u>
<b>MISCELLANEOUS</b>			
Facilities revenue	6,206	275,000	274,435
Other revenue	118,759	149,340	127,510
Total Other Sources	<u>124,965</u>	<u>424,340</u>	<u>401,945</u>
<b>Total Revenues</b>	<u>14,220,514</u>	<u>16,587,304</u>	<u>16,422,725</u>
Transfers in	<u>333,574</u>	<u>414,969</u>	<u>710,100</u>
<b>Total Revenues and Transfers In</b>	<u>\$ 14,554,088</u>	<u>\$ 17,002,273</u>	<u>\$ 17,132,825</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

AUXILIARY FUND EXPENDITURES  
Year Ended June 30, 2019

	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>EXPENDITURES</b>			
By Program:			
<b>Instruction</b>			
Salaries	\$ 1,118,262	\$ 1,057,680	\$ 1,071,450
Employee benefits	191,939	213,284	219,342
Contractual services	700,107	739,066	667,714
Material and supplies	1,345,052	1,525,435	1,596,213
Conferences and meetings	40,429	49,800	48,997
Utilities	542	2,050	102
Capital outlay	317,604	-	-
Other	36,238	67,875	61,155
Total Instruction	<u>3,750,172</u>	<u>3,655,190</u>	<u>3,664,973</u>
<b>Academic Support</b>			
Salaries	81,476	189,485	133,614
Employee benefits	10,462	11,342	28,000
Contractual services	293,670	365,082	394,461
Material and supplies	121,122	142,016	101,256
Conferences and meetings	19,053	29,975	30,569
Total Academic Support	<u>525,784</u>	<u>737,900</u>	<u>687,900</u>
<b>Student Services</b>			
Salaries	-	90	90
Contractual services	39,011	45,500	46,410
Material and supplies	20,756	21,900	23,700
Conferences and meetings	6,164	8,200	6,400
Other	1,543	4,910	4,000
Total Student Services	<u>67,474</u>	<u>80,600</u>	<u>80,600</u>

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

AUXILIARY FUND EXPENDITURES  
Year Ended June 30, 2019

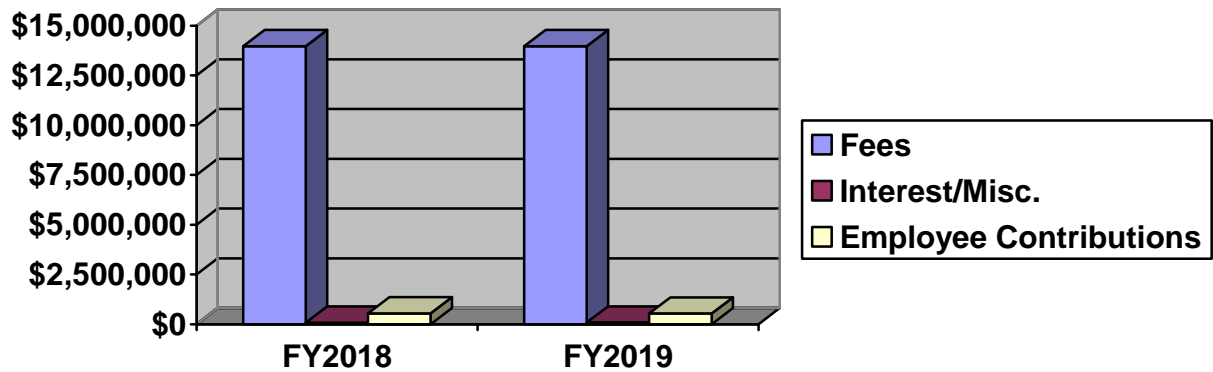
	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget
<b>Public Service</b>			
Salaries	38,157	42,998	48,609
Employee benefits	125	500	5,560
Contractual services	27,600	27,877	28,435
Material and supplies	144,056	153,625	152,396
Conferences and meetings	(11,780)	-	20,000
Capital outlay	4,795	25,000	-
Other	1,919	4,000	4,000
<b>Total Public Service</b>	<u>204,872</u>	<u>254,000</u>	<u>259,000</u>
<b>Independent Operation</b>			
Salaries	1,937,421	2,432,704	2,352,776
Employee benefits	525,076	634,892	620,511
Contractual services	191,478	208,447	207,334
Material and supplies	4,905,372	6,387,885	6,332,659
Conferences and meetings	97,251	182,342	181,316
Fixed charges	89,545	89,650	91,440
Utilities	366	2,608	585
Capital outlay	565	-	-
Other	195,069	217,633	202,131
<b>Total Independent Operation</b>	<u>7,942,143</u>	<u>10,156,161</u>	<u>9,988,752</u>
<b>Institutional Support</b>			
Contractual services	(6,989)	12,000	228,840
Material and supplies	591,525	874,254	953,080
Conferences and meetings	1,664	4,000	4,080
Utilities	57,000	85,800	88,000
Capital outlay	362,929	576,946	629,000
Other	28,166	30,000	30,000
<b>Total Institutional Support</b>	<u>1,034,295</u>	<u>1,583,000</u>	<u>1,933,000</u>
<b>Total Expenditures</b>	<u>13,524,739</u>	<u>16,466,851</u>	<u>16,614,225</u>
Transfers out	<u>403,678</u>	<u>535,422</u>	<u>518,600</u>
<b>Total Expenditures and Transfers Out</b>	<u>\$ 13,928,417</u>	<u>\$ 17,002,273</u>	<u>\$ 17,132,825</u>

## SELF-INSURANCE FUND

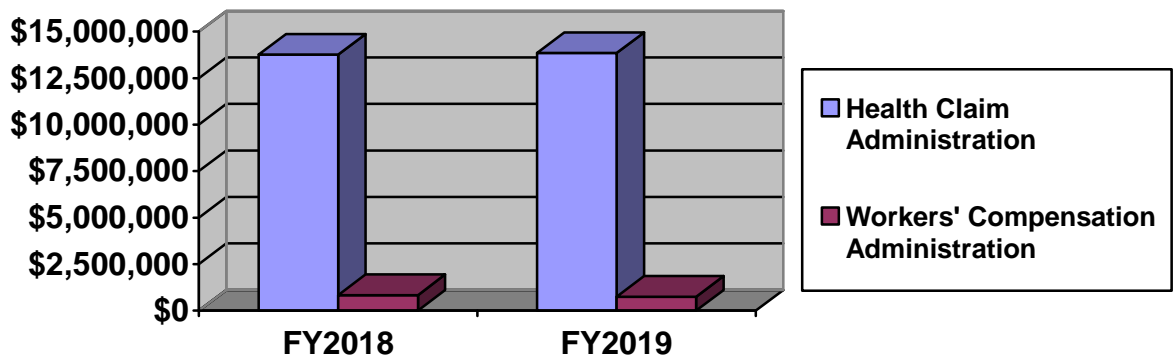
The college is self-insured for medical, vision, dental insurance, and workers' compensation claims for its employees. Funding is provided by a charge to individual department budgets, an employee contribution thru payroll, and interest earned on reserves. These charges represent the source of revenue for this fund.

The expenditures for this fund include medical, vision, dental claims, and workers' compensation claims paid on behalf of the participants. The college also maintains stop-loss coverage for individual medical claims over \$225,000. For workers' compensation claims, the current stop-loss limits are \$400,000 specific and \$1,000,000 in the aggregate.

### Self-Insurance Revenue



### Self-Insurance Expenditures



**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

SELF-INSURANCE FUND REVENUE AND EXPENDITURES  
Year Ended June 30, 2019

	<u>FY 2017 Actual</u>	<u>FY 2018 Budget</u>	<u>FY 2019 Budget</u>
<b>REVENUES</b>			
<b>SALES AND SERVICE FEES</b>			
Fees	\$ 12,276,605	\$ 13,975,000	\$ 13,975,000
<b>INTEREST</b>	15,235	7,500	15,000
<b>MISCELLANEOUS</b>			
Employee Contributions	536,372	550,000	535,000
Other revenue	<u>67,173</u>	<u>70,000</u>	<u>70,000</u>
Total Other Sources	<u>603,545</u>	<u>620,000</u>	<u>605,000</u>
<b>Total Revenues</b>	<u><u>\$ 12,895,385</u></u>	<u><u>\$ 14,602,500</u></u>	<u><u>\$ 14,595,000</u></u>
<b>EXPENDITURES</b>			
By Program:			
<b>Health Claims Administration</b>			
Employee benefits	\$ 10,453,915	\$ 13,248,500	\$ 13,334,000
Contractual services	479,769	515,000	515,000
Material and supplies	<u>-</u>	<u>2,000</u>	<u>2,000</u>
Total Health Claims Administration	<u>10,933,685</u>	<u>13,765,500</u>	<u>13,851,000</u>
<b>Workers Compensation Administration</b>			
Employee benefits	<u>494,422</u>	<u>837,000</u>	<u>744,000</u>
<b>Total Expenditures</b>	<u><u>\$ 11,428,107</u></u>	<u><u>\$ 14,602,500</u></u>	<u><u>\$ 14,595,000</u></u>

## **WORKING CASH FUND**

The Working Cash Fund is to account for the proceeds of three working cash bond issues. In 1972, 1976, and 1985, the college issued \$1,000,000, \$775,000 and \$3,000,000, respectively, in working cash bonds. The bonds were levied for and repaid through property tax revenue. The bonds have been fully repaid, and this fund represents the proceeds plus interest earned from these bonds.

The purpose of the Working Cash Fund is to give the college resources to meet payroll and operating expenses while waiting for the receipts from property tax levies. The Board of Trustees votes on a resolution every year to allow the college treasurer to borrow from this fund. At the end of each fiscal year, it is the college's policy to repay this fund from property tax receipts.

**JOLIET JUNIOR COLLEGE-  
COMMUNITY COLLEGE DISTRICT NO. 525**

WORKING CASH REVENUE AND EXPENDITURES  
Year Ended June 30, 2019

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	FY 2017 <u>Actual</u>	FY 2018 <u>Budget</u>	FY 2019 <u>Budget</u>
<b>REVENUES</b>			
Interest	\$ 49,896	\$ 75,000	\$ 90,000
<b>EXPENDITURES</b>	\$ -	\$ -	\$ -

# **GRANTS**



# GRANTS

## Overview

As the single point of contact for creation of all grant proposals, Joliet Junior College (JJC) Grants Development is a centralized administrative unit that oversees the grant process and provides support to faculty and staff during the pre- and post-award grant phases. Proposals are submitted to both public and private external sources to: foster learning and teaching; meet student, community and workforce needs; and promote institutional growth and effectiveness. Grant funding supports the institutional goals, strategic priorities and mission of JJC. The grants management function ensures compliance with grant regulations, assurances, and certifications.

## Diverse Funding

Under the direction of JJC's Institutional Advancement department, the Grants Development Office is the College's authorized organizational representative for the submission of grant proposals to federal government agencies such as the: U.S. Department of Education; National Science Foundation; U.S. Department of Transportation; and the Department of Health & Human Services. In addition to federal awards JJC receives grant funding from State agencies including the: Illinois Community College Board (ICCB); Illinois Secretary of State; Illinois State Board of Education and the Illinois Department of Human Services. Grant funding also comprises awards from corporate foundations. Of note in FY18, JJC's Corporate and Community Services STEM Academy for middle and high school students was awarded \$30,000 from Constellation, an Exelon Company to provide experiential, hands-on learning in Science Technology, Engineering and Math.

Valuing robust programs and areas of study, JJC's grants support a wide spectrum of educational opportunities and services. Of significance in FY18 was a highly competitive, National Science Foundation (NSF) STEM grant of \$649,901 over five years for the *Supporting Science Students through Scholarships, Academic and Social Activities, and Reflective Journaling* project. Sixty percent of the award is for scholarships for students majoring in: Biological, Physical, Mathematical, Computer and Information sciences.

Also noteworthy in FY18, JJC's adult education programs were awarded over \$2,000,000 from multiple Illinois agencies to provide services including: adult basic education, literacy, and English as a second language. JJC's career and technical education benefitted from over \$480,000 from the Carl D. Perkins grant which is allocated through ICCB. Perkins funding benefitted JJC students in a multitude of areas including: Agriculture; Adult Education & Literacy; Culinary Arts; Nursing & Allied Health; Emergency Services; Technical; and Workforce Development. A key principle of the Perkins grant is to prepare special populations enrolled in career and technical education programs for high-skill, high wage or high demand occupations that will lead to self-sufficiency.

Joliet Junior College has continued to help meet the needs of businesses for skilled workers and the training education and employment needs of individuals with Workforce Investment Act (WIA) and Workforce Innovation & Opportunity Act (WIOA) funding.

Since 1997, JJC has been the primary training provider for Will and Grundy Counties under WIA/WIOA. In FY19 we expect to receive over \$400,000 from the Grundy, Livingston, Kankakee Workforce Board and approximately \$2,000,000 from the Will County Work Force Investment Board.

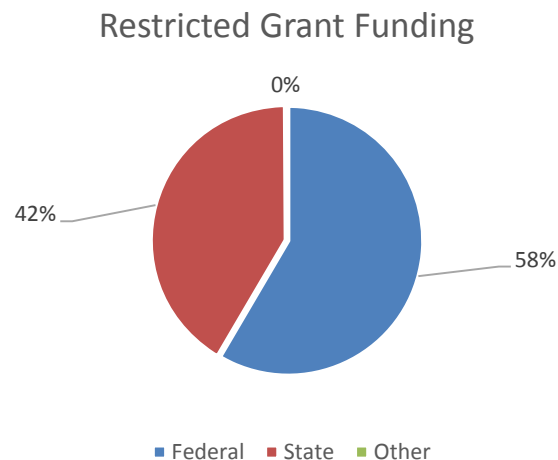
Also contributing to economic development, JJC’s Community and Corporate Services Division (CCS) maintains valuable relationships with the general public and within the business community. CCS also receives grant funding annually from the U.S. Department of Transportation to provide commercial motor vehicle operator training for veterans.

**Compliance & Performance**

The post award phase of grants includes implementing the grant, reporting progress, and completing the closeout requirements. Increased competition for a declining pool of federal dollars, heightened scrutiny of grant accounting processes as well as performance outcomes dictates the need for comprehensive grants administration compliance efforts. The Grants office provides advice and interpretation of grant rules and regulations, with an emphasis on the Uniform Guidance, and Federal Acquisition Regulations. To facilitate post-award compliance, the Grants office schedules quarterly desk audits of grants in order to ensure all grant requirements are met.

**Anticipated FY19 Funding**

In FY19, JJC expects to receive total restricted grants of \$51,852,076 accounted for in the Restricted Purposes fund, compared to \$50,962,344 which was expected to be received in FY18. That amount is broken down as follows: \$30,381,688 in federal government grants including financial aid, \$21,450,388 in state grants including Joliet Junior College’s on behalf payment from SURS, the State University Retirement System, and \$20,000 in grants from other sources. Both state and federal grants are receiving level funding or only slight increases for FY19.



**JOLIET JUNIOR COLLEGE  
 FY19  
 GRANT PROJECTION  
 JULY 1, 2018 - JUNE 30, 2019**

Granting Agency - Government	Title	JJC Department	Grant Manager	Funding Entity	Amount	Start Date	End Date	Description
<b>COMPETITIVE GRANTS, GOVERNMENT</b>								
ICCB Illinois Community College Board	Early School Leavers	Workforce Education	Director, Workforce Education	State	\$114,827	7/1/2018	6/30/2019	Provides GED preparation and job training for clients who leave high school before graduation
Illinois Secretary of State	Literacy Grant	Workforce Education	Director, Workforce Education	State	\$57,938	7/1/2018	6/30/2019	Provides literacy services for adult learners
U.S. Department of Education	Title III Progressive Pathways to Student Success <b>Year 4 of 5</b>	Student Development	Dean of College and Career Readiness	Federal	\$445,180	10/1/2015	9/30/2020	Funds to expand institutional capacity to serve low-income students - Total award \$2,139,129
U.S. Department of Education	TRiO Student Support Services: <b>Year 4 of 5</b>	Project Achieve	Director, TRIO Programs	Federal	\$423,121	9/1/2015	8/31/2020	Serves first generation/low income/disabled students - Total award \$1,914,507
U.S. Department of Education	TRiO Educational Talent Search <b>Year 3 of 5</b>	Project Achieve	Director, TRIO Programs	Federal	\$260,760	9/1/2016	8/30/2021	Provides academic, career, and financial counseling to high school students to continue on to and complete their postsecondary education - Total award \$1,200,000
National Science Foundation	NSF S-Stem <b>Year 2 of 5</b>	Arts & Sciences	Dean, Arts & Sciences	Federal	\$138,201	2/1/2018	1/31/2023	Scholarships for STEM students - Total award \$649,901
<b>COMPETITIVE GRANTS, GOVERNMENT</b>					<b>\$1,440,027</b>			
<b>ILLINOIS AGENCY ALLOCATED GRANTS</b>								
Illinois Community College Board	Adult Education	Workforce Education	Director, Workforce Education	Federal/State	\$1,922,750	7/1/2018	6/30/2019	Supports Adult Education instructional and support programs: Federal Basic \$664,000 E/L Civics \$45,000 State Basic \$786,000 State Performance \$427,750
Illinois Community College Board	Carl D. Perkins Career and Technical Education	Career/Technical Education	Dean of Career & Technical Education	Federal	\$469,479	7/1/2018	6/30/2019	Supports career and technical education
Illinois Community College Board	Program Improvement	Career/Technical Education	Dean of Career & Technical Education	State	\$63,873	7/1/2018	6/30/2019	Supports career and technical education
Will County Workforce Investment Board	Adult and Dislocated Workers Programs	Workforce Education	Director, Workforce Education	Federal	\$338,847	7/1/2018	6/30/2019	Provides training and support services to qualified candidates
Grundy, Livingston, Kankakee Workforce Board	WIA Youth Programs	Workforce Education	Director, Workforce Education	Federal	\$205,674	7/1/2018	6/30/2019	Provides training and support services to eligible youth
Grundy, Livingston, Kankakee Workforce Board	Adult and Dislocated Workers Work Readiness Programs (Career Certified)	Workforce Education	Director, Workforce Education	Federal	\$215,352	7/1/2018	6/30/2019	Provides job readiness training
Will County Workforce Investment Board	My Future -Youth GED; Youth Work Readiness & Occupational Training for Youth Program (Connect to your Future)	Workforce Education	Director, Workforce Education	Federal	\$1,657,460	7/1/2018	6/30/2019	Provides assistance to targeted youth in employment & academic success & occupational skill training program for low-income youth
Illinois Department of Human Services	Temporary Assistance for Needy Families (TANF)	Workforce Education	Director, Workforce Education	Federal	\$156,108	7/1/2018	6/30/2019	Provides employment readiness, job placement, work experience, case management, and training for Public Aid recipients
<b>ILLINOIS AGENCY ALLOCATED GRANTS</b>					<b>\$5,029,543</b>			
<b>FY19 TOTAL ALL GRANTS: AS OF MAY 18, 2018</b>					<b>\$6,469,570</b>			

**CAPITAL/FACILITIES  
MASTER PLAN**

## EXECUTIVE SUMMARY

Joliet Junior College's (JJC) Capital Improvement Plan (CIP) for FY19 integrates the Master Plan, previously approved infrastructure improvements and the planned annual capital improvements.

The CIP places greater emphasis on safety, interior finishes, site improvements, utility systems, and mechanical equipment. The project list was collectively created from project requests, Facility Service Department assessments, the Facility Condition assessment and the college Master Plan.

This fiscal year the college will embark on approximately \$2.3 million of restricted Operations and Maintenance (O & M) Fund projects, and \$2.5 million of Protection, Health and Safety (PHS) projects. These projects are identified in 12 categories. A list of annual capital improvement project requests are also included, which total an additional \$50,000.

The scope of the Resource Allocation Management Plan (RAMP) is listed within this document. In 2014 the state advanced \$10 million of the \$26.1 million total state contribution, and then in 2017 the state appropriated \$10 million for the City Center build-out, but the remaining \$16.1 million has not been received.

Additional information is also included to explain all aspects of the capital program. A narrative description of capital funds that support the program is included and projects are organized by funding source. The process for developing the CIP is detailed, especially in relation to the college's Master Plan.

## CIP PROCESS

The CIP is designed to ensure that facilities renewal and improvement projects are planned, organized, and coordinated effectively to support the mission and vision of the college. The program is updated annually in conjunction with the budget process beginning in January. Plan objectives and goals include:

- Facilitate learning through facility enhancements
- Ensure facility compliance with environmental, health and safety regulations
- Extend the life expectancies of buildings and infrastructure
- Construct new facilities to meet the academic demands of a growing community

### 1. Capital Improvement (Master Plan)

Master Plan development

- Develop the college Master Plan considering short- and long-range needs with input from the Master Plan Steering Committee and outside architects
- Solicit needs from all departments at all campuses
- Prioritize projects related to the Master Plan
- Review by President's Cabinet
- Hire financial analyst firm advisor to develop potential funding sources
- Present to JJC Board of Trustees for consideration and approval
- Submit final plan to the Illinois Community College Board (ICCB)

### 2. Capital Renewal and Deferred Maintenance (Infrastructure) Plan

The college completed a facility condition assessment report in FY08. The purpose of this analysis is to obtain an independent review of present facility conditions and what future funding and management programs are required to maintain the functional operations of the college.

- Develop life-cycle building system and infrastructure replacement plan
- Utilize outside assistance to develop plan
- Implement plan utilizing Facility Services computerized maintenance management system (TMA) software
- Facility condition assessments project a Facilities Condition Index and renewal/replacement spending over time
- For reporting purposes, projects are broken down according to the following major building and infrastructure components:
  - exterior wall systems
  - conveying systems
  - heating systems
  - electrical systems
  - cooling systems
  - roofing systems
  - interior systems
  - electrical lighting

- safety systems
  - plumbing systems
  - site work
  - specialty projects
- Facility Services Department reviews and modifies the plan and reports monthly on status to the Buildings and Grounds Committee. Plan modifications may be necessitated by a failure to obtain funding from outside sources, unanticipated building system or equipment failures, unforeseen safety concerns, etc.

### 3. Annual Capital Improvement (Immediate Needs)

For the college's purposes, annual projects include:

- The installation of any item of equipment to be permanently attached to the building or connected to a building system
- Installation of new furnishings, computer, telecommunications or media equipment
- Alteration of space

Annually, during the month of January, Financial Services, in conjunction with Facility Services Department, requests all academic and administrative departments, faculty, employees and students to submit project requests. Project requests submitted after the deadline are deferred for consideration until the following budget preparation period.

The project request provides a summary overview of the proposed project and addresses only pertinent facts that will enable administration to come to a decision regarding continuance with more planning information.

- **Project Narrative/Justification** - A brief narrative description of the deficiencies with the existing situation and how and when the proposed project will alleviate the identified deficiencies. Items considered are demand, functionality, physical condition, etc. How the project will relate to college goals and objectives must also be explained.
- **Alternatives to the Proposal** - All alternatives are discussed and considered. Special attention should be given to those alternatives which could reduce the cost of the proposed project.
- **Space Analysis** - Using the space utilization study as a guide, an explanation of space needs, space availability, flow patterns, future growth, if applicable, function analysis and the effect of the proposed space alterations on space and functions of other departments or services is provided.
- **Furniture/Equipment Need** - New furniture and equipment needs should be identified.
- **Technology/Media Requirements** - The needs for technology equipment and services should be identified.
- **Impact Analysis** – Explanations of both the impact on the operating budget as well as the impact of not proceeding now with this plan are included.

Projects are evaluated using the following criteria:

- Conformance with the Strategic & Master Plans
- Impact on college support services
- Cost and availability of funds
- Code compliance
- Impact on program operations
- Aesthetics
- Impact on building systems
- Availability of space
- Impact on adjacent areas

Upon completion of the review, Facility Services submits a list of recommended projects in priority order. The submittal will include a total project budget summary for each project along with an analysis of the project impact.

Following President's Cabinet review and approval, the Facility Services Department will prepare an annual Improvement Project list for submission to the college's Board of Trustees for review.

Upon review by the Board of Trustees, the Facility Services Department will begin the project management process.

The following pages give details of the Master Plan, the Capital Renewal and Deferred Maintenance Plan, and the annual capital improvement (immediate) needs.

## **FACILITY MASTER PLAN**

### **Overview**

The Master Plan is a critical review of the existing facilities and land use for JJC, as well as a plan of prioritized recommendations which responds to the challenges facing the college as it functions in a growing community.

### **Purpose**

The purpose of the JJC Master Plan is to provide a rational and orderly system to address existing physical concerns, and accommodate future needs throughout the JJC district. In order to help accomplish the college's vision, mission, core values and Strategic Plan, additional structures and other improvements to its existing physical resources have been approved by the board.

The steering committee focused its efforts on the physical needs of the Main Campus, Romeoville Campus and City Center Campus, while acknowledging the need for a continued presence in Grundy County and the potential need for a new presence in Bolingbrook and in the eastern part of the JJC district.



## Process

The master planning process is organized and overseen by a steering committee that comprised representatives from the Board of Trustees, faculty and administration. The steering committee also establishes the following overall goals:

- Strategic alignment
- Function and aesthetics
- Prioritized growth
- Programmatic focus
- Financial responsibility
- Sustainable approach

The planning effort also involves a wide cross-section of other faculty, administration, staff, students, and community members who provide valuable input during the numerous space needs, interviews and focus group meetings. Interaction with the steering committee and President’s Cabinet occurs during a series of on-campus meetings and presentations. Between these sessions, the master planning team documents generated and developed concepts and ideas for review at subsequent sessions.

The ICCB requires the Master Plan to be updated every five years. The 2019-2023 Master Plan was completed in FY18.

## 2019 - 2023 MASTER PLAN OUTCOMES

The following master plan recommendations will be prioritized and completed as funding becomes available. The dates that follow the projects reflect the master plan years each project was requested.

Project	2008 Master Plan	2013 Master Plan	2019 Master Plan
Renovation of G-Building for Campus Police expansion.	x	x	x
Expansion of G-Building to accommodate attached garage for campus police vehicles and equipment.	x	x	x
Land purchase in the eastern portion of the district.	x	x	x
Construct a bridge to connect T-Building with J-Building.	x	x	x
Expansion of K-Building for Fine Arts to create an inviting entrance and provide additional program space.		x	x
Renovation to ground floor J-Building to include a conference center and additional classrooms and office spaces.			x
Build out shell space on the third floor of J-Building for Fine Art department's needs.			x
Expand T-Building to accommodate space needs.			x
Build out shell space in U-Building to support Academic Excellence and Support program needs.			x

## **CAPITAL RENEWAL & DEFERRED MAINTENANCE PLAN**

### **CAPITAL FUNDING SOURCE DESCRIPTION**

#### **RAMP**

A community college may request state funding for up to 75 percent of total project costs of any type of project listed in ICCB Rule 1501.603. The vehicle for requesting state funds is the RAMP request submitted to the ICCB in July of each year. ICCB staff reviews all requests submitted in RAMP to determine their eligibility for funding. Eligible projects are then rated and prioritized. The projects receiving the highest evaluation are submitted to the ICCB for its consideration. Approved projects comprise the annual ICCB budget request to the Illinois Board of Higher Education (IBHE). Final approval and funding for RAMP projects are dependent on recommendations and action by the Governor and State Legislature.

#### **PHS Funds**

PHS projects are authorized by Section 3-20.3.01 of the Public Community College Act. The purpose of this funding is to alter and repair the facilities of a district such that the health and safety of the occupants may be protected, energy may be conserved, handicapped accessibility may be increased, the structural integrity of the facility may be preserved, or environmental hazards corrected.

Section 3-20.3.01 of the Public Community College Act provides two methods of funding PHS projects. ICCB approval is required for either method. Upon approval, the ICCB will issue a certificate of approval authorizing the college to sell bonds or levy a tax. The law permits a college to have a total of \$4.5 million in PHS bonds outstanding at any one time. Taxes may be levied up to \$.05 per \$100 of equalized assessed valuation for any one year. Also, projects may be funded using both bond proceeds and tax levy authority.

#### **Grants**

Capital renewal grants are state grants allocated proportionally to each community college district based on the latest fall on-campus nonresidential gross square feet of facilities as certified by the ICCB. Such grants are to be utilized for miscellaneous capital improvements such as rehabilitation, remodeling, improvement, and repair; architect/engineer (A/E) services; supplies; fixed equipment and materials; and all other expenses required to complete the work. These funds will not lapse at the end of the fiscal year.

Energy-related grants and rebates that have been received through organizations such as Department of Community and Economic Opportunity (DCEO) or Illinois Clean Energy Foundation enable JJC to further expand energy saving initiatives.

## **O & M Restricted Funds**

O & M Restricted Funds are identified as surplus monies from the O & M levy used for building and site acquisition purposes. Monetary funds identified as surplus in the Education and O & M funds for the current fiscal year will be transferred at year-end into this fund.

## **Bond Funding**

The college has the ability to raise funds from the capital markets through the issuance of bonds and/or debt certificates. Bonds can be sold and repaid with either property taxes or a specific revenue source. Bonds supported by property taxes must be approved by the voters through referendum. Alternative revenue bonds or debt certificates can be sold if a specific revenue source is identified such as tuition. In 2013 and 2008, the college borrowed \$45 million and \$70 million respectively, by issuing alternate revenue bonds which will be repaid with an increase to the student capital fees. In 2009, the taxpayers of the Community College District #525 successfully passed an \$89 million referendum.

## **Capital Assessment Fee**

A capital assessment fee is currently levied at the rate of \$21 per credit hour. This assessment supports the 2013 and 2008 bond issues and other capital projects. This capital fee is paid by all students and is solely used for costs associated with capital projects.

## Capital Improvement Program

Fiscal Year 2019

	PHS	RAMP	Restricted O&M	Total All Projects
<b>Exterior Walls System 0371-301-534.000</b>				
Misc. EIFS Repairs			\$10,000	\$10,000
Misc. Windows			\$10,000	\$10,000
Misc. Doors			\$10,000	\$10,000
<b>Conveying Systems 0371-302-534.000</b>				
Misc. Equipment Replacement			\$8,000	\$8,000
<b>Heating Systems 0371-303-534.000</b>				
Replace Exhaust Fans and Add to BAS			\$185,000	\$185,000
Misc. Heating Equipment Replacement			\$10,000	\$10,000
<b>Electrical Systems 0371-304-534.000</b>				
Replace Old Electrical Panels			\$100,000	\$100,000
Misc. Equip./Elec. Repair			\$20,000	\$20,000
<b>Cooling Systems 0371-305-534.000</b>				
C-G AHU Upgrade Phase III			\$425,000	\$425,000
Misc. cooling system repairs			\$15,000	\$15,000
<b>Roofing System 0371-306-534.000</b>				
B-Building Roof Replacement			\$300,000	\$300,000
K-Building Roof Replacement			\$340,000	\$340,000
Misc. roof repairs			\$15,000	\$15,000
<b>Interior Systems 0371-307-534.000</b>				
Replacement of Carpet/Tile			\$85,000	\$85,000
Painting Work			\$10,000	\$10,000

<i>continued</i>	PHS	RAMP	Restricted O&M	Total All Projects
Signage			\$25,000	\$25,000
Ceiling Replacement			\$60,000	\$60,000
Epoxy Flooring - Natural Science			\$100,000	\$100,000
Keyless Entry-Phase X			\$150,000	\$150,000
Misc. ACT Replacement			\$20,000	\$20,000
Misc. Renovations (Office moves, etc.)			\$25,000	\$25,000
<b>Electrical Lighting 0371-308-534.000</b>				
Replace Interior Light Fixtures			\$50,000	\$50,000
Misc. Electrical Lighting			\$10,000	\$10,000
<b>Safety System 0392-319-584.000</b>				
Steam piping and condensing boilers	\$2,500,000			\$2,500,000
<b>Plumbing Systems 0371-310-534.000</b>				
Misc. Repairs			\$10,000	\$10,000
<b>Site Work 0371-312-534.000</b>				
Parking Lot Improvements			\$280,000	\$280,000
Bio-swale/Lake Treating			\$10,000	\$10,000
Misc. Site Work Improvements			\$10,000	\$10,000
<b>Specialty Projects 0371-311-534.000</b>				
Misc. A/E projects			\$60,000	\$60,000
	<b>\$2,500,000</b>	<b>\$0</b>	<b>\$2,353,000</b>	<b>\$4,853,000</b>

## CAPITAL IMPROVEMENT PLAN PROJECT DESCRIPTIONS

### EXTERIOR WALL SYSTEMS 0371-301-534.000

**Miscellaneous EIFS Repairs:** There is a need for yearly patching and painting maintenance to prevent EIFS system failure. This also covers any necessary patching and painting of exterior wall systems of similar construction. Estimated Cost: \$10,000

**Replacement of Miscellaneous Windows:** The Main Campus has windows that are original to the campus. From time to time these windows require maintenance or even replacement. This project scope provides for identifying and addressing such windows when required. Estimated Cost: \$10,000

**Replacement of Miscellaneous Doors:** The Main Campus has doors that are original to the campus. From time to time these doors require maintenance or even replacement. This project scope provides for identifying and addressing such doors when required. Estimated Cost: \$10,000

**CONVEYING SYSTEMS                      0371-302-534.000**

**Miscellaneous Elevator Equipment Replacement:** The college has addressed the elevators that were in need of replacement but the other elevators encounter parts that fail throughout the year. The project scope is to replace any elevator components that fail during the year. Estimated Cost: \$8,000

**HEATING SYSTEMS                      0371-303-534.000**

**Replace Exhaust Fans and Add to BAS:** Existing roof mounted exhaust fans are falling apart, rusting and have become a frequent maintenance issue. This project includes engineering and replacement of exhaust fans at restrooms and labs and will be monitored through the BAS system. Estimated Cost: \$185,000

**Miscellaneous Heating Equipment Replacement:** The project scope is to replace any unforeseen heating components that fail during the year. Estimated Cost: \$10,000

**ELECTRICAL SYSTEMS                      0371-304-534.000**

**Replace Electrical Panels:** There are antiquated electrical panels around campus that are no longer serviceable due to parts being unavailable. This project will begin to phase in new panels inclusive of engineering and installation. Estimated Cost: \$100,000

**Miscellaneous Equipment/Electrical Repair:** The college continues to address electrical systems in need of replacement but there may be components that fail throughout the year. The project scope is to replace any electrical components that fail during the year. Estimated Cost: \$20,000

**COOLING SYSTEMS                      0371-305-534.000**

**C through G AHU Upgrade – Phase III:** These antiquated AHU's are beyond their useful life which have potential health and safety concerns. This work will entail the replacement of AHU's with new energy efficient units. The scope will include engineering and replacement. Estimated Cost: \$425,000

**Miscellaneous Cooling System Equipment Repair:** The college continues to address cooling systems that are in need of replacement but there may be components that fail throughout the year. The project scope is to replace any cooling components that fail during the year. Estimated Cost: \$15,000

## **ROOFING SYSTEMS      0371-306-534.000**

**B-Building Roof Replacement:** The B-Building roof is beyond its useful life with an expired warranty and is showing signs of brittleness and failure. This project consists of engineering fees and construction costs for the removal and replacement and installation of a new EPDM roof system to match adjacent roofs. Estimated Cost: \$300,000

**K-Building Roof Replacement:** The K-Building roof is beyond its useful life with an expired warranty and is showing signs of brittleness and failure. This project consists of engineering fees and construction costs for the removal and replacement and installation of a new EPDM roof system to match adjacent roofs. Estimated Cost: \$340,000

**Miscellaneous Roofing Repairs:** The college continues to address roofing systems that are in need of replacement but failures occur during the year. The project scope is to repair/maintain any failures during the year. Estimated Cost: \$15,000

## **INTERIOR SYSTEMS      0371-307-534.000**

**Replacement of Carpet/Tile:** The replacement of worn vinyl composition tile (VCT), carpet and other flooring material is an ongoing effort by the college. This project will continue those efforts by replacing carpet in office areas, and classrooms that have not yet received new flooring. New flooring is bought to match the standards set forth as part of the current Master Plan. Estimated Cost: \$85,000

**Painting Work:** Scheduled painting of classrooms and offices is an ongoing effort by the college. This project will continue those efforts by performing patching and painting in offices and classrooms to match the current JJC standards. Estimated Cost: \$10,000

**Signage:** New signage consistent with the Colleges new standards is required in some existing and renovated areas. This scope provides continued upgrade of college signage. Estimated Cost: \$25,000

**Ceiling Replacement:** As part of upgrading lighting to LED, there are classrooms and offices that have old ceiling systems that will be replaced to match the upgraded ceilings. This includes removing hard ceiling areas with ACT ceiling for easier maintenance access. Estimated Cost: \$60,000

**Epoxy Flooring – Natural Science:** In the new as well as existing Natural Science building, epoxy floors were value-engineered out during the Master Plan construction. This project phases in an epoxy flooring system in the science labs. Estimated Cost: \$100,000

**Keyless Entry – Phase X:** The keyless entry system is an ongoing program. This project will continue with interior doors at the Main and extended campuses as determined through priority planning with Campus Police. This project allows for further securing and monitoring of the college. Estimated Cost: \$150,000

**Miscellaneous Acoustical Ceiling Tile Replacement:** Areas of acoustical ceiling become damaged or worn during any given fiscal year. This project scope repairs or replaces ceiling grid and tiles to match existing JJC standards. Estimated Cost: \$20,000

**Miscellaneous Renovations (office moves, etc.):** Minor renovations do not always get captured in planning but require a variety of infrastructure modifications such as electrical, data, phone, walls, doors, etc. Estimated cost: \$25,000

#### **ELECTRICAL LIGHTING                    0371-308-534.000**

**Replace Interior Light Fixtures with LED:** The College will continue with the replacement of old fluorescent light fixtures with LED light fixtures. The replacement of these light fixtures is an ongoing sustainability effort by the college. Estimated Cost: \$50,000

**Miscellaneous Electrical Lighting:** Miscellaneous areas of lighting requiring repairs or replacement that are unplanned may be identified during the fiscal year. Estimated Cost: \$10,000

#### **SAFETY SYSTEMS                            0392-319-584.000**

**Steam Piping and Condensing Boilers:** The existing underground steam system jacketing has developed a leak compromising the carrier pipe. This steam leak is a safety issue and requires immediate attention. This project consists of replacing the current steam system with new condensing boilers and piping which is significantly more efficient to operate than the current steam system. This budget is inclusive of all engineering and construction. Estimated Cost: \$2,500,000

#### **PLUMBING SYSTEMS                        0371-310-534.000**

**Miscellaneous Equipment Replacement:** The College has addressed the plumbing system that was in need of replacement but other systems may fail throughout the year. The project scope is to replace plumbing system components that unexpectedly fail during the year. Estimated Cost: \$10,000

#### **SITE WORK                                    0371-312-534.000**

**Parking Lot Improvements:** During the course of our recent master plan projects the parking layouts of the existing parking lots have been revised for improved capacity and safety standards. Surface wear and weathering has resulted in bleed through of former lot striping and markings. The scope of this project is to resurface, stripe parking lots and modify any required power, data, emergency phones and cameras. Estimated Cost: \$280,000

**Bio-swale/Lake Treating:** The new bio swale that is part of the lake restoration begun in FY 2010 requires ongoing maintenance and monitoring. Estimated Cost: \$10,000



**Miscellaneous Site-work Improvements:** Over the years, pavement and sidewalks have become deteriorated and require attention. This project provides miscellaneous repairs or replacement to site work as needed. Estimated Cost: \$10,000

**SPECIALTY PROJECTS                      0371-311-534.000**

**Miscellaneous A/E Projects:** This account is for any miscellaneous items that develop during the year that requires an Architect/Engineer. Estimated Cost: \$60,000

**ANNUAL IMPROVEMENT PROJECTS**

**Accessible Door ASC/TLC:** The Academic Skills Center, Tutoring and Learning Center, Academic Intervention/Communication Center (located within the TLC) and Disability Services are requesting to connect an automatic door operator to three offices at Main Campus ASC, City Center Campus ASC/TLC and Main Campus TLC. Installation of these openers provide for safer access. Estimated Cost: \$24,969

**Additional Office in Veterans Resource Center:** The Veterans Resource Center is in need of a second office constructed to provide for academic advising, back-up certifying official, and assist with veteran student event planning. Estimated Cost: \$13,972

**Separated Deans Office:** For confidentiality purposes, it is necessary to install a wall to separate a dean's suite from Workforce Education Staff offices. This may incorporate a small storage closet. Estimated cost: \$11,059

# **DEBT**

## DEBT SUMMARY

Total outstanding, long-term debt and interest payable as of June 30, 2018, is \$265,837,774. Debt service, or the amount budgeted for payment of principal and interest in FY19 is \$16,884,618. Of this amount, \$6,855,000 is for the payment of principal and \$11,378,618 is for the payment of interest. The escrow account created from the Series 2012 and 2013 refunding bonds will pay \$1,349,000 of scheduled interest payments. The following is a summary of the debt obligations.

- A general obligation bond (alternate revenue source) issue dated November 12, 2008, for the support of the Master Plan, provides for the retirement of principal of \$3,105,000 in 2019, \$4,210,000 in 2020, \$4,470,000 in 2021, \$4,750,000 in 2022, \$5,045,000 in 2023, \$6,335,000 in 2024, \$6,735,000 in 2025, \$7,610,000 in 2026, \$7,760,000 in 2027, and \$8,205,000 in 2028. Interest is payable on December 1 and June 1 at 5.25% to 6.25%. The district has pledged tuition revenues for the repayment of these bonds. The original amount of the note was \$70,000,000. These bonds received an “AA” rating from Standard & Poor’s.  
\$ 58,225,000
- A general obligation bond issue dated July 31, 2009, Series 2009B, for the support of the Master Plan, provides for the retirement of principal of \$3,650,000 in 2019, \$4,110,000 in 2020, \$4,610,000 in 2021, \$5,155,000 in 2022, \$5,745,000 in 2023, \$6,395,000 in 2024, \$7,095,000 in 2025, \$7,860,000 in 2026, \$8,685,000 in 2027, \$9,575,000 in 2028, and \$10,555,000 in 2029. Commencing in 2011, interest is payable on July 1 and January 1 at 4.30% to 7.0%. The original amount of the note was \$82,000,000. These bonds received an “AA” rating from Standard & Poor’s.  
\$ 73,435,000
- A general obligation refunding bond (alternate revenue source) issue dated December 17, 2012, for the advance refunding of a portion of the Series 2008 bonds to gain overall savings for the college, provides for the retirement of principal of \$100,000 in years 2019 through 2024, \$1,920,000 in 2025, 2,080,000 in 2026, \$1,240,000 in 2027 and \$3,000,000 in 2028. Interest is payable on December 1 and June 1 at 2.00% to 4.00%. The escrow account established by this issue invested in bond obligations of the State of Illinois. This escrow does not accomplish an in-substance defeasance of the refunded bonds. Therefore, the entire outstanding amount of the Series 2008 bonds is presented as an outstanding long-term obligation. The district has pledged tuition revenues for the repayment of these bonds. The original amount of the note was \$9,445,000. These bonds received an “AA” rating from Standard & Poor’s.  
\$ 8,840,000

<ul style="list-style-type: none"> <li>• A general obligation refunding bond (alternate revenue source), Series 2013A, issue dated September 27, 2013, for the advance refunding of a portion of the Series 2008 bonds to gain overall savings for the college, provides for the retirement of principal of \$2,340,000 in 2020, 2,570,000 in 2021, \$2,975,000 in 2022, \$2,905,000 in 2023 and \$3,325,000 in 2024. Commencing in 2014, interest is payable on December 1 and June 1 at 5.00%. The escrow account established by this issue invested in bond obligations of the State of Illinois. This escrow does not accomplish an in-substance defeasance of the refunded bonds. Therefore, the entire outstanding amount of the Series 2008 bonds is presented as an outstanding long-term obligation. The district has pledged tuition revenues for the repayment of these bonds. The original amount of the note was \$14,465,000. These bonds received an “AA” rating from Standard &amp; Poor’s, as well as an “Aa1” rating from Moody’s Investors Service.</li> </ul>	\$ 14,115,000
<ul style="list-style-type: none"> <li>• A general obligation bond issue (alternate revenue source), Series 2013B, dated November 19, 2013, for the support of a new multipurpose facility and for improvements to the Romeoville campus, provides for the retirement of principal of \$1,380,000 in 2029, \$1,545,000 in 2030, \$3,375,000 in 2031, \$3,570,000 in 2032, \$5,040,000 in 2033, \$5,305,000 in 2034, \$5,585,000 in 2035, \$5,880,000 in 2036, \$6,190,000 in 2037, and \$6,495,000 in 2038. Commencing in 2014, interest is payable on December 1 and June 1 at 5.00% to 5.50%. The district has pledged tuition revenues for the repayment of these bonds. The original amount of the note was \$44,365,000. These bonds received an “AA” rating from Standard &amp; Poor’s, as well as an “Aa1” rating from Moody’s Investors Service.</li> </ul>	\$ <u>44,365,000</u>
Total Long-Term Obligations	198,980,000
Less: Current Portion	<u>(6,855,000)</u>
Total	<u>\$192,125,000</u>

The college has started the process of exploring the possibility of calling in the 2008 general obligation bonds (alternate revenue source) as those bonds are callable after June 1, 2018. The funding would be a combination of \$15 million in funds the college has on hand and issuing new debt for the remaining principal balance. The debt issued would be restructured over fourteen years as opposed to the current remaining life of ten years. With the favorable interest rate environment, even though the amortization period is being extended, the college expects present value savings of approximately \$4.5 million, excluding the savings from the \$15 million of cash contributed. Due to the fact that this issue hasn’t been finalized, the college’s debt summary does not reflect this restructuring.

The summary of future debt service requirements as of June 30, 2018, is as follows:

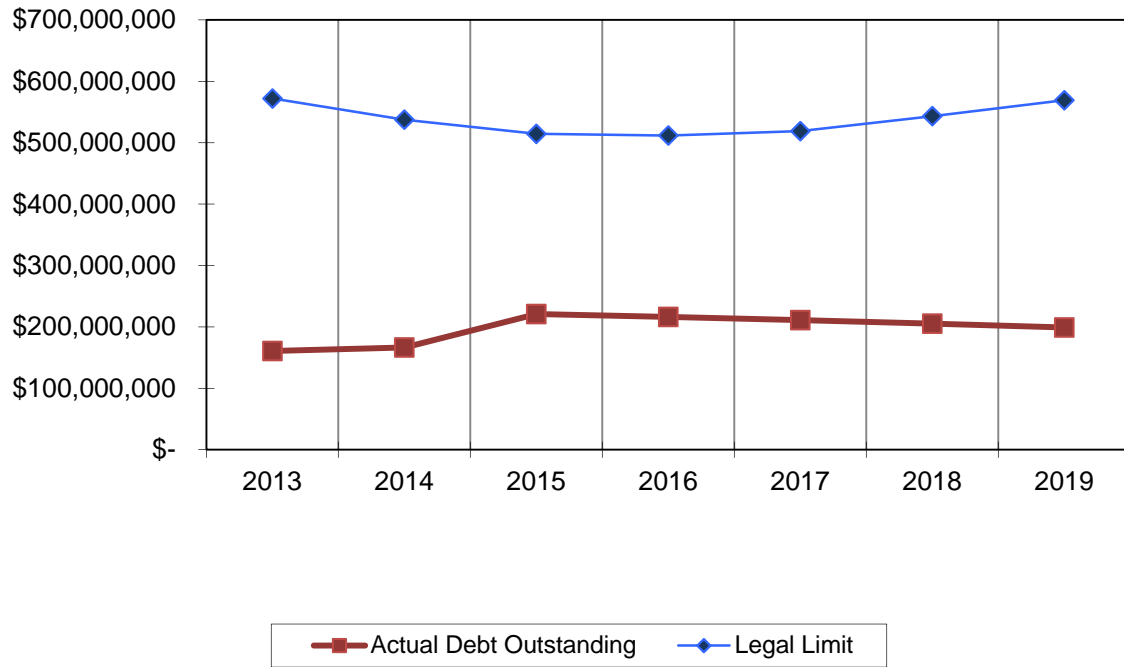
<u>Fiscal</u> <u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>To Be Paid</u> <u>From Escrow</u>	<u>Total College</u> <u>Obligation</u>
2019	6,855,000	11,378,618	18,233,618	1,349,000	16,884,618
2020	10,760,000	10,981,362	21,741,362	3,629,000	18,112,362
2021	11,750,000	10,361,520	22,111,520	3,741,500	18,370,020
2022	12,980,000	9,671,798	22,651,798	4,018,064	18,633,735
2023	13,795,000	8,896,752	22,691,752	3,797,438	18,894,315
2024	16,155,000	8,082,501	24,237,501	4,073,675	20,163,826
2025	15,750,000	7,085,907	22,835,907	2,372,425	20,463,482
2026	17,550,000	6,149,113	23,699,113	2,473,750	21,225,363
2027	17,685,000	5,071,703	22,756,703	1,553,000	21,203,703
2028	20,780,000	3,957,888	24,737,888	3,278,250	21,459,638
2029	11,935,000	2,691,550	14,626,550	-	14,626,550
2030	1,545,000	2,246,225	3,791,225	-	3,791,225
2031	3,375,000	2,161,250	5,536,250	-	5,536,250
2032	3,570,000	1,975,625	5,545,625	-	5,545,625
2033	5,040,000	1,779,275	6,819,275	-	6,819,275
2034	5,305,000	1,514,675	6,819,675	-	6,819,675
2035	5,585,000	1,236,163	6,821,163	-	6,821,163
2036	5,880,000	942,950	6,822,950	-	6,822,950
2037	6,190,000	634,250	6,824,250	-	6,824,250
2038	6,495,000	324,750	6,819,750	-	6,819,750
<b>Total</b>	<b>\$ 198,980,000</b>	<b>\$ 97,143,875</b>	<b>\$ 296,123,875</b>	<b>\$ 30,286,101</b>	<b>\$ 265,837,774</b>

***Debt Limits***

The legal debt limit or the total amount of debt that can be issued by the college is 2.875 percent of assessed valuation. Assessed valuation in levy year 2017 is \$19,797,820,758. At 2.875%, the debt limit translates into \$569,187,347. The current debt outstanding that applies to this limit totals \$73,435,000. This amount subtracted from the debt limit is the college’s debt margin of \$495,752,347.

The graph illustrates how historically the college’s total debt has been well below the legal limit.

### Legal Debt Limit vs. Debt Outstanding



# **FINANCIAL POLICIES**

## FINANCIAL POLICIES

### *Financial and Budgetary Guidelines*

JJC's Board of Trustees recognizes the importance of protecting funds and using them sensibly. In addition to JJC policies and procedures, major aspects of budgeting and finance are prescribed by the *Illinois Public Community College Act* and the Illinois Community College Board (ICCB). These guidelines help keep the College financially viable and assist in planning, preparing and administering a balanced budget. Synopses of these guidelines are listed below.

## JJC BOARD APPROVED POLICIES

### **8.01.00 Budget**

This policy describes the general guidelines for budgeting and the budgeting process.

Contained within this policy are the College's policies governing the preparation and approval of operating and capital budgets, policies defining the role of Financial Services and other departments, agencies and activities which participate in the budgetary process, and policies pertaining to the implementation and control of operating and capital budgets. These policies apply to all college divisions/agencies, departments and activities.

#### ***Budgeting***

The following policies govern budget preparation. An explanation of the role of the Financial Services Department is provided and the process by which operating activities, departments and divisions of the college participate in the preparation of budgets is described.

#### ***Preparation and Approval of College Budgets***

The President, through the Senior Leadership Team, has primary responsibility for planning, coordinating, and participating in the preparation of college budgets. Schedules, minimum standards, formats, procedures, and expenditure/revenue estimation criteria are promulgated by the Financial Services Department. Participation at all levels and managers responsible for specific accounts is an integral part of this process.

For purposes of this policy statement, annual operating budgets, capital budgets and other special purpose budgets are encompassed by the term College Budgets. This general policy statement is applicable to all funds, Federal, State and Local.

The Board approves the annual operating budgets of the College in accordance to state statutes.

Capital budgets and other special purpose budgets are approved by the Board or the College President as appropriate.



### ***Budget Guidelines Covering Revenue Estimation and Expenditure Criteria***

The Vice President of Administrative Services is responsible for providing guidance pertaining to the estimation of revenues and projection of expenditures. Such guidance will come from the annual Three-Year Financial Plan presented to the Board. Additional guidance may take the form of communication provided by the State or result from independent studies and the application of budget assumptions.

This policy does not preclude activities from submitting justification for variance from standard guidelines in formats designated by the Financial Services Department.

Revenues will be estimated conservatively, using an objective and analytical approach.

All guidelines related to revenues will place primary emphasis on the estimates of the Controller.

### ***Balanced Budget***

Every effort will be made to submit a balanced operating budget (Education and Operations & Maintenance Funds) in which revenues are greater than or equal to expenditures and one-time revenues will not be used for operational expenditures.

### ***Timetable of Budget Functions***

It is the responsibility of the vice president of administrative services to establish a schedule of budget functions which will serve to guide the budget development and implementation process for all divisions of the College. The schedule which is developed will be based on requirements and due dates established by the State, guidance received from the vice president of administrative services and the management needs of the College. Efforts will be made to provide for participation of all divisions in the development of the timetable of budget functions.

Vice presidents, deans, directors, and department or activity heads are authorized to establish working schedules within the general schedule established by Financial Services.

The method of communicating the schedule of budget functions shall be generally consistent from year to year and will be by such media as is deemed necessary and appropriate. The Board will ensure the preparation of a tentative budget for the College for each fiscal year and the vice president of administrative services will make the tentative budget available for public inspection in accordance with state law, which is currently thirty (30) days prior to the Board 's final action on the budget. All efforts should be made to allow the Board time to review the tentative budget and approve the annual budget prior to the beginning of each fiscal year (July 1).

### ***8.01.01 Spending Plan***

The College budget should be regarded as an educational spending plan. Once it has been adopted it becomes the responsibility of the president to administer that spending plan including the purchase of materials and supplies as authorized by the budget. Sound business practice and specific regulations of the Board will be observed.

### **8.01.02 College Indebtedness**

The securing of funds through the sale of general obligation bonds, revenue bonds, tax anticipation warrants, and other written financial instruments issued by the college shall constitute a purchase of a commodity, and as such shall be subject to the purchasing policies as established by the Board.

The vice president of administrative services shall seek to maintain and, if possible, to improve its current general obligation bond rating of ‘AA-‘ from Standard and Poor’s and Aal from Moody’s so borrowing costs are minimized and access to credit is preserved. It is imperative that the College demonstrate to rating agencies, financial advisors, investment bankers, creditors, and taxpayers that the College officials are following a prescribed financial plan.

Bonds will be sold on a competitive basis unless it is in the best interest of the College to conduct a negotiated sale. Competitive sales will be the preferred method; however, negotiated financing may be used where market volatility or the use of an unusual or complex financing or security structure is a concern with regard to marketability. The vice president of administrative services will recommend to the Board which method shall be used. This decision will be based on discussions with financial advisors, underwriters and/or bond council.

#### ***Taxpayer Equity***

The College’s property taxpayers and citizens who benefit from projects financed by bonds should be the source of the related debt service funding. This principle of taxpayer equity should be a primary consideration in determining the type of projects selected for financing through bonds.

#### ***Uses***

Bond proceeds should be limited to financing the costs of planning, design, land acquisition, buildings, permanent structures, attached fixtures or equipment, and movable pieces of equipment or other costs as permitted by law. Acceptable uses of bond proceeds can be viewed as items which can be capitalized. Non-capital furnishings and supplies will not be financed from bond proceeds. Refunding bond issues designed to restructure currently outstanding debt are an acceptable use of bonds proceeds.

The College will not use short-term borrowing to finance operating needs except in the case of an extreme financial emergency which is beyond its control or reasonable ability to forecast. Recognizing that bond issuance costs add to the total interest costs of financing, a cost benefit analysis should be conducted to determine that bond financing is necessary for financing a project.

#### ***Decision Analysis***

Whenever the College is contemplating a possible bond issue, information will be developed concerning the following four categories commonly used by rating agencies assessing the College’s credit worthiness. The subcategories are representative of the types of items to be considered. This information will be presented by the vice president of administrative services

to the College President's Senior Leadership Team for its review and recommendation to the Board.

***Debt Analysis***

- Debt capacity analysis
- Purpose for which debt is issued
- Debt structure
- Debt burden
- Debt history and trends
- Adequacy of debt and capital planning
- Obsolescence of capital plant

***Financial Analysis***

- Stability, diversity, and growth rates of tax or other revenue sources
- Trend in assessed valuation and collections
- Current budget trends
- Appraisal of past revenue and expenditure trends
- History and long-term trends of revenues and expenditures
- Evidences of financial planning
- Adherence to generally accepted accounting principles
- Audit results
- Fund balance status and trends in operating and debt funds
- Financial monitoring systems and capabilities
- Cash flow projections

***Governmental and Administrative Analysis***

- Government organization structure
- Location of financial responsibilities and degree of control
- Adequacy of basic service provision
- Intergovernmental cooperation/ conflict and extent of duplication

***Economic Analysis***

- Geographic and location advantages
- Population and demographic characteristics
- Wealth indicators
- Housing characteristics
- Level of new construction
- Types of employment, industry, and occupation
- Evidences of industrial decline
- Trend of the economy

The College may use the services of qualified internal staff and outside advisors to assist in the analysis, evaluation, and decision process, including bond counsel and financial advisors. Recognizing the importance and value to the College's creditworthiness and marketability of the College's bonds, this policy is intended to insure that potential debt complies with all laws and regulations, as well as sound financial principles.

### ***Debt Planning***

Unlimited-tax general obligation bond borrowing should be planned and the details of the plan must be incorporated in the College Capital Improvement Plan. Unlimited-tax general obligation bond issues should be included in at least two Capital Improvement Plans preceding the year of the bond sale. The first inclusion should contain a general description of the project, its timing, and financial limits; subsequent inclusions should become increasingly specific.

### ***Communication and Disclosure***

The College will follow a policy of full disclosure on every financial report, voluntarily following disclosure guidelines provided by the Government Finance Officers Association unless the cost of compliance with the higher standard is unreasonable.

### ***General Obligation Bonds***

Every project proposed for financing through general obligation debt should be accompanied by a full analysis of the future operating and maintenance costs associated with the project.

Generally, bonds cannot be issued for a longer maturity schedule than a conservative estimate of the useful life of the asset to be financed. The College will attempt to keep the average maturity of general obligation bonds at or below 20 years. In accordance with state statutes, the College will limit the total of its general obligation debt to 2.875% of the College's assessed value and/or debt services which is less than 15% of operating expenditures unless otherwise approved by the Board.

Whenever possible, the College will finance capital projects by using self-supporting alternate revenue bonds. Alternate revenue bonds assure the greatest degree of equity because those who benefit from a project and those who pay for a project are most closely matched.

### ***Limited Tax General Obligation Debt***

Limited tax general obligation bonds should be considered only when constraints preclude the preferred practice of voter approved general obligation bonds. As a precondition to the issuance of limited tax general obligation bonds, all alternative methods of financing should have been investigated. Consideration should always be given to provide a pledge of facility revenue to accompany the basic pledge of limited tax revenues.

### ***Alternate Revenue Bonded Debt***

It will be a long-term goal that each enterprise will ensure future capital financing needs are met by using a combination of current operating revenues and alternate revenue bond financing.

Each enterprise should provide adequate debt service coverage. A specific factor is established by the College that projected operating revenues in excess of operating expenses less capital expenditures, depreciation and amortization in the operating fund should be at least 1.25 times the annual debt service costs.

### ***Short Term Financing/Capital Lease Debt***

Short-term financing or capital lease debt will be considered to finance certain equipment and rolling stock purchases when the aggregate cost of equipment to be purchased exceeds \$25,000 unless otherwise approved by the Board. Adequate funds for the repayment of principal and interest must be included in the requesting department's approved budget.

The term of short-term financing will be limited to the usual useful life period of the vehicle or equipment, but in no case will exceed ten years.

### ***8.01.03 Audit***

A statement of the financial condition of the College shall be published annually in accordance with state Law.

The Office of the Vice President of Administrative Services will keep the Board members informed of the financial condition of the college by providing them with a monthly budget-to-actual report. An annual audit will be conducted of the College's financial transactions by a certified public accountant licensed to practice public accounting in the State of Illinois and appointed by the Board. The audit will be conducted in accordance with generally accepted auditing standards as established by statutes or laws governing junior college operations in the State of Illinois.

### ***8.01.04 Grants – Indirect Cost***

During all grant application processes Joliet Junior College will attempt to obtain money for indirect costs whenever allowable. Any indirect costs received will then be directed to the general fund

### ***8.01.05 Investment Policy – Investment of Funds***

#### **A. Scope**

This investment procedure applies to all funds of Joliet Junior College, Illinois Community College District 525. These funds are accounted for in the College's annual financial report and includes all current funds, and any other funds that may be created from time to time. All transactions, involving the funds and related activity of any funds shall be administered in accordance with the provisions of this procedure and the canons of the "prudent person rule." The "prudent person" standard is herewith understood to mean the following:

Investments shall be made with judgment and care, under circumstance then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

#### **B. Objectives**

##### **1. Safety of Principal**

Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. To attain this objective only appropriate

- investment instruments will be purchased and insurance or collateral may be required to ensure the return of principal.
2. Liquidity  
The College's investment portfolio shall be structured in such a manner as to provide sufficient liquidity to pay obligations as they come due.
  3. Return on Investments  
The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the risk constraints, the cash flow characteristics of the portfolio and legal restrictions for return on investments.
  4. Maintaining the Public Trust  
The investment officers shall seek to act responsibly as custodians of the public trust and shall avoid any transactions that might impair public confidence in the College, the Board of Trustees, or the School Treasurer.

### **C. Investment Instruments**

The Treasurer of the Joliet Junior College district can deposit funds within any financial institution within the confines of the Joliet Junior College district as long as that financial institution conforms to, complies with, and is within the statutory limits as to what they can handle as applies to public funds. For financial institutions outside the Joliet Junior College District 525 required board approval. The selection for deposits will be made on the basis of the highest interest rate bid.

Joliet Junior College may invest in investments as authorized by the Illinois Public Funds Investment Act (30 ILCS 235/1 et seq.), the Investment of Municipal Funds Act, Local Debt Reform Act, and Acts amendatory thereto. The College has chosen to limit its allowable investments to those instruments listed below:

1. Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued by the United States of America, its agencies and allowable instrumentality's;
2. Interest bearing savings accounts, interest bearing certificates of deposit or interest bearing time deposits, or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act;
3. Certificates of deposit with federally insured institutions that are collateralized or insured in excess of any coverage provided by the Federal Deposit Insurance Corporation;
4. Collateralized repurchase agreements which conform to the requirements stated in paragraph 2(g) or 2(h) of the statutes;
5. Illinois School District Liquid Asset Fund;
6. The Illinois Public Treasurer's Investment Pool;
7. Investments can be made in any financial institution within the confines of the junior college district as long as that financial institution conforms to, complies with, and is within the statutory limits as to what they can handle as applies to public funds plus the bidding procedure presently being used;
8. Investment products that are considered as derivatives are specifically excluded from approved investments.

9. General Obligation Bonds rated at the time of purchase within the four highest general classifications established by a rating service nationally recognized in rating bonds of states and political subdivisions thereof.

#### **D. Safekeeping of Securities**

1. Safekeeping is required for all securities. To accomplish this, the securities can be held at the following locations:
  - a. At the financial institution;
  - b. At another custodial facility – generally in a trust or safekeeping department through book-entry at the Federal Reserve unless physical securities are involved; or
2. A safekeeping receipt will be maintained by the college as documentation.

#### **E. Collateralization**

Collateralization will be required on all deposits except:

1. Funds at in district financial institutions that are no more than fifty percent (50%) of the capital stock and surplus of that institution. Any amount above the fifty-percent (50%) limitation would require collateralization and at the discretion of the treasurer, collateralization could be required at any time on any investment.
2. Documentation of collateral will be done as follows:
3. Safekeeping will be documented by a safekeeping receipt.
4. Substitution or exchange of securities held in safekeeping for the District can be approved exclusively by either the Treasurer or his/her Designee, provided the market value of the replacement securities is equal to or greater than the market value of the securities being replaced.

#### **F. Safekeeping of Collateral**

The securities must be held at one or more of the following locations:

1. At a Federal Reserve Bank or its branch office;
2. At another custodial facility in a trust or safekeeping department through book-entry at the Federal Reserve.
3. By an escrow agent of the pledging institution; or
4. By the trust department of the issuing bank.

#### **G. Qualified Financial Institutions and Intermediaries**

1. Depositories – Demand deposits
  - a. Any financial institution selected by the College shall provide normal banking services, including, but not limited to: checking accounts, wire transfers and safekeeping services.
  - b. The College will not maintain funds in any financial institution that is not a member of the FDIC system. In addition, the College will not maintain funds in any institution neither willing nor capable of posting required collateral for funds or purchasing private insurance in excess of FDIC insurable limits.
  - c. To qualify as a depository, a financial institution must furnish the Treasurer with copies of the latest two statements of condition, which it is required to furnish to the Comptroller of Currency as the case may be. While acting as a depository, a financial institution must continue to furnish such statements to the Treasurer annually.



- d. Fees for banking services shall be mutually agreed to by an authorized representative of the depository bank and the Treasurer.
2. Banks and Savings and Loans – Certificates of Deposit  
Any financial institution selected to be eligible for the College's competitive certificate of deposit purchase program must meet the following requirements:
    - a. Shall provide wire transfer and certificate of deposit in safekeeping services
    - b. Shall be a member of FDIC system and shall be willing and capable of posting required collateral or private insurance for funds in excess of FDIC insurable limits.
    - c. Shall have met the minimum financial criteria as established by the College.

#### **H. Management of Program**

1. The following individuals are authorized to purchase and sell investments, authorize wire transfers, authorize the release of pledged collateral, and to execute any documents required under this procedure.
  - a. Treasurer
  - b. Controller
  - c. Assistant Controller

These documents include:

- a. Wire Transfer Agreement
  - b. Depository Agreement
  - c. Safekeeping Agreement
  - d. Custody Agreement
2. Management responsibility for the investment program is hereby delegated to the Treasurer, Controller and Assistant Controller, who shall establish a system of internal controls and written operational procedures designed to prevent losses of funds that might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the entity. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions; check signing, check reconciliation, deposits, bond payments, report preparation and wire transfers. No person may engage in any investment transaction except as provided for under the terms of this policy. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates.
  3. The wording of agreements necessary to fulfill the investment responsibilities is the responsibility of the Treasurer who shall periodically review them for their consistency with College policy and State law and who shall be assisted in this function by the Controller, or Assistant Controller, College legal counsel and auditors. These agreements include, but not limited to:
    - a. Depository Agreement
    - b. Safekeeping Agreement
    - c. Custody Agreement



4. The Treasurer may use financial intermediaries, brokers, and/or financial institutions to solicit bids for securities and certificates of deposit. The intermediaries shall be approved by the Board of Trustees.
5. All wire transfers made by the Treasurer shall require a secondary authorization by the Controller or Assistant Controller.

**I. Performance**

The Treasurer will seek to earn a rate of return appropriate for the type of investments being managed given the portfolio objectives defined in Section B of this document for all funds. In general, the Treasurer will strive to earn an average rate of return equal to or greater than the U. S. Treasury Bill rate for a given period of time for the College's average weighted maturity.

**J. Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**K. Indemnification**

Investment officers and employees of the District acting in accordance with this Investment Procedure and written operational procedures as have been or may be establish and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market changes.

**L. Reporting**

The Treasurer shall submit to the Board of Trustees a monthly investment report, which shall include information regarding securities in the portfolio. The report shall indicate any areas of policy concern and planned revision of investment strategies.

**M. Amendment**

This policy shall be reviewed from time to time by the Treasurer with regards to the procedure's effectiveness in meeting the College's needs for safety, liquidity, and rate of return, diversification, and general performance. Any substantive changes will be reported to the Board of Trustees.

**8.01.06 Capital Funds Policy**

This policy describes the governing principles for preparing the capital budget and the Capital Improvement Plan (CIP). To facilitate informed investment decisions and promote effective management of existing capital assets.

The capital improvement program includes all capital projects, regardless of size, financed with Federal, State and/or College funds, and all departmentally funded projects exceeding the amount stated in the Budget Procedure 8.5(1). The capital improvement program is an ongoing process that includes:

- Assessing capital needs, opportunities and resources
- Assess utility conservation and sustainability opportunities
- Ensuring that potential projects conform with academic priorities and investment strategies
- Establishing priorities for project funding

The CIP is compiled by the Facility Services Department and presented to the President's Senior Leadership Team for input. The president recommends college wide priorities and if approved are included in the capital budget.

### ***Capital Improvement Program***

Providing the facilities essential to the accomplishment of the College's mission is a primary concern.

To ensure the availability of such facilities, a 3-Year Capital Improvement Program (CIP) will be developed and updated on an annual basis.

Plan objectives and goals include:

- Improving learning through educational facility enhancements.
- Ensuring facilities compliance with Environmental, Health and Safety Regulations.
- Extending the life expectancy of buildings and infrastructure.
- Construction of new facilities to meet the demands of increasing student enrollment.

The CIP will integrate projects from the college's Facilities Master Plan (Capital Improvement) and 10-Year Facility Condition Assessment with annual immediate needs into a short-range 3-Year Plan. Major components will include:

- Executive summary
- Program/physical history
- Campus Master Plan and description
- CIP process description
- Fund source description
- Project list for coming fiscal year and amounts
- Project descriptions
- 3-year plan for projects by category
- 10-year Facility Condition Assessment
- Program schedule
- Impact on operating budget
- Campus Maps identifying project location

### ***8.01.07 Fund Balance***

This policy describes the guidelines for unreserved fund balances in the College operating (general) fund.

### ***Goal***

Fund balance is the balance of a fund after all liabilities have been deducted from the assets of the fund. Unreserved fund balances will be unallocated cash at the completion of each fiscal year. The goal is to establish and maintain a general fund balance of twenty five percent of revenues.

### ***Utilization***

The proposed recommended use of the unreserved general fund balance is for projects in the Capital Improvement Program (CIP) or other unanticipated one-time expenditures that do not result in recurring operating costs. Expenditures from the unreserved fund balance must be approved by the Board of Trustees.

### ***Replenishment of Reserve Deficits***

Once the goal of twenty five percent has been reached, in the event the balance falls below fifteen percent, the vice president of administrative services will implement and submit to the Board, in conjunction with the proposed budget, a plan for corrective action to restore the fund balance to its goal of twenty five percent.

### ***Annual Review***

Compliance of this policy will be reviewed by the vice president of administrative services during the budget adoption process.

The Board will receive a report of year end reserves in the general fund as part of the year-end financial report.

### ***8.01.08 Tax Levy***

The Board shall annually determine the total amount of taxes to be levied based on the college's approved annual budget. The Board shall authorize the amount of tax levy by fund and shall authorize the appropriate county and local officials to collect the taxes on the College's behalf in compliance with applicable state statutes and local ordinances.

### ***8.02.00 Federal and State Funds***

To provide funds for the support of the College, the Board shall file applications with appropriate federal and state agencies for operating and capital assistance.

### ***8.03.00 Authorization of Expenditures***

All expenditures of College funds must be authorized by Board policies through the budget process or by special Board approval.

### ***8.03.01 Pay Advancements***

Generally, College employees receive pay on a regularly scheduled basis and in the amount approved by the Board. Individual employee's pay can be impacted by the federal income tax withholding, insurance contributions, and a number of other deductions relating to pay and benefits. It is the responsibility of the individual employee to insure that the required

tax forms are completed in an accurate manner. Other occurrences which may impact individual paychecks are time sheet submissions, differential hourly pay, lost time pay sheets, shift differentials, and calculation errors. While it is not the intent of the Board that individual employees be penalized for pay problems beyond their own control, it is believed that the College needs to set some parameters relating to pay advance.

Therefore, it is the policy the Board that pay advances for the reasons noted above may not exceed the sum of dollars allocated for one pay period for the individual involved and will be deducted from the subsequent pay period. Any pay advance in excess of \$1,500 will be reported to the Board. Requests and approval for a pay advance should be directed to the vice president for administrative services or his/her designee.

### **8.03.02 Payment of Expenditures**

The Board will receive a list of all bills submitted for payment monthly. The list will include payee, purpose of expenditure, detail, and check amount, as required under section 110 ILLCS 805/3-27. The bills will be classified in two categories. 1) Revolving Fund, and 2) Bills to be Approved.

#### ***Revolving Fund***

To insure prompt payment to our vendors and compliance with the Illinois State Prompt Payment Act a revolving fund under section 110 805/3-27 (b) is established. Expenditures that meet one of the following criteria will be paid bi-weekly, at a minimum, from the Revolving Fund.

- 1) Expenditures under \$5000
- 2) Expenditures under \$5000 made on the College's procurement card
- 3) Expenditures under \$5000 for legal and worker's compensation settlements
- 4) Utilities i.e., water, electric, gas sewer, waste disposal, telephone, etc.
- 5) Resale expenditures for Food Service and Bookstore
- 6) Monthly life insurance, workers compensation insurance, property insurance and liability insurance premiums
- 7) Travel and travel related expenditures that are below the maximum thresholds as outlined in travel policies and procedures for employees and board members
- 8) Disbursement of student loans, grants and student/miscellaneous refunds
- 9) Independent contractors for instructional services
- 10) Payroll taxes, payroll deductions and unemployment payments
- 11) Postage
- 12) Credit card payments
- 13) Expenditures where the College has a contractual obligation to make the payment by a certain date
- 14) Expenditure with the approval of the college treasurer or his/her designee.

The Board will receive an itemized listing of those payments made during the previous month.

### ***Bills to be Approved***

All bills presented for payment that do not meet the criteria to be disbursed from the Revolving Fund will be listed under this category. It is the responsibility of the Board to approve these bills for payment prior to disbursement being made.

### **8.04.00 Local Debt Recovery Program – Participation by the College**

The College is a participant in the Illinois Local Debt Recovery Program in conjunction with the Illinois Office of the Comptroller. The College administration shall develop and maintain administrative procedures for program implementation, including required due process procedures as mandated.

### **8.2.3 Funds from Private Sources**

The Board encourages the college staff to actively seek funds from private sources to be used to supplement the income received from tuition and fees and from district, state, and federal sources.

All college fund-raising efforts will be coordinated by the college's Development Office to ensure maximum favorable results and to avoid duplication of contacts from the college. All college fund-raising programs must receive approval as set forth by the college fund-raising procedures.

The college's Development Office will be responsible for processing all gifts received. The Board encourages the use of the Joliet Junior College Foundation as the main gift-receiving agency for the college.

All undesignated gifts will be placed in the College Development Fund in the Foundation. Designated gifts will be from the College Development Fund and all other gift funds will be made according to current college operating procedures.

Reports of expenditures from all accounts will be reported to the Board of Trustees, the Board of Directors of the Foundation and other appropriate persons.

### **12.02.00 Insurance**

Insurance shall be purchased on a bid or quote, basis every two to five years as determined by the vice president of administrative services, summarized on standard proposal form in order to provide adequate coverage with satisfactory and convenient service at the lowest cost.

The Board shall purchase with district funds the type and amount of insurance necessary to protect itself as a corporate body, its individual members, its appointed officers, and its employees from financial loss arising out of any claim, demand, suit, or judgment by reason of alleged negligence or other act resulting in accidental injury to any person or property damage within or without the college buildings while the above-named insured are acting in the discharge of their duties within the scope of their employment and/or under the direction of the Board.

### **13.01.00 Purchasing Policy**

It shall be the responsibility of the president through his/her designated representative to ensure that all qualified suppliers have the opportunity to bid or offer for sale on a negotiated basis merchandise or services that are to be purchased by the college. The Board will be guided by the principle that the college should receive the best quality merchandise and services available for the purchase dollar regardless of who the vendor may be.

It shall be the responsibility of the president through the vice president of administrative services or his/her designee to maintain vendor bid lists in the Business & Auxiliary Services office. Additions or removals can be made upon request by any vendor. Vendors may be removed from the vendor bid list as a result of any unsatisfactory performance on any previous contracts.

#### **A. Purchase of Budgeted Items Not Subject to Competitive Bid:**

All purchases of items supported by the adopted budget and not subject to competitive bid as required by the Public Community College Act (Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-27.1 as amended) may be made by the vice president for administrative services or his/her designee without advertising for bids and without requiring price quotations. If for any reason competitive bids or price quotations are deemed advisable by the vice president for administrative services, they will be obtained and awards made on the basis of conformance to specifications and the amount of the bids.

#### **B. Purchases Subject to Competitive Bidding**

All purchases of goods and services shall be awarded by the Board of Trustees upon the recommendation of the president of the College. When any purchase to be made by the College is subject to competitive bidding as specified by the Public Community College Act (Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-27,1 as amended), the vice president for administrative services or his/her designee guarantee due (e.g. sufficient or adequate) advertisement for bids for the sale of those goods and services required by the College. Formal contracts may be any of the following types, as appropriate under the circumstances.

- Cost plus Fixed Fee – or time and material.
- Fixed Price – both parties share the risk.
- Open End – volume price given for orders exceeding a stipulated dollar value to be delivered during the course of the year.

Due (e.g. sufficient or adequate) advertisement for bids shall include, but is not limited to, one public notice at least ten calendar days before the bid date in a newspaper or newspapers or general circulation within Illinois Community College District No. 525. In addition to such public advertisement, bids may be solicited directly from such persons who may be deemed reliable and competent to furnish the item or items required.

All bids must be sealed by the bidder and must be opened by a member of the vice president of administrative services or his/her designee at a public bid opening at which the contents of the bids must be announced. The vice president for administrative services or his/her designee shall prepare a tabulation for consideration for the Board and will make

recommendations through the president to the Board. The Board shall award the contract to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, and serviceability. The Board shall always reserve the right to reject any or all bids.

### **C. Emergency Purchases or Repairs**

Necessary purchases or emergency repairs which require major expenditures of monies otherwise subject to Board of Trustees approval, but which require prompt action, may be made as an emergency purchase. Such an emergency expenditure must be approved by three-fourths of the members of the Board.

### **D. Construction Contracts**

Contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure in excess of the amount specified by the Public Community College Act (Illinois Compiled Statutes, Chapter 110, Paragraph 805/3-27.1 (j), as amended) shall be awarded on the basis of due advertisement for bids. All bids must be sealed by the bidder and must be opened by the vice president of administrative services or his/her designee at a public bid opening at which the contents of the bid must be announced. The vice president for administrative services or his/her designee shall prepare a tabulation for consideration by the Board and will make recommendations through the president to the Board.

Contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not in excess of the statutorily specified amount subject to competitive bidding may be awarded by the vice president for administrative services or his/her designee.

### **E. Professional Services Firms**

For the purpose of this policy, professional services shall be defined as the services of individuals, or entities possessing a high degree of professional skill where the ability or fitness of the individual, or entity plays an important part.

No professional services firm shall be considered qualified to respond to a request for proposal (RFP) if a former employee or partner of the firm, or any subsidiary or affiliate thereof that has been employed by Joliet Junior College for two years or less immediately prior to the submission of the RFP, and such employee has or may have the ability to provide input into the final decision making process or whose opinion or expertise is solicited by the Board as part of the final decision making process.

The college will issue a Request for Proposals for professional services contracts with annual expenditures of \$25,000.00 or more at least every five (5) years.

#### **13.01.01 Responsibility of Bidders**

The Board will exercise its discretion in determining the responsibility of the bidders and will award the contract to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, and serviceability.



In the event of tie bids, preferences will be given to persons or firms located within the confines of the college district if they are recognized as qualified and can provide the needed services of all materials on a substantially equal basis with persons located outside of the college district. At all times, the Business and Auxiliary Services office will seek to purchase goods and services in line with officially approved policies of the educational institution in a manner that will be in the best interests of the students attending the college and in the best interests of the taxpayers of the district.

In addition to all other requirements, bidders must comply with the “Responsible Bidder Ordinance” minimum legal requirements:

1. The bidder must be a duly organized legal entity in good standing with the Illinois Secretary of State and in compliance with all laws prerequisite to doing business in Illinois.
2. The bidder must have a valid Federal Tax Identification Number (FEIN) or social security number.
3. The bidder must be an equal opportunity employer.
4. The bidder must provide certificates of insurance indicating the following coverages if called for in the bid solicitation: general liability, workers compensation, completed operations, automobile, hazardous occupation and product liability.
5. The bidder must comply with all provisions of the Illinois Prevailing Wage Act (820 ILCS130), including wages, medical and hospitalization insurance and retirement for those trades covered in the Act.
6. For construction projects over \$25,000, the bidder must provide an apprenticeship and training program that is registered with the United States Department of Labor’s Bureau of Apprenticeship and Training or is reasonably equivalent to such programs. The bidder must be compliant with the Illinois Drug-Free Workplace Act 30 ILCS 580/.

### **13.01.02 Consultant Services**

Consultant expenses for services rendered to the college will be reimbursed at rates that are reasonable, necessary, and consistent with the level of expertise required, and approved by the president, or appropriate designee, of the college.

Professional service agreements for consulting services will be utilized.

### **13.03.00 Inventories**

#### **A. Warehouse Supplies**

A perpetual inventory of warehouse supplies will be maintained for consumable items used in the instructional, administrative, cafeteria, maintenance and operations departments. The purpose of this inventory will be to purchase items on an as-needed basis and for conservation of materials and supplies. A physical inventory will be performed annually.

#### **B. Equipment**

An inventory will be maintained of all equipment with a value of \$2500 or above.



### **13.04.00 Sale/Disposal of College Property**

Property owned or leased by the college shall be used only by college employees in the performance of assigned job duties and responsibilities. College property may not be used by employees for personal profit.

The sale or disposal of all college property deemed surplus or in any other manner not suited or needed for college purposes shall be subject to the approval of the Board of Trustees.

The Board shall be provided with complete information concerning the method or methods to be used in the sale/disposal of that property.

Methods of disposal:

1. The director of business & auxiliary services will determine whether property is damaged or not working to allow for immediate disposal.
2. Staff and faculty will have access to view and request items for academic use via the JJC Portal.
3. Property which is determined to be obsolete for college use shall be advertised for public sale.
4. Following the public sale, remaining unclaimed items will be offered to the following in the order listed:
  - a. In-district public schools,
  - b. Not-for-profit community-based organizations within the JJC district.
5. Any unclaimed items will be disposed of appropriately.

### **13.06.00 Purchases from Federal Grant Funds**

The College follows Federal regulations and standards for the procurement of supplies and other expendable property, equipment, real property and other services.

This policy applies to all purchases for goods or services and all contracts or leases made using Federal funds. Flow-through funds, or funds which are provided for at a federal level but administered by the State of Illinois through a cognizant agency are also governed by this policy.

## ***ICCB REGULATIONS***

### **Annual Budget**

The budget is a controlled plan to be used in implementing the philosophy and the objectives of the college. Its development should involve maximum participation and, therefore, the aims and objectives of the college should be reflected at each level.

Colleges are encouraged to use either of the following budgetary formats: line-item appropriation or program budgeting in conjunction with program performance budgeting (PPB), or zero-based budgeting (ZBB). However, a budgetary crosswalk may be necessary to complete the line-item appropriation by function budget required by the ICCB.

Each local Board of Trustees must adopt a budget for each fiscal year within or before the first quarter of each fiscal year. Moreover, a tentative budget must be available for public inspection for at least 30 days, or ten days for community college districts in cities of over 500,000 inhabitants, prior to final adoption; and at least one public hearing must be held on the tentative budget.

It is anticipated that each district will develop an expanded operational budget that is more detailed than the budget required by the ICCB. Care should be taken that any budget adopted by the local Board of Trustees meets the requirements of Section 3-20.1 of the *Public Community College Act* for community college districts in cities with less than 500,000 inhabitants or Sections 7-8 through 7-16 for other community college districts.

The budget shall contain a statement of the cash on hand at the beginning of the fiscal year, an estimate of the cash expected to be received during such fiscal year from all sources, an estimate of the expenditures contemplated for such fiscal year, and a statement of the estimated cash expected to be on hand at the end of such year. The estimate of taxes to be received may be based upon the amount of actual cash receipts that may reasonably be expected by the district during such fiscal year, estimated from the experience of the district in prior years and with due regard for other circumstances that may substantially affect such receipts. (Section-3-20.1)

The budget shall set forth estimates, by classes, of all current assets and liabilities of each fund of the board as of the beginning of the fiscal year, and the amounts of those assets estimated to be available for appropriation in that year, either for expenditures or charges to be made or incurred during that year or for liabilities unpaid at the beginning thereof. Estimates of taxes to be received from the levies of prior years shall be net, after deducting amounts estimated to be sufficient to cover the loss and cost of collecting those taxes and also deferred collections thereof and abatements in the amount of those taxes extended or to be extended upon the collector's books. (Section 7-9)

The local Boards of Trustees of community college districts in cities of less than 500,000 inhabitants may transfer among budgeted items in a fund, providing that all transfers do not exceed 10 percent of the total of such fund as set forth in the budget. The local Board of Trustees also may amend the budget by using the same procedure as the original adoption.

One copy of the annual budget in the format prescribed shall be filed with the ICCB no later than October 15.

#### **Certificate of Tax Levy**

The language for the Certificate of Tax Levy suggested by Section 3-20.5 of the *Public Community College Act* is included in this section. This certificate must be filed with each county clerk on or before the last Tuesday in December. A copy of the certificate, along with each county clerk's verification of the levy, should be filed with the ICCB no later than January 31. In addition to the adopted annual budget, each college must file with each county clerk, within 30 days of its adoption, the local board's budget resolution and a certified summary of anticipated revenues for the fiscal year. Failure to file these

documents authorizes the county clerk to refuse to extend the district's tax levy. Suggested forms for the budget resolution and the summary of anticipated revenues are included as part of this section.

Moreover, when a district levies more than 105 percent of the previous year's tax extensions, the district must have at least one public hearing which may not coincide with the hearing on the tentative budget. The notice must fulfill the following requirements:

The notice shall appear no more than 14 days nor less than (7) seven days prior to the date of the public hearing. The notice shall be no less than one-eighth page in size, and the smallest type used shall be 12 point and shall be enclosed in a black border no less than 1/4 inch wide. The notice shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear. The notice shall state in plain and simple language the following information: (1) the legal name of the taxing district; (2) the commonly known name of the taxing district; (3) the amount of property taxes, exclusive of election costs, extended or estimated to be extended on behalf of the taxing district for the preceding year; (4) the amount of the proposed levy, exclusive of election costs, for the current year; (5) the percentage increase; and (6) the date, time and place of the public hearing concerning the proposed budget and the proposed levy increase. Such hearing may not coincide with the hearing on the proposed budget of the taxing district.

Any notice which includes information substantially in excess of that specified and required by this Act shall be an invalid notice. (Chapter 120, Section 866)

Additionally, an amended Certificate of Tax Levy may be filed within ten days of notification from the county clerk of the multiplier providing such multipliers will alter the amount of revenue received by the district.

#### **External Audit**

Each district is required to submit three copies of its external audit to the ICCB by October 15 following the end of the fiscal year. Required schedules and recommended formats are detailed by the ICCB.

#### **Annual Financial Report**

Pursuant to Section 3-22.2 of the *Public Community College Act*, each district is required to publish a financial statement at least once annually prior to November 15 in a newspaper of general circulation in the district, and a copy of this publication must be filed with the ICCB by December 1.

#### **Community College Treasurer's Bond**

Each community college treasurer must be bonded. A copy of each bond must be filed with the county clerk(s) and the ICCB.

#### **Requirements for Financial Transactions**

The *Public Community College Act* and ICCB rules contain many financial requirements. Although several requirements are highlighted below, you are encouraged to review the *Public Community College Act* and ICCB rules.

### **Payment of Orders and Bills**

The local Boards of Trustees of community college districts in cities of less than 500,000 inhabitants must approve payment of all bills showing to whom and for what purpose each payment is to be made and to what budgetary item each payment should be debited. The payment's purpose and budgetary line item can be shown by Fiscal Management Manual account codes. College staff should ensure that each item is properly charged to the correct account and that authority exists for such a transaction. For example, custodial salaries and utilities can be paid from the Operations and Maintenance Fund only upon resolution of the local Board of Trustees.

### **Bidding Policy**

Section 3.27.1 of the *Public Community College Act* requires each district to let all contracts for supplies, materials, or work involving an expenditure in excess of \$10,000 to the lowest responsible bidder after due advertisement, excluding the exceptions which are listed in Section 3-27.1 of the Act. The local board may adopt a more restrictive bidding policy.

## **THE PUBLIC ACT REGULATIONS**

### **805/3-20.1. Adoption of Annual Budget--Contents--Fiscal year**

Community college boards are required to adopt a budget before or within the first quarter of a new fiscal year. The budget must "...specify the objects and purposes of each item and amount needed for each object or purpose." The budget must contain a statement of cash on hand at the beginning of a fiscal year, an estimate of cash to be received and expended during the year, and an estimate of cash expected on hand at the end of the fiscal year. Nothing in this section is to be interpreted as a requirement for a district to change its basis or system of accounting. The board is required to establish the fiscal year. The budget "...shall be prepared in tentative form by some person or persons designated by the board, and in such tentative form shall be made conveniently available to inspection for at least 30 days prior to final action thereon. At least one public hearing shall be held as to such budget prior to final action thereon." Districts are required to publish a notice of the availability of the budget for public inspection, and notice of the public hearing. Finally, this section authorizes the board to "...from time to time make transfers between the various items in any fund not exceeding in the aggregate 10% of the total of such fund as set forth in the budget." The board may amend the budget by following the same procedures for the original adoption outlined in this section.

### **805/3-20.2. Additional or Supplemental Budget**

If the voters of a community college district approve an increase in the district's tax rate for the Education or Operations and Maintenance Funds after the budget for that period has been adopted, the board may adopt or pass a budget reflecting the supplemental or additional funds to be collected.

### **805/3-20.3. Expenses Payable from Taxes for Operation and Maintenance of Facilities Purposes and for Purchase of College Grounds--Educational Fund**

This section specifies expenditures that must be paid from the amount levied for operations and maintenance purposes. Included are "...obligations incurred 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, for the rental of buildings and property for community college purposes...” Other expenditures are to be paid from the Educational Fund.

**805/3-20.5. Determination of Amount to be Raised by Tax for Educational Purposes and for Operations and Maintenance of Facilities Purposes--Certificate of Tax Levy**

Each year, the college must determine the amount of funds to be raised by the tax levy for the ensuing year. These amounts must be certified by the board and submitted to the county clerk before the last Tuesday in December each year. Suggested language for the Certificate of Tax Levy is also included in this section.

**805/3-20.6. Districts in Two or More Counties--Determination of Amounts--Certificates of Tax Levy**

If a college district lies in two or more counties, the Certificate of Tax Levy must be filed with each of the county clerks within the district. Each county clerk is then to determine the portion of the district valuation that lies within the county and provide this information to the county clerk where the institution is located. Based on the levy certification, the county clerk will determine the tax rates for all of the counties.

**805/3-27. Payment of Orders and Bills--Revolving Funds--Collection of Funds**

The board may include in the authorized minutes a list of bills approved for payment, showing to whom and for what purpose the debt was incurred. This does not preclude the board from authorizing a voucher system or other system in accordance with the State Board. The board may establish revolving funds, providing they are in the custody of a bonded employee and are subject to annual audit by a licensed public accountant.

**805/2-27.1. Contracts**

Contracts for the purchase of supplies, materials, or work exceeding \$10,000 are awarded to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality, and serviceability. Several exceptions to this rule are noted in this section, including (1) services of individuals possessing a high degree of professional skill, (2) contracts for printing financial reports, (3) contracts for printing or engraving bonds or other debt instruments, (4) and many others as outlined in the statute. This section also includes procedures for awarding contracts through the sealed bid process.

**805/3-33.5. Working Cash Fund--Monies Derived from Bonds--State and Federal Funds**

Funds raised by the sale of working cash bonds must be maintained in a separate fund, and they are not to be appropriated in the annual budget. The board may transfer from the Working Cash Fund in anticipation of the receipt of federal or state funds, but the debt to the Working Cash Fund must be satisfied.

**805/3-33.6. Working Cash Fund--Transfers of Monies--Abolition of Fund**

Transfers from the Working Cash Fund to the Education or Operations and Maintenance Fund may be made only by board resolution. This section also specifies the terms of such a resolution. The board may also issue a resolution to abolish the Working Cash Fund and direct the treasurer as to directing the transfer. If it is abolished, a district may not establish

another Working Cash Fund without voter approval. Interest earned by the fund may be transferred to the Education or Operations and Maintenance Fund by board resolution.

### ***Measurement Focus, Basis of Accounting, and Basis of Presentation***

The district is a special-purpose government engaged only in business-type activities. Therefore, the district's financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as eligibility requirements imposed by the provider have been met.

For both budget and financial reporting, summer session revenues and expenditures are deferred and reported in the succeeding fiscal year in which the program is predominantly conducted. This is considered an immaterial difference from accrual accounting primarily because it is consistently applied from year to year.

#### ***Cash and Cash Equivalents***

For purposes of reporting cash flows, all highly liquid investments with a maturity of three months or less when purchased are considered to be cash equivalents.

#### ***Investments***

All investments are carried at fair value.

#### ***Receivables***

All receivables are expected to be received within one year.

#### ***Inventories***

Inventories are valued at the lower of cost or market, on a first-in, first-out basis. Inventories consist primarily of supplies and items held for resale by the bookstore. The cost is recorded as an expense at the time individual inventory items are utilized or sold.

#### ***Prepaid Items***

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

#### ***Capital Assets***

Capital assets include buildings, property, equipment and infrastructure assets, such as roads. Capital assets are defined by the district as assets with an initial unit cost of \$2,500 or more and an estimated useful life in excess of three years. Such assets are recorded at historical cost and depreciated over their estimated useful lives (excluding salvage value). Donated capital assets are recorded at their estimated fair value at the date of donation. Estimated useful life is management's estimate of how long the asset is expected to meet service demands. Straight-line depreciation is used based on the following estimated useful lives:



Buildings and improvements	20 – 50 years
Furniture and equipment	5 – 10 years
Improvements other than buildings	20 years

### ***Compensated Absences***

Vacation leave can be accumulated up to 240 hours. Sick leave does not vest and is accumulated at a rate of 20 days per year, with a maximum of 380 days. All compensated absences, which are earned during the year are, therefore, reported as an expense and as a liability.

### ***Deferred Revenue***

Deferred tuition revenue represents that portion of tuition and other fees received before June 30, 2016, but applicable to sessions occurring after June 30, 2016. Deferred government claims and grants represent monies received before all eligibility requirements imposed by the provider have been met.

### ***Property Taxes***

Property taxes are levied each year on the basis of the equalized assessed property values in the district as of January 1 of that year. Assessed values are established by each of the respective counties. Property taxes are billed and collected by the various counties included within the district's boundaries. These taxes are assessed in December and become an enforceable lien on the property as of the preceding January 1. A reduction for collection losses, based on historical collection experience, has been provided to reduce the taxes receivable to the estimated amount to be collected.

Property taxes are recognized as revenue on the accrual basis of accounting. The property tax levy to be passed in December 2016 is recognized as a receivable and revenue for the year ended June 30, 2017.

### ***Enterprise Activity Accounting and Financial Reporting***

In accounting for and reporting on its business-type (enterprise) activities, the district has elected to apply all applicable Governmental Accounting Standards Board (GASB) pronouncements and has elected not to follow Financial Accounting Standards Board pronouncements issued after November 30, 1989.

### ***Classification of Revenues and Expenses***

Operating revenues include activities that have the characteristics of exchange transactions, such as (1) student tuition and fees and (2) sales and service fees. Non-operating revenues include activities that have the characteristics of non-exchange transactions, such as local property taxes, state appropriations, most federal, state, and local grants, and interest.

Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. Expenses not meeting this definition are reported as nonoperating expenses.

### ***Basis of Budgeting***

The accounting policies of the college conform to generally accepted accounting principles as accepted in the United States applicable to colleges and universities as well as those

prescribed by the Illinois Community College Board (ICCB). The following is a summary of the more significant policies:

In December 1998, the Government Accounting Standards Board (GASB) released Statement No. 33 “Accounting and Financial Reporting For Nonexchange Transactions,” which revised reporting of property tax revenue. In June 1999, GASB approved Statement No. 34 “Basic Financial Statements and Management Discussion and Analysis for State and Local Governments,” followed by Statement No. 35 “Basic Financial Statements and Management’s Discussion and Analysis for Public College and Universities.” The change in financial statement presentation provides a comprehensive one-column portrait of the total government.

The college’s budgetary basis of accounting differs from generally accepted accounting principles (GAAP) as follows: 1) Though budgeted, capital and equipment expenditures greater than \$2,500 will be eliminated from the statement of revenues, expenses and changes in net assets. Depreciation expense will be reflected. 2) Internal service and intra-agency (primarily health insurance charges) revenue and expenditures, while budgeted, will be eliminated for financial reporting. 3) For financial statement purposes, the college reports restricted and unrestricted net assets. For budgetary purposes, fund balances are reported, which encompass both of these categories.

***Fund Groups***

For budgetary control and to comply with legal regulations, the college’s accounts are organized into funds and account groups, each of which is considered a separate accounting entity. Expenditures within each fund are further delineated by function and object to more fully reflect the planned activities of the fund.

The college adopts legal budgets for all governmental fund types.

<u>Fund Type</u>	<u>Fund</u>	<u>Fund #</u>
<u>Governmental</u>		
General	Education	01
	Operations and Maintenance	02
Special Revenue	Restricted Purpose–Grants/Contract Etc.	06
	Audit	11
	Liability, Protection and Settlement – Tort	12
Debt Service Fund	Bond and Interest	04
Capital Projects Fund	Operations and Maintenance (Restricted)	03
<u>Proprietary</u>		
	Auxiliary Enterprise	05
	Self-Insurance	23
<u>Fiduciary</u>		
	Working Cash	07



The level of budgetary control (the level at which expenditures cannot exceed the appropriated amount) is established for each individual fund rather than the fund group and within the fund by object and function (which is the legal budget organization). Managers at all levels are charged with continuously monitoring expenditures within their programs. While the exact legal limits on expenditures are established by the amounts in the legal budget (within the 10 percent transfer limitation), the usual management practice is to monitor expenditures by program and by line item within the program. Minor unfavorable variances may be permitted on a case-by-case basis after appropriate review; significant variances require prior approval and may be compensated through budget adjustments. The controller monitors expenditures to ensure compliance with the legal budget requirements and limitations and with college policy on fiscal management. (See also “Budget Process.”)

The college also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Encumbered amounts lapse at the end of each year; however, encumbrances are generally reauthorized as part of the following year’s budget.

### ***Expenditure Controls***

Overall responsibility for budget management lies with the vice president of administrative services. Day-to-day oversight is the responsibility of the controller.

### ***Budget Managers***

All funds of the college are divided into cost or responsibility centers. A budget manager is assigned to each center and has authority for approving expenditures from this center.

### ***Requisitions***

Expenditures are generally processed via a requisition form. Once approved by the budget manager, the requisition flows to the appropriate vice president or the president for approval, if in excess of \$5,000, before going to the director of administrative and auxiliary services for final approval. Additionally, the director of administrative and auxiliary services approves that bidding requirements and other legal restrictions have been met along with funding availability and account coding.

### ***Purchase Orders***

Once a requisition contains all necessary approvals, a purchase order is created.

### ***Encumbrances***

Once purchase orders are approved, they are encumbered against the current year’s funds. Encumbrances reduce the balance of budgetary funds available for future expenditures. While salaries cannot currently be encumbered, several other controls exist to prevent over-expenditure in these areas.

### ***Budget Adjustments***

Because a budget is only a plan, it is usually necessary to allow transfers between accounts during the year. This maintains the budget as a viable working plan and also helps to monitor the overall status of budget funds and the extent to which they have been appropriately authorized. Working within the guidelines/regulations noted below, all budget adjustments also follow a similar approval process to the requisition. The primary

difference is that the controller must approve all budget adjustments and Senior Leadership Team must approve all adjustments involving salary lines.

### ***Management Information Reports***

Each month, budget managers receive reports detailing current and year-to-date expenditures, encumbrances, and original and remainder budget balances for each account in their various centers of responsibility. These reports reflect both function and object perspectives. Budget adjustments made during the month are also reflected.

Detailed reports are prepared monthly for the Board of Trustees. These reports include comparisons by fund of actual expenditures against budgets by function and object; revenue receipts against budget; total salary commitments against budget; and cash and investment balances. Additionally, the report includes a listing of bills paid by fund. The board is asked to review and approve these monthly reports.

The monitoring of revenue is a crucial component of the management of the budget. In the event of an unexpected decline in revenue, certain non-essential expenses would be the first to be identified and frozen to ensure a balanced budget at year-end.

Additionally, day-to-day operations require the use of various management information reports by the controller and vice president of administrative services. All budget managers have daily access to an online database query of the detail of expenditures and budget transactions under their control.

## TUITION AND FEE HISTORY

Fiscal Year	Tuition Per Cr. Hr.	Student Fee	Technology Fee	Capital Assessment		Total	%	ICCB Average Tuition and Fees	
				Fee	Fee			Tuition and Fees	%
2018-19	\$ 113.00	\$ 4.00	\$ 8.00	\$ 21.00	\$ 146.00	1.39%	N/A		
2017-18	113.00	4.00	6.00	21.00	144.00	15.20%	140.76	5.50%	
2016-17	94.00	4.00	6.00	21.00	125.00	8.70%	133.42	6.32%	
2015-16	84.00	4.00	6.00	21.00	115.00	0.00%	125.49	5.66%	
2014-15	84.00	4.00	6.00	21.00	115.00	3.60%	118.77	5.43%	
2013-14	80.00	4.00	6.00	21.00	111.00	3.74%	112.65	4.41%	
2012-13	80.00	4.00	6.00	17.00	107.00	3.88%	107.89	3.85%	
2011-12	76.00	4.00	6.00	17.00	103.00	0.00%	103.89	5.73%	
2010-11	76.00	4.00	6.00	17.00	103.00	10.75%	98.26	10.57%	
2009-10	67.00	4.00	6.00	16.00	93.00	5.68%	88.87	5.75%	
2008-09	64.00	4.00	6.00	14.00	88.00	15.79%	84.04	6.89%	
2007-08	62.00	3.00	6.00	5.00	76.00	4.11%	78.62	6.19%	
2006-07	60.00	3.00	5.00	5.00	73.00	2.82%	74.04	5.89%	
2005-06	58.00	3.00	5.00	5.00	71.00	4.41%	69.92	10.86%	
2004-05	56.00	3.00	5.00	4.00	68.00	12.40%	63.07	6.09%	
2003-04	51.00	3.00	4.50	2.00	60.50	8.04%	59.45	8.80%	
2002-03	49.00	3.00	4.00		56.00	0.00%	54.64	6.47%	
2001-02	49.00	3.00	4.00		56.00	5.66%	51.32	3.61%	
2000-01	46.00	3.00	4.00		53.00	3.92%	49.53	4.69%	
1999-00	44.00	3.00	4.00		51.00	4.08%	47.31	4.00%	
1998-99	42.00	3.00	4.00		49.00	6.52%	45.49	3.74%	
1997-98	41.00	3.00	2.00		46.00	4.55%	43.85	4.31%	
1996-97	39.00	3.00	2.00		44.00	4.76%	42.04	4.29%	
1995-96	39.00	3.00	-		42.00	7.69%	40.31	3.17%	
1994-95	36.00	3.00	-		39.00	8.33%	39.07	4.21%	
1993-94	33.00	3.00	-		36.00	5.88%	37.49		
1992-93	31.00	3.00	-		34.00	6.25%			
1991-92	29.00	3.00	-		32.00	10.34%			
1990-91	26.00	3.00	-		29.00	16.00%			
1989-90	23.00	2.00	-		25.00	0.00%			
1988-89	23.00	2.00	-		25.00	8.70%			
1987-88	21.00	2.00	-		23.00	15.00%			
1986-87	18.00	2.00	-		20.00	0.00%			
1985-86	18.00	2.00	-		20.00	0.00%			
1984-85	18.00	2.00	-		20.00	0.00%			
1983-84	18.00	2.00	-		20.00	25.00%			
1982-83	15.00	1.00	-		16.00	14.29%			
1981-82	13.00	1.00	-		14.00	0.00%			
1980-81	13.00	1.00	-		14.00	0.00%			
1979-80	13.00	1.00	-		14.00	0.00%			
1978-79	13.00	1.00	-		14.00	0.00%			
1977-78	13.00	1.00	-		14.00	0.00%			
1976-77	13.00	1.00	-		14.00	7.69%			
1975-76	12.00	1.00	-		13.00	18.18%			
1974-75	10.00	1.00	-		11.00	0.00%			
1973-74	10.00	1.00	-		11.00	0.00%			
1972-73	10.00	1.00	-		11.00	40.49%			
1971-72	7.00	0.83	-		7.83	0.00%			
1970-71	7.00	0.83	-		7.83	0.00%			
1969-70	7.00	0.83	-		7.83	2.09%			
1968-69	7.00	0.67	-		7.67	-28.12%			
1967-68	10.00	0.67	-		10.67	0.00%			
1966-67	10.00	0.67	-		10.67				

N/A - Information not available.

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## COMMUNITIES SERVED

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Braceville	Mazon
Braidwood	Millington
Bolingbrook	Minooka
Carbon Hill	Mokena
Channahon	Morris
Coal City	New Lenox
Crest Hill	Newark
Custer Park	Odell
Diamond	Orland Park
Dwight	Peotone
East Brooklyn	Plainfield
Elwood	Plattville
Essex	Ransom
Frankfort	Ritchie
Gardner	Rockdale
Godley	Romeoville
Homer Glen	Tinley Park
Joliet	Shorewood
Kinsman	So. Wilmington
Lemont	Symerton
Lisbon	Verona
Lockport	Wilton Center
Manhattan	Wilmington
Marley	

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## STUDENT ENROLLMENT AND DEMOGRAPHIC STATISTICS

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Fall	Fall Enrollment				Gender		Attendance		Enrollment Status			
	Head Count	% Change	FTE	% Change	Male	Female	Full Time	Part Time	Continuing Student	New	Transfer	Re-Admit
<b>2017</b>	14910	(3.07%)	8479	(2.11%)	47%	53%	33%	67%	53%	30%	2%	15%
<b>2016</b>	15,383	2.94%	8,662	(0.43%)	46%	54%	33%	67%	51%	31%	2%	16%
<b>2015</b>	14,944	(5.27%)	8,699	(3.56%)	45%	55%	36%	64%	54%	27%	2%	17%
<b>2014</b>	15,776	(6.48%)	9,020	(6.40%)	46%	54%	35%	65%	52%	30%	2%	16%
<b>2013</b>	16,870	8.22%	9,637	2.18%	46%	54%	35%	65%	55%	26%	2%	17%
<b>2012</b>	15,589	1.74%	9,431	(1.93%)	44%	56%	39%	61%	60%	18%	2%	20%
<b>2011</b>	15,322	(2.26%)	9,617	(1.91%)	43%	57%	42%	58%	62%	16%	3%	19%
<b>2010</b>	15,676	2.54%	9,804	4.08%	44%	56%	44%	56%	61%	17%	3%	19%
<b>2009</b>	15,288	8.52%	9,420	9.91%	44%	56%	44%	56%	58%	17%	3%	19%
<b>2008</b>	14,088	7.14%	8,571	8.78%	41%	59%	43%	57%	60%	23%	1%	16%
<b>Ten Year Average</b>		<b>1.40%</b>		<b>0.86%</b>								
<b>Five Year Average</b>		<b>(0.74%)</b>		<b>(2.06%)</b>								

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## ILLINOIS COMMUNITY COLLEGE BOARD FUNDING

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	<b>2018-19</b>	<b>2017-18</b>	<b>2016-17</b>	<b>2015-16</b>	<b>2014-15</b>	<b>2013-14</b>	<b>2012-13</b>	<b>2011-12</b>	<b>2010-11</b>	<b>2009-10</b>
<b>Education Fund</b>										
Credit Hour	5,875,000	6,883,900	7,868,480	2,139,220	7,448,835	7,146,016	7,048,510	6,994,843	6,994,843	7,290,831
Square Footage		-	-	-	-	-	32,637	76,538	76,538	74,886
Hold Harmless		-	-	-	-	-	-	-	-	-
Career and Technical Education	575,000	574,857	651,073	-	645,414	669,381	653,001	707,431	689,329	622,056
<b>Total</b>	<b>6,450,000</b>	<b>7,458,757</b>	<b>8,519,553</b>	<b>2,139,220</b>	<b>8,094,249</b>	<b>7,815,397</b>	<b>7,734,148</b>	<b>7,778,812</b>	<b>7,760,710</b>	<b>7,987,773</b>
	-13.52%	-12.45%	298.26%	-73.57%	3.57%	1.05%	-0.57%	0.23%	-2.84%	11.55%
<b>Operation &amp; Maintenance</b>										
Deferred Maintenance	-	-	-	-	-	-	-	-	-	-
Capital Renewal	-	-	-	-	-	-	-	-	-	-
Capital Appropriation	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Restricted Purposes</b>										
Workforce Development										
Business & Industry	-	-	-	-	-	-	-	131,935	130,203	121,281
P-16 Initiative	-	-	-	-	-	-	-	-	-	-
Student Success	-	-	-	-	-	-	-	-	-	-
Special Incentive	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>131,935</b>	<b>130,203</b>	<b>121,281</b>
	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>-100.00%</b>	<b>1.33%</b>	<b>7.36%</b>	<b>4.11%</b>
<b>Total All Funds</b>	<b>6,450,000</b>	<b>7,458,757</b>	<b>8,519,553</b>	<b>2,139,220</b>	<b>8,094,249</b>	<b>7,815,397</b>	<b>7,734,148</b>	<b>7,910,747</b>	<b>7,890,913</b>	<b>8,109,054</b>
	-13.52%	-12.45%	298.26%	-73.57%	3.57%	1.05%	-2.23%	0.25%	-2.69%	11.44%

## COMPARISON OF TAX AND STATE REVENUE BY COLLEGES

	2015 Tax Rate	Equalized Assessed Valuation (EAV)	Tax Extension	Tax Dollars Per District Resident	Tax Rate Restricted Under PTELL	Annual FTE Fiscal 2015	Tax Dollars Per FTE	Fiscal 2016 Equalization Grant	Fiscal 2016 Operating Grants	Total State Grants	State Grants Per FTE	Tax and State Grants Per FTE
<b>Elgin</b>	0.5783	10,325,972,629	59,715,100	126.14	Yes	7,112	8,396	-	2,154,603	2,154,603	303	8,699
<b>Oakton</b>	0.2703	18,680,632,422	50,493,749	106.38	Yes	6,596	7,655	-	2,134,917	2,134,917	324	7,979
<b>Harper</b>	0.4622	16,469,952,983	76,124,123	147.47	Yes	9,951	7,650	-	3,053,360	3,053,360	307	7,957
<b>Waubensee</b>	0.6070	8,166,791,328	49,572,423	123.82	Yes	6,841	7,246	-	2,169,323	2,169,323	317	7,563
<b>Lake County</b>	0.2972	22,241,243,932	66,100,977	97.33	Yes	9,366	7,058	-	3,370,454	3,370,454	360	7,418
<b>McHenry</b>	0.4347	6,470,595,143	28,127,677	106.05	Yes	4,280	6,572	-	1,287,318	1,287,318	301	6,873
<b>Kishwaukee</b>	0.6955	1,935,581,065	13,461,966	120.48	No	2,560	5,259	1,959,607	910,459	2,870,066	1,121	6,380
<b>Joliet</b>	0.3078	18,040,252,901	55,527,898	75.18	Yes	9,270	5,990	-	3,269,947	3,269,947	353	6,343
<b>Kankakee</b>	0.4847	2,201,958,722	10,672,894	78.85	No	2,275	4,691	2,157,561	1,143,519	3,301,080	1,451	6,142
<b>DuPage</b>	0.2791	38,018,285,744	106,109,036	100.19	Yes	18,691	5,677	-	5,375,886	5,375,886	288	5,965
<b>South Suburban</b>	0.5802	2,891,058,520	16,773,922	61.74	Yes	3,341	5,021	682,426	1,051,562	1,733,988	519	5,540
<b>Illinois Valley</b>	0.3747	3,012,249,913	11,286,900	77.42	No	2,242	5,034	-	862,216	862,216	385	5,419
<b>Prairie State</b>	0.4703	3,004,920,139	14,132,139	66.29	Yes	3,620	3,904	238,638	1,054,905	1,293,543	357	4,261
<b>Morton</b>	0.7032	1,393,851,949	9,801,567	61.96	Yes	2,996	3,272	2,059,423	810,363	2,869,786	958	4,230
<b>Triton</b>	0.3478	7,505,068,738	26,102,629	79.79	Yes	6,790	3,844	-	1,929,184	1,929,184	284	4,128
<b>Moraine Valley</b>	0.4183	8,661,463,263	36,230,901	88.31	Yes	10,602	3,417	-	3,261,646	3,261,646	308	3,725
<b>Peer Average</b>	<b>0.4570</b>	<b>10,563,742,462</b>	<b>39,389,619</b>	<b>94.84</b>		<b>6,658</b>	<b>5,668</b>				<b>496</b>	<b>6,164</b>

## ASSESSED VALUE AND TAX LEVY OF TAXABLE PROPERTY

### Last Ten Fiscal Years

Year of Levy	Tax Rates	Assessed Valuation	%	\$	Tax Levy %	Current Year Taxes Collected	Percent of Levy Collected
<b>2016</b>	0.3101	\$ 18,940,156,942	4.99%	\$ 58,718,081	5.77%	\$ 58,501,405	99.63%
<b>2015</b>	0.3078	18,040,252,901	1.94%	55,515,001	1.67%	55,274,230	99.57%
<b>2014</b>	0.3086	17,696,962,322	(0.86%)	54,603,348	3.55%	54,352,004	99.54%
<b>2013</b>	0.2945	17,850,068,427	(4.40%)	52,733,266	2.15%	52,584,615	99.72%
<b>2012</b>	0.2766	18,670,894,035	(5.40%)	51,623,161	6.06%	51,321,101	99.41%
<b>2011</b>	0.2466	19,737,548,883	(5.19%)	48,671,918	2.91%	48,042,862	98.71%
<b>2010</b>	0.2272	20,818,247,143	(2.30%)	47,296,757	3.44%	46,966,219	99.30%
<b>2009</b>	0.2146	21,307,945,484	0.51%	45,724,841	13.75%	45,253,617	98.97%
<b>2008</b>	0.1896	21,200,304,630	7.62%	40,198,903	7.42%	39,834,732	99.09%
<b>2007</b>	0.1901	19,698,629,345	10.63%	37,422,299	8.35%	37,269,645	99.59%
<b>Ten-Year Average Increase (Decrease)</b>			<b>0.75%</b>		<b>5.51%</b>		<b>99.35%</b>
<b>Five-Year Average Increase (Decrease)</b>			<b>(0.75%)</b>		<b>3.84%</b>		<b>99.57%</b>

**Note:** Assessed value is computed by various county clerks' offices and is equal to approximately one-third of the estimated actual value.

**Sources:** The County Clerk's Office of Cook, Grundy, Kankakee, Kendall, LaSalle, Livingston, and Will Counties.



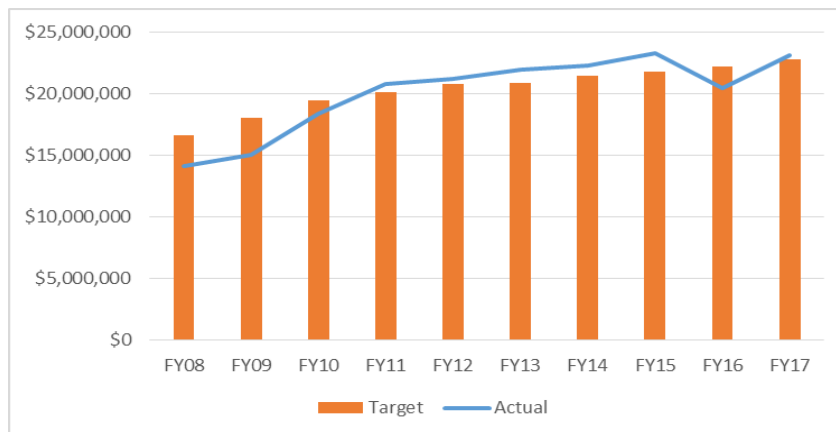
**FUND BALANCES - BUDGETARY BASIS**

**Last Ten Fiscal Years**

Fiscal Year	Education	Operation & Maintenance	Operation & Maintenance Restricted	Liability, Protection, & Settlement	1988 Insurance Reserve	Health Insurance
2017	18,172,657	4,993,918	13,259,507	1,222,224	-	8,382,786
2016	15,559,808	4,899,445	49,599,259	1,484,398	-	6,915,508
2015	18,675,671	4,606,977	85,987,209	1,476,116	-	5,986,565
2014	17,984,787	4,349,747	86,132,168	1,556,904	-	3,954,935
2013	17,717,440	4,247,187	51,283,403	1,351,296	-	3,347,852
2012	17,566,350	3,660,528	62,647,981	1,086,607	-	3,769,369
2011	17,424,458	3,361,339	101,511,037	934,026	-	4,212,679
2010	15,553,853	2,803,726	142,303,484	1,028,044	-	5,763,159
2009	12,484,697	2,605,844	74,217,582	1,009,042	-	5,919,367
2008	11,639,009	2,486,135	5,098,872	774,446	-	5,989,770

**10 year Ave.**    \$ 16,277,873.00    \$ 3,801,485    \$ 67,204,050    \$ 1,192,310    \$ -    \$ 5,424,199

**Source:** Annual audited financial statements.



**Per Board Policy 8.01.07**

**To maintain an operating (Education + O&M) fund balance of 25% of revenues.**

## ENROLLMENT BY ETHNICITY FALL 1998-2017

Ethnicity	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
African-American	820	796	932	1,136	1,405	1,343	1,242	1,369	1,318	1,356	1,495	1,599	1,852	1,884	1,713	1,705	1,547	1,486	1,455	1,461
Native-American	31	21	26	31	22	33	18	36	21	25	28	31	90	89	138	176	150	121	119	86
Asian	166	199	213	222	213	278	279	332	346	353	394	393	420	385	374	426	448	430	491	452
Latino	708	786	1,276	1,434	1,614	1,756	1,493	1,882	2,009	2,015	2,150	2,165	2,782	3,013	3,369	3,747	3,585	3,705	4,025	4,057
White	9,398	9,019	8,853	9,236	9,620	9,810	9,703	9,385	9,217	9,390	10,011	10,157	9,956	9,444	9,535	10,411	9,633	8,835	8,966	8,534
Non-Resident Alien	14	37	34	30	30	25	16	18	13	10	10	13	8	10	2	3	6	7	3	4
Unknown/Other	0	0	0	0	0	0	0	0	0	0	0	930	568	497	458	402	407	360	324	316
<b>TOTAL</b>	<b>11,137</b>	<b>10,858</b>	<b>11,334</b>	<b>12,089</b>	<b>12,904</b>	<b>13,245</b>	<b>12,751</b>	<b>13,022</b>	<b>12,924</b>	<b>13,149</b>	<b>14,088</b>	<b>15,288</b>	<b>15,676</b>	<b>15,322</b>	<b>15,589</b>	<b>16,870</b>	<b>15,776</b>	<b>14,944</b>	<b>15,383</b>	<b>14,910</b>

Ethnicity	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
African-American	7.4%	7.3%	8.2%	9.4%	10.9%	10.1%	9.7%	10.5%	10.2%	10.3%	10.6%	10.5%	11.8%	12.3%	11.0%	10.1%	9.8%	9.9%	9.5%	9.8%
Native-American	0.3%	0.2%	0.2%	0.3%	0.2%	0.2%	0.1%	0.3%	0.2%	0.2%	0.2%	0.2%	0.6%	0.6%	0.9%	1.0%	1.0%	0.8%	0.8%	0.6%
Asian	1.5%	1.8%	1.9%	1.8%	1.7%	2.1%	2.2%	2.5%	2.7%	2.7%	2.8%	2.6%	2.7%	2.5%	2.4%	2.5%	2.8%	2.9%	3.2%	3.0%
Latino	6.4%	7.2%	11.3%	11.9%	12.5%	13.3%	11.7%	14.5%	15.5%	15.3%	15.3%	14.2%	17.7%	19.7%	21.6%	22.2%	22.7%	24.8%	26.2%	27.2%
White	84.4%	83.1%	78.1%	76.4%	74.6%	74.1%	76.1%	72.1%	71.3%	71.4%	71.1%	66.4%	63.5%	61.6%	61.2%	61.7%	61.1%	59.1%	58.3%	57.2%
Non-Resident Alien	0.1%	0.3%	0.3%	0.2%	0.2%	0.2%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Unknown/Other	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	6.1%	3.6%	3.2%	2.9%	2.4%	2.6%	2.4%	2.1%	2.1%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

Minorities	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
African-American	820	796	932	1,136	1,405	1,343	1,242	1,369	1,318	1,356	1,495	1,599	1,852	1,884	1,713	1,705	1,547	1,486	1,455	1,461
Native-American	31	21	26	31	22	33	18	36	21	25	28	31	90	89	138	176	150	121	119	86
Asian	166	199	213	222	213	278	279	332	346	353	394	393	420	385	374	426	448	430	491	452
Latino	708	786	1,276	1,434	1,614	1,756	1,493	1,882	2,009	2,015	2,150	2,165	2,782	3,013	3,369	3,747	3,585	3,705	4,025	4,057
Non-Resident Alien	14	37	34	30	30	25	16	18	13	10	10	13	8	10	2	3	6	7	3	4
<b>TOTAL</b>	<b>1,739</b>	<b>1,839</b>	<b>2,481</b>	<b>2,853</b>	<b>3,284</b>	<b>3,435</b>	<b>3,048</b>	<b>3,637</b>	<b>3,707</b>	<b>3,759</b>	<b>4,077</b>	<b>4,201</b>	<b>5,152</b>	<b>5,381</b>	<b>5,596</b>	<b>6,057</b>	<b>5,736</b>	<b>5,749</b>	<b>6,093</b>	<b>6,060</b>

Minorities	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
African-American	47.2%	43.3%	37.6%	39.8%	42.8%	39.1%	40.7%	37.6%	35.6%	36.1%	36.7%	38.1%	35.9%	35.0%	30.6%	28.1%	27.0%	25.8%	23.9%	24.1%
Native-American	1.8%	1.1%	1.0%	1.1%	0.7%	1.0%	0.6%	1.0%	0.6%	0.7%	0.7%	0.7%	1.7%	1.7%	2.5%	2.9%	2.6%	2.1%	2.0%	1.4%
Asian	9.5%	10.8%	8.6%	7.8%	6.5%	8.1%	9.2%	9.1%	9.3%	9.4%	9.7%	9.4%	8.2%	7.2%	6.7%	7.0%	7.8%	7.5%	8.1%	7.5%
Latino	40.7%	42.7%	51.4%	50.3%	49.1%	51.1%	49.0%	51.7%	54.2%	53.6%	52.7%	51.5%	54.0%	56.0%	60.2%	61.9%	62.5%	64.4%	66.1%	66.9%
Non-Resident Alien	0.8%	2.0%	1.4%	1.1%	0.9%	0.7%	0.5%	0.5%	0.4%	0.3%	0.2%	0.3%	0.2%	0.2%	0.0%	0.0%	0.1%	0.1%	0.0%	0.1%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

Overall	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Minorities	1,739	1,839	2,481	2,853	3,284	3,435	3,048	3,637	3,707	3,759	4,077	4,201	5,152	5,381	5,596	6,057	5,736	5,749	6,093	6,060
Total Enrollment	11,137	10,858	11,334	12,089	12,904	13,245	12,751	13,022	12,924	13,149	14,088	15,288	15,676	15,322	15,589	16,870	15,776	14,944	15,383	14,910
% Minority	15.6%	16.9%	21.9%	23.6%	25.4%	25.9%	23.9%	27.9%	28.7%	28.6%	28.9%	27.5%	32.9%	35.1%	35.9%	35.9%	36.4%	38.5%	39.6%	40.6%

Source: Fall Census Enrollment (E1) File  
Institutional Research and Effectiveness

## STUDENTS AT A GLANCE

ALL STUDENTS				
Fall Semester	Head Count		FTE	
	JJC	All Illinois*	JJC	All Illinois*
2007	13,149	347,277	7,879	197,473
2008	14,088	357,157	8,571	204,066
2009	15,288	383,960	9,420	224,021
2010	15,676	379,736	9,801	224,676
2011	15,322	372,566	9,617	217,674
2012	15,589	358,562	9,431	208,508
2013	16,870	351,570	9,636	205,005
2014	15,776	336,102	9,020	194,490
2015	14,944	316,155	8,699	183,870
2016	15,383	304,173	8,662	169,110
2017	14,910	293,533	8,479	170,280

Change '07-17	Head Count		FTE	
	JJC	All Illinois	JJC	All Illinois
Number Change	1,761	-53,744	600	-27,193
Percent Change	13.4%	-15.5%	7.6%	-13.8%

FALL 2007-2017 ENROLLMENT BY AGE, RACE, GENDER, & STATUS												
Fall Semester	African-Am.	Nat-Am.	Asian	Latino	White	Non-Res. Alien	All Minority	Male	Female	Avg. Age	Full-Time	Part-Time
2006	1,356	25	353	2,015	9,390	10	3,759	5,365	7,784	27.2	5,372	7,777
2007	1,495	28	394	2,150	10,011	10	4,077	5,821	8,267	26.5	6,054	8,034
2008	1,599	31	393	2,165	10,157	13	4,201	6,699	8,589	26.4	6,668	8,620
2009	1,852	90	420	2,782	9,956	8	5,152	6,840	8,836	26.4	6,866	8,810
2010	1,884	89	385	3,013	9,444	10	5,381	6,617	8,705	26.1	6,407	8,915
2011	1,713	138	374	3,369	9,535	2	5,596	6,864	8,725	25.7	6,013	9,576
2012	1,705	176	426	3,747	10,411	3	6,057	7,792	9,078	24.6	5,849	11,021
2013	1,547	150	448	3,585	9,633	6	5,736	7,212	8,564	24.1	5,562	10,214
2014	1,486	121	430	3,705	8,835	7	5,749	6,790	8,154	23.9	5,327	9,617
2015	1,455	119	491	4,025	8,966	3	6,093	7,052	8,331	23.4	5,130	10,253
2016	1,461	86	452	4,057	8,534	4	6,060	6,948	7,962	23.5	4,924	9,986

Change '07-17	African-Am.	Nat-Am.	Asian	Latino	White	Non-Res. Alien	All Minority	Male	Female	Avg. Age	Full-Time	Part-Time
Number Change	105	61	99	2,042	-856	-6	2,301	1,583	178	-4	-448	2,209
Percent Change	7.7%	244.0%	28.0%	101.3%	-9.1%	-60.0%	61.2%	29.5%	2.3%	-13.6%	-8.3%	28.4%

Source: Fall Census Enrollment (E1) File

## HIGH SCHOOL STUDENTS WHO ATTEND JOLIET JUNIOR COLLEGE

Fall 2017 - High School Graduates Who Attend JJC by County				
County	HS Graduates	% at JJC	HS Graduates Who Attend College*	% Who Choose JJC
<b>Cook</b>	337	2.7%	236	3.9%
<b>Kendall</b>	38	23.7%	27	33.9%
<b>LaSalle</b>	89	23.6%	62	33.7%
<b>Will</b>	8,365	19.6%	5,856	28.0%
<b>Livingston</b>	57	8.8%	40	12.6%
<b>Grundy</b>	1,023	26.1%	716	37.3%
<b>Total</b>	<b>9,909</b>	<b>19.7%</b>	<b>6,936</b>	<b>28.1%</b>

*\*Source: U.S. Department of Education, National Center for Education Statistics. The Condition of Education 2017 (NCES 2017-144), Immediate Transition to College. (Estimated Matriculation Rate is 70%).*

*The fifth column represents the estimated percentage of feeder high school graduates who enroll in college and choose to enroll in JJC.*

Institutional Research and Effectiveness

## OCCUPATIONAL PROJECTIONS

### BY STANDARD OCCUPATIONAL CLASSIFICATION (SOC) CODE - JJC DISTRICT 525

SOC Code	Description	2018 Jobs	2022 Jobs	# Change	% Change	Median Hourly Wage
11-0000	Management Occupations	18,090	19,046	956	5%	\$ 44.38
13-0000	Business and Financial Operations Occupations	10,836	11,557	721	7%	28.99
15-0000	Computer and Mathematical Occupations	5,270	5,605	335	6%	36.40
17-0000	Architecture and Engineering Occupations	3,878	4,020	142	4%	36.11
19-0000	Life, Physical, and Social Science Occupations	1,791	1,760	(31)	-2%	30.48
21-0000	Community and Social Service Occupations	3,112	3,245	133	4%	20.24
23-0000	Legal Occupations	963	1,013	49	5%	37.97
25-0000	Education, Training, and Library Occupations	18,509	19,166	657	4%	23.17
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	2,541	2,704	163	6%	20.31
29-0000	Healthcare Practitioners and Technical Occupations	16,067	17,740	1,673	10%	30.68
31-0000	Healthcare Support Occupations	7,687	8,619	932	12%	13.06
33-0000	Protective Service Occupations	6,117	6,252	135	2%	22.67
35-0000	Food Preparation and Serving Related Occupations	24,077	25,686	1,610	7%	9.36
37-0000	Building and Grounds Cleaning and Maintenance Occupations	8,009	8,491	482	6%	13.16
39-0000	Personal Care and Service Occupations	7,511	7,995	484	6%	10.42
41-0000	Sales and Related Occupations	31,070	33,826	2,756	9%	12.28
43-0000	Office and Administrative Support Occupations	40,657	43,328	2,671	7%	15.44
45-0000	Farming, Fishing, and Forestry Occupations	503	527	23	5%	12.53
47-0000	Construction and Extraction Occupations	12,205	12,887	681	6%	35.16
49-0000	Installation, Maintenance, and Repair Occupations	10,849	11,792	943	9%	22.78
51-0000	Production Occupations	20,171	21,571	1,400	7%	15.74
53-0000	Transportation and Material Moving Occupations	30,802	34,118	3,315	11%	13.44
		<b>280,716</b>	<b>300,945</b>	<b>20,230</b>	<b>7%</b>	<b>\$ 21.49</b>

**Source:** EMSI industry data and final EMSI staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors).

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## DEMOGRAPHIC DATA - JOLIET JUNIOR COLLEGE DISTRICT 525

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### District Land Area

1,442 Square miles

### Total Population

2018            731,455

2022            737,239

# Change 2018-2022:            5,784

% Change 2018-2022:            0.8%

% Annual Rate 2018-2022:        0.2%

### Race

% White                            67.5%

% Black                             9.3%

% Asian/ Pac. Isl.                4.4%

% Hispanic or Latino            17.1%

% Am/ Ind/AK Native            <1%

% 2 or More Races               1.5%

### Gender

% Males                            49.6%

% Females                         50.4%

### Age

% Under 5                         6.1%

% 5 to 19                         21.3%

% 20 to 64                        59.2%

% 65 and Over                    13.4%

### Households

2018            241,802

2040            393,148

# Change 2018-2040:            151,346

% Change 2018-2040:            62.6

% Annual Rate 2018-2040:        2.8

Median Home Value               \$210,600

### Household Income

5-Yr Estimate 2012-2016        \$77,507

### Persons Below Poverty

5-Yr Estimate 2011-2015        7.2%

### Per Capita Income

JJC District 2012-2016           \$32,311

Illinois 2012-2016                \$31,502

### Bachelor's Deg. Higher Age 25+

5-Yr Estimate 2012-2016        33.5%

### Workforce

2018            361,592

2040            647,350

# Change 2018-2040:            285,758

% Change 2018-2040:            79.0%

% Annual Rate 2018-2040:        3.4%

### Consumer Spending\*

Total Household Expenditure    118

Contributions                    124

Insurance                         124

Clothing                         119

Education                        125

Entertainment                   120

Food                                116

Health Care                      113

Household Furnishings        122

Shelter                            119

Household Operations         124

Other                               115

Personal Care                    117

Reading                          118

Tobacco                          107

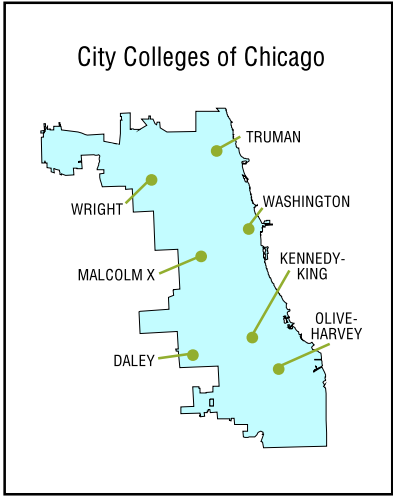
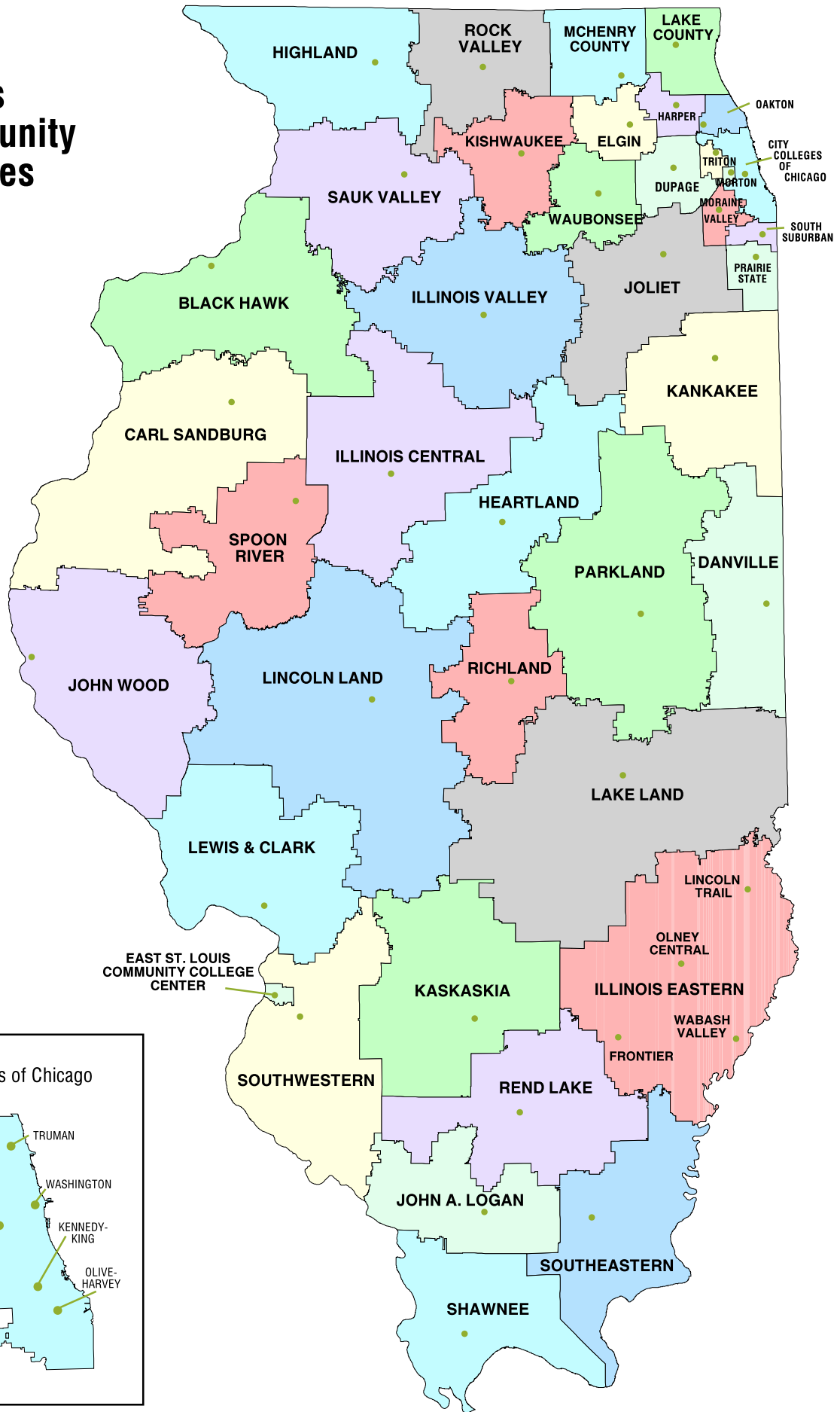
Transportation                 118

Utilities                         113

Gifts                               122

\*National Average is 100

# Illinois Community Colleges





## CAMPUS LOCATIONS



Joliet Junior College District 525 encompasses approximately 1,442 square miles in area and serves all or parts of the following counties:

- Will
- Grundy
- Kankakee
- Kendall
- LaSalle
- Livingston
- Cook

The main campus is located at 1215 Houbolt Road in Joliet, Illinois which is positioned on the west side of Joliet and relatively in the center of the overall district. The campus is bounded by the Will County Forest Preserve to the north, Houbolt Road to the east, Olympic Boulevard and Rock Run Industrial Park to the south and Rock Run Creek to the west. The main campus site is very unique. At 368 acres, it is the largest site of all Illinois Community Colleges.

The main campus is located approximately 45 miles from downtown Chicago and is considered to be geographically part of the Chicago metropolitan area. Located near major interstates I-55 and I-80, Joliet and Joliet Junior College are a major part of the metropolitan area.



In addition to the main campus, the college offers programs at four other sites within the district. They are located in:



Romeoville  
*Romeoville Campus,*

Morris  
*Morris Education Center,*

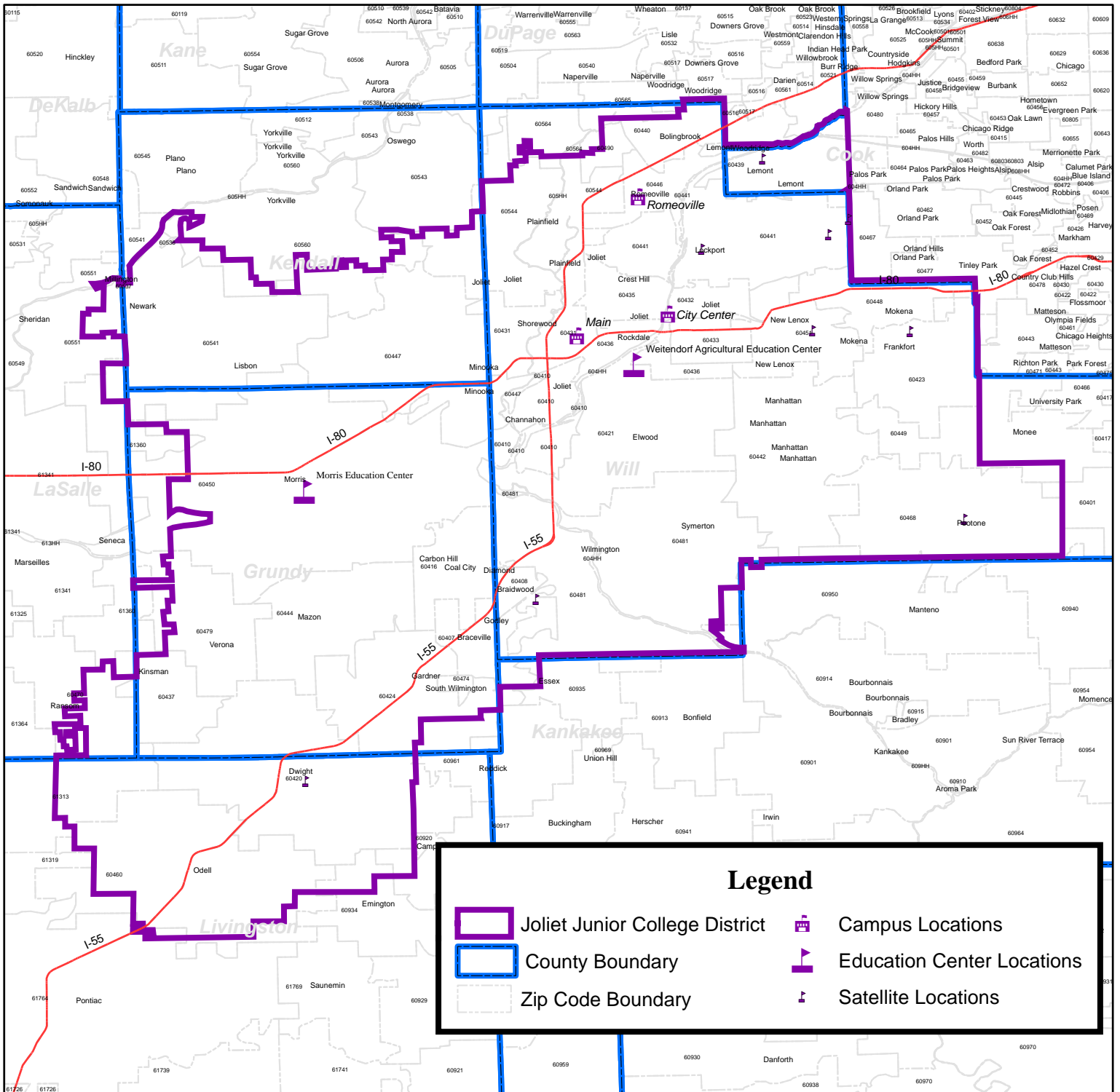


Laraway Road, Joliet  
*Weitendorf Agricultural Education Center,*

and downtown Joliet  
*City Center Campus.*



# Joliet Junior College District 525



**JOLIET JUNIOR COLLEGE  
RESOLUTION TO ADOPT TENTATIVE FISCAL YEAR 2018-2019 BUDGET  
OF THE ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 525  
COUNTIES OF WILL, GRUNDY, LIVINGSTON, COOK,  
KENDALL, LASALLE, AND KANKAKEE,  
STATE OF ILLINOIS**

For the fiscal college year beginning July 1, 2018, and ending June 30, 2019.

**WHEREAS**, the Illinois Public Community College Act, 110 ILCS 805/3-20.1, requires the adoption of a budget.

**NOW, THEREFORE, BE IT RESOLVED** by the College Board of the Illinois Community College District No. 525, Counties of Will, Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee, State of Illinois as follows:

- (1) That the fiscal year of the college district be and the same hereby is fixed and declared to be from July 1, 2018 to June 30, 2019.
- (2) That a tentative budget for said fiscal year be and same hereby is adopted.
- (3) That the budgeted named sums, or so much thereof as may be necessary, respectively, for the purpose named, are hereby tentatively appropriated to meet the necessary expense and liability of Illinois Community College District No. 525, Counties of Will, Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee, State of Illinois, for said fiscal year beginning July 1, 2018 and ending June 30, 2019.
- (4) That the tentative budget shall be open and available for public inspection at the office of Robert P. Galick, Vice President, Administrative Services, Joliet Junior College, Joliet, Illinois, room A-3120, 1215 Houbolt Road, Joliet, Illinois, from this date until the 13th day of June, 2018.

On the 13th day of June 2018, at 5:30 p.m. C.D.S.T., a public hearing shall be held at Joliet Junior College, Illinois Community College District No. 525, in the Board Room, A-3104, 1215 Houbolt Road, Joliet, Illinois, upon said tentative budget.

- (5) That the Vice President, Administrative Services shall cause publication of the date, time, and place of said public hearing and the purpose therefore in a newspaper printed and published and of general circulation in the Illinois Community College District No. 525, once at least 30 days prior to the date of said hearing.

**ADOPTED** this 9<sup>th</sup> day of May 2018.

**ATTEST:**

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Chairman, Board of Trustees, Joliet Junior College, Illinois  
Community College District No. 525, Counties of Will,  
Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee,  
State of Illinois

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Secretary, Board of Trustees, Joliet Junior College  
Illinois Community College District No. 525, Counties  
of Will, Grundy, Livingston, Cook, Kendall, LaSalle,  
and Kankakee, State of Illinois

**JOLIET JUNIOR COLLEGE**  
**ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 525**  
**STATE OF ILLINOIS**  
**BUDGET RESOLUTION FOR FISCAL YEAR 2018-2019**

The budget for Joliet Junior College, Illinois Community College District No. 525, Counties of Will, Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee, State of Illinois, for the fiscal year beginning July 1, 2018, and ending on June 30, 2019.

**WHEREAS** the Board of Trustees of Joliet Junior College, Illinois Community College District No. 525, Counties of Will, Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee, State of Illinois, caused to be prepared in tentative form a budget, and the Vice President, Administrative Services has made the same conveniently available for public inspection for at least thirty days prior to final action thereon; and

**WHEREAS** a public hearing was held on such budget on the 13<sup>th</sup> day of June, 2018, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of said district as follows:

**Section 1:** That the fiscal year of Joliet Junior College be and the same hereby is fixed and declared to be beginning July 1, 2018, and ending June 30, 2019.

**Section 2:** That the following budget, containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of Joliet Junior College for the same fiscal year.

Motion for adoption was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ . On roll, there being \_\_\_\_\_ members present, the vote was:

<u>AYES</u>	<u>NAYS</u>
(1)	(1)
(2)	(2)
(3)	(3)
(4)	(4)
(5)	(5)
(6)	(6)
(7)	(7)

The ayes being \_\_\_\_\_ and the nays being \_\_\_\_\_ the absentees being \_\_\_\_\_ and those voting present being \_\_\_\_\_, the Chairman declared the budget adopted as of this 13<sup>th</sup> day of June 2018.

\_\_\_\_\_  
Secretary of the Board of Trustees, Joliet Junior College,  
Illinois Community College District No. 525, Counties  
of Will, Grundy, Livingston, Cook, Kendall, LaSalle,  
and Kankakee, State of Illinois

**JOLIET JUNIOR COLLEGE  
CERTIFICATION OF BUDGET/APPROPRIATION  
IN ACCORDANCE WITH CHAPTER 35 SECTION 200/18-50  
ILLINOIS COMPILED STATUTES**

The undersigned, Chairman of the Board of Trustees of Joliet Junior College, Illinois, Community College District No. 525, Counties of Will, Grundy, Livingston, Cook, Kendall, LaSalle, and Kankakee, State of Illinois, and the Chief Financial Officer of said taxing district, do hereby certify that the attached hereto is a true and correct copy of the Budget/Appropriation of said Joliet Junior College District 525 for its 2018-19 fiscal year, adopted on June 13, 2018.

We further certify that the estimate of revenues, by source, anticipated to be received by said taxing district, either set forth in said document or attached hereto separately, is a true statement of said estimate.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Chairman, Board of Trustees, Joliet  
Junior College, Illinois Community  
College District 525, Counties of  
Will, Grundy, Livingston, Cook,  
Kendall, LaSalle, and Kankakee,  
State of Illinois

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Chief Financial Officer/Treasurer,  
Joliet Junior College, Illinois  
Community College District 525,  
Counties of Will, Grundy, Livingston,  
Cook, Kendall, LaSalle, and Kankakee,  
State of Illinois

# **GLOSSARY/ACRONYMS**

## GLOSSARY OF TERMS

NOTE: Terms which relate to FUND, OBJECT, PROGRAM, and REVENUES have been grouped under those general headings within the glossary in order to emphasize those relationships and financial groupings. All entries are listed alphabetically except for ACRONYMS, which, for convenience, are listed at the end of the glossary section.

**ACADEMIC SUPPORT.** (See PROGRAM)

**ACADEMIC TERM.** An academic term is any period of time in which course work is offered by the institution and for which students seek enrollment. The term may include a regular session or a special session or both. The college uses the semester system, which consists of the summer, fall and spring semesters.

**ACCOUNT NUMBER.** An account number is a defined code for recording and summarizing financial transactions.

**ACCOUNTING PERIOD.** The accounting period is a period at the end of which and for which financial statements are prepared.

**ACCRUAL BASIS.** Accrual basis accounting is an accounting system that records revenues when earned, but not necessarily received, and expenditures when a liability is created, regardless of the accounting period in which cash payment is actually made. An encumbrance system may be used in conjunction with an accrual basis accounting system.

**ACCRUED EXPENSES.** Accrued expenses are those expenses which have been incurred and have not been paid as of a given date.

**ACCRUED INTEREST.** Accrued interest is earned between interest dates but not yet paid.

**ACCRUED LIABILITIES.** Accrued liabilities are those amounts owed, but not yet paid.

**ACCRUED REVENUE.** Accrued revenue is earned and not yet collected regardless of whether due or not.

**APPROPRIATION.** An appropriation is an authorization that enables the college to make expenditures and incur obligations for a specific purpose.

**ASSESSED VALUATION.** The assessed valuation is the value on each unit of property for which a prescribed amount must be paid as property taxes.

**ASSETS.** The entire property owned by the college.

**AUDIT.** An audit is an examination of the financial records of the college to obtain reasonable assurance that the financial statements prepared by the college are free of

material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. It further includes an assessment of the accounting principles and procedures used and of the significant financial estimates made by management.

**AUDIT FUND.** (See FUND)

**AUXILIARY ENTERPRISES FUND.** (See FUND)

**BALANCED BUDGET.** A balanced budget is a budget for which revenues plus other funding sources are equal to or are greater than expenditures.

**BOND.** A bond is a written promise to pay a specific sum of money, called the face value or principle amount, at a specified date (or dates) in the future, called the maturity date, and with periodic interest at a rate specified in the bond. A bond is generally issued for a specific purpose or project, such as construction of a new facility.

**BOND AND INTEREST FUND.** (See FUND)

**BONDED DEBT.** Bonded debt is the part of the college debt which is covered by outstanding bonds.

**BUDGET.** The budget is a controlled plan to be used in implementing the philosophy and the objectives of the college. Its development should involve maximum participation and, therefore, the aims and objectives of the college should be reflected at each level. The budget is a legal document once it has been approved by the board.

**BUILDINGS.** Facilities permanently affixed to the land, including their associated heating and air conditioning systems, electrical and sound systems, plumbing and sewer systems, elevators, and other fixed equipment.

**CAPITAL EQUIPMENT.** (See OBJECT)

**CASH.** (See REVENUES)

**CONFERENCE AND MEETING EXPENSES.** (See OBJECT)

**CONTINGENCY.** (See OBJECT)

**CONTRACTUAL SERVICES.** (See OBJECT)

**CORPORATE PERSONAL PROPERTY REPLACEMENT TAX.** The CPPR tax is collected by the Illinois Department of Revenue as a replacement for the personal property tax.

**COST BENEFIT.** Cost benefit analyses are those studies which provide the means for comparing the resources to be allocated to a specific program with the results likely to be obtained from it, or the analyses which provide the means for comparing the results likely



to be obtained from the allocation of certain resources toward the achievement of alternate or competing objectives.

**COURSE.** A course is defined as an educational unit within the instructional programs dealing with a particular subject and consisting of instructional periods and one or more instructional delivery systems. Courses are generally classified by the discipline they belong to and the level of instruction

**COURSE CREDIT.** Course credit is the number of credits that will be earned by the student for successful completion of a course.

**CREDIT HOUR GRANT.** Credit hour grants are received for courses for each semester credit hour or equivalent for students who were certified as being in attendance at midterm of the semester during the fiscal year. There are no special restrictions on the use of these funds.

**CURRENT ASSETS.** Current assets are cash or anything that can be readily converted into cash.

**CURRENT EXPENSES.** Current expenses are any expenses except for capital outlay and debt service. They include total charges incurred, whether paid or unpaid.

**CURRENT LIABILITIES.** Current liabilities are debts which are payable within a relatively short period of time, usually no longer than a year.

**DEBT SERVICE.** Debt service includes expenditures for the retirement of debt and expenditures for interest on debt, except principal and interest on current loans, which are loans payable in the same fiscal year in which the money was borrowed.

**DEFERRED CHARGES.** Deferred charges include expenditures which are not chargeable to the fiscal year in which they are made, but are carried over on the asset side of the balance sheet pending amortization or some other disposition. Deferred charges differ from prepaid expenses in that they usually extend over a long period of time and may or may not be regularly recurring costs of operation.

**DEFERRED REVENUE.** Deferred revenues are those monies or entitlements which have been recognized as revenues, but have not been received and are therefore not available for use. Deferred revenue is considered a liability.

**DEFICIT.** A deficit is a shortfall of revenues under expenditures and transfers.

**DEPRECIATION.** Depreciation is a fall in value, reduction of worth. It is the deterioration, or the loss or lessening in value, arising from age, use and improvements due to better methods.

**DIRECT COSTS.** Direct costs are those elements of cost which can be easily, obviously, and conveniently identified with specific programs or activities, as

distinguished from those costs incurred for several different activities or programs and whose elements are not readily identified with specific activities.

**DISBURSEMENTS.** Disbursements are the actual payment of cash by the college.

**DOUBLE-ENTRY ACCOUNTING.** Double-entry accounting is an accounting system that requires for every entry made to the debit side of an account or accounts, there must be an equal entry to the credit side of an account or accounts.

**EDUCATION FUND.** (See FUND)

**EMPLOYEE BENEFITS.** (See OBJECT)

**ENCUMBRANCES.** Encumbrances are actual or anticipated liabilities provided for by an appropriation which is recognized when a contract, purchase order, or salary commitment is made. It reduces the appropriation to avoid expenditure of funds needed to pay anticipated liabilities or expenditures.

**EQUALIZATION GRANT.** Equalization grants attempt to reduce the disparity in local funds available per student among districts. Equalized assessed valuations, full-time equivalent students, corporate personal property replacement tax revenue, fixed costs, and the district's program mix are considered in the equalization calculations.

**EXPENDITURES.** Expenditures are the total charges incurred by the college regardless of the time of payment.

**FACILITIES REVENUE.** (See REVENUES)

**FEDERAL GOVERNMENT SOURCES.** (See REVENUES)

**FINANCIAL STATEMENT.** A financial statement is a formal summary of accounting records setting forth the district's financial condition and results of operations.

**FISCAL YEAR.** The fiscal year is the year by or for which accounts are reckoned or the year between one annual time of settlement or balancing of accounts and another. It consists of a period of 12 months, not necessarily concurrent with the calendar year, with reference to which appropriations are made and expenditures are authorized and at the end of which accounts are made up and the books are balanced. The college's fiscal year is the period July 1 to June 30 of the following calendar year inclusive.

**FIXED ASSETS.** Fixed assets are those assets essential to continuance of proper operation of the college. They include land, buildings, machinery, furniture, and other equipment which the college intends to hold or continue to use over a long period of time.

**FIXED CHARGES.** (See OBJECT)

**FULL-TIME EQUIVALENT.** For students, the full-time equivalent indicator is the statistical student unit calculated by dividing all credit hours (both certificate and degree) generated at the college by 15 credit hours for any given academic term. To determine the annual full-time equivalent student, the total credit hours for the year are divided by 30 credit hours. This is not to be confused with a full-time student, which is a student who is enrolled for 12 or more credit hours per semester. For faculty the full-time equivalent is 30 instructional hour equivalents per year. For classified staff personnel, the full-time equivalent is 40 hours of work per week.

**FUND.** A fund is an accounting entity with a self-balancing set of accounts for recording assets, liabilities, a fund balance, and changes in the fund balance. Separate accounts are maintained for each fund to insure observance of limitations and restrictions placed on the use of resources. For accounting and reporting purposes, funds of similar characteristics may be combined into fund groups. Funds are established and organized for budgeting, accounting, and reporting purposes in accordance with activities and objectives as specified by donors of resources, in accordance with regulations, restrictions, or limitations imposed by sources outside the college, or in accordance with directions issued by the Board of Trustees. The fund number follows the fund name.

**AUDIT FUND (Fund 11) (a Special Revenue Fund)**

The Audit Fund is used for recording the payment of auditing expenses. The audit tax levy is recorded in this fund and monies in this fund should be used only for the payment of auditing expenses.

**AUXILIARY ENTERPRISES FUND (Fund 05) (a Special Revenue Fund)**

The Auxiliary Enterprises Fund accounts for college services where a fee is charged to students/staff. Each enterprise/service should be accounted for separately using a group of self-balancing accounts within the fund.

**BOND AND INTEREST FUND (Fund 04) (a Debt Service Fund)**

The Bond and Interest Fund is used to account for payment of principal, interest, and related charges on any outstanding bonds. Debt service for each bond issue must be accounted for separately using a group of self-balancing accounts within the fund.

**EDUCATION FUND (Fund 01) (a General 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 equipment; library books and materials; maintenance of instructional and administrative equipment; and other costs pertaining to the educational program of the college.

**LIABILITY, PROTECTION, AND SETTLEMENT FUND (Fund 12) (a Special Revenue Fund)**

Tort liability, property insurance, unemployment insurance, and worker's compensation levies should be recorded in this fund. Monies in this fund, including interest earned on the assets of the fund, should be used for payment of

tort liability property, unemployment, or worker's compensation insurance or claims.

**OPERATIONS AND MAINTENANCE FUND (Fund 02) (a General Fund)**

The Operations and Maintenance 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; 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.

**OPERATIONS AND MAINTENANCE FUND (Restricted) (Fund 03) (a Capital Projects Fund)**

The Operations and Maintenance Fund (Restricted) is used to account for monies restricted for building purposes and site acquisition.

**RESTRICTED PURPOSES FUND (Fund 06) (a Special Revenue Fund)**

The Restricted Purposes Fund is used for the purpose of accounting for monies that have restrictions regarding their use. Each specific grant or project should be accounted for separately using a complete group of self-balancing accounts within the fund.

**SELF-INSURANCE FUND (Fund 23) (a Proprietary Fund)** The Self-Insurance Fund is used for the purpose of accounting for monies used for medical, vision, dental insurance, and workers' compensation claims for employees.

**WORKING CASH FUND (Fund 07) (a Nonexpendable Trust Fund)**

The Working Cash Fund is used to enable the district to have on hand at all times sufficient cash to meet the demands of ordinary and necessary expenditures. This fund is used to account for the proceeds of working cash bonds. By making temporary transfers, the Working Cash Fund is used as a source of working capital by other funds. Such transfers assist operating funds in meeting demands during periods of temporary low cash balances.

**FUND BALANCE.** The fund balance is the balance of a fund after all liabilities have been deducted from the assets of the fund. Also termed Fund Equity.

**GENERAL ADMINISTRATION.** (See PROGRAM)

**GENERAL MATERIALS AND SUPPLIES.** (See OBJECT)

**INDEPENDENT OPERATIONS.** (See AUXILIARY ENTERPRISES FUND)

**INDIRECT COSTS.** Indirect costs are those elements of cost necessary in the provision of a service which are of such nature that they cannot be readily or accurately identified with the specific service

**INSTITUTIONAL SUPPORT.** (See PROGRAM)

**INSTRUCTION.** (See PROGRAM)

**INTERFUND TRANSFERS.** Interfund transactions are for transfer of monies between funds. Monies may not be transferred between funds except by the same procedure as that used to approve the budget, including public notification, publication, inspection, and comment. Interfund transfers are usually part of the overall budget plan and are built into the budget at the time of its approval by the Board of Trustees.

**INTERNAL CONTROL.** The purpose of internal control is to safeguard the use of public funds and to protect the public trust on behalf of the college. Internal controls are those activities and organizational preparations designed to insure effective accounting control over assets, liabilities, revenues, expenditures, and any other activities associated with the finance and accounting actions of the college. Some of the precautions instituted by internal control are ensuring that no single individual can perform a complete cycle of financial operations and that procedures of the finance and accounting system are specific and monitored. Internal control also requires designated levels of authorization for all actions under the system.

**INVESTMENT REVENUE.** (See REVENUES)

**INVESTMENTS.** Investments are securities or other properties in which money is held, either temporarily or permanently, in expectation of obtaining revenues. Legal investments for community college funds are governed by state statute, which allow funds belonging to or in the custody of the college, including restricted and nonrestricted funds, to be invested. Bonds, treasury bills, certificates of deposit, and short-term discount obligations issued by the Federal National Mortgage Association are some of the types of investments which are permitted by law.

**LIABILITY.** Obligations incurred by the college when deed passes that must be liquidated, renewed, or refunded at a future date.

**LIABILITY, PROTECTION, AND SETTLEMENT FUND.** (See FUND)

**LOCAL GOVERNMENT SOURCES.** (See REVENUES)

**MODIFIED ACCRUAL BASIS ACCOUNTING.** Modified accrual basis accounting is any accounting system that records revenue when susceptible to accrual both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay the liabilities of the current period. Expenditures other than interest on long-term debts generally are recognized when the related fund liability is incurred.

**NET CURRENT ASSETS.** Net current assets is the difference between current assets and current liabilities. This is also known as working capital.

**NET EXPENDITURE.** A net expenditure is the actual cost incurred by the college for some service or object after the deduction of any discounts, rebates, reimbursements, or revenue produced by the service or activity.

**NET REVENUE.** Net revenue is defined as the balance remaining after deducting from the gross revenue for a given period all expenditures during the same period.

**NON-GOVERNMENTAL GIFTS, GRANTS, AND BEQUESTS.** (See REVENUES)

**OBJECT.** The term object applies to expenditure classifications and designates materials or services purchased. Expenditures are grouped by major objects, such as salaries, supplies, or capital outlay, and are further divided as needed for cost accounting and control purposes.

**CAPITAL EQUIPMENT.** Also termed capital outlay, the capital equipment object group includes site acquisition and improvement, office equipment, instructional equipment, and service equipment. Generally expenditures in this category cost more than \$2,500.00, have a useful life of greater than three years and would not normally be purchased from general materials and supplies. Furniture, computer servers and related equipment, and laboratory equipment would be typical examples of items included in this category.

**CONFERENCE AND MEETING EXPENSES.** The category of conference and meeting expenses includes expenses associated with conference registration and fees, costs for hosting or attending meetings, and related travel costs, whether local or otherwise.

**CONTINGENCY.** Contingency funds are those appropriations set aside for emergencies or unforeseen expenditures. Contingency funds are used only by budget transfers and may not be expensed directly.

**CONTRACTUAL SERVICES.** Contractual service costs are those monies paid for services rendered by firms and individuals under contract who are not employees of the college.

**EMPLOYEE BENEFITS.** Employee benefits costs are for all benefits which employees accrue through continued employment with the college. Benefits include health insurance coverage, sabbatical leave salaries, tuition reimbursement, life insurance, early retirement contributions assignable to the college, and others.

**FIXED CHARGES.** The fixed charges object category includes charges for rentals of facilities and equipment, payment of debt interest and principal, general insurance charges, installment payments for lease/purchase agreements, and property/casualty insurance.

**GENERAL MATERIALS AND SUPPLIES.** The general materials and supplies category includes the cost of materials and supplies necessary for the conduct of the college's business. Business forms, envelopes, postage costs, printing costs, and handouts to students typically fall into this category.

**OTHER EXPENDITURES.** The other expenditures object category includes expenditures not readily assignable to another object category. Examples include student grants and scholarships, tuition chargebacks, charges and adjustments, and student loans.

**SALARIES.** Salaries are monies paid to employees of the college for personal services rendered to the college. Full-time, part-time, and temporary employees, whether administrators, faculty, or staff, are paid wages or salaries.

**UTILITIES.** The utilities object account covers all utility costs necessary to operate the physical plant and other on going services, including gas, water, sewage, telephone, and refuse disposal.

**OPERATING FUNDS.** Operating Funds refers to the combination of the Education Fund and the Operations and Maintenance Funds (Funds 01 and 02).

**OPERATIONS AND MAINTENANCE FUND.** (See FUND)

**OPERATIONS AND MAINTENANCE FUND (Restricted).** (See FUND)

**OPERATION AND MAINTENANCE OF PLANT.** (See PROGRAM)

**ORGANIZED RESEARCH.** (See PROGRAM)

**OTHER EXPENDITURES.** (See OBJECT)

**OTHER REVENUES.** (See REVENUES)

**PROGRAM.** A program is defined as a level in the program classification structure hierarchy representing the collection of program elements serving a common set of objectives that reflect the major institutional missions and related support objectives. The program classification structure, established by the ICCB, is a means of identifying and organizing the activities of the college in a program-oriented manner.

**ACADEMIC SUPPORT.** Academic support includes those programs which directly support the instruction process and academic programs, including tutoring and instructional assistance. These programs include library operations, instructional support services, television production services, audiovisual services, and instructional technology administration. This last program provides instructional technology support to the academic programs of the college, including maintenance of the academic computer network and operation of the computer labs. Instructional technology operation and equipment costs are allocated on a pro rata basis to the academic programs which use the academic



computer services. This consolidated effort provides considerable economy of effort, expertise, and resources.

**GENERAL ADMINISTRATION.** General administration includes those activities devoted to the general regulation, direction, and day-to-day operation of the college. The offices of the president, college development, business administration/treasurer, accounting services, business services, human resources, and community relations are included in general administration. Typical services provided include purchasing for the entire college, printing services, shipping and receiving services, and financial services. The annual audit and the annual budget are produced by offices of general administration.

**INSTITUTIONAL SUPPORT.** Also called general institutional, this category includes those costs and activities not readily assignable to another category or which apply to the college on an institution-wide basis. The Board of Trustees' costs, institutional membership and accreditation costs, commencement, and certain institutional expenses, such as bank service charges, some benefit costs, and NDSL administrative costs are assigned to this category.

**INSTRUCTION.** Instruction consists of those activities dealing with the teaching of students. It includes the activities of faculty in the baccalaureate-oriented/transfer, occupational-technical career, general studies, and remedial and ABE/ASE programs (associate degree credit and certificate credit). It includes expenditures for department chairs, administrators, and support staff for whom instruction is an important role. It also includes all equipment, materials, supplies and costs that are necessary to support the instructional program.

**OPERATION AND MAINTENANCE OF PLANT.** Operation and maintenance of plant includes those activities necessary for the proper and safe operation of the physical plant of the college, including buildings, grounds, and roadways. Public safety, transportation, maintenance services, and housekeeping are part of operation and maintenance of plant.

**ORGANIZED RESEARCH.** Organized research includes separately budgeted research projects other than institutional research (which is included under instructional administration). The college does not engage in independent research projects.

**PUBLIC SERVICE.** Public service includes services provided to the general college community and residents by making college facilities and expertise available to the public outside of the academic realm. It includes college-sponsored seminars, workshops, forums, lecture series, cultural events and exhibits, and other non-academic services to the residents of the district.

**STUDENT SERVICES.** Student services include those activities which provide direct support services to students other than academic support services. These activities include registration and records, financial aid, counseling, placement testing, career placement assistance, health services, and student activities.



**PROPERTY TAXES.** In general, property taxes are those taxes levied on real property for the purpose of providing service for the public good. In the case of the college, property taxes are levied on the real property of the district for the purpose of fulfilling the goal of educational service.

**PUBLIC SERVICE.** (See PROGRAM)

**REIMBURSABLE CREDIT HOUR.** A reimbursable credit hour is an ICCB-certified instructional credit hour used as the basis for distributing selected ICCB grants.

**RESTRICTED PURPOSE FUND.** (See FUND)

**REVENUES.** Revenues are additions to assets which do not increase any liability, do not represent the recovery of expenditure, or do not represent the cancellation of certain liabilities without a corresponding increase in other liabilities or a decrease in assets.

**CASH.** The cash source category includes currency, coin, checks, money orders, and bank drafts on hand or deposit with the official or agent designated as custodian of cash or in demand deposit accounts. Petty cash funds, change funds, and other imprest cash funds are recorded in the cash object.

**FACILITIES REVENUE.** Facilities revenue accrues from the use of college facilities, such as building/space rentals, data processing charges, and equipment rentals.

**FEDERAL GOVERNMENT SOURCES.** The category of federal government revenue sources includes all revenues which originate with federal agencies and are paid directly to the college or administered by pass-through agencies for the federal government. Department of Education grants, certain vocational education grants, and JTPA grants are recorded in this category.

**INVESTMENT REVENUE.** The investment revenue source category records revenues from investments.

**LOCAL GOVERNMENT SOURCES.** Revenues from local government sources accrue from district taxes (property taxes), from chargebacks, and from all governmental agencies below the state level.

**NON-GOVERNMENTAL GIFTS, GRANTS, AND BEQUESTS.** The category of non-governmental gifts, grants, and bequests records revenues from private persons, firms, foundations, or other non-governmental entities in the form of restricted or unrestricted gifts, bequests, or grants for specific projects.

**OTHER REVENUES.** Other revenues are those which do not fall into an established, specific revenue source category. Typical examples would include parking and library fines, commissions, and sales of surplus property.

**SALES AND SERVICE FEES.** The sales and service fees source category includes all student fees and charges other than education and general purposes. Examples would be bookstore sales, student organization fees, and admissions charges to athletic events.

**STATE GOVERNMENTAL SOURCES.** State governmental revenues accrue from all state governmental agencies. Typical examples include credit hour grants, ICCB grants, ISBE grants, and the Department of Veterans Affairs.

**STUDENT TUITION AND FEES.** The student tuition and fees category includes all student tuition and student fees assessed against students for educational and general purposes. Tuition is the amount per credit hour times the number of credit hours charged a student for taking a course at the college. Fees include laboratory fees, application fees, transcript fees, and similar charges not covered by tuition. Student tuition and fees may not exceed one-third the per capita cost as defined in the chargeback reimbursement calculation.

**SALARIES.** (See OBJECT)

**SALES AND SERVICE FEES.** (See REVENUES)

**SELF-INSURANCE FUND.** (See FUND)

**STATE GOVERNMENT SOURCES.** (See REVENUES)

**STRAIGHT-LINE DEPRECIATION.** Straight-line depreciation is a method of calculating the depreciation of an asset which assumes the asset will lose an equal amount of value each year.

**STRUCTURALLY BALANCED BUDGET.** A balanced budget is a budget for which current revenues equal or exceed current expenditures.

**STUDENT CHARGEBACK.** The student chargeback is the fee paid for a student of one community college district attending a community college in another district to pursue a curriculum not offered in the college of his home district. The home community college pays the college which the student attends a chargeback at the rate established in the chargeback calculations for each college.

**STUDENT SERVICES.** (See PROGRAM)

**STUDENT TUITION AND FEES.** (See REVENUES)

**SURPLUS.** A surplus is an excess of revenues over expenditures and transfers.

**TAX ANTICIPATION WARRANTS.** Tax anticipation warrants are issued by the governmental body in anticipation of collection of taxes, usually can be retired only from tax collections and frequently only from the tax collections anticipated with issuance. The

proceeds of tax anticipation notes or warrants are treated as current loans if they are paid back from the tax collections anticipated with the issuance of the notes.

**UTILITIES.** (See OBJECT)

**WORKING CASH FUND.** (See FUND)

**LIST OF ACRONYMS**

AA	Associates of Arts
AAS	Associates of Applied Science
ABE	Adult Basic Education
ACT	Acoustical Ceiling Tile
ADA	American with Disabilities Act
ADN	Associates Degree in Nursing
A/E	Architect(ure)/Engineer(ing)
AFT	American Federation of Teachers
AGB	Association of Governing Board of Universities & Colleges
AGS	Associates of General Studies
AHU	Air Handling Unit
AI	Artificial Intelligence
APU	Annual Program Updates
AQIP	Academic Quality Improvement Program
ARDMS	American Registry of Diagnostic Medical Sonographers
AS	Associates of Science
ASC	Academic Skills Center
ATE	Advanced Technical Education
ATAC	Administrative Technology Advisory Committee
AV	Audio Visual
BAS	Building Automation System
BOT	Board of Trustees
CAFR	Comprehensive Annual Financial Report
CCS	Community and Corporate Services
CCSSE	Community College Survey of Student Engagement
CDL	Commercial Driver’s License
CED	Community and Economic Development
CIP	Capital Improvement Plan
CISO	Chief Information Security Officer
COA	Certificate of Achievement
COC	Certificate of Completion
CPI	Consumer Price Index
CPPR	Corporate Personal Property Tax
CPPRT	Corporate Personal Property Replacement Tax
DAFS	Division of Adult and Family Services
DAVTE	Department of Adult, Technical, and Vocational Education
DCEO	Department of Community and Economic Opportunity
EAB	Education Advisory Board
EAV	Equalized Assessed Valuation
EDGAR	US Department of Education General Administrative Regulations

## LIST OF ACRONYMS (Continued)

EEO	Equal Employment Opportunity
EEOC	Equal Employment Opportunity Commission
EIFS	Exterior Insulation Finishing Systems
EMS	Emergency Medical Services
EMSI	Economic Modeling Specialist International
EMT	Emergency Medical Technician
ERP	Enterprise Resource Planning
ESL	English as a Second Language
ETS	Educational Talent Search
EV	Electric Vehicle
FASB	Financial Accounting Standards Board
FDIC	Federal Deposit Insurance Corporation
FICA	Federal Insurance Contributions Act (Social Security)
FMLA	Family Medical Leave Act
FT	Full-time
FTE	Full-time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Accounting Standards Board
GIS	Geographic Information System
GSD	General Student Development
GFOA	Government Finance Officers Association
GSF	Gross Square Feet
HLC	Higher Learning Commission
HR	Human Resources
HS	High School
HVAC	Heating Ventilation Air Conditioning
IBHE	Illinois Board of Higher Education
ICCB	Illinois Community College Board
IDHR	Illinois Department of Human Rights
IDHS	Illinois Department of Human Services
IEA	Illinois Education Association
IER	Institutional Effectiveness Report
ILCS	Illinois Compiled Statutes
INAM	Illinois Network for Advanced Manufacturing
IPTIP	Illinois Public Treasurers Investment Pool
ISAC	Illinois Student Aid Commission
ISBE	Illinois State Board of Education
IT	Information Technology
IVC	Illinois Virtual Campus
JJC	Joliet Junior College District #525
JRC-DMS	Joint Review Committee on Education in Diagnostic Medical Sonography
JTPA	Job Training Partnership Act
JUAC	Joliet United Adjuncts Coalition
KPI	Key Performance Indicator
LED	Light-Emitting Diode

## LIST OF ACRONYMS (Continued)

LEED	Leadership in Energy and Environmental Design
MAP	Monetary Access Program
NACUBO	National Association of College and University Business Officers
NCA	North Central Association of Colleges & Secondary Schools
NCGA	National Council on Governmental Accounting
NCLEX	National Council Licensure Examination
NEA	National Education Association
NJCAA	National Junior College Athletics Association
NSF	National Science Foundation
O & M	Operations and Maintenance
OMB	Office of Management and Budget
OSA	Office of Student Activities
PCCS	Partnerships for College and Career Success
PHS	Protection Health and Safety
PIC	Program Improvement Committee
PLC	President's Leadership Council
PN	Practical Nurse
PPB	Program Performance Budgeting
PT	Part-time
PTELL	Property Tax Extension Limitation Law
QAP	Quality Action Project
QCEW	Quarterly Census of Employment and Wages
RAMP	Resource Allocation and Management Plan
RFP	Request for Proposal
RN	Registered Nurse
SEIU	Service Employees International Union
SEM	Strategic Enrollment Management
SIS	Student Information System
SMHEC	South Metropolitan Higher Education Consortium
SOC	Standard Occupational Classification
SPI	Sonography Principles and Instrumentation
StAR	Student Accommodations and Resources
STEM	Science, Technology, Engineering, Mathematics
SURS	State University Retirement System
SWOT	Strengths, Weaknesses, Opportunities, and Threats
TAACCCT	Trade Adjustment Assistance Community College and Career Training
TLC	Tutoring and Learning Center
TMA	Software for Computerized Maintenance Management System
TSS	Technology Support Services
USDA	United States Department of Agriculture
USDE	United States Department of Education
VCT	Vinyl Composition Tile
WAEC	Weitendorf Agricultural Education Center
WIA	Workforce Investment Act
WIOA	Workforce Innovation and Opportunity Act
ZBB	Zero-Based Budgeting

EDUCATION FUND REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES				
0100-000-411.000	CURRENT TAXES	31,679,995	31,545,000	33,300,000
0100-000-412.000	BACK TAXES	224,459	175,000	175,000
0100-000-413.500	CPPRT	2,128,848	1,950,000	1,700,000
0100-000-414.000	CHARGE-BACK REVENUE	12,869	20,000	0
0100-000-419.613	WILL COUNTY/CDT	17,832	15,000	15,000
		-----	-----	-----
TOTAL	LOCAL GOVT SOURCES	34,064,003	33,705,000	35,190,000
STATE GOVT SOURCES				
0100-000-421.000	ICCB STATE GRANTS	7,868,480	3,950,000	5,875,000
0100-000-422.000	ICCB/CTE/IL BD VOC EDUC	1,342,343	650,000	575,000
		-----	-----	-----
TOTAL	STATE GOVT SOURCES	9,210,823	4,600,000	6,450,000
FED GOVT SOURCES				
0100-000-431.003	PELL ADMIN EXP	18,365	25,000	20,000
0100-000-433.001	FEDERAL WORK STUDY	0	25,000	20,000
0100-000-439.000	OTHER FED. GOVT	1,602,266	0	0
0100-000-439.004	GENERAL FUND INC 10%	31,353	25,000	20,000
		-----	-----	-----
TOTAL	FED GOVT SOURCES	1,651,984	75,000	60,000
STUDENT TUITION/FEES				
0100-000-441.000	TUITION	27,529,093	33,700,000	34,125,000
0100-000-442.037	HEALTH CARE CONT. ED	300	0	0
0100-000-442.040	LAB FEE	153,870	155,000	155,000
0100-000-442.052	COURSE FEES	75,850	73,000	73,000
		-----	-----	-----
TOTAL	STUDENT TUITION/FEES	27,759,113	33,928,000	34,353,000
INTEREST ON INVSTMNT				
0100-000-470.000	INTEREST ON INVSTMNT	110,255	150,000	225,000
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TOTAL	INTEREST ON INVSTMNT	110,255	150,000	225,000

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EDUCATION FUND REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OTHER REVENUES				
0100-000-492.000	CONVENIENCE FEE - CREDIT CARDS	0	0	180,000
0100-000-499.000	OTHER REVENUE	128,623	90,000	95,000
0100-000-499.116	Misc. Revenue-Service Charge	123,307	148,000	122,400
0100-000-499.117	TRANSCRIPTS	117,091	100,000	100,000
		-----	-----	-----
TOTAL	OTHER REVENUES	369,021	338,000	497,400
TRANS FROM OTHER FUNDS				
0100-000-720.005	TRANS FROM AUX ENT FUND	218,811	250,625	220,500
		-----	-----	-----
TOTAL	TRANS FROM OTHER FUNDS	218,811	250,625	220,500
TOTAL	EDUCATION FUND	73,384,010	73,046,625	76,995,900

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
AGRICULTURE					
0110-001-511.000	ADMIN. SALARIES		1,085	5,600	5,600
0110-001-513.000	INSTRUCTIONAL (F.T.)		738,692	759,774	784,310
0110-001-513.010	F.T. FAC - SUMMER		23,642	24,000	22,000
0110-001-513.022	F.T. FAC - OVERLOADS		129,534	128,000	157,000
0110-001-513.100	P.T. FAC - FALL/SPRG		11,193	11,000	3,000
0110-001-516.000	OFFICE STAFF		46,132	48,984	50,502
0110-001-518.010	SAL-STU EMPLOYEES W/		30,406	37,200	37,200
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	SUBTOTAL SALARIES		980,684	1,014,558	1,059,612
0110-001-521.000	EMPLOYEE BENEFITS		203,618	220,395	220,965
0110-001-532.000	CONTR SVC CONSULTAT		663	822	838
0110-001-534.000	CNTR SVC MNT & REPRS		819	1,500	1,530
0110-001-541.000	OFFICE SUPPLIES		0	0	1,514
0110-001-542.010	PRNT XEROX CHRGS ALL		8,977	9,581	9,773
0110-001-543.030	BEDDING & FEED SUPPLIES		3,562	3,599	3,671
0110-001-543.044	SUPPLS CENTRL STORES		0	1,484	0
0110-001-546.000	PUBLICATIONS & DUES		2,179	2,527	2,578
0110-001-551.011	PROFESSIONAL DEVEL.		3,975	3,200	3,264
0110-001-551.020	PROGRAM COORDINATION TRAVEL		7,899	8,500	8,670
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	TOTAL AGRICULTURE		1,212,376	1,266,166	1,312,415
FINE ARTS					
0110-002-511.000	ADMIN. SALARIES		5,074	13,500	13,500
0110-002-512.000	PROF/TECH SALARIES		71,026	72,169	73,612
0110-002-512.110	P.T. PROF TECH		37,626	31,939	52,080
0110-002-513.000	INSTRUCTIONAL (F.T.)		1,701,015	1,626,060	1,699,393
0110-002-513.010	F.T. FAC - SUMMER		112,877	114,000	105,000
0110-002-513.022	F.T. FAC - OVERLOADS		278,210	280,000	218,000
0110-002-513.100	P.T. FAC - FALL/SPRG		555,930	544,000	599,000
0110-002-513.122	INSTR SAL PERFORMANCE		9,068	0	25,000
0110-002-516.000	OFFICE STAFF		42,007	42,869	43,722



		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
FINE ARTS					
0110-002-516.110	P.T. CLERICAL		12,622	18,048	0
0110-002-518.010	SAL-STU EMPLOYEES W/		24,744	21,600	21,600
0110-002-519.024	OVERTIME ALLOCATION		999	0	0
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	SUBTOTAL SALARIES		2,851,198	2,764,185	2,850,907
0110-002-521.000	EMPLOYEE BENEFITS		474,246	556,880	524,320
0110-002-534.000	CNTR SVC MNT & REPRS		290	852	869
0110-002-539.000	CONT.SC-OTHER		12,099	14,817	15,113
0110-002-541.000	OFFICE SUPPLIES		3,705	1,954	3,929
0110-002-542.000	PRINTING		8,804	8,183	8,347
0110-002-543.044	SUPPLS CENTRL STORES		858	1,898	0
0110-002-543.902	ART GALLERY SUPPLIES		2,760	3,298	3,364
0110-002-546.000	PUBLICATIONS & DUES		534	1,123	1,145
0110-002-551.000	TRAVEL & MEETINGS		436	0	0
0110-002-551.011	PROFESSIONAL DEVEL.		2,787	7,200	7,752
0110-002-551.020	PROGRAM COORDINATION TRAVEL		665	2,200	2,244
0110-002-586.000	EQUIP-INSTRUCTIONAL		0	0	50,500
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	TOTAL FINE ARTS		3,358,382	3,362,590	3,468,490
BUSINESS					
0110-003-511.000	ADMIN. SALARIES		4,649	13,000	13,000
0110-003-513.000	INSTRUCTIONAL (F.T.)		1,169,783	1,157,240	1,215,731
0110-003-513.010	F.T. FAC - SUMMER		156,985	159,000	136,000
0110-003-513.022	F.T. FAC - OVERLOADS		260,376	217,000	224,000
0110-003-513.100	P.T. FAC - FALL/SPRG		417,142	343,000	498,000
0110-003-513.110	P.T. FAC - SUMMER		6,808-	0	0
0110-003-516.000	OFFICE STAFF		42,331	42,869	43,722
0110-003-518.010	SAL-STU EMPLOYEES W/		4,616	10,200	10,200
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	SUBTOTAL SALARIES		2,049,074	1,942,309	2,140,653

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
INSTRUCTION				
BUSINESS				
0110-003-521.000	EMPLOYEE BENEFITS	285,444	318,426	318,960
0110-003-534.000	CNTR SVC MNT & REPRS	0	670	683
0110-003-541.000	OFFICE SUPPLIES	0	0	510
0110-003-542.010	PRNT XEROX CHRGS ALL	8,384	8,829	9,006
0110-003-543.044	SUPPLS CENTRL STORES	0	500	0
0110-003-546.000	PUBLICATIONS & DUES	152	1,300	1,326
0110-003-551.011	PROFESSIONAL DEVEL.	173	4,800	4,896
0110-003-551.020	PROGRAM COORDINATION TRAVEL	129	2,100	2,142
	TOTAL BUSINESS	2,343,356	2,278,934	2,478,176
COMPUTER INFO & OFFICE SYSTMS DEPT				
0110-004-511.000	ADMIN. SALARIES	1,657	7,400	7,400
0110-004-513.000	INSTRUCTIONAL (F.T.)	1,487,674	1,382,765	1,388,569
0110-004-513.010	F.T. FAC - SUMMER	158,450	160,000	124,000
0110-004-513.022	F.T. FAC - OVERLOADS	411,351	381,000	362,000
0110-004-513.100	P.T. FAC - FALL/SPRG	103,020	93,000	124,000
0110-004-516.000	OFFICE STAFF	59,166	60,133	61,318
0110-004-516.110	P.T. CLERICAL	17,183	20,050	18,250
0110-004-518.010	SAL-STU EMPLOYEES W/	3,496	8,600	8,600
0110-004-519.024	OVERTIME ALLOCATION	491	0	0
	SUBTOTAL SALARIES	2,242,488	2,112,948	2,094,137
0110-004-521.000	EMPLOYEE BENEFITS	331,443	328,320	272,066
0110-004-532.000	CONTR SVC CONSULTAT	0	225	230
0110-004-534.000	CNTR SVC MNT & REPRS	1,513	2,393	2,441
0110-004-541.000	OFFICE SUPPLIES	5,273	8,869	10,576
0110-004-542.014	C/S PRINT/XEROX CHG.	2,557	5,957	6,076
0110-004-543.044	SUPPLS CENTRL STORES	5,161	1,500	0
0110-004-551.011	PROFESSIONAL DEVEL.	3,914	6,000	4,896
0110-004-551.020	PROGRAM COORDINATION TRAVEL	785	3,473	3,542
	TOTAL COMPUTER INFO & OFFICE SYSTMS	2,593,134	2,469,685	2,393,964

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
INSTRUCTION				
ENGLISH FR. LANGUAGE				
0110-005-511.000	ADMIN. SALARIES	6,795	17,500	17,500
0110-005-513.000	INSTRUCTIONAL (F.T.)	2,131,605	2,280,196	2,295,879
0110-005-513.010	F.T. FAC - SUMMER	117,109	118,000	143,000
0110-005-513.021	F.T. FAC - EXTRA PAY	1,808	2,000	2,000
0110-005-513.022	F.T. FAC - OVERLOADS	176,614	157,000	182,000
0110-005-513.100	P.T. FAC - FALL/SPRG	751,411	679,000	756,000
0110-005-513.110	P.T. FAC - SUMMER	225	0	0
0110-005-516.000	OFFICE STAFF	62,989	64,230	65,520
0110-005-519.024	OVERTIME ALLOCATION	772	0	0
0110-005-519.408	SALARY SILP TUTORS	12,071	16,000	16,000
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	SUBTOTAL SALARIES	3,261,399	3,333,926	3,477,899
0110-005-521.000	EMPLOYEE BENEFITS	532,891	604,550	605,285
0110-005-532.000	CONTR SVC CONSULTAT	1,050	10,150	10,353
0110-005-534.000	CNTR SVC MNT & REPRS	0	59	60
0110-005-541.000	OFFICE SUPPLIES	0	0	1,540
0110-005-542.010	PRNT XEROX CHRGS ALL	0	2,063	2,104
0110-005-543.044	SUPPLS CENTRL STORES	282	1,510	0
0110-005-551.011	PROFESSIONAL DEVEL.	1,826	10,000	9,792
0110-005-551.020	PROGRAM COORDINATION TRAVEL	24	1,500	1,530
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	TOTAL ENGLISH FR. LANGUAGE	3,797,472	3,963,758	4,108,563
MATH				
0110-008-511.000	ADMIN. SALARIES	6,431	17,000	17,000
0110-008-512.000	PROF/TECH SALARIES	52,967	48,165	44,991
0110-008-513.000	INSTRUCTIONAL (F.T.)	1,762,429	1,821,115	1,865,716
0110-008-513.010	F.T. FAC - SUMMER	202,195	204,000	155,000
0110-008-513.019	INSTRUCTIONAL SUPPORT	2,707	3,500	3,500
0110-008-513.022	F.T. FAC - OVERLOADS	315,229	291,000	299,000
0110-008-513.100	P.T. FAC - FALL/SPRG	661,941	641,000	748,000
0110-008-516.000	OFFICE STAFF	60,160	61,152	62,358

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
MATH					
0110-008-518.010	SAL-STU EMPLOYEES W/		6,661	9,900	9,900
0110-008-519.000	SALARIES-OTHER		0	5,300	5,300
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	SUBTOTAL SALARIES		3,070,720	3,102,132	3,210,765
0110-008-521.000	EMPLOYEE BENEFITS		470,980	510,770	510,893
0110-008-541.000	OFFICE SUPPLIES		0	50	51
0110-008-542.010	PRNT XEROX CHRGS ALL		16,091	24,485	24,975
0110-008-551.011	PROFESSIONAL DEVEL.		2,855	7,600	7,752
0110-008-551.020	PROGRAM COORDINATION TRAVEL		0	2,500	2,550
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	TOTAL MATH		3,560,646	3,647,537	3,756,986
NATURAL SCI & P.E.					
0110-009-511.000	ADMIN. SALARIES		6,281	19,200	19,200
0110-009-512.000	PROF/TECH SALARIES		202,487	206,638	222,977
0110-009-512.110	P.T. PROF TECH		37,797	32,543	55,783
0110-009-513.000	INSTRUCTIONAL (F.T.)		2,571,693	2,657,666	2,778,676
0110-009-513.010	F.T. FAC - SUMMER		197,762	199,000	219,000
0110-009-513.022	F.T. FAC - OVERLOADS		579,827	566,000	641,000
0110-009-513.100	P.T. FAC - FALL/SPRG		649,556	629,000	634,000
0110-009-516.000	OFFICE STAFF		70,473	71,599	60,819
0110-009-516.110	P.T. CLERICAL		20,605	21,938	22,372
0110-009-518.010	SAL-STU EMPLOYEES W/		8,275	16,200	16,200
0110-009-519.024	OVERTIME ALLOCATION		2,181	0	0
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	SUBTOTAL SALARIES		4,346,937	4,419,784	4,670,027
0110-009-521.000	EMPLOYEE BENEFITS		679,128	778,930	765,066
0110-009-532.013	CONT SVC-PLANETARIUM		6,000	6,784	6,920
0110-009-534.012	CONTR SVC-BIO SCI		1,632	3,336	3,403
0110-009-539.011	TRAINING SERVICES		2,740	21,840	22,277
0110-009-541.000	OFFICE SUPPLIES		0	0	721

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
INSTRUCTION				
NATURAL SCI & P.E.				
0110-009-542.010	PRNT XEROX CHRGS ALL	29,213	23,564	24,035
0110-009-543.044	SUPPLS CENTRL STORES	0	707	0
0110-009-543.318	MICRO-COMP RESOURCES	2,077	3,911	3,989
0110-009-543.319	INST SUPS ASTR/PLAN.	495	1,328	1,355
0110-009-546.000	PUBLICATIONS & DUES	0	900	918
0110-009-551.011	PROFESSIONAL DEVEL.	4,536	10,800	11,016
0110-009-551.020	PROGRAM COORDINATION TRAVEL	529	3,748	3,823
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TOTAL	NATURAL SCI & P.E.	5,073,287	5,275,632	5,513,550
SOCIAL SCIENCE				
0110-014-511.000	ADMIN. SALARIES	5,974	16,500	16,500
0110-014-513.000	INSTRUCTIONAL (F.T.)	1,556,844	1,641,867	1,708,143
0110-014-513.010	F.T. FAC - SUMMER	151,578	153,000	160,000
0110-014-513.022	F.T. FAC - OVERLOADS	252,238	247,000	250,000
0110-014-513.100	P.T. FAC - FALL/SPRG	783,190	766,000	784,000
0110-014-516.000	OFFICE STAFF	56,539	57,450	58,594
0110-014-516.110	P.T. CLERICAL	0	19,250	18,832
0110-014-518.010	SAL-STU EMPLOYEES W/	123	4,500	4,500
0110-014-519.024	OVERTIME ALLOCATION	617	0	0
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SUBTOTAL	SALARIES	2,807,103	2,905,567	3,000,569
0110-014-521.000	EMPLOYEE BENEFITS	381,648	459,008	443,474
0110-014-532.000	CONTR SVC CONSULTAT	0	1,500	1,530
0110-014-541.000	OFFICE SUPPLIES	0	0	1,020
0110-014-542.114	PRINTING XEROX SS	9,376	14,290	14,576
0110-014-543.044	SUPPLS CENTRL STORES	767	1,000	0
0110-014-551.011	PROFESSIONAL DEVEL.	1,380	6,400	6,936
0110-014-551.020	PROGRAM COORDINATION TRAVEL	64	1,000	1,020
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TOTAL	SOCIAL SCIENCE	3,200,338	3,388,765	3,469,125

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
INSTRUCTION				
TECH OCCUPATIONAL				
0110-015-511.000	ADMIN. SALARIES	1,618	11,000	11,000
0110-015-512.000	PROF/TECH SALARIES	138,585	141,351	129,857
0110-015-512.110	P.T. PROF TECH	34,356	33,248	32,550
0110-015-513.000	INSTRUCTIONAL (F.T.)	2,099,772	2,025,627	2,157,705
0110-015-513.010	F.T. FAC - SUMMER	80,309	81,000	70,000
0110-015-513.021	F.T. FAC - EXTRA PAY	476	0	0
0110-015-513.022	F.T. FAC - OVERLOADS	599,736	562,000	597,000
0110-015-513.100	P.T. FAC - FALL/SPRG	339,709	320,000	368,000
0110-015-516.000	OFFICE STAFF	48,457	50,003	51,938
0110-015-516.110	P.T. CLERICAL	19,894	21,504	21,938
0110-015-518.010	SAL-STU EMPLOYEES W/	37,592	52,500	52,500
0110-015-519.024	OVERTIME ALLOCATION	1,782	0	0
	SUBTOTAL SALARIES	3,402,286	3,298,233	3,492,488
0110-015-521.000	EMPLOYEE BENEFITS	670,523	699,425	744,255
0110-015-534.000	CNTR SVC MNT & REPRS	12,049	15,000	15,300
0110-015-541.000	OFFICE SUPPLIES	0	0	4,252
0110-015-541.112	SUPPLIES, RECRUITMENT	4,392	5,000	5,100
0110-015-542.010	PRNT XEROX CHRGS ALL	6,857	8,750	8,925
0110-015-543.044	SUPPLS CENTRL STORES	2,287	4,169	0
0110-015-551.011	PROFESSIONAL DEVEL.	4,792	9,600	9,792
0110-015-551.020	PROGRAM COORDINATION TRAVEL	161	3,000	3,060
0110-015-554.000	TRAVEL-RECRUITMENT	54	2,500	2,550
0110-015-586.000	EQUIP-INSTRUCTIONAL	0	0	1,000
	TOTAL TECH OCCUPATIONAL	4,103,401	4,045,677	4,286,722
CULINARY ARTS				
0110-016-511.000	ADMIN. SALARIES	1,213	6,000	6,000
0110-016-513.000	INSTRUCTIONAL (F.T.)	771,043	864,262	896,393
0110-016-513.010	F.T. FAC - SUMMER	22,245	22,000	17,000
0110-016-513.022	F.T. FAC - OVERLOADS	291,424	290,000	258,000

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
CULINARY ARTS					
0110-016-513.100	P.T. FAC - FALL/SPRG		31,590	30,000	18,000
0110-016-516.000	OFFICE STAFF		51,591	52,416	49,962
0110-016-518.010	SAL-STU EMPLOYEES W/		17,091	16,100	16,100
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	SUBTOTAL SALARIES		1,186,197	1,280,778	1,261,455
0110-016-521.000	EMPLOYEE BENEFITS		204,589	250,145	250,060
0110-016-534.000	CNTR SVC MNT & REPRS		102	999	1,019
0110-016-541.000	OFFICE SUPPLIES		1,327	2,000	2,448
0110-016-542.010	PRNT XEROX CHRGS ALL		1,265	2,191	2,235
0110-016-543.044	SUPPLS CENTRL STORES		360	400	0
0110-016-546.000	PUBLICATIONS & DUES		1,738	2,000	2,040
0110-016-551.011	PROFESSIONAL DEVEL.		1,363	3,600	3,672
0110-016-551.020	PROGRAM COORDINATION TRAVEL		38	1,000	1,020
0110-016-554.005	TRAVEL-STUDENT COMPETITIONS		118	5,000	5,100
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	TOTAL CULINARY ARTS		1,397,097	1,548,113	1,529,049
NURSING					
0110-017-511.000	ADMIN. SALARIES		1,675	8,000	8,000
0110-017-512.000	PROF/TECH SALARIES		127,122	153,794	87,527
0110-017-512.110	P.T. PROF TECH		0	39,960	51,444
0110-017-513.000	INSTRUCTIONAL (F.T.)		1,910,336	1,830,803	1,988,687
0110-017-513.010	F.T. FAC - SUMMER		26,681	4,500	7,000
0110-017-513.022	F.T. FAC - OVERLOADS		637,662	635,000	629,000
0110-017-513.100	P.T. FAC - FALL/SPRG		183,014	212,000	301,000
0110-017-516.000	OFFICE STAFF		80,741	81,494	83,096
0110-017-516.110	P.T. CLERICAL		47,982	46,452	47,386
0110-017-518.010	SAL-STU EMPLOYEES W/		7,423	7,200	7,200
0110-017-519.024	OVERTIME ALLOCATION		5,575	0	0
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	SUBTOTAL SALARIES		3,028,211	3,019,203	3,210,340

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
INSTRUCTION				
NURSING				
0110-017-521.000	EMPLOYEE BENEFITS	638,419	676,000	633,906
0110-017-532.000	CONTR SVC CONSULTAT	1,804	3,000	2,200
0110-017-534.000	CNTR SVC MNT & REPRS	0	560	500
0110-017-541.000	OFFICE SUPPLIES	3,328	3,000	3,926
0110-017-542.010	PRNT XEROX CHRGS ALL	10,294	7,719	9,533
0110-017-543.000	INSTRUCTIONAL SUPPLIES	0	31	0
0110-017-543.044	SUPPLS CENTRL STORES	1,108	748	0
0110-017-546.000	PUBLICATIONS & DUES	2,563	2,900	2,958
0110-017-551.011	PROFESSIONAL DEVEL.	6,175	8,000	8,160
0110-017-551.020	PROGRAM COORDINATION TRAVEL	4,378	6,350	5,677
	TOTAL NURSING	3,696,280	3,727,511	3,877,200
VETERINARY TECHNOLOGY PROGRAM				
0110-018-511.000	ADMIN. SALARIES	865	10,000	0
0110-018-512.110	P.T. PROF TECH	71,878	105,328	107,444
0110-018-513.000	INSTRUCTIONAL (F.T.)	430,069	355,852	371,682
0110-018-513.010	F.T. FAC - SUMMER	7,440	8,000	8,000
0110-018-513.022	F.T. FAC - OVERLOADS	37,338	37,000	40,000
0110-018-513.100	P.T. FAC - FALL/SPRG	16,982	16,000	62,000
0110-018-516.000	OFFICE STAFF	49,149	50,773	51,792
0110-018-518.010	SAL-STU EMPLOYEES W/	3,883	6,200	6,200
	SUBTOTAL SALARIES	617,604	589,153	647,118
0110-018-521.000	EMPLOYEE BENEFITS	128,127	112,778	112,887
0110-018-539.000	CONT.SC-OTHER	3,061	3,141	3,204
0110-018-541.000	OFFICE SUPPLIES	0	0	1,227
0110-018-542.010	PRNT XEROX CHRGS ALL	3,474	4,207	4,291
0110-018-543.025	FACILITY SUPPLIES	13,949	13,000	13,260
0110-018-543.044	SUPPLS CENTRL STORES	87	1,203	0
0110-018-546.000	PUBLICATIONS & DUES	1,286	1,900	1,938
0110-018-551.011	PROFESSIONAL DEVEL.	616	1,200	1,224



		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
VETERINARY TECHNOLOGY PROGRAM					
0110-018-551.020	PROGRAM COORDINATION TRAVEL		7,679	9,000	9,180
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TOTAL	VETERINARY TECHNOLOGY PROGRAM		775,883	735,582	794,329
HEALTH & PUBLIC SERVICES					
0110-025-511.000	ADMIN. SALARIES		398	6,700	6,700
0110-025-512.102	PROF/TECH TESTING		1,813	3,000	3,000
0110-025-512.110	P.T. PROF TECH		18,921	24,300	24,790
0110-025-513.000	INSTRUCTIONAL (F.T.)		600,069	735,857	910,009
0110-025-513.010	F.T. FAC - SUMMER		0	22,500	67,000
0110-025-513.022	F.T. FAC - OVERLOADS		97,242	96,000	133,000
0110-025-513.100	P.T. FAC - FALL/SPRG		99,307	91,000	115,000
0110-025-516.000	OFFICE STAFF		45,323	48,984	49,962
0110-025-518.010	SAL-STU EMPLOYEES W/		0	0	9,000
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SUBTOTAL	SALARIES		863,073	1,028,341	1,318,461
0110-025-521.000	EMPLOYEE BENEFITS		176,337	236,117	348,607
0110-025-532.105	CONTRACTUAL SERVICE		18,950	33,000	33,660
0110-025-532.513	CONSULTING SER - ADJUNCTS		51,435	135,320	138,026
0110-025-542.010	PRNT XEROX CHRGS ALL		2,249	2,150	2,193
0110-025-551.011	PROFESSIONAL DEVEL.		776	3,200	4,896
0110-025-551.020	PROGRAM COORDINATION TRAVEL		1,057	1,620	1,652
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TOTAL	HEALTH & PUBLIC SERVICES		1,113,877	1,439,748	1,847,495
TOTAL	INSTRUCTION		36,225,529	37,149,698	38,836,064
EVENING SCHOOL					
ADJUNCT FACULTY CENTER					
0114-501-516.110	P.T. CLERICAL		25,157	28,432	29,000
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SUBTOTAL	SALARIES		25,157	28,432	29,000

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
EVENING SCHOOL					
ADJUNCT FACULTY CENTER					
0114-501-534.000	CNTR SVC MNT & REPRS		1,313	1,310	1,336
0114-501-542.010	PRNT XEROX CHRGS ALL		461	1,000	1,020
0114-501-543.000	INSTRUCTIONAL SUPPLIES		6,828	5,806	5,922
0114-501-551.000	TRAVEL & MEETINGS		3,684	4,629	4,722
	TOTAL	ADJUNCT FACULTY CENTER	37,443	41,177	42,000
ROMEOVILLE CAMPUS					
0114-512-511.000	ADMIN. SALARIES		75,045	0	0
0114-512-511.010	ADM SAL-PART TIME		17,046	0	0
0114-512-516.000	OFFICE STAFF		41,193	0	0
0114-512-516.110	P.T. CLERICAL		100,841	0	0
	SUBTOTAL	SALARIES	234,125	0	0
0114-512-521.000	EMPLOYEE BENEFITS		51,739	0	0
0114-512-534.000	CNTR SVC MNT & REPRS		804	0	0
0114-512-541.000	OFFICE SUPPLIES		454	0	0
0114-512-542.010	PRNT XEROX CHRGS ALL		1,707	0	0
0114-512-543.000	INSTRUCTIONAL SUPPLIES		4,422	0	0
0114-512-543.044	SUPPLS CENTRL STORES		64	0	0
0114-512-547.000	ADVERTISING		2,735	0	0
0114-512-551.000	TRAVEL & MEETINGS		1,243	0	0
	TOTAL	ROMEOVILLE CAMPUS	297,293	0	0
ADULT BASIC EDUC PR					
0114-514-511.000	ADMIN. SALARIES		0	21,585	81,600
0114-514-512.000	PROF/TECH SALARIES		4,969	0	0
0114-514-512.110	P.T. PROF TECH		0	0	32,172
0114-514-516.110	P.T. CLERICAL		0	0	22,848
	SUBTOTAL	SALARIES	4,969	21,585	136,620

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
EVENING SCHOOL				
ADULT BASIC EDUC PR				
0114-514-521.000	EMPLOYEE BENEFITS	1,793	7,013	28,014
0114-514-539.021	CNTR SC GRDUATION	1,676	7,016	7,156
0114-514-541.000	OFFICE SUPPLIES	1,249	1,800	0
0114-514-542.010	PRNT XEROX CHRGS ALL	5,498	4,017	4,097
0114-514-543.000	INSTRUCTIONAL SUPPLIES	19	2,863	0
0114-514-551.000	TRAVEL & MEETINGS	1,151	2,100	2,142
0114-514-590.014	TUITION WAIVERS	1,097,634	1,590,000	1,590,000
0114-514-590.526	TUITION	8,202	10,000	10,000
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	TOTAL ADULT BASIC EDUC PR	1,122,191	1,646,394	1,778,029
CITY CENTER CAMPUS				
0114-515-511.010	ADM SAL-PART TIME	26,042	33,750	29,150
0114-515-516.110	P.T. CLERICAL	39,009	41,113	41,925
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	SUBTOTAL SALARIES	65,051	74,863	71,075
0114-515-541.000	OFFICE SUPPLIES	1,011	947	1,272
0114-515-542.000	PRINTING	606	748	763
0114-515-543.000	INSTRUCTIONAL SUPPLIES	0	250	255
0114-515-543.044	SUPPLS CENTRL STORES	0	300	0
0114-515-544.022	POSTAGE	0	100	102
0114-515-551.000	TRAVEL & MEETINGS	346	500	510
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	TOTAL CITY CENTER CAMPUS	67,014	77,708	73,977
MORRIS EDUCATION CENTER				
0114-520-511.000	ADMIN. SALARIES	21,176	22,827	23,283
0114-520-516.110	P.T. CLERICAL	28,439	28,525	21,286
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	SUBTOTAL SALARIES	49,615	51,352	44,569
0114-520-521.000	EMPLOYEE BENEFITS	9,071	9,727	9,733
0114-520-541.000	OFFICE SUPPLIES	1,850	1,858	1,946

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
EVENING SCHOOL				
MORRIS EDUCATION CENTER				
0114-520-542.000	PRINTING	25	300	306
0114-520-543.044	SUPPLS CENTRL STORES	0	50	0
0114-520-547.000	ADVERTISING	77	200	204
0114-520-551.000	TRAVEL & MEETINGS	2	300	306
0114-520-561.000	RENTAL-FACILITIES	45,084	37,000	37,471
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	TOTAL MORRIS EDUCATION CENTER	105,724	100,787	94,535
WEITENDORF AG EDUCATION CENTER				
0114-522-512.000	PROF/TECH SALARIES	61,920	63,164	64,427
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	SUBTOTAL SALARIES	61,920	63,164	64,427
0114-522-521.000	EMPLOYEE BENEFITS	10,535	11,455	11,476
0114-522-541.000	OFFICE SUPPLIES	1,426	720	1,026
0114-522-542.010	PRNT XEROX CHRGS ALL	0	500	510
0114-522-543.044	SUPPLS CENTRL STORES	87	90	0
0114-522-551.000	TRAVEL & MEETINGS	72	388	196
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	TOTAL WEITENDORF AG EDUCATION CENTER	74,040	76,317	77,635
EXTENDED CAMPUSES & HIGH SCHLS				
0114-524-511.000	ADMIN. SALARIES	101,552	0	0
0114-524-512.000	PROF/TECH SALARIES	55,462	0	0
0114-524-512.110	P.T. PROF TECH	58,097	0	0
0114-524-516.110	P.T. CLERICAL	20,843	0	0
0114-524-519.007	COORDINATORS SALARIES	976	0	0
0114-524-519.021	PHONE STIPEND	600	0	0
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	SUBTOTAL SALARIES	237,530	0	0
0114-524-521.000	EMPLOYEE BENEFITS	21,272	0	0
0114-524-534.200	CNTR SVC SATLITE FEE	3,116	0	0
0114-524-541.000	OFFICE SUPPLIES	1,470	0	0

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
EVENING SCHOOL					
EXTENDED CAMPUSES & HIGH SCHLS					
0114-524-542.000	PRINTING		822	0	0
0114-524-542.010	PRNT XEROX CHRGS ALL		606	0	0
0114-524-543.044	SUPPLS CENTRL STORES		300	0	0
0114-524-547.000	ADVERTISING		3,599	0	0
0114-524-551.000	TRAVEL & MEETINGS		10,808	0	0
	TOTAL	EXTENDED CAMPUSES & HIGH SCHLS	279,523	0	0
FRANKFORT EDUCATION CENTER					
0114-525-516.110	P.T. CLERICAL		0	0	15,980
0114-525-519.007	COORDINATORS SALARIES		22,351	26,722	0
	SUBTOTAL	SALARIES	22,351	26,722	15,980
0114-525-542.010	PRNT XEROX CHRGS ALL		82	100	102
0114-525-561.000	RENTAL-FACILITIES		8,610	7,000	11,000
	TOTAL	FRANKFORT EDUCATION CENTER	31,043	33,822	27,082
	TOTAL	EVENING SCHOOL	2,014,271	1,976,205	2,093,258
ADMINISTRATION					
V.P. ACADEMIC AFFAIRS					
0118-101-511.000	ADMIN. SALARIES		142,800	145,656	148,570
0118-101-512.000	PROF/TECH SALARIES		148,957	161,774	65,601
0118-101-513.021	F.T. FAC - EXTRA PAY		1,925	8,000	3,000
0118-101-519.000	SALARIES-OTHER		0	3,200	0
0118-101-519.008	OTHER SAL PROF DEV		2,550	5,600	5,600
0118-101-519.019	SUBSTITUTE PAY		0	0	125,000
0118-101-519.021	PHONE STIPEND		600	600	600
0118-101-519.024	OVERTIME ALLOCATION		0	7,950	8,100
0118-101-519.050	F.T. MENTORS		2,300	8,400	8,400
	SUBTOTAL	SALARIES	299,132	341,180	364,871

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
ADMINISTRATION					
V.P. ACADEMIC AFFAIRS					
0118-101-521.000	EMPLOYEE BENEFITS		84,868	95,674	56,950
0118-101-532.000	CONTR SVC CONSULTAT		0	10,450	5,659
0118-101-532.204	DEPARTMENT ACCREDITATION		27,674	30,000	30,600
0118-101-534.000	CNTR SVC MNT & REPRS		0	950	969
0118-101-541.000	OFFICE SUPPLIES		3,250	3,000	3,060
0118-101-542.010	PRNT XEROX CHRGS ALL		284	808	824
0118-101-543.044	SUPPLS CENTRL STORES		0	250	255
0118-101-544.018	COMPUTER SOFTWARE		34,507	40,000	40,800
0118-101-544.022	POSTAGE		0	300	306
0118-101-546.000	PUBLICATIONS & DUES		2,684	3,340	3,407
0118-101-546.112	DUES - PROFESSIONAL ORGANIZATI		4,546	6,180	6,304
0118-101-551.000	TRAVEL & MEETINGS		4,145	16,954	17,293
0118-101-551.011	PROFESSIONAL DEVEL.		6,185	8,600	8,772
0118-101-551.027	PROFESSIONAL DEV-ADJUNCTS		3,692	8,000	8,160
0118-101-559.000	OTHR CONFR & MTNG EX		6,841	7,871	4,528
	TOTAL	V.P. ACADEMIC AFFAIRS	477,808	573,557	552,758
HONORS PROGRAM					
0118-102-512.000	PROF/TECH SALARIES		47,214	48,165	49,128
0118-102-513.021	F.T. FAC - EXTRA PAY		8,400	8,000	8,000
0118-102-513.100	P.T. FAC - FALL/SPRG		1,000	1,000	1,000
	SUBTOTAL	SALARIES	56,614	57,165	58,128
0118-102-521.000	EMPLOYEE BENEFITS		10,488	11,355	11,370
0118-102-541.000	OFFICE SUPPLIES		2,510	2,510	2,764
0118-102-543.044	SUPPLS CENTRL STORES		184	200	0
0118-102-546.000	PUBLICATIONS & DUES		655	856	873
0118-102-551.000	TRAVEL & MEETINGS		6,953	7,300	7,446
	TOTAL	HONORS PROGRAM	77,404	79,386	80,581

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
ADMINISTRATION				
PHI THETA KAPPA				
0118-108-541.000	OFFICE SUPPLIES	2,961	2,600	2,652
0118-108-551.000	TRAVEL & MEETINGS	3,306	4,002	4,082
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	TOTAL PHI THETA KAPPA	6,267	6,602	6,734
DEAN, ARTS & SCIENCES				
0118-110-511.000	ADMIN. SALARIES	106,154	117,300	119,646
0118-110-512.000	PROF/TECH SALARIES	52,010	54,839	55,936
0118-110-519.024	OVERTIME ALLOCATION	399	0	0
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	SUBTOTAL SALARIES	158,563	172,139	175,582
0118-110-521.000	EMPLOYEE BENEFITS	24,514	29,115	29,160
0118-110-541.000	OFFICE SUPPLIES	3,852	975	1,250
0118-110-542.000	PRINTING	115	175	179
0118-110-543.044	SUPPLS CENTRL STORES	53	250	0
0118-110-546.000	PUBLICATIONS & DUES	0	200	204
0118-110-551.000	TRAVEL & MEETINGS	645	1,643	1,676
0118-110-551.011	PROFESSIONAL DEVEL.	8,941	14,000	14,280
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	TOTAL DEAN, ARTS & SCIENCES	196,683	218,497	222,331
DEAN, ACAD EXCELLENCE/SUPPORT				
0118-113-511.000	ADMIN. SALARIES	184,958	100,880	184,987
0118-113-512.000	PROF/TECH SALARIES	9,269	0	91,817
0118-113-512.110	P.T. PROF TECH	10,216	0	74,984
0118-113-516.000	OFFICE STAFF	0	0	41,413
0118-113-516.110	P.T. CLERICAL	24,700	27,328	44,576
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	SUBTOTAL SALARIES	229,143	128,208	437,777
0118-113-521.000	EMPLOYEE BENEFITS	38,855	11,920	89,461
0118-113-532.000	CONTR SVC CONSULTAT	810	1,000	1,020
0118-113-541.000	OFFICE SUPPLIES	837	1,700	2,764

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
ADMINISTRATION				
DEAN, ACAD EXCELLENCE/SUPPORT				
0118-113-541.020	INSTRUCTIONAL SUPPL.	22	0	0
0118-113-542.000	PRINTING	293	2,150	2,316
0118-113-542.010	PRNT XEROX CHRGS ALL	0	0	612
0118-113-543.044	SUPPLS CENTRL STORES	74	750	0
0118-113-546.000	PUBLICATIONS & DUES	1,135	500	510
0118-113-547.000	ADVERTISING	0	0	2,142
0118-113-551.000	TRAVEL & MEETINGS	5,119	5,750	11,058
0118-113-551.011	PROFESSIONAL DEVEL.	1,097	500	16,075
0118-113-551.612	TRAVEL/MEETINGS DUAL CREDIT	0	0	5,100
0118-113-559.111	MTG/WKSHP EXPNSE	1,754	0	0
0118-113-592.100	PETITION REF. SCHOL.	0	0	18,360
	TOTAL DEAN, ACAD EXCELLENCE/SUPPORT	279,139	152,478	587,195
DEAN, CAREER & TECHNICAL				
0118-115-511.000	ADMIN. SALARIES	61,022	108,120	110,282
0118-115-512.000	PROF/TECH SALARIES	97,001	99,681	98,540
0118-115-518.157	STUDENT INTERN	1,028	0	0
0118-115-519.024	OVERTIME ALLOCATION	127	0	0
	SUBTOTAL SALARIES	159,178	207,801	208,822
0118-115-521.000	EMPLOYEE BENEFITS	59,258	67,215	67,236
0118-115-541.000	OFFICE SUPPLIES	1,994	1,949	2,090
0118-115-542.000	PRINTING	423	200	204
0118-115-543.044	SUPPLS CENTRL STORES	106	100	0
0118-115-546.000	PUBLICATIONS & DUES	420	250	255
0118-115-547.201	ADVERT & PROMOTION	0	0	2,040
0118-115-551.000	TRAVEL & MEETINGS	1,063	1,351	1,378
0118-115-551.011	PROFESSIONAL DEVEL.	2,718	8,100	6,222
0118-115-590.135	SUSTAINABILITY INITIATIVES	7,762	10,000	10,200
	TOTAL DEAN, CAREER & TECHNICAL	232,922	296,966	298,447



EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION				
ADMINISTRATION				
DEAN, APPL ARTS & WORKFORCE ED				
0118-120-511.000	ADMIN. SALARIES	53,585	110,160	112,363
0118-120-516.110	P.T. CLERICAL	0	25,000	0
0118-120-519.021	PHONE STIPEND	0	0	600
SUBTOTAL SALARIES		53,585	135,160	112,963
0118-120-521.000	EMPLOYEE BENEFITS	14,456	28,340	28,367
0118-120-534.000	CNTR SVC MNT & REPRS	0	2,500	2,550
0118-120-541.000	OFFICE SUPPLIES	0	2,943	3,512
0118-120-542.000	PRINTING	0	5,000	5,100
0118-120-543.044	SUPPLS CENTRL STORES	0	500	0
0118-120-546.000	PUBLICATIONS & DUES	0	9,500	9,690
0118-120-547.000	ADVERTISING	0	10,000	10,200
0118-120-551.000	TRAVEL & MEETINGS	0	4,000	4,080
0118-120-551.011	PROFESSIONAL DEVEL.	0	500	510
TOTAL DEAN, APPL ARTS & WORKFORCE ED		68,041	198,443	176,972
DEAN, NURSING, HEALTH & PUBLIC				
0118-125-511.000	ADMIN. SALARIES	128,550	125,636	119,340
0118-125-512.000	PROF/TECH SALARIES	49,633	52,861	53,917
SUBTOTAL SALARIES		178,183	178,497	173,257
0118-125-521.000	EMPLOYEE BENEFITS	52,215	56,110	56,109
0118-125-534.000	CNTR SVC MNT & REPRS	3,845	2,900	3,611
0118-125-541.000	OFFICE SUPPLIES	1,390	2,000	1,840
0118-125-542.000	PRINTING	377	1,000	620
0118-125-544.022	POSTAGE	0	150	100
0118-125-546.000	PUBLICATIONS & DUES	235	500	510
0118-125-551.000	TRAVEL & MEETINGS	1,535	4,000	4,080
0118-125-551.011	PROFESSIONAL DEVEL.	5,250	7,000	7,140
TOTAL DEAN, NURSING, HEALTH & PUBLIC		243,030	252,157	247,267

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
ADMINISTRATION					
DEAN, NURSING, HEALTH & PUBLIC					
	TOTAL	ADMINISTRATION	1,581,294	1,778,086	2,172,285
OTHER					
INTERNATIONAL EDUCATION					
0119-006-532.000		CONTR SVC CONSULTAT	0	400	408
0119-006-541.000		OFFICE SUPPLIES	0	0	587
0119-006-541.211		OFFC SUPPLS GRNT ADM	0	575	0
0119-006-542.010		PRNT XEROX CHRGS ALL	178	225	230
0119-006-544.022		POSTAGE	0	100	102
0119-006-546.000		PUBLICATIONS & DUES	0	1,350	1,377
0119-006-547.000		ADVERTISING	0	400	408
0119-006-551.011		PROFESSIONAL DEVEL.	200-	8,400	8,668
0119-006-551.020		PROGRAM COORDINATION TRAVEL	331	1,000	920
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	TOTAL	INTERNATIONAL EDUCATION	309	12,450	12,700
COMMUNITY & ECONOMIC DEVELOP					
0119-900-511.000		ADMIN. SALARIES	49,932	0	0
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	SUBTOTAL	SALARIES	49,932	0	0
0119-900-521.000		EMPLOYEE BENEFITS	11,763	0	0
0119-900-534.000		CNTR SVC MNT & REPRS	470	0	0
0119-900-541.000		OFFICE SUPPLIES	4,863	0	0
0119-900-543.000		INSTRUCTIONAL SUPPLIES	8,205	0	0
0119-900-543.044		SUPPLS CENTRL STORES	759	0	0
0119-900-553.000		TRAVEL	4,894	0	0
0119-900-553.031		STAFF TRAVEL	2,893	0	0
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	TOTAL	COMMUNITY & ECONOMIC DEVELOP	83,779	0	0

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
ALLIED HEALTH					
0119-906-511.000	ADMIN. SALARIES		38,740	39,515	40,305
0119-906-513.100	P.T. FAC - FALL/SPRG		263,637	248,000	252,000
0119-906-513.110	P.T. FAC - SUMMER		544	0	0
0119-906-516.110	P.T. CLERICAL		14,334	16,300	17,630
	SUBTOTAL SALARIES		----- 317,255	----- 303,815	----- 309,935
0119-906-521.000	EMPLOYEE BENEFITS		14,290	15,330	15,335
0119-906-553.031	STAFF TRAVEL		756	1,350	1,377
	TOTAL ALLIED HEALTH		----- 332,301	----- 320,495	----- 326,647
WORKFORCE SERVICES					
0119-943-511.000	ADMIN. SALARIES		101,416	102,821	0
0119-943-512.000	PROF/TECH SALARIES		22,159	35,947	0
0119-943-512.110	P.T. PROF TECH		22,548	31,556	0
0119-943-516.000	OFFICE STAFF		660	0	0
0119-943-516.110	P.T. CLERICAL		23,147	22,400	0
0119-943-519.021	PHONE STIPEND		500	600	0
0119-943-519.024	OVERTIME ALLOCATION		150	0	0
	SUBTOTAL SALARIES		----- 170,580	----- 193,324	----- 0
0119-943-521.000	EMPLOYEE BENEFITS		48,312	59,790	0
0119-943-541.000	OFFICE SUPPLIES		2,648	2,659	0
0119-943-542.000	PRINTING		127	990	0
0119-943-543.044	SUPPLS CENTRL STORES		530	900	0
0119-943-544.022	POSTAGE		59	300	0
0119-943-547.000	ADVERTISING		837	2,991	0
0119-943-549.100	ASSESSMENT SUPPLIES		0	300	0
0119-943-553.031	STAFF TRAVEL		4,700	5,507	0
0119-943-599.113	VOCATIONAL TRAINING		472	750	0
	TOTAL WORKFORCE SERVICES		----- 228,265	----- 267,511	----- 0

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION OTHER WORKFORCE SERVICES		TOTAL OTHER	644,654	600,456	339,347
LIBRARY CENTER LIBRARY CENTER LIBRARY		TOTAL INSTRUCTION	40,465,748	41,504,445	43,440,954
0121-102-511.000	ADMIN. SALARIES		0	7,500	7,500
0121-102-515.000	ACAD SUPP. STAFF SAL		260,007	331,674	325,083
0121-102-515.010	F.T. ACADEMIC SUPPORT SUMMER		26,601	28,774	27,544
0121-102-515.120	P.T. ACADEMIC SUPPORT FALL/SPR		72,812	61,250	61,250
0121-102-516.000	OFFICE STAFF		210,873	216,632	220,501
0121-102-516.110	P.T. CLERICAL		23,123	29,258	31,466
0121-102-518.010	SAL-STU EMPLOYEES W/		3,726	6,400	6,400
SUBTOTAL SALARIES			597,142	681,488	679,744
0121-102-521.000	EMPLOYEE BENEFITS		161,337	200,308	200,270
0121-102-532.105	CONTRACTUAL SERVICE		15,650	15,650	16,756
0121-102-541.000	OFFICE SUPPLIES		3,011	3,000	3,711
0121-102-542.010	PRNT XEROX CHRGS ALL		406	630	643
0121-102-543.044	SUPPLS CENTRL STORES		4	638	0
0121-102-544.002	DIGITAL MEDIA		13,677	15,607	15,919
0121-102-544.014	COMMERCIAL MEDIA, NORTH CAMPUS		0	1,352	1,379
0121-102-545.000	SUPPLIES - BOOKS		36,005	33,628	34,301
0121-102-545.001	SUPP.-BOOKS-BINDING		144	600	612
0121-102-545.004	BOOKS, ROMEOVILLE CAMPUS		0	1,042	270
0121-102-546.001	PRINT PERIODICALS		21,661	21,926	22,365
0121-102-546.005	ON-LINE LIBRARY CONTENT		107,945	102,999	105,059
0121-102-551.000	TRAVEL & MEETINGS		2,891	4,500	4,590
0121-102-551.011	PROFESSIONAL DEVEL.		758	1,600	1,632
TOTAL LIBRARY			960,631	1,084,968	1,087,251

JOLIET JUNIOR COLLEGE  
BUDGET BOOKLET

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT					
LIBRARY CENTER					
LIBRARY					
	TOTAL	LIBRARY CENTER	960,631	1,084,968	1,087,251
INSTRUC. MATER. CNTR					
INST MEDIA CENTER					
0122-103-512.000		PROF/TECH SALARIES	195,285	245,348	293,714
0122-103-512.110		P.T. PROF TECH	20,225	24,948	55,454
0122-103-519.021		PHONE STIPEND	360	360	360
0122-103-519.024		OVERTIME ALLOCATION	4,977	2,650	4,400
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	SUBTOTAL	SALARIES	220,847	273,306	353,928
0122-103-521.000		EMPLOYEE BENEFITS	62,466	94,637	106,000
0122-103-534.000		CNTR SVC MNT & REPRS	1,296	1,500	1,530
0122-103-541.000		OFFICE SUPPLIES	916	918	1,117
0122-103-542.010		PRNT XEROX CHRGS ALL	127	124	126
0122-103-543.044		SUPPLS CNTRL STORES	162	177	0
0122-103-544.003		MATERIALS-A.V.MAINT.	12,511	9,081	9,263
0122-103-544.004		MATERIALS-AUDIO	916	999	999
0122-103-544.005		MATERIALS-GRAPHICS	3,486	4,120	4,202
0122-103-544.006		MATERIALS-CLASSROOM TECHNOLOGY	1,385	3,189	5,753
0122-103-544.007		MATERIALS-VIDEO	1,582	2,209	2,293
0122-103-544.009		MATERIALS-EVENTS	0	0	1,200
0122-103-544.010		PHOTOGRAPHY	0	0	999
0122-103-551.000		TRAVEL & MEETINGS	914	999	999
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	TOTAL	INST MEDIA CENTER	306,608	391,259	488,409
	TOTAL	INSTRUC. MATER. CNTR	306,608	391,259	488,409

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT				
COMMUNICATION CENTER				
TUTORING & LEARNING CENTER				
0123-101-511.000	ADMIN. SALARIES	0	82,704	84,358
0123-101-512.000	PROF/TECH SALARIES	123,984	51,751	52,786
0123-101-512.110	P.T. PROF TECH	272,393	271,000	311,400
0123-101-516.000	OFFICE STAFF	0	0	33,925
0123-101-516.110	P.T. CLERICAL	22,728	21,938	22,372
0123-101-518.010	SAL-STU EMPLOYEES W/	69,492	76,700	76,700
0123-101-518.012	STUDENT EMP-COMMUN CENTER	621	5,000	14,000
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	SUBTOTAL SALARIES	489,218	509,093	595,541
0123-101-521.000	EMPLOYEE BENEFITS	51,844	55,542	83,068
0123-101-541.000	OFFICE SUPPLIES	2,764	3,000	2,244
0123-101-542.010	PRNT XEROX CHRGS ALL	3,836	5,000	5,100
0123-101-543.000	INSTRUCTIONAL SUPPLIES	1,669	1,751	1,786
0123-101-551.000	TRAVEL & MEETINGS	0	400	408
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	TOTAL TUTORING & LEARNING CENTER	549,331	574,786	688,147
ACADEMIC SKILLS CNTR				
0123-104-512.000	PROF/TECH SALARIES	54,856	55,953	57,072
0123-104-516.000	OFFICE STAFF	148,798	196,414	200,346
0123-104-516.110	P.T. CLERICAL	160,999	174,916	212,400
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	SUBTOTAL SALARIES	364,653	427,283	469,818
0123-104-521.000	EMPLOYEE BENEFITS	93,651	132,242	132,295
0123-104-541.000	OFFICE SUPPLIES	1,870	1,895	3,361
0123-104-542.010	PRNT XEROX CHRGS ALL	3,702	1,679	1,713
0123-104-543.044	SUPPLS CENTRL STORES	513	600	0
0123-104-546.011	MEMBERSHIP DUES	250	525	536
0123-104-551.000	TRAVEL & MEETINGS	387	786	802
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	TOTAL ACADEMIC SKILLS CNTR	465,026	565,010	608,525

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT					
COMMUNICATION CENTER					
iCAMPUS					
0123-105-511.000	ADMIN. SALARIES		84,646	86,339	88,066
0123-105-512.000	PROF/TECH SALARIES		170,673	174,165	174,803
0123-105-512.110	P.T. PROF TECH		12,460	31,088	20,777
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	SUBTOTAL SALARIES		267,779	291,592	283,646
0123-105-521.000	EMPLOYEE BENEFITS		65,201	78,473	67,821
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	TOTAL iCAMPUS		332,980	370,065	351,467
	TOTAL COMMUNICATION CENTER		1,347,337	1,509,861	1,648,139
INSTITUTIONAL ASSESSMENT					
ASSESSMENT OF STUDENT LEARNING					
0125-205-512.000	PROF/TECH SALARIES		78,871	0	0
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	SUBTOTAL SALARIES		78,871	0	0
0125-205-521.000	EMPLOYEE BENEFITS		26,036	0	0
0125-205-532.000	CONTR SVC CONSULTAT		2,190	0	0
0125-205-542.010	PRNT XEROX CHRGS ALL		154	0	0
0125-205-551.000	TRAVEL & MEETINGS		4,801	0	0
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	TOTAL ASSESSMENT OF STUDENT LEARNING		112,052	0	0
	TOTAL INSTITUTIONAL ASSESSMENT		112,052	0	0
OTHER					
TECHNOLOGY SUPPORT					
0129-109-512.000	PROF/TECH SALARIES		482,858	506,510	516,635
0129-109-512.110	P.T. PROF TECH		29,508	95,788	96,544
0129-109-519.024	OVERTIME ALLOCATION		839	0	0
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	SUBTOTAL SALARIES		513,205	602,298	613,179

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT				
OTHER				
TECHNOLOGY SUPPORT				
0129-109-521.000	EMPLOYEE BENEFITS	165,029	183,900	184,045
0129-109-534.000	CNTR SVC MNT & REPRS	0	1,524	1,554
0129-109-541.000	OFFICE SUPPLIES	207	5,230	5,335
0129-109-542.010	PRNT XEROX CHRGS ALL	35	229	234
0129-109-544.018	COMPUTER SOFTWARE	3,876	4,915	5,013
0129-109-559.000	OTHR CONFR & MTNG EX	571	2,993	3,053
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TOTAL	TECHNOLOGY SUPPORT	682,923	801,089	812,413
TOTAL	OTHER	682,923	801,089	812,413
TOTAL	ACADEMIC SUPPORT	3,409,551	3,787,177	4,036,212
ADMISSIONS & RECORDS				
ADMISSIONS & RECORDS				
REGISTRATION & RECORDS				
0131-300-511.000	ADMIN. SALARIES	98,350	100,317	102,323
0131-300-512.000	PROF/TECH SALARIES	42,165	52,861	76,200
0131-300-512.110	P.T. PROF TECH	19,009	60,914	60,592
0131-300-516.000	OFFICE STAFF	398,601	413,566	450,674
0131-300-516.110	P.T. CLERICAL	14,557	22,610	113,926
0131-300-518.010	SAL-STU EMPLOYEES W/	11,883	16,000	16,000
0131-300-519.000	SALARIES-OTHER	900	200	200
0131-300-519.024	OVERTIME ALLOCATION	2,395	7,400	7,550
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SUBTOTAL	SALARIES	587,860	673,868	827,465
0131-300-521.000	EMPLOYEE BENEFITS	210,716	276,481	287,902
0131-300-534.000	CNTR SVC MNT & REPRS	1,256	2,278	2,324
0131-300-541.000	OFFICE SUPPLIES	11,410	12,310	14,848
0131-300-542.000	PRINTING	0	200	204
0131-300-542.010	PRNT XEROX CHRGS ALL	1,429	2,622	2,674



		EDUCATION FUND	2016-17	2017-18	2018-19
		EXPENSES	ACTUAL	BUDGET	BUDGET
STUDENT SERVICES					
ADMISSIONS & RECORDS					
REGISTRATION & RECORDS					
0131-300-543.044	SUPPLS CENTRL STORES		246	2,247	0
0131-300-543.045	OFFICE SUP GRADUAT		13,694	28,597	29,169
0131-300-544.022	POSTAGE		97	150	153
0131-300-546.000	PUBLICATIONS & DUES		1,579	3,350	2,417
0131-300-551.000	TRAVEL & MEETINGS		4,362	5,860	6,977
0131-300-592.100	PETITION REF. SCHOL.		80,855	36,000	18,360
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	TOTAL REGISTRATION & RECORDS		913,504	1,043,963	1,192,493
ADMISSIONS					
0131-301-511.000	ADMIN. SALARIES		98,350	100,317	102,324
0131-301-512.000	PROF/TECH SALARIES		196,872	211,139	258,066
0131-301-516.000	OFFICE STAFF		138,247	186,659	191,464
0131-301-516.110	P.T. CLERICAL		63,483	84,332	85,071
0131-301-518.010	SAL-STU EMPLOYEES W/		18,419	21,700	21,700
0131-301-519.024	OVERTIME ALLOCATION		4,727	5,300	5,400
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	SUBTOTAL SALARIES		520,098	609,447	664,025
0131-301-521.000	EMPLOYEE BENEFITS		173,455	232,563	260,148
0131-301-534.000	CNTR SVC MNT & REPRS		0	1,134	1,157
0131-301-541.000	OFFICE SUPPLIES		12,324	12,530	14,362
0131-301-542.010	PRNT XEROX CHRGS ALL		7,030	6,000	6,120
0131-301-543.044	SUPPLS CENTRL STORES		1,481	1,550	0
0131-301-544.022	POSTAGE		156	500	510
0131-301-546.000	PUBLICATIONS & DUES		2,048	3,505	3,575
0131-301-551.000	TRAVEL & MEETINGS		2,416	7,180	7,324
0131-301-554.000	TRAVEL-RECRUITMENT		3,283	4,970	5,069
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	TOTAL ADMISSIONS		722,291	879,379	962,290

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
ADMISSIONS & RECORDS				
DEAN OF ENROLLMENT MANAGEMENT				
0131-303-511.000	ADMIN. SALARIES	101,889	103,927	103,000
0131-303-512.000	PROF/TECH SALARIES	92,963	148,192	98,116
0131-303-512.110	P.T. PROF TECH	19,817	0	0
0131-303-516.000	OFFICE STAFF	0	44,450	0
0131-303-516.110	P.T. CLERICAL	0	124,368	0
0131-303-519.024	OVERTIME ALLOCATION	549	0	0
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	SUBTOTAL SALARIES	215,218	420,937	201,116
0131-303-521.000	EMPLOYEE BENEFITS	43,358	95,195	40,163
0131-303-541.000	OFFICE SUPPLIES	106	600	969
0131-303-542.000	PRINTING	213	500	510
0131-303-543.044	SUPPLS CENTRL STORES	59	350	0
0131-303-546.000	PUBLICATIONS & DUES	0	250	255
0131-303-551.000	TRAVEL & MEETINGS	763	1,800	1,836
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	TOTAL DEAN OF ENROLLMENT MANAGEMENT	259,717	519,632	244,849
	TOTAL ADMISSIONS & RECORDS	1,895,512	2,442,974	2,399,632
COUNSELING & TESTING				
OFFICE STUD RIGHTS & RESPONSIB				
0132-301-511.000	ADMIN. SALARIES	105,031	107,132	109,275
0132-301-512.000	PROF/TECH SALARIES	103,334	105,392	100,927
0132-301-512.010	P.T. PROF SAL-ADVISOR	0	6,490	6,490
0132-301-512.110	P.T. PROF TECH	0	24,975	26,631
0132-301-516.110	P.T. CLERICAL	12,219	9,794	9,988
0132-301-519.024	OVERTIME ALLOCATION	6	0	0
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	SUBTOTAL SALARIES	220,590	253,783	253,311
0132-301-521.000	EMPLOYEE BENEFITS	77,923	83,580	83,558
0132-301-534.000	CNTR SVC MNT & REPRS	0	50	51

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
COUNSELING & TESTING				
OFFICE STUD RIGHTS & RESPONSIB				
0132-301-539.011	TRAINING SERVICES	0	0	14,300
0132-301-541.000	OFFICE SUPPLIES	1,082	1,200	1,224
0132-301-542.010	PRNT XEROX CHRGS ALL	1,393	3,403	3,471
0132-301-546.000	PUBLICATIONS & DUES	1,607	1,837	1,874
0132-301-551.000	TRAVEL & MEETINGS	2,276	3,700	3,774
	TOTAL OFFICE STUD RIGHTS & RESPONSIB	304,871	347,553	361,563
COUNSELING				
0132-302-511.000	ADMIN. SALARIES	1,822	7,500	7,500
0132-302-512.000	PROF/TECH SALARIES	45,220	46,133	47,056
0132-302-512.010	P.T. PROF SAL-ADVISOR	120,653	113,000	123,000
0132-302-515.000	ACAD SUPP. STAFF SAL	827,834	837,977	783,525
0132-302-515.010	F.T. ACADEMIC SUPPORT SUMMER	49,118	46,200	47,100
0132-302-515.020	F.T. ACADEMIC SUPPORT FALL/SPR	25,783	43,700	44,600
0132-302-515.110	P.T. ACADEMIC SUPPORT SUMMER	38,255	62,000	63,300
0132-302-515.120	P.T. ACADEMIC SUPPORT FALL/SPR	87,999	119,200	121,600
0132-302-515.210	F.T. ACADEMIC SUP OVERLOAD	82,993	93,696	85,241
0132-302-516.000	OFFICE STAFF	36,590	38,002	38,771
0132-302-516.110	P.T. CLERICAL	41,278	42,848	43,108
0132-302-518.010	SAL-STU EMPLOYEES W/	7,593	11,700	11,700
	SUBTOTAL SALARIES	1,365,138	1,461,956	1,416,501
0132-302-521.000	EMPLOYEE BENEFITS	227,083	276,044	247,494
0132-302-541.000	OFFICE SUPPLIES	7,382	7,300	8,415
0132-302-542.000	PRINTING	152	424	432
0132-302-542.010	PRNT XEROX CHRGS ALL	4,430	4,666	4,759
0132-302-543.000	INSTRUCTIONAL SUPPLIES	2,579	2,970	3,029
0132-302-543.044	SUPPLS CENTRL STORES	513	950	0
0132-302-551.000	TRAVEL & MEETINGS	3,347	3,608	3,680
0132-302-554.000	TRAVEL-RECRUITMENT	197	550	561
0132-302-559.111	MTG/WKSHP EXPNSE	631	1,260	1,285

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
COUNSELING & TESTING					
COUNSELING					
	TOTAL	COUNSELING	----- 1,611,452	----- 1,759,728	----- 1,686,156
DEAN OF STUDENT SUCCESS					
0132-303-511.000		ADMIN. SALARIES	101,889	103,927	106,005
0132-303-516.110		P.T. CLERICAL	17,579	24,654	0
	SUBTOTAL	SALARIES	----- 119,468	----- 128,581	----- 106,005
0132-303-521.000		EMPLOYEE BENEFITS	26,208	28,263	28,289
0132-303-532.000		CONTR SVC CONSULTAT	1,472	7,500	7,650
0132-303-541.000		OFFICE SUPPLIES	1,589	900	1,224
0132-303-542.000		PRINTING	2	500	510
0132-303-543.044		SUPPLS CENTRL STORES	0	300	0
0132-303-546.000		PUBLICATIONS & DUES	116	800	816
0132-303-551.000		TRAVEL & MEETINGS	40	1,800	1,836
	TOTAL	DEAN OF STUDENT SUCCESS	----- 148,895	----- 168,644	----- 146,330
PROJECT SUCCESS					
0132-307-519.004		SAL OTHER/MENTOR	7,600	7,600	7,600
0132-307-519.007		COORDINATORS SALARIES	6,000	6,000	6,000
	SUBTOTAL	SALARIES	----- 13,600	----- 13,600	----- 13,600
0132-307-521.000		EMPLOYEE BENEFITS	54	0	0
0132-307-543.000		INSTRUCTIONAL SUPPLIES	2,267	2,743	2,000
0132-307-551.000		TRAVEL & MEETINGS	2,559	2,958	2,500
0132-307-590.014		TUITION WAIVERS	4,136	4,136	4,000
	TOTAL	PROJECT SUCCESS	----- 22,616	----- 23,437	----- 22,100

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
COUNSELING & TESTING				
CAREER & COLLEGE READINESS				
0132-315-511.000	ADMIN. SALARIES	0	178,435	103,927
0132-315-511.010	ADM SAL-PART TIME	0	30,624	31,968
0132-315-512.000	PROF/TECH SALARIES	0	252,110	295,780
0132-315-512.110	P.T. PROF TECH	0	141,946	104,328
0132-315-513.105	SAL INST SEMINAR	0	10,900	10,900
0132-315-516.110	P.T. CLERICAL	0	63,464	41,670
0132-315-518.010	SAL-STU EMPLOYEES W/	0	11,000	11,000
0132-315-519.007	COORDINATORS SALARIES	0	3,000	3,000
0132-315-519.021	PHONE STIPEND	0	600	0
0132-315-519.024	OVERTIME ALLOCATION	110	0	0
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	SUBTOTAL SALARIES	110	692,079	602,573
0132-315-521.000	EMPLOYEE BENEFITS	0	156,211	140,250
0132-315-532.000	CONTR SVC CONSULTAT	0	3,350	3,417
0132-315-541.000	OFFICE SUPPLIES	0	3,427	3,802
0132-315-542.000	PRINTING	0	600	1,122
0132-315-542.010	PRNT XEROX CHRGS ALL	0	6,295	6,421
0132-315-546.000	PUBLICATIONS & DUES	0	0	408
0132-315-551.000	TRAVEL & MEETINGS	0	0	1,836
0132-315-551.011	PROFESSIONAL DEVEL.	0	660	1,183
0132-315-551.024	TRAVEL & MTGS-TRANSFER ARTICUL	0	3,703	3,777
0132-315-559.111	MTG/WKSHP EXPNSE	0	6,800	6,936
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TOTAL	CAREER & COLLEGE READINESS	110	873,125	771,725
TOTAL	COUNSELING & TESTING	2,087,944	3,172,487	2,987,874

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
HEALTH				
HOLISTIC WELLNESS				
0133-303-512.000	PROF/TECH SALARIES	48,812	49,789	50,784
0133-303-512.010	P.T. PROF SAL-ADVISOR	6,490	0	0
0133-303-518.010	SAL-STU EMPLOYEES W/	4,116	5,150	5,150
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	SUBTOTAL SALARIES	59,418	54,939	55,934
0133-303-521.000	EMPLOYEE BENEFITS	24,779	27,603	27,617
0133-303-539.000	CONT.SC-OTHER	0	0	1,000
0133-303-542.000	PRINTING	0	50	51
0133-303-542.010	PRNT XEROX CHRGS ALL	484	499	509
0133-303-543.000	INSTRUCTIONAL SUPPLIES	1,147	1,254	779
0133-303-551.000	TRAVEL & MEETINGS	1,167	1,118	640
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	TOTAL HOLISTIC WELLNESS	86,995	85,463	86,530
	TOTAL HEALTH	86,995	85,463	86,530
FINANCIAL AID				
FINANCIAL AID/VETERANS				
0134-304-511.000	ADMIN. SALARIES	80,134	81,737	80,478
0134-304-512.000	PROF/TECH SALARIES	126,794	129,330	137,427
0134-304-516.000	OFFICE STAFF	432,748	447,574	512,928
0134-304-516.110	P.T. CLERICAL	62,167	56,788	56,238
0134-304-518.010	SAL-STU EMPLOYEES W/	25,908	37,200	37,200
0134-304-519.024	OVERTIME ALLOCATION	2,542	9,800	10,000
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	SUBTOTAL SALARIES	730,293	762,429	834,271
0134-304-521.000	EMPLOYEE BENEFITS	286,668	315,220	343,012
0134-304-534.000	CNTR SVC MNT & REPRS	0	1,500	1,530
0134-304-539.003	CONTR SVC-TAPES EXCH	0	575	587
0134-304-541.000	OFFICE SUPPLIES	2,750	2,500	5,418
0134-304-542.010	PRNT XEROX CHRGS ALL	1,724	2,500	2,550

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
FINANCIAL AID					
FINANCIAL AID/VETERANS					
0134-304-543.044		SUPPLS CENTRL STORES	1,415	2,125	0
0134-304-546.000		PUBLICATIONS & DUES	3,133	4,500	3,890
0134-304-551.000		TRAVEL & MEETINGS	8,737	18,590	18,962
	TOTAL	FINANCIAL AID/VETERANS	1,034,720	1,109,939	1,210,220
FIN.AID.WORK STUDY MATCH					
0134-309-518.010		SAL-STU EMPLOYEES W/	940	10,000	10,000
0134-309-518.020		SAL COLLEGE W.S.	143,775-	140,000-	140,000-
	TOTAL	FIN.AID.WORK STUDY MATCH	142,835-	130,000-	130,000-
	TOTAL	FINANCIAL AID	891,885	979,939	1,080,220
CAREER SERVICES					
CAREER SERVICES					
0135-305-511.000		ADMIN. SALARIES	134,537	140,274	132,657
0135-305-512.010		P.T. PROF SAL-ADVISOR	45,950	61,516	61,542
0135-305-516.000		OFFICE STAFF	40,351	40,955	41,746
0135-305-518.010		SAL-STU EMPLOYEES W/	6,889	6,900	6,900
	SUBTOTAL	SALARIES	227,727	249,645	242,845
0135-305-521.000		EMPLOYEE BENEFITS	77,636	83,120	66,773
0135-305-541.000		OFFICE SUPPLIES	799	990	1,214
0135-305-542.010		PRNT XEROX CHRGS ALL	1,518	1,700	2,234
0135-305-543.000		INSTRUCTIONAL SUPPLIES	1,157	990	1,010
0135-305-543.044		SUPPLS CENTRL STORES	198	200	0
0135-305-544.018		COMPUTER SOFTWARE	3,550	4,435	4,024
0135-305-546.000		PUBLICATIONS & DUES	750	750	765
0135-305-551.000		TRAVEL & MEETINGS	1,823	975	995
	TOTAL	CAREER SERVICES	315,158	342,805	319,860
	TOTAL	CAREER SERVICES	315,158	342,805	319,860

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
STUDENT ACTIVITIES				
STUDENT SERVICES & ACTIVITIES				
0136-306-511.000	ADMIN. SALARIES	73,569	75,040	76,541
0136-306-512.011	SAL-PROF STF-CLUB SP	29,643	40,800	40,800
0136-306-516.000	OFFICE STAFF	49,795	50,606	51,605
0136-306-516.110	P.T. CLERICAL	21,020	21,714	22,148
0136-306-518.010	SAL-STU EMPLOYEES W/	14,079	16,400	16,400
	SUBTOTAL SALARIES	----- 188,106	----- 204,560	----- 207,494
0136-306-521.000	EMPLOYEE BENEFITS	37,610	39,153	39,183
0136-306-534.000	CNTR SVC MNT & REPRS	25	150	153
0136-306-541.000	OFFICE SUPPLIES	994	1,200	1,224
0136-306-542.010	PRNT XEROX CHRGS ALL	2,607	2,412	2,460
0136-306-543.044	SUPPLS CENTRL STORES	199	0	0
0136-306-546.000	PUBLICATIONS & DUES	573	600	612
0136-306-551.000	TRAVEL & MEETINGS	1,587	1,736	1,771
	TOTAL STUDENT SERVICES & ACTIVITIES	----- 231,701	----- 249,811	----- 252,897
INTERNATIONAL STUDENT SERVICES				
0136-310-512.000	PROF/TECH SALARIES	33,659	72,000	56,677
0136-310-516.110	P.T. CLERICAL	19,702	23,170	20,874
0136-310-518.010	SAL-STU EMPLOYEES W/	0	0	9,000
	SUBTOTAL SALARIES	----- 53,361	----- 95,170	----- 86,551
0136-310-521.000	EMPLOYEE BENEFITS	12,970	27,695	11,381
0136-310-541.000	OFFICE SUPPLIES	766	300	306
0136-310-546.011	MEMBERSHIP DUES	1,564	2,300	1,454
0136-310-547.209	ADVERTISING-OTHER	3,613	3,200	3,264
0136-310-551.000	TRAVEL & MEETINGS	12,161	14,200	15,376
	TOTAL INTERNATIONAL STUDENT SERVICES	----- 84,435	----- 142,865	----- 118,332
	TOTAL STUDENT ACTIVITIES	316,136	392,676	371,229



		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
VETERANS					
VETERANS AFFAIRS					
0137-307-590.014	TUITION WAIVERS		193,531	290,000	290,000
	TOTAL	VETERANS AFFAIRS	193,531	290,000	290,000
	TOTAL	VETERANS	193,531	290,000	290,000
ADMINISTRATION					
V.P. STUDENT DEVELOPMENT					
0138-308-511.000	ADMIN. SALARIES		155,082	158,184	161,348
0138-308-512.000	PROF/TECH SALARIES		56,335	58,928	60,107
0138-308-518.010	SAL-STU EMPLOYEES W/		0	1,400	1,400
0138-308-519.021	PHONE STIPEND		600	600	600
0138-308-519.024	OVERTIME ALLOCATION		0	3,250	3,300
	SUBTOTAL	SALARIES	212,017	222,362	226,755
0138-308-521.000	EMPLOYEE BENEFITS		37,090	40,332	56,728
0138-308-532.000	CONTR SVC CONSULTAT		645	34,170	34,853
0138-308-534.058	CONTRACTUAL-NEW INITIATIVES		13,303	12,800	13,056
0138-308-541.000	OFFICE SUPPLIES		1,265	1,100	1,173
0138-308-542.010	PRNT XEROX CHRGS ALL		190	831	848
0138-308-543.044	SUPPLS CENTRL STORES		0	50	0
0138-308-546.000	PUBLICATIONS & DUES		513	870	887
0138-308-547.002	MEDIA/MARKETING		0	8,000	8,160
0138-308-551.000	TRAVEL & MEETINGS		5,394	8,500	8,670
0138-308-553.010	TRAINING		0	25,000	25,500
	TOTAL	V.P. STUDENT DEVELOPMENT	270,417	354,015	376,630
DISABILITY SERVICES					
0138-309-512.000	PROF/TECH SALARIES		55,997	49,741	113,910
0138-309-512.110	P.T. PROF TECH		24,090	31,294	60,513
0138-309-516.000	OFFICE STAFF		39,010	40,540	41,371
0138-309-518.010	SAL-STU EMPLOYEES W/		510	0	3,150

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
ADMINISTRATION				
DISABILITY SERVICES				
0138-309-519.405	SIGN LANGUAGE INTERPRETERS	105,866	140,235	140,235
0138-309-519.412	ACCOMODATION SPECIALIST SUPPRT	132,387	140,950	124,680
0138-309-519.445	SAL NOTE TAKERS	3,043	5,800	5,800
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	SUBTOTAL SALARIES	360,903	408,560	489,659
0138-309-521.000	EMPLOYEE BENEFITS	19,774	28,077	55,838
0138-309-532.000	CONTR SVC CONSULTAT	0	4,700	4,794
0138-309-541.000	OFFICE SUPPLIES	1,527	1,700	2,244
0138-309-542.010	PRNT XEROX CHRGS ALL	1,500	1,800	1,836
0138-309-543.000	INSTRUCTIONAL SUPPLIES	9,364	9,500	9,690
0138-309-543.044	SUPPLS CENTRL STORES	312	500	0
0138-309-551.000	TRAVEL & MEETINGS	3,196	4,500	4,590
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	TOTAL DISABILITY SERVICES	396,576	459,337	568,651
	TOTAL ADMINISTRATION	666,993	813,352	945,281
OTHER				
MULTICULTURAL STUDENT AFFAIRS				
0139-310-511.000	ADMIN. SALARIES	88,072	89,833	91,630
0139-310-512.000	PROF/TECH SALARIES	78,987	106,704	106,038
0139-310-516.000	OFFICE STAFF	51,987	53,768	54,850
0139-310-518.010	SAL-STU EMPLOYEES W/	6,738	6,570	6,570
0139-310-519.000	SALARIES-OTHER	450	0	0
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	SUBTOTAL SALARIES	226,234	256,875	259,088
0139-310-521.000	EMPLOYEE BENEFITS	67,582	94,665	78,379
0139-310-532.000	CONTR SVC CONSULTAT	3,074	3,931	4,010
0139-310-532.004	CONTR SVC MENTORS	4,350	6,000	6,120
0139-310-532.418	CON SVC SPEAKERS	3,325	6,107	3,842
0139-310-541.000	OFFICE SUPPLIES	6,329	1,904	3,522

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES				
OTHER				
MULTICULTURAL STUDENT AFFAIRS				
0139-310-541.017	SUPPLIES-PEER MENTOR PROGRAM	688	1,000	1,734
0139-310-542.010	PRNT XEROX CHRGS ALL	1,995	1,618	1,650
0139-310-543.044	SUPPLS CENTRL STORES	166	549	0
0139-310-546.000	PUBLICATIONS & DUES	450	443	1,105
0139-310-551.000	TRAVEL & MEETINGS	6,362	5,457	5,566
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TOTAL	MULTICULTURAL STUDENT AFFAIRS	320,555	378,549	365,016
STUDENT SERVICES/OTHER GSD				
0139-311-512.000	PROF/TECH SALARIES	149,953	0	0
0139-311-512.110	P.T. PROF TECH	28,669	0	0
0139-311-513.010	F.T. FAC - SUMMER	3,360	3,000	3,000
0139-311-513.022	F.T. FAC - OVERLOADS	69,100	67,000	29,000
0139-311-513.100	P.T. FAC - FALL/SPRG	61,141	61,000	99,000
0139-311-516.000	OFFICE STAFF	54,966	55,931	58,074
0139-311-518.010	SAL-STU EMPLOYEES W/	10,802	0	0
0139-311-519.008	OTHER SAL PROF DEV	0	2,200	2,200
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SUBTOTAL	SALARIES	377,991	189,131	191,274
0139-311-521.000	EMPLOYEE BENEFITS	71,963	28,282	27,944
0139-311-541.000	OFFICE SUPPLIES	7,972	1,524	1,554
0139-311-542.010	PRNT XEROX CHRGS ALL	4,197	3,445	3,514
0139-311-551.000	TRAVEL & MEETINGS	2,031	1,800	1,836
		-----	-----	-----
TOTAL	STUDENT SERVICES/OTHER GSD	464,154	224,182	226,122
TOTAL	OTHER	784,709	602,731	591,138
TOTAL	STUDENT SERVICES	7,238,863	9,122,427	9,071,764

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		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
CONTINUING EDUCATION					
COMMUNITY EDUC 525					
0142-602-590.014		TUITION WAIVERS	56,746	60,000	60,000
	TOTAL	COMMUNITY EDUC 525	56,746	60,000	60,000
	TOTAL	CONTINUING EDUCATION	56,746	60,000	60,000
	TOTAL	PUBLIC SERVICES	56,746	60,000	60,000
EXECUTIVE OFFICE					
EXECUTIVE OFFICE					
GEN ADM EXCT OFF					
0181-111-511.000		ADMIN. SALARIES	249,688	286,574	333,888
0181-111-512.000		PROF/TECH SALARIES	66,303	54,726	117,900
0181-111-512.110		P.T. PROF TECH	0	0	31,620
0181-111-516.110		P.T. CLERICAL	30,270	31,000	0
0181-111-519.021		PHONE STIPEND	0	600	600
0181-111-519.034		CAR ALLOWANCE	5,000	6,000	6,000
0181-111-519.038		PRESIDENT'S RESERVE	0	315,000	477,000
	SUBTOTAL	SALARIES	351,261	693,900	967,008
0181-111-521.000		EMPLOYEE BENEFITS	94,212	87,598	113,694
0181-111-521.111		BENEFIT RESERVE	0	138,130	86,891
0181-111-532.000		CONTR SVC CONSULTAT	111,311	150,354	153,361
0181-111-534.000		CNTR SVC MNT & REPRS	0	264	269
0181-111-539.004		ELECTIONS	0	300	306
0181-111-541.000		OFFICE SUPPLIES	4,506	4,715	4,911
0181-111-542.010		PRNT XEROX CHRGS ALL	487	2,000	2,040
0181-111-543.044		SUPPLS CENTRL STORES	0	100	0
0181-111-546.000		PUBLICATIONS & DUES	36,859	34,900	35,598
0181-111-547.209		ADVERTISING-OTHER	4,380	5,235	5,340
0181-111-551.000		TRAVEL & MEETINGS	13,212	14,000	14,280
0181-111-551.015		TRAVEL & MEETINGS--C.Q.I.	6,600	20,000	20,400

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT.					
EXECUTIVE OFFICE					
GEN ADM EXCT OFF					
0181-111-559.000		OTHR CONFR & MTNG EX	6,431	3,100	3,162
0181-111-590.000		OTHER EXPENDITURES	10,081	6,800	6,936
0181-111-590.005		DIVERSITY COUNCIL	0	0	20,000
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	TOTAL	GEN ADM EXCT OFF	639,340	1,161,396	1,434,196
	TOTAL	EXECUTIVE OFFICE	639,340	1,161,396	1,434,196
BUSINESS OFFICE					
V.P. ADMINISTRATIVE SERVICES					
0182-111-511.000		ADMIN. SALARIES	36,443	73,950	75,429
0182-111-512.000		PROF/TECH SALARIES	51,421	54,716	55,810
0182-111-519.021		PHONE STIPEND	0	0	600
0182-111-519.024		OVERTIME ALLOCATION	0	610	0
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	SUBTOTAL	SALARIES	87,864	129,276	131,839
0182-111-521.000		EMPLOYEE BENEFITS	24,941	41,983	42,095
0182-111-532.000		CONTR SVC CONSULTAT	2,250	3,295	3,361
0182-111-541.000		OFFICE SUPPLIES	759	4,200	4,743
0182-111-542.010		PRNT XEROX CHRGS ALL	1,293	1,640	1,673
0182-111-543.044		SUPPLS CENTRL STORES	0	450	0
0182-111-544.022		POSTAGE	24	125	128
0182-111-546.000		PUBLICATIONS & DUES	6,197	6,940	7,079
0182-111-547.000		ADVERTISING	2,659	3,500	3,570
0182-111-551.000		TRAVEL & MEETINGS	2,702	5,400	5,508
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	TOTAL	V.P. ADMINISTRATIVE SERVICES	128,689	196,809	199,996
FINANCIAL SERVICES					
0182-112-511.000		ADMIN. SALARIES	177,745	181,301	193,657
0182-112-512.000		PROF/TECH SALARIES	471,264	486,936	493,379
0182-112-516.000		OFFICE STAFF	182,022	188,864	192,338
0182-112-516.110		P.T. CLERICAL	94,732	124,091	132,172

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. BUSINESS OFFICE FINANCIAL SERVICES				
0182-112-518.010	SAL-STU EMPLOYEES W/	5,035	8,700	8,700
0182-112-519.024	OVERTIME ALLOCATION	10,677	15,600	15,900
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	SUBTOTAL SALARIES	941,475	1,005,492	1,036,146
0182-112-521.000	EMPLOYEE BENEFITS	258,958	299,068	326,118
0182-112-532.000	CONTR SVC CONSULTAT	0	1,000	76,000
0182-112-534.000	CNTR SVC MNT & REPRS	251	1,225	1,225
0182-112-541.000	OFFICE SUPPLIES	8,288	11,838	13,100
0182-112-542.010	PRNT XEROX CHRGS ALL	1,862	2,394	2,000
0182-112-543.044	SUPPLS CENTRL STORES	535	1,100	0
0182-112-546.000	PUBLICATIONS & DUES	4,675	5,970	5,970
0182-112-551.000	TRAVEL & MEETINGS	4,979	8,775	9,650
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	TOTAL FINANCIAL SERVICES	1,221,023	1,336,862	1,470,209
BUSINESS & AUXILIARY SERVICES				
0182-113-511.000	ADMIN. SALARIES	78,774	80,350	81,956
0182-113-512.000	PROF/TECH SALARIES	106,335	109,251	110,045
0182-113-512.110	P.T. PROF TECH	49,747	54,082	55,160
0182-113-519.024	OVERTIME ALLOCATION	44	1,580	1,600
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	SUBTOTAL SALARIES	234,900	245,263	248,761
0182-113-521.000	EMPLOYEE BENEFITS	59,851	64,337	48,064
0182-113-532.000	CONTR SVC CONSULTAT	0	600	612
0182-113-541.000	OFFICE SUPPLIES	2,755	2,000	2,550
0182-113-542.010	PRNT XEROX CHRGS ALL	542	750	765
0182-113-543.044	SUPPLS CENTRL STORES	80	500	0
0182-113-546.000	PUBLICATIONS & DUES	4,641	2,580	2,632
0182-113-547.000	ADVERTISING	3,802	3,500	3,570
0182-113-551.000	TRAVEL & MEETINGS	2,477	4,190	4,274
0182-113-585.000	EQUIPMENT-OFFICE	0	0	135,000

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. BUSINESS OFFICE BUSINESS & AUXILIARY SERVICES					
	TOTAL	BUSINESS & AUXILIARY SERVICES	309,048	323,720	446,228
	TOTAL	BUSINESS OFFICE	1,658,760	1,857,391	2,116,433
COMMUNITY RELATIONS MARKETING AND PUBLICATIONS					
0183-113-511.000		ADMIN. SALARIES	80,436	82,045	85,359
0183-113-512.000		PROF/TECH SALARIES	201,361	205,136	254,673
0183-113-512.110		P.T. PROF TECH	0	18,000	20,820
0183-113-516.000		OFFICE STAFF	34,658	35,214	35,922
0183-113-519.021		PHONE STIPEND	600	600	600
0183-113-519.024		OVERTIME ALLOCATION	0	715	730
	SUBTOTAL	SALARIES	317,055	341,710	398,104
0183-113-521.000		EMPLOYEE BENEFITS	139,705	149,578	160,927
0183-113-532.000		CONTR SVC CONSULTAT	5,692	0	5,000
0183-113-541.000		OFFICE SUPPLIES	10,819	10,030	16,451
0183-113-542.000		PRINTING	18,452	15,114	15,416
0183-113-542.010		PRNT XEROX CHRGS ALL	3,929	9,000	9,180
0183-113-542.092		ANNUAL REPORT/MAGAZINE	41,969	38,956	39,735
0183-113-542.118		PRINTING - SCHEDULES	78,264	118,773	121,148
0183-113-543.044		SUPPLS CENTRL STORES	119	11,000	0
0183-113-544.022		POSTAGE	11,920	24,006	24,486
0183-113-544.118		POSTAGE - SCHEDULES	109,993	114,836	117,133
0183-113-546.000		PUBLICATIONS & DUES	1,500	5,425	5,534
0183-113-547.000		ADVERTISING	469,477	483,032	492,693
0183-113-547.201		ADVERT & PROMOTION	42,781	15,133	15,436
0183-113-551.000		TRAVEL & MEETINGS	4,372	7,158	7,301
	TOTAL	MARKETING AND PUBLICATIONS	1,256,047	1,343,751	1,428,544

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EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. COMMUNITY RELATIONS EXTERNAL RELATIONS				
0183-116-511.000	ADMIN. SALARIES	85,282	91,130	92,953
0183-116-512.000	PROF/TECH SALARIES	96,507	147,441	103,946
0183-116-512.110	P.T. PROF TECH	14,287	29,722	29,148
0183-116-519.021	PHONE STIPEND	600	600	600
0183-116-519.024	OVERTIME ALLOCATION	112	0	0
	SUBTOTAL SALARIES	----- 196,788	----- 268,893	----- 226,647
0183-116-521.000	EMPLOYEE BENEFITS	62,348	94,490	67,094
0183-116-532.000	CONTR SVC CONSULTAT	8,166	11,200	11,424
0183-116-541.000	OFFICE SUPPLIES	1,776	2,700	2,261
0183-116-542.010	PRNT XEROX CHRGS ALL	729	1,000	510
0183-116-543.044	SUPPLS CENTRL STORES	0	500	0
0183-116-544.022	POSTAGE	0	200	204
0183-116-546.000	PUBLICATIONS & DUES	2,469	2,427	1,558
0183-116-551.000	TRAVEL & MEETINGS	5,457	4,527	3,598
0183-116-559.901	MASTER PLAN EVENTS	4,654	10,000	3,651
	TOTAL EXTERNAL RELATIONS	----- 282,387	----- 395,937	----- 316,947
	TOTAL COMMUNITY RELATIONS	1,538,434	1,739,688	1,745,491
PERSONNEL OFFICE HUMAN RESOURCES				
0184-114-511.000	ADMIN. SALARIES	334,790	394,578	411,193
0184-114-512.000	PROF/TECH SALARIES	299,464	309,092	359,225
0184-114-512.110	P.T. PROF TECH	25,138	26,544	0
0184-114-519.021	PHONE STIPEND	200	600	600
0184-114-519.024	OVERTIME ALLOCATION	977	2,150	2,200
	SUBTOTAL SALARIES	----- 660,569	----- 732,964	----- 773,218
0184-114-521.000	EMPLOYEE BENEFITS	246,739	289,200	290,091



EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT.				
PERSONNEL OFFICE				
HUMAN RESOURCES				
0184-114-521.005	EMPLOYEE ASSISTANCE	0	0	32,000
0184-114-532.000	CONTR SVC CONSULTAT	17,490	17,500	17,850
0184-114-539.000	CONT.SC-OTHER	1,454	8,600	8,772
0184-114-539.016	BACKGROUND CHECK	3,053	20,377	40,785
0184-114-541.000	OFFICE SUPPLIES	3,892	8,000	8,874
0184-114-541.096	SUPPLIES-EMPLOYEE REC PROGRAM	7,460	15,000	15,300
0184-114-542.010	PRNT XEROX CHRGS ALL	5,141	3,500	4,100
0184-114-543.044	SUPPLS CENTRL STORES	763	700	0
0184-114-546.000	PUBLICATIONS & DUES	2,699	4,623	12,015
0184-114-547.000	ADVERTISING	14,282	36,000	36,720
0184-114-549.984	SUPPLIES-JJCAA NEWLETTER	590	1,500	1,000
0184-114-551.000	TRAVEL & MEETINGS	2,745	7,000	7,140
0184-114-551.011	PROFESSIONAL DEVEL.	5,066	10,000	10,200
0184-114-554.000	TRAVEL-RECRUITMENT	9,478	12,500	12,750
0184-114-595.076	HR / WELLNESS	0	3,500	43,570
		-----	-----	-----
TOTAL	HUMAN RESOURCES	981,421	1,170,964	1,314,385
TOTAL	PERSONNEL OFFICE	981,421	1,170,964	1,314,385
RESOURCE DEVELOPMENT				
ALUMNI AFFAIRS				
0186-116-511.000	ADMIN. SALARIES	63,011	64,271	64,271
0186-116-516.110	P.T. CLERICAL	14,220	25,900	25,704
0186-116-518.010	SAL-STU EMPLOYEES W/	13,580	0	0
		-----	-----	-----
SUBTOTAL	SALARIES	90,811	90,171	89,975
0186-116-521.000	EMPLOYEE BENEFITS	10,546	11,475	27,785
0186-116-532.000	CONTR SVC CONSULTAT	0	1,100	1,122
0186-116-534.000	CNTR SVC MNT & REPRS	1,701	400	408
0186-116-541.000	OFFICE SUPPLIES	10,722	5,890	6,008
0186-116-542.000	PRINTING	18,608	25,200	25,704

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. RESOURCE DEVELOPMENT ALUMNI AFFAIRS					
0186-116-542.010		PRNT XEROX CHRGS ALL	835	1,000	1,020
0186-116-546.000		PUBLICATIONS & DUES	825	2,340	2,387
0186-116-547.000		ADVERTISING	4,469	6,129	6,252
0186-116-551.000		TRAVEL & MEETINGS	4,764	7,155	7,298
	TOTAL	ALUMNI AFFAIRS	----- 143,281	----- 150,860	----- 167,959
GRANT OFFICE					
0186-118-512.000		PROF/TECH SALARIES	133,984	136,664	139,398
	SUBTOTAL	SALARIES	----- 133,984	----- 136,664	----- 139,398
0186-118-521.000		EMPLOYEE BENEFITS	36,531	39,355	39,386
0186-118-541.000		OFFICE SUPPLIES	1,387	350	357
0186-118-542.010		PRNT XEROX CHRGS ALL	0	100	102
0186-118-544.022		POSTAGE	11	100	102
0186-118-546.000		PUBLICATIONS & DUES	1,913	200	5,166
0186-118-551.000		TRAVEL & MEETINGS	84	8,250	3,453
	TOTAL	GRANT OFFICE	----- 173,910	----- 185,019	----- 187,964
	TOTAL	RESOURCE DEVELOPMENT	317,191	335,879	355,923
CAMPUS ADMINISTRAT. PRINT SERVICES					
0188-118-512.000		PROF/TECH SALARIES	45,416	46,345	47,272
0188-118-516.000		OFFICE STAFF	49,649	50,461	51,459
0188-118-518.010		SAL-STU EMPLOYEES W/ OVERTIME ALLOCATION	0	0	7,850
0188-118-519.024			312	0	0
	SUBTOTAL	SALARIES	----- 95,377	----- 96,806	----- 106,581
0188-118-521.000		EMPLOYEE BENEFITS	36,183	38,800	38,824
0188-118-534.000		CNTR SVC MNT & REPRS	2,462	6,400	6,528

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EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. CAMPUS ADMINISTRAT. PRINT SERVICES				
0188-118-541.000	OFFICE SUPPLIES	5,276	9,000	51,495
0188-118-542.010	PRNT XEROX CHRGS ALL	237,938-	330,000-	336,600-
0188-118-543.044	SUPPLS CENTRL STORES	36,669	41,485	0
0188-118-551.000	TRAVEL & MEETINGS	0	718	732
0188-118-562.001	RNTL EQUIP REPRODUCT	345,641	365,000	372,300
	TOTAL PRINT SERVICES	283,670	228,209	239,860
	TOTAL CAMPUS ADMINISTRAT.	283,670	228,209	239,860
	TOTAL GENERAL ADMINISTRAT.	5,418,816	6,493,527	7,206,288
BOARD OF TRUSTEES BOARD OF TRUSTEES BOARD OF TRUSTEES				
0191-111-512.000	PROF/TECH SALARIES	500	500	500
	SUBTOTAL SALARIES	500	500	500
0191-111-521.000	EMPLOYEE BENEFITS	18	0	0
0191-111-535.000	LEGAL SERVICES	91,503	195,000	198,900
0191-111-541.000	OFFICE SUPPLIES	2,329	3,600	3,672
0191-111-542.010	PRNT XEROX CHRGS ALL	840	2,000	2,040
0191-111-546.000	PUBLICATIONS & DUES	66,563	75,044	76,545
0191-111-551.302	TRVL & MTGS M. BRODERICK	1,014	3,164	3,227
0191-111-551.303	TRVL & MTGS A. MORALES	2,941	3,164	3,227
0191-111-551.304	TRVL & MTGS P. DEITERS	2,497	0	3,227
0191-111-551.306	TRVL & MTGS R. WUNDERLICH	2,510	3,164	3,227
0191-111-551.307	TRVL & MTGS STUDENT TRUSTEE	173	3,164	3,227
0191-111-551.308	OFFICER, TRUSTEE ORG	1,347	5,414	5,522
0191-111-551.322	TRVL & MTGS A. MIHELICH	0	3,164	0
0191-111-551.324	OFFICER, NATIONAL TRUSTEE ORG	7,851	5,864	5,981
0191-111-551.326	TRVL & MTGS D. O'CONNELL	3,718	3,164	3,227

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EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT BOARD OF TRUSTEES BOARD OF TRUSTEES				
0191-111-551.328	TRVL & MTGS M. O'CONNELL	3,124	3,164	3,227
0191-111-551.329	TRVL & MTGS J. MAHALIK	927	3,164	3,227
0191-111-559.000	OTHR CONFR & MTNG EX	5,045	8,992	9,172
		-----	-----	-----
TOTAL	BOARD OF TRUSTEES	192,900	321,726	328,148
TOTAL	BOARD OF TRUSTEES	192,900	321,726	328,148
INSTITUT. EXPENSE INSTITUTIONAL EXP				
0192-112-512.000	PROF/TECH SALARIES	57	0	0
0192-112-519.000	SALARIES-OTHER	104-	193,575	165,789
0192-112-519.019	SUBSTITUTE PAY	124,217	125,000	0
0192-112-519.022	RETIREEES/OTHER	194,688	120,000	120,000
		-----	-----	-----
SUBTOTAL	SALARIES	318,858	438,575	285,789
0192-112-521.000	EMPLOYEE BENEFITS	13,318	25,000	50,000
0192-112-521.005	EMPLOYEE ASSISTANCE	28,197	32,000	0
0192-112-521.006	EMPLOYEE WELLNESS	35,400	40,000	0
0192-112-527.000	F.I.C.A.	84,195	86,000	88,000
0192-112-529.000	OTHR EMPLOY BENEFITS	859,764	897,000	915,000
0192-112-532.000	CONTR SVC CONSULTAT	0	200,000	0
0192-112-551.000	TRAVEL & MEETINGS	114	0	0
0192-112-565.010	INSURANCE REPLACEMNT	9,753-	8,000	16,455
0192-112-575.000	TELEPHONE	0	2,400	3,000
0192-112-590.014	TUITION WAIVERS	201,463	250,000	250,000
0192-112-590.528	NON TUITION DUAL CREDIT	1,902,598	2,585,000	2,585,000
0192-112-590.535	TUITION WAIVER-LEGACY	6,000	40,000	40,000
0192-112-594.000	FIN CHRGS & ADJSTMTS	84	6,500	6,500
0192-112-594.001	BANK CHARGES	6,221	25,000	25,000
0192-112-594.418	CRDIT CARD CHRGS	204,369	230,000	230,000
0192-112-594.419	FACTS CHARGES	125,308	140,000	145,000

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT				
INSTITUT. EXPENSE				
INSTITUTIONAL EXP				
0192-112-710.003	TRNS BLDG&MAINT REST	4,800,000	0	0
0192-112-710.005	TRANS TO AUX FUND	148,707	130,172	412,000
0192-112-710.006	TRANSFER TO R.P.	444,803	484,572	502,920
		-----	-----	-----
TOTAL	INSTITUTIONAL EXP	9,169,646	5,620,219	5,554,664
PROFESSIONAL DEVELOPMENT				
0192-113-532.000	CONTR SVC CONSULTAT	2,004	13,000	13,260
0192-113-541.000	OFFICE SUPPLIES	0	200	204
0192-113-542.010	PRNT XEROX CHRGS ALL	0	300	306
0192-113-546.000	PUBLICATIONS & DUES	0	1,523	1,553
0192-113-551.000	TRAVEL & MEETINGS	0	1,000	1,020
0192-113-551.002	TRAVEL/PRESENTER	0	4,877	4,975
0192-113-551.011	PROFESSIONAL DEVEL.	13,929	20,000	20,400
0192-113-559.000	OTHR CONFR & MTNG EX	13,517	15,000	0
		-----	-----	-----
TOTAL	PROFESSIONAL DEVELOPMENT	29,450	55,900	41,718
TOTAL	INSTITUT. EXPENSE	9,199,096	5,676,119	5,596,382
CAMPUS SERVICES				
MAIL CENTER & CENTRAL STORES				
0193-112-512.110	P.T. PROF TECH	39,447	45,500	43,862
0193-112-516.000	OFFICE STAFF	49,604	50,419	51,397
		-----	-----	-----
SUBTOTAL	SALARIES	89,051	95,919	95,259
0193-112-521.000	EMPLOYEE BENEFITS	10,381	11,240	11,249
0193-112-534.000	CNTR SVC MNT & REPRS	7,286	7,036	7,177
0193-112-541.000	OFFICE SUPPLIES	0	0	3,570
0193-112-541.043	INVENTORY COST RECOVERY	12,083-	0	0
0193-112-542.010	PRNT XEROX CHRGS ALL	30	90	92
0193-112-543.044	SUPPLS CENTRL STORES	2,287	3,500	0
0193-112-544.022	POSTAGE	100,314	172,063	175,504

EDUCATION FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT				
CAMPUS SERVICES				
MAIL CENTER & CENTRAL STORES				
0193-112-551.000	TRAVEL & MEETINGS	509	1,500	1,530
0193-112-562.000	RENTAL-EQUIPMENT	10,098	12,488	12,738
		-----	-----	-----
TOTAL	MAIL CENTER & CENTRAL STORES	207,873	303,836	307,119
TOTAL	CAMPUS SERVICES	207,873	303,836	307,119
INSTITUT. RESEARCH				
INSTI EFFECTIVENESS & RESEARCH				
0194-114-511.000	ADMIN. SALARIES	101,774	188,451	192,220
0194-114-512.000	PROF/TECH SALARIES	129,093	131,683	134,317
		-----	-----	-----
SUBTOTAL	SALARIES	230,867	320,134	326,537
0194-114-521.000	EMPLOYEE BENEFITS	37,248	68,503	68,688
0194-114-534.000	CNTR SVC MNT & REPRS	0	7,500	0
0194-114-539.000	CONT.SC-OTHER	11,500	17,000	39,850
0194-114-541.000	OFFICE SUPPLIES	10,964	15,888	1,946
0194-114-542.010	PRNT XEROX CHRGS ALL	261	1,250	675
0194-114-551.000	TRAVEL & MEETINGS	930	9,112	8,594
0194-114-551.011	PROFESSIONAL DEVEL.	0	0	700
		-----	-----	-----
TOTAL	INSTI EFFECTIVENESS & RESEARCH	291,770	439,387	446,990
TOTAL	INSTITUT. RESEARCH	291,770	439,387	446,990
DATA PROCESSING				
INFORMATION TECHNOLOGY				
0195-115-511.000	ADMIN. SALARIES	448,588	542,560	550,423
0195-115-512.000	PROF/TECH SALARIES	1,283,238	1,333,994	1,496,450
0195-115-512.110	P.T. PROF TECH	1,455	0	0
0195-115-516.000	OFFICE STAFF	122,975	128,794	0
0195-115-518.010	SAL-STU EMPLOYEES W/	66,201	61,200	53,350
0195-115-519.021	PHONE STIPEND	3,040	3,420	3,060

		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT DATA PROCESSING INFORMATION TECHNOLOGY 0195-115-519.024		OVERTIME ALLOCATION	12,227	11,900	12,100
SUBTOTAL SALARIES			----- 1,937,724	----- 2,081,868	----- 2,115,383
0195-115-521.000	EMPLOYEE BENEFITS	600,896	741,824	715,686	
0195-115-532.000	CONTR SVC CONSULTAT	217,848	225,587	230,099	
0195-115-534.000	CNTR SVC MNT & REPRS	306,897	331,576	325,886	
0195-115-534.010	MICROCOMPUTER REPAIR	17,999	22,000	22,440	
0195-115-541.000	OFFICE SUPPLIES	5,831	6,700	6,834	
0195-115-541.014	OFFICE SUPPLIES/COMPUTER	8,900	7,655	7,808	
0195-115-542.010	PRNT XEROX CHRGS ALL	2,812	1,868	1,905	
0195-115-544.018	COMPUTER SOFTWARE	813,816	967,225	1,051,790	
0195-115-546.000	PUBLICATIONS & DUES	5,480	8,379	8,547	
0195-115-551.000	TRAVEL & MEETINGS	5,023	9,000	9,180	
0195-115-551.011	PROFESSIONAL DEVEL.	34,947	73,929	75,408	
0195-115-553.005	TRAVEL-COLLEAGUE TRAINING	12,186	35,370	36,077	
TOTAL INFORMATION TECHNOLOGY			----- 3,970,359	----- 4,512,981	----- 4,607,043
TOTAL DATA PROCESSING			3,970,359	4,512,981	4,607,043
NON-OPERATING NON-OPERATING					
0197-117-592.002	DEFERRED PAYMENTS	304,639	375,000	395,000	
0197-117-593.000	TUITION CHARGE-BACK	14,820	50,000	25,000	
TOTAL NON-OPERATING			----- 319,459	----- 425,000	----- 420,000
TOTAL NON-OPERATING			319,459	425,000	420,000

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		EDUCATION FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT OTHER CONTINGENCY 0199-199-600.000	CONTINGENCY		0	400,000	1,475,000
	TOTAL CONTINGENCY		0	400,000	1,475,000
	TOTAL OTHER		0	400,000	1,475,000
	TOTAL INSTITUT. SUPPORT		14,181,457	12,079,049	13,180,682
	TOTAL EDUCATION FUND		70,771,181	73,046,625	76,995,900



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		OPERAT. & MAINT FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES					
0200-000-411.000		CURRENT TAXES	16,889,294	18,250,000	18,480,000
0200-000-412.000		BACK TAXES	116,132	75,000	100,000
	TOTAL	LOCAL GOVT SOURCES	----- 17,005,426	----- 18,325,000	----- 18,580,000
SALES & SERVICE FEES					
0200-000-450.000		SALES & SERVICE FEES	147	0	0
	TOTAL	SALES & SERVICE FEES	----- 147	----- 0	----- 0
FACILITIES REVENUE					
0200-000-461.000		BUILDING RENTALS	165,372	125,000	125,000
	TOTAL	FACILITIES REVENUE	----- 165,372	----- 125,000	----- 125,000
OTHER REVENUES					
0200-000-499.000		OTHER REVENUE	1,944	0	0
	TOTAL	OTHER REVENUES	----- 1,944	----- 0	----- 0
	TOTAL	OPERAT. & MAINT FUND	17,172,889	18,450,000	18,705,000

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		OPERAT. & MAINT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. MAINTENANCE MAINTENANCE					
0271-201-512.000	PROF/TECH SALARIES		82,505	84,155	85,838
0271-201-517.000	SERVICE STAFF		782,624	986,382	999,444
0271-201-519.024	OVERTIME ALLOCATION		13,579	35,000	35,700
	SUBTOTAL SALARIES		878,708	1,105,537	1,120,982
0271-201-521.000	EMPLOYEE BENEFITS		282,284	389,530	389,545
0271-201-534.000	CNTR SVC MNT & REPRS		238,163	260,089	265,291
0271-201-541.056	SUPPLIES/SMALL TOOLS		0	8,800	8,976
0271-201-543.203	SERVICE SUPPLIES		135,792	189,260	193,045
0271-201-543.801	SUPPLIES-UNIFORMS		5,949	8,455	8,624
0271-201-551.011	PROFESSIONAL DEVEL.		615	4,086	4,168
0271-201-562.000	RENTAL-EQUIPMENT		1,276	1,026	1,047
	TOTAL MAINTENANCE		1,542,787	1,966,783	1,991,678
	TOTAL MAINTENANCE		1,542,787	1,966,783	1,991,678
CUSTODIAL CUSTODIAL					
0272-202-512.000	PROF/TECH SALARIES		124,735	130,520	133,131
0272-202-516.110	P.T. CLERICAL		20,019	22,256	22,698
0272-202-517.000	SERVICE STAFF		1,552,113	1,719,667	1,735,059
0272-202-517.110	SAL SERVICE/PART-TIME		384,687	482,064	484,850
0272-202-519.024	OVERTIME ALLOCATION		56,571	76,500	78,000
	SUBTOTAL SALARIES		2,138,125	2,431,007	2,453,738
0272-202-521.000	EMPLOYEE BENEFITS		683,548	813,305	770,264
0272-202-534.000	CNTR SVC MNT & REPRS		765	10,000	10,200
0272-202-539.000	CONT.SC-OTHER		27,423	85,628	87,341
0272-202-543.203	SERVICE SUPPLIES		209,523	242,730	245,585
0272-202-543.218	SMALL EQUIPMENT SUPPLIES		85,228	15,000	15,300

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		OPERAT. & MAINT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT.					
CUSTODIAL					
CUSTODIAL					
0272-202-543.801	SUPPLIES-UNIFORMS		22,144	24,647	25,140
0272-202-551.011	PROFESSIONAL DEVEL.		8,252	9,000	11,180
			-----	-----	-----
TOTAL	CUSTODIAL		3,175,008	3,631,317	3,618,748
TOTAL	CUSTODIAL		3,175,008	3,631,317	3,618,748
ROADS & GROUNDS					
ROADS & GROUNDS					
0273-203-511.000	ADMIN. SALARIES		89,942	91,741	93,575
0273-203-517.000	SERVICE STAFF		575,983	585,624	597,334
0273-203-517.110	SAL SERVICE/PART-TIME		100,612	107,520	109,680
0273-203-518.010	SAL-STU EMPLOYEES W/		117,847	147,100	147,100
0273-203-519.024	OVERTIME ALLOCATION		40,137	47,800	48,700
			-----	-----	-----
SUBTOTAL	SALARIES		924,521	979,785	996,389
0273-203-521.000	EMPLOYEE BENEFITS		202,566	218,178	218,326
0273-203-534.000	CNTR SVC MNT & REPRS		76,927	101,344	103,371
0273-203-541.055	VEHICLE EXPENSE		16,023	14,778	15,074
0273-203-543.203	SERVICE SUPPLIES		100,111	96,067	97,988
0273-203-543.233	SPPLIES CMPUS USE CO		18,788	19,871	20,268
0273-203-543.801	SUPPLIES-UNIFORMS		5,700	9,113	9,295
0273-203-551.011	PROFESSIONAL DEVEL.		2,032	5,245	5,350
0273-203-562.000	RENTAL-EQUIPMENT		2,434	2,841	2,898
0273-203-587.000	EQUIPMENT-SERVICE		0	40,000	44,500
			-----	-----	-----
TOTAL	ROADS & GROUNDS		1,349,102	1,487,222	1,513,459
TOTAL	GROUNDS		1,349,102	1,487,222	1,513,459

OPERAT. & MAINT FUND EXPENSES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT.				
CAMPUS SECURITY				
CAMPUS POLICE				
0274-204-511.000	ADMIN. SALARIES	178,826	182,403	186,050
0274-204-512.000	PROF/TECH SALARIES	153,333	163,176	166,400
0274-204-512.110	P.T. PROF TECH	332,091	416,277	416,239
0274-204-516.000	OFFICE STAFF	228,101	217,922	272,397
0274-204-516.110	P.T. CLERICAL	61,179	75,060	66,222
0274-204-517.000	SERVICE STAFF	738,339	812,240	843,004
0274-204-517.001	SERVICE STAFF PT	6,430	15,400	0
0274-204-518.010	SAL-STU EMPLOYEES W/	30,680	35,700	35,700
0274-204-519.021	PHONE STIPEND	2,100	2,100	2,100
0274-204-519.024	OVERTIME ALLOCATION	111,495	107,100	109,200
0274-204-519.033	UNIFORM ALLOWANCE	18,663	20,625	20,625
	SUBTOTAL SALARIES	1,861,237	2,048,003	2,117,937
0274-204-521.000	EMPLOYEE BENEFITS	509,544	573,340	628,445
0274-204-534.000	CNTR SVC MNT & REPRS	32,004	42,279	43,125
0274-204-539.000	CONT.SC-OTHER	1,260	2,616	2,668
0274-204-541.000	OFFICE SUPPLIES	0	0	763
0274-204-541.055	VEHICLE EXPENSE	5,573	13,800	14,076
0274-204-541.057	RANGE TRAINING SUPPL & ARMING	5,133	3,325	3,392
0274-204-543.044	SUPPLS CNTRL STORES	327	748	0
0274-204-543.203	SERVICE SUPPLIES	20,285	11,723	19,157
0274-204-543.801	SUPPLIES-UNIFORMS	14,199	14,025	14,306
0274-204-546.000	PUBLICATIONS & DUES	3,450	3,170	3,233
0274-204-551.000	TRAVEL & MEETINGS	387-	1,084	1,106
0274-204-551.011	PROFESSIONAL DEVEL.	8,774	14,812	15,108
0274-204-575.005	TELEPHONE-NEXTEL	7,660	6,492	6,622
	TOTAL CAMPUS POLICE	2,469,059	2,735,417	2,869,938
	TOTAL CAMPUS SECURITY	2,469,059	2,735,417	2,869,938

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		OPERAT. & MAINT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. TRANSPORTATION TRANSPORTATION					
0275-205-541.051	VEHICLE EXPENSE REIMBURSEMENT		23,820-	30,000-	30,000-
0275-205-541.055	VEHICLE EXPENSE		64,546	120,000	120,000
0275-205-587.000	EQUIPMENT-SERVICE		48,912	0	0
			-----	-----	-----
	TOTAL TRANSPORTATION		89,638	90,000	90,000
	TOTAL TRANSPORTATION		89,638	90,000	90,000
PLANT UTILITIES PLANT UTILITIES					
0276-206-517.000	SERVICE STAFF		242,091	245,835	229,653
0276-206-519.024	OVERTIME ALLOCATION		35,239	31,200	31,800
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	SUBTOTAL SALARIES		277,330	277,035	261,453
0276-206-521.000	EMPLOYEE BENEFITS		47,167	51,140	67,436
0276-206-534.000	CNTR SVC MNT & REPRS		128,412	238,288	243,054
0276-206-543.206	SPPLS-PLNT UTILITIES		101,149	208,517	212,687
0276-206-571.000	GAS		309,685	537,000	547,740
0276-206-573.000	ELECTRICITY		1,539,113	1,979,517	2,019,107
0276-206-574.000	SEWAGE - WATER		137,084	300,143	306,146
0276-206-576.000	REFUSE DISPOSAL		34,224	48,000	48,960
			-----	-----	-----
	TOTAL PLANT UTILITIES		2,574,164	3,639,640	3,706,583
	TOTAL PLANT UTILITIES		2,574,164	3,639,640	3,706,583
ADMINISTRATION ADMINISTRATION					
0278-208-511.000	ADMIN. SALARIES		347,721	364,228	371,511
0278-208-512.000	PROF/TECH SALARIES		114,684	116,660	118,993
0278-208-512.110	P.T. PROF TECH		0	27,079	27,625
0278-208-516.000	OFFICE STAFF		42,321	43,014	44,470
0278-208-516.110	P.T. CLERICAL		48,988	20,964	21,384

		OPERAT. & MAINT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. ADMINISTRATION					
ADMINISTRATION					
0278-208-519.021	PHONE STIPEND		4,800	4,800	5,040
0278-208-519.024	OVERTIME ALLOCATION		178	6,400	6,500
	SUBTOTAL SALARIES		----- 558,692	----- 583,145	----- 595,523
0278-208-521.000	EMPLOYEE BENEFITS		167,899	184,560	184,693
0278-208-534.000	CNTR SVC MNT & REPRS		500	4,418	4,506
0278-208-541.000	OFFICE SUPPLIES		9,526	7,709	7,863
0278-208-546.000	PUBLICATIONS & DUES		1,035	3,000	3,060
0278-208-551.000	TRAVEL & MEETINGS		5,520	14,545	14,836
	TOTAL ADMINISTRATION		----- 743,172	----- 797,377	----- 810,481
	TOTAL ADMINISTRATION		743,172	797,377	810,481
OTHER					
ENVIRONMENTAL HEALTH & SAFETY					
0279-109-511.000	ADMIN. SALARIES		72,742	74,197	75,681
0279-109-512.110	P.T. PROF TECH		33,124	33,782	34,454
0279-109-519.017	STAFF TRAINING/WORKSHOP		1,400	1,000	1,000
	SUBTOTAL SALARIES		----- 107,266	----- 108,979	----- 111,135
0279-109-521.000	EMPLOYEE BENEFITS		25,998	27,900	27,922
0279-109-532.000	CONTR SVC CONSULTAT		24,326	18,000	25,360
0279-109-541.000	OFFICE SUPPLIES		694	1,000	1,020
0279-109-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT		3,431	7,618	5,770
0279-109-541.030	SUPPLIES - SAFETY		3,744	10,100	7,302
0279-109-546.000	PUBLICATIONS & DUES		538	800	816
0279-109-551.000	TRAVEL & MEETINGS		1,126	2,012	2,052
	TOTAL ENVIRONMENTAL HEALTH & SAFETY		----- 167,123	----- 176,409	----- 181,377
	TOTAL OTHER		167,123	176,409	181,377

OPERAT. & MAINT FUND  
EXPENSES

2016-17  
ACTUAL

2017-18  
BUDGET

2018-19  
BUDGET

OPERATION & MAINT.  
OTHER  
ENVIRONMENTAL HEALTH & SAFETY

TOTAL	OPERATION & MAINT.	12,110,053	14,524,165	14,782,264
INSTITUT. EXPENSE				
INSTITUT. EXPENSE				
INSTITUTIONAL EXP				
0292-209-542.010	PRNT XEROX CHRGS ALL	688	1,000	1,000
0292-209-551.011	PROFESSIONAL DEVEL.	3,990	4,973	4,973
0292-209-565.010	INSURANCE REPLACEMNT	20,500-	2,181	13,769
0292-209-584.000	CAP OUTL.-BLDG REMOD	96,500	220,000	50,000
0292-209-710.003	TRNS BLDG&MAINT REST	4,125,000	2,875,000	2,975,000
		-----	-----	-----
TOTAL	INSTITUTIONAL EXP	4,205,678	3,103,154	3,044,742
TOTAL	INSTITUT. EXPENSE	4,205,678	3,103,154	3,044,742
CAMPUS SERVICES				
RECEIVING				
0293-113-512.000	PROF/TECH SALARIES	71,259	0	0
0293-113-516.000	OFFICE STAFF	39,130	0	0
0293-113-516.110	P.T. CLERICAL	32,805	0	0
0293-113-517.000	SERVICE STAFF	76,216	76,024	124,280
0293-113-517.110	SAL SERVICE/PART-TIME	18,992	18,816	19,194
0293-113-518.010	SAL-STU EMPLOYEES W/	21,809	25,900	25,900
0293-113-519.021	PHONE STIPEND	240	0	0
0293-113-519.024	OVERTIME ALLOCATION	254	1,700	1,750
		-----	-----	-----
SUBTOTAL	SALARIES	260,705	122,440	171,124
0293-113-521.000	EMPLOYEE BENEFITS	52,141	844	28,370
0293-113-534.000	CNTR SVC MNT & REPRS	2,397	1,600	1,632
0293-113-541.000	OFFICE SUPPLIES	1,536	2,200	2,244
0293-113-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT	0	1,331	1,358
0293-113-543.801	SUPPLIES-UNIFORMS	626	1,310	1,336

JOLIET JUNIOR COLLEGE  
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		OPERAT. & MAINT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT CAMPUS SERVICES RECEIVING					
	0293-113-547.000	ADVERTISING	16	0	0
	0293-113-551.000	TRAVEL & MEETINGS	343	700	714
	0293-113-585.000	EQUIPMENT-OFFICE	48,338	66,000	0
			-----	-----	-----
	TOTAL	RECEIVING	366,102	196,425	206,778
TELECOMMUNICATIONS					
	0293-114-575.000	TELEPHONE	123,755	135,276	137,982
	0293-114-575.003	TELEPHONE CABLING	12,378	12,300	20,000
	0293-114-575.004	TELEPHONE MAINTENANCE	61,732	77,680	79,234
	0293-114-575.006	INTERNET DATA CIRCUIT	198,717	201,000	234,000
			-----	-----	-----
	TOTAL	TELECOMMUNICATIONS	396,582	426,256	471,216
	TOTAL	CAMPUS SERVICES	762,684	622,681	677,994
OTHER CONTINGENCY					
	0299-199-600.000	CONTINGENCY	0	200,000	200,000
			-----	-----	-----
	TOTAL	CONTINGENCY	0	200,000	200,000
	TOTAL	OTHER	0	200,000	200,000
	TOTAL	INSTITUT. SUPPORT	4,968,362	3,925,835	3,922,736
	TOTAL	OPERAT. & MAINT FUND	17,078,415	18,450,000	18,705,000



JOLIET JUNIOR COLLEGE  
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		OPER & MAINT RESTRCT REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES					
0392-317-411.000	CURRENT TAXES		1,028,730	0	0
0392-318-411.000	CURRENT TAXES		0	1,040,000	0
0392-319-411.000	CURRENT TAXES		0	0	1,040,000
0392-319-412.000	BACK TAXES		7,656	0	0
	TOTAL	LOCAL GOVT SOURCES	1,036,386	1,040,000	1,040,000
STATE GOVT SOURCES					
0319-973-421.046	ICCB CAPTIAL RENEWAL GRANT		0	26,100,000	16,100,000
0371-314-424.000	DEPT OF COMM & ECON OPPORTUNIT		171,077	0	0
	TOTAL	STATE GOVT SOURCES	171,077	26,100,000	16,100,000
STUDENT TUITION/FEES					
0300-000-442.050	CAPITAL ASSESSMENT FEE		5,239,948	5,250,000	5,208,000
	TOTAL	STUDENT TUITION/FEES	5,239,948	5,250,000	5,208,000
INTEREST ON INVSTMNT					
0300-000-470.000	INTEREST ON INVSTMNT		23,570	0	0
0379-013-470.000	INTEREST ON INVSTMNT		70,596	0	0
	TOTAL	INTEREST ON INVSTMNT	94,166	0	0
OTHER REVENUES					
0300-000-499.000	OTHER REVENUE		155,164	125,000	150,000
0371-314-499.000	OTHER REVENUE		36,716	100,000	0
	TOTAL	OTHER REVENUES	191,880	225,000	150,000
TRANS FROM OTHER FUNDS					
0392-400-720.001	TRANS FROM ED FUND		4,800,000	0	0
0392-400-720.002	TRANS FRM OP,BLD,MN		4,125,000	2,875,000	2,975,000
	TOTAL	TRANS FROM OTHER FUNDS	8,925,000	2,875,000	2,975,000
	TOTAL	OPER & MAINT RESTRCT	15,658,457	35,490,000	25,473,000

		OPER & MAINT RESTRCT EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL					
GENERAL					
GENERAL					
0300-000-710.004	TRANSFER TO B & I		8,634,838	8,630,113	6,663,125
	TOTAL GENERAL		8,634,838	8,630,113	6,663,125
	TOTAL GENERAL		8,634,838	8,630,113	6,663,125
	TOTAL GENERAL		8,634,838	8,630,113	6,663,125
OTHER					
OTHER					
ICCB CAPITAL RENEWAL GRANT					
0319-973-584.000	CAP OUTL.-BLDG REMOD		0	26,100,000	16,100,000
	TOTAL ICCB CAPITAL RENEWAL GRANT		0	26,100,000	16,100,000
	TOTAL OTHER		0	26,100,000	16,100,000
	TOTAL INSTRUCTION		0	26,100,000	16,100,000
MAINTENANCE					
MAINTENANCE					
EXTERIOR WALL SYSTEMS					
0371-301-534.000	CNTR SVC MNT & REPRS		0	170,000	30,000
	TOTAL EXTERIOR WALL SYSTEMS		0	170,000	30,000
CONVEYING SYSTEMS					
0371-302-534.000	CNTR SVC MNT & REPRS		0	8,000	8,000
	TOTAL CONVEYING SYSTEMS		0	8,000	8,000
HEATING SYSTEMS					
0371-303-534.000	CNTR SVC MNT & REPRS		0	20,000	195,000
	TOTAL HEATING SYSTEMS		0	20,000	195,000

		OPER & MAINT RESTRCT EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. MAINTENANCE					
ELECTRICAL SYSTEMS					
0371-304-534.000		CNTR SVC MNT & REPRS	0	105,000	120,000
	TOTAL	ELECTRICAL SYSTEMS	0	105,000	120,000
COOLING SYSTEMS					
0371-305-534.000		CNTR SVC MNT & REPRS	0	25,000	440,000
	TOTAL	COOLING SYSTEMS	0	25,000	440,000
ROOFING SYSTEMS					
0371-306-534.000		CNTR SVC MNT & REPRS	0	15,000	655,000
	TOTAL	ROOFING SYSTEMS	0	15,000	655,000
INTERIOR SYSTEMS					
0371-307-534.000		CNTR SVC MNT & REPRS	140,586	1,623,000	475,000
	TOTAL	INTERIOR SYSTEMS	140,586	1,623,000	475,000
ELECTRICAL LIGHTING					
0371-308-534.000		CNTR SVC MNT & REPRS	0	90,000	60,000
	TOTAL	ELECTRICAL LIGHTING	0	90,000	60,000
PLUMBING SYSTEMS					
0371-310-534.000		CNTR SVC MNT & REPRS	0	160,000	10,000
	TOTAL	PLUMBING SYSTEMS	0	160,000	10,000
SPECIALTY SYSTEMS					
0371-311-534.000		CNTR SVC MNT & REPRS	27,525	60,000	60,000
	TOTAL	SPECIALTY SYSTEMS	27,525	60,000	60,000
SITE WORK					
0371-312-534.000		CNTR SVC MNT & REPRS	245,235	538,000	375,000
	TOTAL	SITE WORK	245,235	538,000	375,000

		OPER & MAINT RESTRCT EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. MAINTENANCE					
ENERGY EFFICIENCY PROJECTS					
0371-314-534.000	CNTR SVC MNT & REPRS		27,501	100,000	100,000
	TOTAL ENERGY EFFICIENCY PROJECTS		27,501	100,000	100,000
	TOTAL MAINTENANCE		440,847	2,914,000	2,528,000
OTHER					
2013 BOND PROJECTS					
0379-013-583.070	ROMEOVILLE EXPANSION		13,529,040	1,400,000	0
0379-013-583.080	FIELD HOUSE		12,934,988	0	0
0379-013-584.000	CAP OUTL.-BLDG REMOD		883	0	0
	TOTAL 2013 BOND PROJECTS		26,464,911	1,400,000	0
	TOTAL OTHER		26,464,911	1,400,000	0
	TOTAL OPERATION & MAINT.		26,905,758	4,314,000	2,528,000
INSTITUT. EXPENSE					
INSTITUT. EXPENSE					
FYx5 LIFE SAFETY PROJECT					
0392-315-534.000	CNTR SVC MNT & REPRS		58,461	0	0
	TOTAL FYx5 LIFE SAFETY PROJECT		58,461	0	0
FYx6 LIFE SAFETY PROJECT					
0392-316-532.000	CONTR SVC CONSULTAT		315,032	0	0
	TOTAL FYx6 LIFE SAFETY PROJECT		315,032	0	0
FYx7 LIFE SAFETY PROJECT					
0392-317-584.000	CAP OUTL.-BLDG REMOD		766,053	500,000	50,000
	TOTAL FYx7 LIFE SAFETY PROJECT		766,053	500,000	50,000

		OPER & MAINT RESTRCT EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT					
INSTITUT. EXPENSE					
FYx8 LIFE SAFETY PROJECT					
0392-318-584.000		CAP OUTL.-BLDG REMOD	0	1,040,000	125,000
	TOTAL	FYx8 LIFE SAFETY PROJECT	0	1,040,000	125,000
FYx9 LIFE SAFETY PROJECT					
0392-319-584.000		CAP OUTL.-BLDG REMOD	0	0	2,000,000
	TOTAL	FYx9 LIFE SAFETY PROJECT	0	0	2,000,000
MAJOR MAINT./MOD.					
0392-400-534.000		CNTR SVC MNT & REPRS	0	0	200,000
0392-400-544.030		REPAIR MATERIALS & SUPPLIES	0	255,887	1,081,875
0392-400-582.000		SITE IMPROVEMENT	15,318,068	300,000	5,000,000
	TOTAL	MAJOR MAINT./MOD.	15,318,068	555,887	6,281,875
	TOTAL	INSTITUT. EXPENSE	16,457,614	2,095,887	8,456,875
	TOTAL	INSTITUT. SUPPORT	16,457,614	2,095,887	8,456,875
	TOTAL	OPER & MAINT RESTRCT	51,998,210	41,140,000	33,748,000

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		BOND & INTEREST FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES					
0479-009-411.000	CURRENT TAXES		8,034,427	6,870,000	7,205,000
0479-009-412.000	BACK TAXES		44,754	0	0
	TOTAL	LOCAL GOVT SOURCES	8,079,181	6,870,000	7,205,000
FED GOVT SOURCES					
0479-009-439.000	OTHER FED. GOVT		0	1,549,039	1,494,320
	TOTAL	FED GOVT SOURCES	0	1,549,039	1,494,320
INTEREST ON INVSTMNT					
0479-008-470.000	INTEREST ON INVSTMNT		427,124	0	0
	TOTAL	INTEREST ON INVSTMNT	427,124	0	0
TRANS FROM OTHER FUNDS					
0479-008-720.003	TRANS IN / O&M REST		6,312,238	6,306,988	4,340,000
0479-013-720.003	TRANS IN / O&M REST		2,322,600	2,323,125	2,323,125
	TOTAL	TRANS FROM OTHER FUNDS	8,634,838	8,630,113	6,663,125
	TOTAL	BOND & INTEREST FUND	17,141,143	17,049,152	15,362,445

		BOND & INTEREST FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OPERATION & MAINT. OTHER					
2008 BOND PROJECTS					
0479-008-563.000	DEBT PRINC RETIREMNT		2,890,000	3,040,000	2,525,000
0479-008-564.000	INTEREST		4,756,984	3,265,488	1,813,500
0479-008-594.002	BANK FEES		1,300	1,500	1,500
	TOTAL	2008 BOND PROJECTS	7,648,284	6,306,988	4,340,000
REFERENDUM BOND PROJECTS					
0479-009-563.000	DEBT PRINC RETIREMNT		2,845,000	3,225,000	3,650,000
0479-009-564.000	INTEREST		4,917,190	4,774,355	4,605,705
0479-009-594.002	BANK FEES		400	1,000	1,000
	TOTAL	REFERENDUM BOND PROJECTS	7,762,590	8,000,355	8,256,705
2013 BOND PROJECTS					
0479-013-564.000	INTEREST		2,322,125	2,322,125	2,322,125
0479-013-594.002	BANK FEES		475	1,000	1,000
	TOTAL	2013 BOND PROJECTS	2,322,600	2,323,125	2,323,125
	TOTAL	OTHER	17,733,474	16,630,468	14,919,830
	TOTAL	OPERATION & MAINT.	17,733,474	16,630,468	14,919,830
	TOTAL	BOND & INTEREST FUND	17,733,474	16,630,468	14,919,830

AUX. ENTERPRISES REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT TUITION/FEES				
0517-933-442.037	HEALTH CARE CONT. ED	53,063	66,000	66,000
0593-204-442.039	FINGERPRINT CHECK	10,865	3,000	3,000
0563-009-442.051	ART MATERIALS FEES	3,035	2,500	2,500
0563-023-442.051	ART MATERIALS FEES	1,450	2,290	2,290
0510-009-442.052	COURSE FEES	18,927	13,000	11,000
0510-501-442.052	COURSE FEES	47,318	49,000	45,000
0510-502-442.052	COURSE FEES	72,871	75,000	75,000
0510-503-442.052	COURSE FEES	61,514	50,000	35,000
0510-504-442.052	COURSE FEES	70,978	72,000	72,000
0510-505-442.052	COURSE FEES	18,927	19,000	19,000
0510-508-442.052	COURSE FEES	37,855	39,000	39,000
0510-509-442.052	COURSE FEES	241,325	250,000	245,000
0510-514-442.052	COURSE FEES	28,391	29,000	29,000
0510-515-442.052	COURSE FEES	208,202	213,000	210,000
0510-516-442.052	COURSE FEES	335,962	344,000	344,000
0510-517-442.052	COURSE FEES	142,902	146,000	146,000
0510-518-442.052	COURSE FEES	23,660	24,000	24,000
0510-519-442.052	COURSE FEES	19,003	12,000	12,000
0510-525-442.052	COURSE FEES	55,786	80,000	80,000
0521-102-442.052	COURSE FEES	37,855	39,000	39,000
0523-105-442.052	COURSE FEES	551,530	515,000	543,000
0539-311-442.052	COURSE FEES	9,464	10,000	10,000
0595-116-442.058	TECHNOLOGY FEE	1,497,128	1,550,000	1,900,000
0518-113-442.059	REGISTRATION FEE	330	0	0
0532-315-442.059	REGISTRATION FEE	0	3,600	0
0523-104-442.080	JJC COMPASS RETEST	11,310	0	25,000
0523-104-442.081	CLEP TESTING FEES	2,780	3,000	3,000
0523-104-442.082	PROCTORING FEES	6,440	7,000	6,000
0523-104-442.083	TEAS PREP	6,805	6,000	3,000
0523-104-442.084	PLACEMENT SCORE REPORT	332	1,000	500
0523-104-442.085	PROMETRIC TESTING FEES	1,001	1,200	1,000
0523-104-442.086	ATI TESTING FEES TEAS & PN COM	5,905	5,000	6,000
0523-104-442.087	PEARSON VUE TESTING FEES	28,481	30,000	30,000
0523-104-442.088	INNOVATIVE EXAMS FEES	1,326	1,500	1,500



AUX. ENTERPRISES REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT TUITION/FEES				
0523-104-442.089	PLACEMENT REMOTE TESTING	4,015	10,000	4,000
0523-104-442.092	PN COMP PREDICT	9,284	8,000	8,000
0523-104-442.093	ISP MERIT BOARD TESTING FEES	690	1,000	800
0523-104-442.094	ACCUPLACER RETEST	17,370	15,000	0
0523-104-442.095	ALEKS RETEST	57,260	93,000	0
0523-104-442.096	HiSET FEES	1,288	1,000	5,000
0523-104-442.097	CERTIPORT FEES	200	100	100
0523-104-442.098	TASC FEES	0	1,000	0
0523-104-442.099	CNA FEES	0	100	12,000
0517-912-442.256	PS-1 FEES, SEMINARS	274,301	300,000	300,000
0541-104-442.256	PS-1 FEES, SEMINARS	0	250,000	255,000
0517-913-442.260	LIFELONG LEARNING	327,511	261,655	265,000
0517-943-442.264	WS-3 FEES, WORKFORCE DEVELOPME	34,189	38,456	38,456
0517-911-442.272	ASSESSMENT	42,245	30,000	30,000
0517-914-442.275	CDL TRAINING FEES	297,580	359,550	365,768
0517-911-442.277	CONTRACT TRAINING FEES	551,964	468,154	443,000
0517-933-442.280	CPR FEES	29,229	52,000	52,000
0517-933-442.281	EXAM FEES	10,440	14,000	9,000
0517-933-442.282	CNA INSTRUCTOR SEMINAR FEES	7,535	16,000	15,000
0517-911-442.294	TRAFFIC SCHOOL	401,141	420,000	420,000
0517-915-442.300	ON-LINE SHORT-TERM TRNG FEE	76,952	50,376	56,000
0510-009-442.507	FEE POLICE TESTING	0	0	107,840
0510-009-442.508	PERSONAL TRAINERS	114,515	105,000	0
0517-943-442.660	TESTING CENTER	0	1,184	1,184
0517-952-442.660	TESTING CENTER	2,291	3,000	3,000
0565-400-443.000	STUDENT SERVICE FEE	998,085	1,027,406	1,011,835
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TOTAL	STUDENT TUITION/FEES	6,870,806	7,187,071	7,430,773
SALES & SERVICE FEES				
0561-021-450.000	SALES & SERVICE FEES	181-	1,500	800
0510-016-451.000	SALES-FOOD	32,895	0	0
0561-021-451.000	SALES-FOOD	1,155,622	1,478,604	1,134,800
0561-022-451.000	SALES-FOOD	0	164,614	43,000
0569-095-451.000	SALES-FOOD	0	2,000	2,000

		AUX. ENTERPRISES REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
SALES & SERVICE FEES					
0561-021-451.010	SALES CATERING - INTERNAL		280,120	225,000	255,000
0561-022-451.010	SALES CATERING - INTERNAL		0	5,000	2,000
0561-021-451.100	PEPSI VENDING CONTRACT		74,073	84,000	76,000
0510-016-451.150	SALES - THRIVE		26,769	40,000	70,000
0510-016-451.160	SALES - SAVEUR		13,204	28,000	30,000
0510-016-451.170	SALES - CULINARY CAFE/KIOSK		26,261	15,000	50,000
0562-022-452.000	SALES-BOOKSTORE		3,503,875	6,318,000	6,318,000
0562-022-452.005	REVENUE-BOOKSTORE LOANS		1,655,734	0	0
0563-017-453.017	SALES-BLAZER		16,750	16,000	16,000
0518-108-456.000	PUBLICATIONS AND DUES		10,575	7,500	7,600
0569-069-459.001	CHILD CARE TUITION		63,666	93,000	63,460
0569-070-459.002	AUTOMOTIVE SERVICES		215,760	372,175	373,097
0514-512-459.012	VENDING MACHINE		912	1,500	0
0510-516-459.016	ICE CARVING REVENUE		275	0	0
0510-009-459.017	MEMBERSHIP FEE		9,760	10,000	10,000
0569-069-459.065	REGISTRATION		1,050	1,000	1,050
0569-069-459.066	IDHS PAYMENTS		6,003	0	6,000
0569-069-459.067	ISBE FOOD PAYMENTS		6,183	4,000	6,200
0569-090-459.090	GREENHOUSE		120,333	104,000	115,000
0510-016-459.301	SALES-LOUNGE		5,105	5,000	10,000
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	TOTAL	SALES & SERVICE FEES	7,224,744	8,975,893	8,590,007
FACILITIES REVENUE					
0567-205-461.000	BUILDING RENTALS		0	75,000	75,000
0567-205-461.210	RENAISSANCE CENTER RENTALS		0	50,000	60,000
0564-600-461.215	EVENT CENTER-ATHLETIC EVENTS		0	0	117,210
0567-205-461.215	EVENT CENTER-ATHLETIC EVENTS		0	130,000	0
0567-205-461.216	EVENT CENTER-EVENTS		0	20,000	20,000
0510-002-463.002	LOCKR RNTL FN ARTS		0	125	125
0516-511-469.000	OTHER FACILITY RENTAL		4,220	7,000	0
0510-009-469.004	LOCKER RENTALS FITNESS CTR.		1,986	2,000	2,100
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	TOTAL	FACILITIES REVENUE	6,206	284,125	274,435

		AUX. ENTERPRISES REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OTHER REVENUES					
0516-511-490.000	OTHER REV.		250	7,190	0
0519-202-490.000	OTHER REV.		0	5,000	0
0593-204-491.000	STUDENT FINES		28,179	30,000	30,000
0569-101-496.141	JJC FARM REV-CORN		26,092	31,500	42,875
0569-101-496.142	JJC FARM REV-SOYBEAN		13,566	17,100	11,250
0569-101-496.145	JJC FARM REVENUE--OTHER		4,222	4,000	0
0510-515-499.000	OTHER REVENUE		17,693	0	0
0510-518-499.000	OTHER REVENUE		91	0	0
0518-108-499.000	OTHER REVENUE		0	500	900
0531-301-499.000	OTHER REVENUE		2,400	6,500	6,500
0535-306-499.000	OTHER REVENUE		5,615	10,000	13,600
0549-323-499.000	OTHER REVENUE		20-	0	0
0561-174-499.000	OTHER REVENUE		0	185	185
0561-175-499.000	OTHER REVENUE		0	2,000	0
0563-004-499.000	OTHER REVENUE		1,200	2,000	2,000
0563-013-499.000	OTHER REVENUE		990	1,000	1,000
0563-022-499.000	OTHER REVENUE		0	1,000	1,000
0569-120-499.000	OTHER REVENUE		3,860	3,000	3,000
0569-122-499.000	OTHER REVENUE		189	240	200
0510-504-499.018	CERTIFICATION FEES		2,121	1,000	1,000
0518-105-499.022	DEGREE/CERTIFICATE REPRINT FEE		240	0	0
0549-783-499.061	MISC REVENUE		1,632	4,000	4,000
0561-021-499.202	MISC REV-VEND. MACH.		10,438	14,000	10,000
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TOTAL	OTHER REVENUES		118,758	140,215	127,510
TRANS FROM OTHER FUNDS					
0561-021-720.001	TRANS FROM ED FUND		148,707	0	205,000
0561-022-720.001	TRANS FROM ED FUND		0	0	27,000
0564-088-720.001	TRANS FROM ED FUND		0	130,172	180,000
0569-069-720.005	TRANS FROM AUX ENT FUND		107,957	90,646	115,300
0569-090-720.005	TRANS FROM AUX ENT FUND		4,386	124,570	115,400
0569-101-720.005	TRANS FROM AUX ENT FUND		72,524	69,581	67,400
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TOTAL	TRANS FROM OTHER FUNDS		333,574	414,969	710,100

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		AUX. ENTERPRISES REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
TRANS FROM OTHER FUNDS					
TOTAL	AUX. ENTERPRISES		14,554,088	17,002,273	17,132,825

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
FINE ARTS					
0510-002-596.016	FINE ARTS REST-CLEAR		0	125	125
	TOTAL FINE ARTS		0	125	125
NATURAL SCI & P.E.					
0510-009-512.000	PROF/TECH SALARIES		51,892	47,336	48,283
0510-009-512.110	P.T. PROF TECH		15,827	20,000	20,000
0510-009-519.001	OTHER PART TIME		20,330	25,000	25,000
0510-009-519.024	OVERTIME ALLOCATION		1,199	7,000	7,000
	SUBTOTAL SALARIES		89,248	99,336	100,283
0510-009-521.000	EMPLOYEE BENEFITS		26,125	27,664	27,657
0510-009-534.019	FTNSS CNTR REPAIRS		2,957	2,000	2,000
0510-009-543.317	FITNESS CENTER SUPP.		662	1,000	1,000
	TOTAL NATURAL SCI & P.E.		118,992	130,000	130,940
CULINARY ARTS					
0510-016-512.000	PROF/TECH SALARIES		0	0	40,707
0510-016-512.110	P.T. PROF TECH		0	31,773	0
0510-016-517.001	SERVICE STAFF PT		11,286	0	0
0510-016-517.230	GRATUITY		197	0	0
	SUBTOTAL SALARIES		11,483	31,773	40,707
0510-016-521.000	EMPLOYEE BENEFITS		0	0	11,186
0510-016-541.778	MISC EXPENSE		16,662	8,227	0
0510-016-543.000	INSTRUCTIONAL SUPPLIES		101,127	0	0
0510-016-548.003	SUPPLIES-FOOD SERV.		72,898	42,000	95,557
0510-016-548.204	RESALE SUP-BEER/WINE		5,773	3,500	10,000
0510-016-586.000	EQUIP-INSTRUCTIONAL		20,496	0	0
0510-016-594.000	FIN CHRGS & ADJSTMTS		25-	0	0
0510-016-594.418	CRDIT CARD CHRGS		1,899	2,500	2,550

AUX. ENTERPRISES  
EXPENSES

2016-17  
ACTUAL

2017-18  
BUDGET

2018-19  
BUDGET

INSTRUCTION  
INSTRUCTION  
CULINARY ARTS

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	TOTAL	CULINARY ARTS	230,313	88,000	160,000
AGRICULTURE COURSE FEES		INSTRUCTIONAL SUPPLIES	11,416	23,000	19,000
0510-501-543.000		COMPUTER SOFTWARE	4,732	5,000	5,000
0510-501-544.018		VISITATION & COORD.	7,565	10,000	10,000
0510-501-557.000		LIVESTOCK JUDGING CONTEST	10,309	11,000	11,000
0510-501-590.011			-----	-----	-----
	TOTAL	AGRICULTURE COURSE FEES	34,022	49,000	45,000
FINE ARTS COURSE FEES		CONT.SC-OTHER	7,056	10,000	10,000
0510-502-539.000		PRNT XEROX SPCH	0	500	0
0510-502-542.313		SUPPLIES ART	22,681	23,500	23,500
0510-502-543.311		SUPPLIES MUSIC	15,800	16,000	16,000
0510-502-543.312		SUPP. SPCH/THEATRE	20,978	21,000	21,000
0510-502-543.313		SUPPLIES INTER DESGN	1,907	2,000	2,500
0510-502-543.903		STUDENT TRAVEL	138	2,000	2,000
0510-502-551.005			-----	-----	-----
	TOTAL	FINE ARTS COURSE FEES	68,560	75,000	75,000
BUSINESS COURSE FEES		INSTRUCTIONAL SUPPLIES	29,641	30,000	22,000
0510-503-543.000		INSTR SUPPLIES HOSPITALITY	2,327	20,000	13,000
0510-503-543.017			-----	-----	-----
	TOTAL	BUSINESS COURSE FEES	31,968	50,000	35,000
CIOS COURSE FEES		STUDENT INTERN	3,440	7,000	7,000
0510-504-518.157			-----	-----	-----
	SUBTOTAL	SALARIES	3,440	7,000	7,000
0510-504-543.000		INSTRUCTIONAL SUPPLIES	26,417	31,000	31,000
0510-504-544.018		COMPUTER SOFTWARE	28,309	25,000	25,000
0510-504-551.000		TRAVEL & MEETINGS	790	2,500	2,500

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
CIOS COURSE FEES					
0510-504-551.003	OPEN HOUSE		1,180	1,500	1,500
0510-504-599.082	WEB CONTEST		0	2,500	2,500
0510-504-599.083	HIM		468	1,000	1,000
0510-504-599.084	GAME DESIGN		0	1,000	1,000
0510-504-599.085	DIGITAL MEDIA		320	1,500	1,500
	TOTAL	CIOS COURSE FEES	60,924	73,000	73,000
ENGLISH/FR LANGUAGE COURSE FEES					
0510-505-543.000	INSTRUCTIONAL SUPPLIES		9,598	19,000	19,000
	TOTAL	ENGLISH/FR LANGUAGE COURSE FEE	9,598	19,000	19,000
MATH COURSE FEES					
0510-508-543.000	INSTRUCTIONAL SUPPLIES		28,543	39,000	39,000
	TOTAL	MATH COURSE FEES	28,543	39,000	39,000
NATURAL SCIENCE COURSE FEES					
0510-509-534.004	CADAVER PRO SECTION & MAINT		0	5,000	5,000
0510-509-541.022	CADAVER REPLACEMENT		6,010	11,000	11,000
0510-509-541.027	DEIONIZED WATER		0	2,500	2,500
0510-509-543.000	INSTRUCTIONAL SUPPLIES		101,296	156,500	151,500
0510-509-543.308	INSTR SUPPLIES CHEM		20,527	26,000	26,000
0510-509-543.309	INSTR SUPPLIES PHYSICS		3,887	4,500	4,500
0510-509-543.310	INSTR SUPPLIES GEOGRAPHY		729	3,000	3,000
0510-509-543.314	INSTR SUPPLIES BIO SCIENCE		44,480	39,500	39,500
0510-509-543.315	INSTR SUPPLIES PHYS. ED		76	2,000	2,000
	TOTAL	NATURAL SCIENCE COURSE FEES	177,005	250,000	245,000
SOCIAL SCIENCE COURSE FEES					
0510-514-541.000	OFFICE SUPPLIES		0	0	2,000
0510-514-543.000	INSTRUCTIONAL SUPPLIES		30,516	27,000	27,000
0510-514-543.044	SUPPLS CENTRL STORES		1,850	2,000	0
	TOTAL	SOCIAL SCIENCE COURSE FEES	32,366	29,000	29,000

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
TECHNICAL COURSE FEES					
0510-515-543.000	INSTRUCTIONAL SUPPLIES		95,924	168,000	165,000
0510-515-544.018	COMPUTER SOFTWARE		34,093	35,000	35,000
0510-515-551.005	STUDENT TRAVEL		10,000	10,000	10,000
0510-515-586.000	EQUIP-INSTRUCTIONAL		9,265	0	0
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	TOTAL TECHNICAL COURSE FEES		149,282	213,000	210,000
CULINARY ARTS COURSE FEES					
0510-516-512.000	PROF/TECH SALARIES		30,801	0	0
0510-516-512.110	P.T. PROF TECH		114,481	83,600	100,000
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	SUBTOTAL SALARIES		145,282	83,600	100,000
0510-516-521.000	EMPLOYEE BENEFITS		12,960	0	0
0510-516-539.201	OTHER CONT.-LICENSES		0	3,835	4,314
0510-516-543.000	INSTRUCTIONAL SUPPLIES		210,689	181,565	164,686
0510-516-710.001	TRANSFER TO ED		0	75,000	75,000
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	TOTAL CULINARY ARTS COURSE FEES		368,931	344,000	344,000
NURSING COURSE FEES					
0510-517-541.097	COMPUTERIZED TESTING MATERIAL		51,359	105,000	107,100
0510-517-543.000	INSTRUCTIONAL SUPPLIES		4,868	10,000	10,200
0510-517-543.003	INSTR SUPPLIES/COURSE FEES		0	11,000	8,700
0510-517-543.024	INSTR.SUPPLIES-LAB.		15,742	20,000	20,000
0510-517-543.035	INSTR.SUPPLIES-RADIOLOGY		327	0	0
0510-517-543.321	INSTR SUPPLIES FSCI/EMS		76	0	0
0510-517-549.062	OTHER/LICENSES		330-	0	0
0510-517-586.000	EQUIP-INSTRUCTIONAL		91,456	0	0
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	TOTAL NURSING COURSE FEES		163,498	146,000	146,000



		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
VET TECH COURSE FEES					
0510-518-534.000	CNTR SVC MNT & REPRS		5,734	5,000	5,000
0510-518-543.000	INSTRUCTIONAL SUPPLIES		18,414	19,000	19,000
	TOTAL	VET TECH COURSE FEES	24,148	24,000	24,000
ACADEMIC COURSE FEES					
0510-519-543.000	INSTRUCTIONAL SUPPLIES		18,324	12,000	12,000
0510-519-586.000	EQUIP-INSTRUCTIONAL		172,764	0	0
	TOTAL	ACADEMIC COURSE FEES	191,088	12,000	12,000
HEALTH & PUB SERV COURSE FEES					
0510-525-512.110	P.T. PROF TECH		9,555	11,660	11,895
	SUBTOTAL	SALARIES	9,555	11,660	11,895
0510-525-532.513	CONSULTING SER - ADJUNCTS		0	10,000	10,000
0510-525-543.000	INSTRUCTIONAL SUPPLIES		19,762	39,340	39,105
0510-525-543.035	INSTR.SUPPLIES-RADIOLOGY		12,422	9,000	9,000
0510-525-543.036	INSTR.SUPPLIES-SONOGRAPHY		1,959	10,000	10,000
	TOTAL	HEALTH & PUB SERV COURSE FEES	43,698	80,000	80,000
	TOTAL	INSTRUCTION	1,732,936	1,621,125	1,667,065
EVENING SCHOOL					
ROMEOVILLE CAMPUS					
0514-512-599.012	VENDING MACHINE SUPPLIES		803	1,500	0
	TOTAL	ROMEOVILLE CAMPUS	803	1,500	0
	TOTAL	EVENING SCHOOL	803	1,500	0

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
SUMMER SCHOOL					
USDA FARMERS MARKET					
0516-511-512.110	P.T. PROF TECH		7,021	9,665	0
0516-511-518.010	SAL-STU EMPLOYEES W/		1,375	920	0
	SUBTOTAL SALARIES		8,396	10,585	0
0516-511-541.000	OFFICE SUPPLIES		289	425	0
0516-511-547.000	ADVERTISING		2,813	2,480	0
0516-511-551.000	TRAVEL & MEETINGS		0	400	0
0516-511-594.418	CRDIT CARD CHRGES		89	300	0
	TOTAL USDA FARMERS MARKET		11,587	14,190	0
	TOTAL SUMMER SCHOOL		11,587	14,190	0
GENERAL STUDIES					
CORPORATE SERVICES					
0517-911-511.000	ADMIN. SALARIES		142,201	124,266	126,751
0517-911-512.000	PROF/TECH SALARIES		99,348	97,731	142,240
0517-911-513.105	SAL INST SEMINAR		156,857	131,787	134,423
0517-911-516.000	OFFICE STAFF		47,497	48,922	0
0517-911-516.110	P.T. CLERICAL		37,220	44,758	42,378
0517-911-519.021	PHONE STIPEND		600	600	0
	SUBTOTAL SALARIES		483,723	448,064	445,792
0517-911-521.000	EMPLOYEE BENEFITS		112,541	140,010	112,000
0517-911-532.000	CONTR SVC CONSULTAT		124,450	90,000	40,000
0517-911-539.019	ADMIN FEES		75,000	100,000	75,000
0517-911-541.000	OFFICE SUPPLIES		4,083	5,000	6,120
0517-911-542.000	PRINTING		4,221	7,500	7,650
0517-911-543.044	SUPPLS CENTRL STORES		541	1,000	0
0517-911-543.089	SEMINAR SUPPLIES		74,147	104,424	185,828
0517-911-544.022	POSTAGE		7,003	8,000	8,160

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
GENERAL STUDIES					
CORPORATE SERVICES					
0517-911-547.000	ADVERTISING		395	0	0
0517-911-548.000	RESALE SUPPLIES		6,159	5,206	5,310
0517-911-553.031	STAFF TRAVEL		6,665	7,000	7,140
0517-911-575.000	TELEPHONE		541	1,950	0
	TOTAL CORPORATE SERVICES		899,469	918,154	893,000
PROFESSIONAL DEVELOPMENT					
0517-912-511.000	ADMIN. SALARIES		49,149	56,671	56,116
0517-912-513.105	SAL INST SEMINAR		31,262	47,627	48,580
	SUBTOTAL SALARIES		80,411	104,298	104,696
0517-912-521.000	EMPLOYEE BENEFITS		8,799	11,380	27,683
0517-912-532.000	CONTR SVC CONSULTAT		92,615	86,377	84,785
0517-912-539.019	ADMIN FEES		20,000	20,000	20,000
0517-912-541.000	OFFICE SUPPLIES		1,189	1,000	1,020
0517-912-542.000	PRINTING		8,234	14,000	12,000
0517-912-543.089	SEMINAR SUPPLIES		44,554	51,622	38,267
0517-912-544.022	POSTAGE		2,586	6,723	6,857
0517-912-547.000	ADVERTISING		2,410	2,000	2,040
0517-912-548.000	RESALE SUPPLIES		740	1,500	1,530
0517-912-553.031	STAFF TRAVEL		2,012	1,000	1,020
0517-912-575.000	TELEPHONE		1	100	102
	TOTAL PROFESSIONAL DEVELOPMENT		263,551	300,000	300,000
LIFELONG LEARNING					
0517-913-511.000	ADMIN. SALARIES		51,584	62,187	63,432
0517-913-512.000	PROF/TECH SALARIES		42,908	43,773	44,647
0517-913-513.105	SAL INST SEMINAR		99,644	54,854	54,411
	SUBTOTAL SALARIES		194,136	160,814	162,490

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
GENERAL STUDIES					
LIFELONG LEARNING					
0517-913-521.000	EMPLOYEE BENEFITS		19,697	21,590	22,700
0517-913-532.000	CONTR SVC CONSULTAT		30,856	25,000	25,500
0517-913-539.019	ADMIN FEES		17,400	17,400	17,400
0517-913-541.000	OFFICE SUPPLIES		19	1,000	1,020
0517-913-542.000	PRINTING		3,214	1,829	1,866
0517-913-543.089	SEMINAR SUPPLIES		32,742	25,022	24,844
0517-913-544.022	POSTAGE		0	500	510
0517-913-547.000	ADVERTISING		166	1,000	1,020
0517-913-548.000	RESALE SUPPLIES		6,207	3,000	3,060
0517-913-553.031	STAFF TRAVEL		769	3,000	3,060
0517-913-599.216	VOCATIONAL TRAINING		0	1,500	1,530
	TOTAL LIFELONG LEARNING		305,206	261,655	265,000
COMM'L DRIVER LICENSE TRNG.					
0517-914-512.110	P.T. PROF TECH		0	22,820	21,504
0517-914-516.110	P.T. CLERICAL		22,490	0	0
	SUBTOTAL SALARIES		22,490	22,820	21,504
0517-914-532.000	CONTR SVC CONSULTAT		253,000	280,000	285,600
0517-914-539.019	ADMIN FEES		9,000	9,000	9,000
0517-914-541.000	OFFICE SUPPLIES		0	367	774
0517-914-542.000	PRINTING		275	1,400	2,807
0517-914-543.089	SEMINAR SUPPLIES		200	6,013	6,133
0517-914-599.216	VOCATIONAL TRAINING		19,176	39,950	39,950
	TOTAL COMM'L DRIVER LICENSE TRNG.		304,141	359,550	365,768
ON-LINE SHORT-TERM TRAINING					
0517-915-516.000	OFFICE STAFF		18,530	18,834	19,209
	SUBTOTAL SALARIES		18,530	18,834	19,209

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
GENERAL STUDIES					
ON-LINE SHORT-TERM TRAINING					
0517-915-521.000	EMPLOYEE BENEFITS		125	92	5,560
0517-915-532.000	CONTR SVC CONSULTAT		32,736	30,450	30,231
0517-915-539.019	ADMIN FEES		1,000	1,000	1,000
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TOTAL	ON-LINE SHORT-TERM TRAINING		52,391	50,376	56,000
PROFESSIONAL SERVICES HEALTH					
0517-933-511.000	ADMIN. SALARIES		31,696	32,330	32,977
0517-933-513.105	SAL INST SEMINAR		16,629	22,996	22,456
0517-933-519.000	SALARIES-OTHER		3,240	3,570	2,441
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SUBTOTAL	SALARIES		51,565	58,896	57,874
0517-933-521.000	EMPLOYEE BENEFITS		11,692	12,548	12,556
0517-933-532.000	CONTR SVC CONSULTAT		0	400	408
0517-933-532.003	CONTR SVC STIPEND		2,331	5,304	5,410
0517-933-532.105	CONTRACTUAL SERVICE		17,690	24,000	23,480
0517-933-534.000	CNTR SVC MNT & REPRS		106	300	306
0517-933-539.016	BACKGROUND CHECK		8,176	14,000	13,280
0517-933-541.000	OFFICE SUPPLIES		1,274	2,000	2,048
0517-933-542.000	PRINTING		0	500	510
0517-933-543.000	INSTRUCTIONAL SUPPLIES		8,161	15,000	14,582
0517-933-543.044	SUPPLS CENTRL STORES		398	400	0
0517-933-543.089	SEMINAR SUPPLIES		7,278	13,785	10,662
0517-933-544.022	POSTAGE		0	100	102
0517-933-547.000	ADVERTISING		0	467	476
0517-933-551.000	TRAVEL & MEETINGS		154	300	306
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TOTAL	PROFESSIONAL SERVICES HEALTH		108,825	148,000	142,000

JOLIET JUNIOR COLLEGE  
BUDGET BOOKLET

AUX. ENTERPRISES  
EXPENSES

2016-17	2017-18	2018-19
ACTUAL	BUDGET	BUDGET

INSTRUCTION

GENERAL STUDIES

WORKFORCE SERV/WDC

0517-943-543.089	SEMINAR SUPPLIES	0	900	918
0517-943-547.000	ADVERTISING	2,059	1,899	1,937
0517-943-549.100	ASSESSMENT SUPPLIES	28,527	28,641	29,214
0517-943-553.031	STAFF TRAVEL	389	7,300	7,446
0517-943-559.000	OTHR CONFR & MTNG EX	155	900	125
0517-943-585.000	EQUIPMENT-OFFICE	23,624	0	0

TOTAL

WORKFORCE SERV/WDC

54,754	39,640	39,640
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GRUNDY EDUCATION CENTER

0517-952-541.000	OFFICE SUPPLIES	0	100	100
0517-952-542.000	PRINTING	0	400	400
0517-952-547.000	ADVERTISING	0	200	200
0517-952-549.100	ASSESSMENT SUPPLIES	1,642	1,400	1,400
0517-952-553.031	STAFF TRAVEL	874	900	900

TOTAL

GRUNDY EDUCATION CENTER

2,516	3,000	3,000
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TOTAL

GENERAL STUDIES

1,990,853	2,080,375	2,064,408
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ADMINISTRATION

PHI THETA KAPPA

0518-108-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT	0	0	500
0518-108-546.011	MEMBERSHIP DUES	1,055	5,000	5,000
0518-108-551.000	TRAVEL & MEETINGS	9,739	3,000	3,000

TOTAL

PHI THETA KAPPA

10,794	8,000	8,500
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TOTAL

ADMINISTRATION

10,794	8,000	8,500
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JOLIET JUNIOR COLLEGE  
BUDGET BOOKLET

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION OTHER MUSICA VIVA 0519-202-590.000	OTHER EXPENDITURES		3,200	5,000	0
	TOTAL MUSICA VIVA		3,200	5,000	0
	TOTAL OTHER		3,200	5,000	0
	TOTAL INSTRUCTION		3,750,173	3,730,190	3,739,973
LIBRARY CENTER LIBRARY CENTER LIBRARY 0521-102-515.120	P.T. ACADEMIC SUPPORT FALL/SPR		0	9,000	9,000
	SUBTOTAL SALARIES		0	9,000	9,000
0521-102-542.000	PRINTING		840	300	300
0521-102-543.000	INSTRUCTIONAL SUPPLIES		135	400	400
0521-102-543.115	SUPPLIES LIBRARY		15,000	15,000	15,000
0521-102-544.018	COMPUTER SOFTWARE		14,705	14,000	14,000
0521-102-551.000	TRAVEL & MEETINGS		236	300	300
	TOTAL LIBRARY		30,916	39,000	39,000
	TOTAL LIBRARY CENTER		30,916	39,000	39,000
COMMUNICATION CENTER ACADEMIC SKILLS CNTR 0523-104-512.110	P.T. PROF TECH		5,000	16,545	10,876
0523-104-516.110	P.T. CLERICAL		16,476	63,505	21,938
0523-104-518.010	SAL-STU EMPLOYEES W/		1,675	20,000	10,000
0523-104-519.417	TUTORS SALARY ACAD. SKILLS		2,320	5,000	3,000
	SUBTOTAL SALARIES		25,471	105,050	45,814

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT					
COMMUNICATION CENTER					
ACADEMIC SKILLS CNTR					
	0523-104-532.000	CONTR SVC CONSULTAT	0	0	25,000
	0523-104-541.000	OFFICE SUPPLIES	65,837	78,850	35,086
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	TOTAL	ACADEMIC SKILLS CNTR	91,308	183,900	105,900
iCAMPUS					
	0523-105-512.000	PROF/TECH SALARIES	50,161	53,635	51,000
	0523-105-518.010	SAL-STU EMPLOYEES W/	4,195	6,000	12,000
	0523-105-519.058	OTHER-WEB BASED SAL	1,650	15,800	15,800
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	SUBTOTAL	SALARIES	56,006	75,435	78,800
	0523-105-521.000	EMPLOYEE BENEFITS	10,462	11,342	28,000
	0523-105-532.105	CONTRACTUAL SERVICE	293,670	365,082	369,461
	0523-105-542.114	PRINTING XEROX SS	785	1,000	1,020
	0523-105-543.000	INSTRUCTIONAL SUPPLIES	11,183	8,458	8,831
	0523-105-543.044	SUPPLS CENTRL STORES	28	200	0
	0523-105-544.018	COMPUTER SOFTWARE	6,182	13,623	16,230
	0523-105-546.000	PUBLICATIONS & DUES	6,427	10,185	10,389
	0523-105-551.000	TRAVEL & MEETINGS	4,844	11,000	11,220
	0523-105-551.011	PROFESSIONAL DEVEL.	13,973	18,675	19,049
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	TOTAL	iCAMPUS	403,560	515,000	543,000
	TOTAL	COMMUNICATION CENTER	494,868	698,900	648,900
	TOTAL	ACADEMIC SUPPORT	525,784	737,900	687,900



		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
ADMISSIONS & RECORDS					
REGISTRATION & RECORDS					
0531-300-539.021	CNTR SC GRDUATION		27,761	27,000	27,000
	TOTAL	REGISTRATION & RECORDS	27,761	27,000	27,000
ADMISSIONS					
0531-301-541.000	OFFICE SUPPLIES		4,675	5,000	5,000
0531-301-599.093	COLLEGE NIGHT		0	1,500	1,500
	TOTAL	ADMISSIONS	4,675	6,500	6,500
	TOTAL	ADMISSIONS & RECORDS	32,436	33,500	33,500
COUNSELING & TESTING					
OFFICE STUD RIGHTS & RESPONSIB					
0532-301-532.000	CONTR SVC CONSULTAT		3,500-	3,500	3,500
	TOTAL	OFFICE STUD RIGHTS & RESPONSIB	3,500-	3,500	3,500
CAREER & COLLEGE READINESS					
0532-315-559.111	MTG/WKSHP EXPNSE		0	3,600	0
	TOTAL	CAREER & COLLEGE READINESS	0	3,600	0
	TOTAL	COUNSELING & TESTING	3,500-	7,100	3,500
CAREER SERVICES					
CAREER SERVICES/JOB FAIR					
0535-306-541.000	OFFICE SUPPLIES		801	785	1,100
0535-306-542.010	PRNT XEROX CHRGS ALL		2,393	990	2,525
0535-306-543.044	SUPPLS CENTRL STORES		50	50	0
0535-306-547.000	ADVERTISING		2,769	3,975	3,975
0535-306-551.000	TRAVEL & MEETINGS		6,164	4,200	6,000
	TOTAL	CAREER SERVICES/JOB FAIR	12,177	10,000	13,600

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
CAREER SERVICES					
CAREER PLANNING					
0535-309-542.010	PRNT XEROX CHRGS ALL		55	0	0
	TOTAL CAREER PLANNING		55	0	0
	TOTAL CAREER SERVICES		12,232	10,000	13,600
STUDENT ACTIVITIES					
STUDENT SERVICES & ACTIVITIES					
0536-306-519.000	SALARIES-OTHER		0	90	90
	SUBTOTAL SALARIES		0	90	90
0536-306-530.000	CONTRACTUAL SERVICE		14,750	15,000	15,910
0536-306-542.000	PRINTING		1,000	1,000	1,000
0536-306-549.999	SUPPLIES/OTHER		110	500	500
0536-306-594.770	SPECIAL PROJECTS		1,543	3,410	2,500
	TOTAL STUDENT SERVICES & ACTIVITIES		17,403	20,000	20,000
	TOTAL STUDENT ACTIVITIES		17,403	20,000	20,000
OTHER					
STUDENT SERVICES/OTHER GSD					
0539-311-542.010	PRNT XEROX CHRGS ALL		0	1,000	1,000
0539-311-543.000	INSTRUCTIONAL SUPPLIES		8,902	8,600	8,600
0539-311-551.000	TRAVEL & MEETINGS		0	400	400
	TOTAL STUDENT SERVICES/OTHER GSD		8,902	10,000	10,000
	TOTAL OTHER		8,902	10,000	10,000
	TOTAL STUDENT SERVICES		67,473	80,600	80,600

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
COMMUNITY SERVICES					
CED ANCILLARY PROJECTS					
0541-104-516.000	OFFICE STAFF		18,529	18,834	19,209
0541-104-516.110	P.T. CLERICAL		19,627	24,164	29,400
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	SUBTOTAL SALARIES		38,156	42,998	48,609
0541-104-521.000	EMPLOYEE BENEFITS		1,247	500	5,560
0541-104-539.000	CONT.SC-OTHER		27,600	27,877	28,435
0541-104-544.022	POSTAGE		56,424	54,000	55,579
0541-104-547.000	ADVERTISING		87,651	99,625	96,817
0541-104-586.000	EQUIP-INSTRUCTIONAL		4,795	25,000	20,000
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	TOTAL CED ANCILLARY PROJECTS		215,873	250,000	255,000
	TOTAL COMMUNITY SERVICES		215,873	250,000	255,000
OTHER					
SBDC PROGRAM INCOME 08					
0549-323-521.000	EMPLOYEE BENEFITS		1,122-	0	0
0549-323-548.000	RESALE SUPPLIES		20-	0	0
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	TOTAL SBDC PROGRAM INCOME 08		1,142-	0	0
MADRIGAL DINNER					
0549-783-599.061	MISC EXPENSE		1,919	4,000	4,000
			-----	-----	-----
	TOTAL MADRIGAL DINNER		1,919	4,000	4,000
EPICUREAN FESTIVAL OF FOOD & WINE TASTING					
0549-784-551.047	TRAVEL/MTGS INSTRUCTOR 11		1,289-	0	0
0549-784-551.048	TRAVEL/MTGS INSTRUCTOR 10		1,500-	0	0
0549-784-551.050	TRAVEL/MTGS INSTRUCTOR 8		1,494-	0	0
0549-784-551.051	TRAVEL/MTGS INSTRUCTOR 1		1,500-	0	0
0549-784-551.052	TRAVEL/MTGS INSTRUCTOR 2		1,500-	0	0
0549-784-551.053	TRAVEL/MTGS INSTRUCTOR 3		1,500-	0	0
0549-784-551.054	TRAVEL/MTGS INSTRUCTOR 4		1,500-	0	0

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
OTHER					
EPICUREAN FESTIVAL OF FOOD & WINE TASTING					
0549-784-551.055	TRAVEL/MTGS INSTRUCTOR 5		822-	0	0
0549-784-551.056	TRAVEL/MTGS INSTRUCTOR 6		75	0	0
0549-784-551.057	TRAVEL/MTGS INSTRUCTOR 7		750-	0	0
			-----	-----	-----
TOTAL	EPICUREAN FESTIVAL OF FOOD & W		11,780-	0	0
TOTAL	OTHER		11,003-	4,000	4,000
TOTAL	PUBLIC SERVICES		204,870	254,000	259,000
FOOD SERVICE					
FOOD SERVICE					
FOOD SERVICE					
0561-021-511.000	ADMIN. SALARIES		83,900	85,578	87,290
0561-021-512.000	PROF/TECH SALARIES		62,679	63,933	65,212
0561-021-512.110	P.T. PROF TECH		23,148	27,603	28,154
0561-021-517.000	SERVICE STAFF		501,423	512,535	505,000
0561-021-518.010	SAL-STU EMPLOYEES W/		8,840	12,600	11,000
0561-021-519.024	OVERTIME ALLOCATION		14,847	12,500	12,000
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SUBTOTAL	SALARIES		694,837	714,749	708,656
0561-021-521.000	EMPLOYEE BENEFITS		222,800	242,195	242,287
0561-021-522.000	EMP. BENEFITS- MEALS		21,721	23,000	23,000
0561-021-534.000	CNTR SVC MNT & REPRS		16,322	24,700	21,000
0561-021-541.000	OFFICE SUPPLIES		2,705	2,300	1,950
0561-021-543.015	FOOD SVC MNTNC SUPPL		4,206	5,000	5,800
0561-021-543.044	SUPPLS CENTRL STORES		0	150	0
0561-021-543.801	SUPPLIES-UNIFORMS		3,416	4,000	4,000
0561-021-546.000	PUBLICATIONS & DUES		780	780	850
0561-021-548.003	SUPPLIES-FOOD SERV.		548,659	623,000	526,000
0561-021-549.208	LINENS AND UNIFORMS		9,206	9,000	8,000
0561-021-549.999	SUPPLIES/OTHER		62,938	73,750	60,000

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT.					
FOOD SERVICE					
FOOD SERVICE					
0561-021-551.000	TRAVEL & MEETINGS		454	1,000	800
0561-021-561.000	RENTAL-FACILITIES		38,950	38,950	38,950
0561-021-575.000	TELEPHONE		93	130	0
0561-021-585.000	EQUIPMENT-OFFICE		565	0	0
0561-021-594.001	BANK CHARGES		0	400	307
0561-021-594.418	CRDIT CARD CHRGES		41,128	40,000	40,000
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	TOTAL FOOD SERVICE		1,668,780	1,803,104	1,681,600
FOOD SERVICE/ROMEUVILLE					
0561-022-517.000	SERVICE STAFF		0	77,818	29,272
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	SUBTOTAL SALARIES		0	77,818	29,272
0561-022-522.000	EMP. BENEFITS- MEALS		0	5,000	1,000
0561-022-534.000	CNTR SVC MNT & REPRS		0	5,200	7,855
0561-022-541.000	OFFICE SUPPLIES		0	525	400
0561-022-543.015	FOOD SVC MNTNC SUPPL		0	500	500
0561-022-543.801	SUPPLIES-UNIFORMS		0	350	250
0561-022-548.003	SUPPLIES-FOOD SERV.		0	67,846	26,248
0561-022-549.208	LINENS AND UNIFORMS		0	2,000	1,500
0561-022-549.999	SUPPLIES/OTHER		0	7,600	4,200
0561-022-551.000	TRAVEL & MEETINGS		0	100	700
0561-022-575.000	TELEPHONE		0	75	75
0561-022-594.001	BANK CHARGES		0	100	0
0561-022-594.418	CRDIT CARD CHRGES		0	2,500	0
			-----	-----	-----
	TOTAL FOOD SERVICE/ROMEUVILLE		0	169,614	72,000
CULINARY ARTS SPECIAL PROJECTS					
0561-174-540.000	SUPPLIES		0	185	185
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	TOTAL CULINARY ARTS SPECIAL PROJECTS		0	185	185

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT.					
FOOD SERVICE					
CULINARY ARTS/RESALE ITEMS					
0561-175-599.061	MISC EXPENSE		995	2,000	0
	TOTAL	CULINARY ARTS/RESALE ITEMS	995	2,000	0
	TOTAL	FOOD SERVICE	1,669,775	1,974,903	1,753,785
BOOKSTORE					
BOOKSTORE					
0562-022-511.000	ADMIN. SALARIES		70,068	71,469	72,898
0562-022-512.000	PROF/TECH SALARIES		97,274	104,701	52,544
0562-022-516.000	OFFICE STAFF		149,828	151,258	145,350
0562-022-516.110	P.T. CLERICAL		198,442	300,000	306,000
0562-022-519.024	OVERTIME ALLOCATION		1,464	0	0
	SUBTOTAL	SALARIES	517,076	627,428	576,792
0562-022-521.000	EMPLOYEE BENEFITS		138,701	149,475	138,109
0562-022-539.204	CONTRACTUAL SERVICES		36,635	51,591	52,623
0562-022-541.000	OFFICE SUPPLIES		1,749	5,970	6,089
0562-022-544.000	MATERIALS		5,355	6,322	6,448
0562-022-546.000	PUBLICATIONS & DUES		1,230	1,330	1,357
0562-022-547.000	ADVERTISING		1,538	4,500	4,590
0562-022-548.000	RESALE SUPPLIES		3,867,975	4,996,408	5,096,388
0562-022-551.000	TRAVEL & MEETINGS		669	4,000	4,080
0562-022-561.000	RENTAL-FACILITIES		49,500	49,500	50,490
0562-022-575.000	TELEPHONE		128	500	510
0562-022-590.000	OTHER EXPENDITURES		25	200	204
0562-022-594.001	BANK CHARGES		0	1,000	1,020
0562-022-594.418	CRDIT CARD CHRGES		43,606	50,000	51,000
0562-022-710.001	TRANSFER TO ED		218,811	175,625	145,500
0562-022-710.005	TRANS TO AUX FUND		76,910	194,151	182,800
	TOTAL	BOOKSTORE	4,959,908	6,318,000	6,318,000

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. BOOKSTORE BOOKSTORE					
	TOTAL	BOOKSTORE	4,959,908	6,318,000	6,318,000
CULTURAL SERIES GUEST ARTISTS 0563-004-530.000		CONTRACTUAL SERVICE	3,200	2,000	2,000
	TOTAL	GUEST ARTISTS	3,200	2,000	2,000
STUDENT FEES 0563-006-534.001 0563-006-710.005		EMERGENCY NOTIFICATION SYSTEM TRANS TO AUX FUND	17,000 107,957	20,000 90,646	20,000 115,300
	TOTAL	STUDENT FEES	124,957	110,646	135,300
FINE ARTS/ART CLAY 0563-009-543.311		SUPPLIES ART	1,007	2,500	2,500
	TOTAL	FINE ARTS/ART CLAY	1,007	2,500	2,500
MUSICAL ENSEMBLES 0563-012-539.005 0563-012-551.000		MUS ENS LIC AGREEMTS TRAVEL & MEETINGS	7,212 8,161	8,250 8,000	8,250 8,000
	TOTAL	MUSICAL ENSEMBLES	15,373	16,250	16,250
MUSIC USAGE 0563-013-596.020		MISCELLANEOUS EXPENSES	750	1,000	1,000
	TOTAL	MUSIC USAGE	750	1,000	1,000
WORDEATER 0563-016-512.000 0563-016-518.010		PROF/TECH SALARIES SAL-STU EMPLOYEES W/	1,372 0	2,400 1,700	2,400 0
	SUBTOTAL	SALARIES	1,372	4,100	2,400
0563-016-521.000		EMPLOYEE BENEFITS	1-	21	10

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. CULTURAL SERIES WORDEATER					
0563-016-532.000		CONTR SVC CONSULTAT	0	500	0
0563-016-541.000		OFFICE SUPPLIES	1,726	900	1,690
0563-016-542.000		PRINTING	3,158	5,478	4,000
0563-016-551.000		TRAVEL & MEETINGS	594	2,148	600
0563-016-592.001		SCHLRSHPS OTHR AWRDS	300	600	300
	TOTAL	WORDEATER	7,149	13,747	9,000
BLAZER					
0563-017-512.000		PROF/TECH SALARIES	9,996	10,000	10,000
0563-017-518.010		SAL-STU EMPLOYEES W/	9,080	7,700	7,700
	SUBTOTAL	SALARIES	19,076	17,700	17,700
0563-017-521.000		EMPLOYEE BENEFITS	54	54	54
0563-017-530.000		CONTRACTUAL SERVICE	4,518	9,505	9,505
0563-017-543.000		INSTRUCTIONAL SUPPLIES	47	895	895
0563-017-551.000		TRAVEL & MEETINGS	2,094	3,060	3,060
0563-017-575.000		TELEPHONE	0	0	0
0563-017-590.017		OTHER/COMMISSIONS	3,000	5,500	5,500
	TOTAL	BLAZER	28,789	36,714	36,714
ART-GUEST ARTIST					
0563-022-530.000		CONTRACTUAL SERVICE	0	1,000	1,000
	TOTAL	ART-GUEST ARTIST	0	1,000	1,000
ART-JEWELRY METALSMITHING					
0563-023-548.000		RESALE SUPPLIES	518	2,290	2,290
	TOTAL	ART-JEWELRY METALSMITHING	518	2,290	2,290
	TOTAL	CULTURAL SERIES	181,743	186,147	206,054



		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. ATHLETICS ATHLETICS ADMINISTR.					
0564-088-511.000	ADMIN. SALARIES		94,514	96,404	102,167
0564-088-512.000	PROF/TECH SALARIES		99,349	101,337	139,978
0564-088-512.110	P.T. PROF TECH		122,068	158,722	144,637
0564-088-516.000	OFFICE STAFF		35,351	35,896	0
0564-088-518.010	SAL-STU EMPLOYEES W/		0	0	13,500
0564-088-519.021	PHONE STIPEND		1,320	1,320	1,320
SUBTOTAL SALARIES			352,602	393,679	401,602
0564-088-521.000	EMPLOYEE BENEFITS		64,094	77,256	77,125
0564-088-532.000	CONTR SVC CONSULTAT		25,000	28,000	28,000
0564-088-538.000	INSTRCTCNL SVC CONTRA		42,402	40,101	40,101
0564-088-539.000	CONT.SC-OTHER		21,365	0	0
0564-088-541.000	OFFICE SUPPLIES		0	0	900
0564-088-542.010	PRNT XEROX CHRGS ALL		1,066	1,597	1,597
0564-088-543.000	INSTRUCTIONAL SUPPLIES		17,989	22,502	23,502
0564-088-543.044	SUPPLS CENTRL STORES		0	900	0
0564-088-546.000	PUBLICATIONS & DUES		10,675	13,835	13,835
0564-088-551.060	POST-SEASON TRAVEL		5,786	50,000	50,000
0564-088-575.000	TELEPHONE		97	1,832	0
TOTAL ATHLETICS ADMINISTR.			541,076	629,702	636,662
ATHLETICS					
0564-564-543.000	INSTRUCTIONAL SUPPLIES		28,533	31,020	31,020
0564-564-551.000	TRAVEL & MEETINGS		77,662	109,834	109,834
TOTAL ATHLETICS			106,195	140,854	140,854
ATHLETIC EVENT CNTR RENTAL					
0564-600-512.000	PROF/TECH SALARIES		0	0	48,766
0564-600-512.110	P.T. PROF TECH		0	0	41,496
0564-600-518.010	SAL-STU EMPLOYEES W/		0	0	18,000
SUBTOTAL SALARIES			0	0	108,262

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. ATHLETICS ATHLETIC EVENT CNTR RENTAL					
0564-600-521.000	EMPLOYEE BENEFITS		0	0	27,500
	TOTAL	ATHLETIC EVENT CNTR RENTAL	0	0	135,762
	TOTAL	ATHLETICS	647,271	770,556	913,278
STUDENT ORGANIZATION STUDENT CLUBS					
0565-400-512.110	P.T. PROF TECH		0	0	21,348
0565-400-519.000	SALARIES-OTHER		2,307	2,050	0
	SUBTOTAL	SALARIES	2,307	2,050	21,348
0565-400-594.437	STUDENT AFFAIRS		2,123	2,550	2,300
0565-400-594.456	STU LOCKER RENTAL		730-	0	0
0565-400-594.530	STUDENT LEADERSHIP		10,945	11,050	11,250
0565-400-594.531	STUDENT GOVERNMENT		4,419	5,000	5,000
0565-400-594.532	CROSS CULTURAL PROGRAMMING		43,635	43,850	40,800
0565-400-594.533	COLLEGIATE COUNCIL		35,542	42,183	33,750
0565-400-594.755	COLLEGE BOWL		700	700	700
0565-400-594.770	SPECIAL PROJECTS		3,630	4,000	4,000
	TOTAL	STUDENT CLUBS	102,571	111,383	119,148
	TOTAL	STUDENT ORGANIZATION	102,571	111,383	119,148
L J RENAISSANCE CNTR 214 N. OTTAWA/RESTAURANT					
0567-202-547.000	ADVERTISING		10	0	0
0567-202-548.000	RESALE SUPPLIES		9,080	0	0
0567-202-575.000	TELEPHONE		0	0	0
	TOTAL	214 N. OTTAWA/RESTAURANT	9,090	0	0

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT.					
L J RENAISSANCE CNTR					
CAMPUS FACILITY RENTAL					
0567-205-512.000	PROF/TECH SALARIES		0	120,168	74,138
0567-205-512.110	P.T. PROF TECH		0	48,000	0
0567-205-516.110	P.T. CLERICAL		0	15,360	15,670
0567-205-517.004	POLICE SALARY ALLOCATION		0	8,500	8,500
0567-205-517.005	FACILITY SALARY ALLOCATION		0	8,500	8,500
0567-205-518.010	SAL-STU EMPLOYEES W/		0	18,000	0
0567-205-519.021	PHONE STIPEND		0	240	240
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	SUBTOTAL SALARIES		0	218,768	107,048
0567-205-521.000	EMPLOYEE BENEFITS		0	54,732	27,900
0567-205-541.000	OFFICE SUPPLIES		0	500	500
0567-205-547.000	ADVERTISING		0	500	500
0567-205-551.000	TRAVEL & MEETINGS		0	500	500
			-----	-----	-----
	TOTAL CAMPUS FACILITY RENTAL		0	275,000	136,448
	TOTAL L J RENAISSANCE CNTR		9,090	275,000	136,448
OTHER					
EARLY CHILDHOOD CENTER					
0569-069-512.000	PROF/TECH SALARIES		58,875	57,410	58,559
0569-069-512.110	P.T. PROF TECH		53,305	48,573	49,541
0569-069-516.110	P.T. CLERICAL		13,923	16,300	16,630
0569-069-517.001	SERVICE STAFF PT		10,875	9,384	9,572
0569-069-518.010	SAL-STU EMPLOYEES W/		4,926	5,200	5,200
0569-069-519.024	OVERTIME ALLOCATION		915	1,400	1,428
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	SUBTOTAL SALARIES		142,819	138,267	140,930
0569-069-521.000	EMPLOYEE BENEFITS		25,893	27,696	27,727
0569-069-541.000	OFFICE SUPPLIES		1,538	1,000	1,268
0569-069-542.010	PRNT XEROX CHRGS ALL		320	300	306

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. OTHER					
EARLY CHILDHOOD CENTER					
0569-069-543.000		INSTRUCTIONAL SUPPLIES	1,281	1,160	1,183
0569-069-546.000		PUBLICATIONS & DUES	1,121	1,092	1,114
0569-069-549.509		SUPP. CHILD CARE FOO	11,509	17,000	17,340
0569-069-551.000		TRAVEL & MEETINGS	342	2,100	2,142
0569-069-575.000		TELEPHONE	36	31	0
	TOTAL	EARLY CHILDHOOD CENTER	----- 184,859	----- 188,646	----- 192,010
AUTO SHOP TECHNOLOGY					
0569-070-512.000		PROF/TECH SALARIES	45,260	46,175	47,097
	SUBTOTAL	SALARIES	----- 45,260	----- 46,175	----- 47,097
0569-070-541.050		SHOP VEHICLE PARTS	2,577	5,000	5,000
0569-070-541.056		SUPPLIES/SMALL TOOLS	13,769	15,000	15,000
0569-070-543.203		SERVICE SUPPLIES	37,087	90,000	90,000
0569-070-543.301		AUTO WARRANTY PARTS	1,459	5,000	5,000
0569-070-547.000		ADVERTISING	315	1,000	1,000
0569-070-548.000		RESALE SUPPLIES	132,275	210,000	210,000
	TOTAL	AUTO SHOP TECHNOLOGY	----- 232,742	----- 372,175	----- 373,097
OUTSIDE TRANSPORTATION					
0569-073-599.316		TRANSPORTATION	5,000	5,000	5,000
	TOTAL	OUTSIDE TRANSPORTATION	----- 5,000	----- 5,000	----- 5,000
GREENHOUSE					
0569-090-512.000		PROF/TECH SALARIES	61,086	62,316	63,562
0569-090-518.010		SAL-STU EMPLOYEES W/	17,391	34,500	34,500
	SUBTOTAL	SALARIES	----- 78,477	----- 96,816	----- 98,062
0569-090-521.000		EMPLOYEE BENEFITS	25,913	27,754	27,774
0569-090-534.000		CNTR SVC MNT & REPRS	2,225	4,000	4,000

		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT. OTHER GREENHOUSE					
0569-090-543.105		INSTR SUPPLIES FUEL	52	600	600
0569-090-548.000		RESALE SUPPLIES	77,009	99,400	99,964
	TOTAL	GREENHOUSE	183,676	228,570	230,400
HILLS STUDENT VET FEEDING PROG					
0569-095-543.025		FACILITY SUPPLIES	2,000	2,000	2,000
	TOTAL	HILLS STUDENT VET FEEDING PROG	2,000	2,000	2,000
JJC FARMLAND LAB					
0569-101-512.101		FARM OPER. MANAGER	58,304	58,372	57,200
	SUBTOTAL	SALARIES	58,304	58,372	57,200
0569-101-521.000		EMPLOYEE BENEFITS	25,901	27,709	28,025
0569-101-534.103		MACHINE REPAIR AND PARTS	14,087	12,600	12,000
0569-101-539.102		CNTR SVC MCHN LEASE	0	1,000	1,000
0569-101-540.000		SUPPLIES	3,605	1,000	1,000
0569-101-543.101		INSTR SUPPLIES FERTL	11,451	17,000	17,000
0569-101-543.105		INSTR SUPPLIES FUEL	473	1,800	1,800
0569-101-552.101		JJC FARM TRAVEL	1,489	1,500	1,500
0569-101-565.101		JJC FARM INSURANCE	1,095	1,200	2,000
	TOTAL	JJC FARMLAND LAB	116,405	122,181	121,525
STUDENT ID'S					
0569-120-516.110		P.T. CLERICAL	23,301	36,782	36,407
0569-120-518.010		SAL-STU EMPLOYEES W/	1,989	0	0
	SUBTOTAL	SALARIES	25,290	36,782	36,407
0569-120-532.000		CONTR SVC CONSULTAT	1,512	0	0
0569-120-540.000		SUPPLIES	18,967	19,900	19,900
0569-120-544.018		COMPUTER SOFTWARE	5,000	5,000	5,000

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AUX. ENTERPRISES  
EXPENSES

2016-17  
ACTUAL

2017-18  
BUDGET

2018-19  
BUDGET

INDEPENDENT OPERAT.  
OTHER

STUDENT ID'S  
0569-120-551.000

TRAVEL & MEETINGS

0

100

100

TOTAL

STUDENT ID'S

50,769

61,782

61,407

FAX SERVICE-LIBRARY

0569-122-540.000

SUPPLIES

0

200

200

0569-122-575.000

TELEPHONE

11

40

0

TOTAL

FAX SERVICE-LIBRARY

11

240

200

TOTAL

OTHER

775,462

980,594

985,639

TOTAL

INDEPENDENT OPERAT.

8,345,820

10,616,583

10,432,352

INSTITUT. EXPENSE

INSTITUT. EXPENSE

INSTITUTIONAL EXP

0592-112-543.022

LANDSCAPE SUPPLIES

3,560

0

0

TOTAL

INSTITUTIONAL EXP

3,560

0

0

TOTAL

INSTITUT. EXPENSE

3,560

0

0

CAMPUS SERVICES

CAMP SERV-PRKNG FINE

0593-204-539.016

BACKGROUND CHECK

2,700

3,000

3,000

0593-204-599.491

STU PARKING FINE EXP

28,166

30,000

30,000

TOTAL

CAMP SERV-PRKNG FINE

30,866

33,000

33,000

TOTAL

CAMPUS SERVICES

30,866

33,000

33,000

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		AUX. ENTERPRISES EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT					
DATA PROCESSING					
TECHNOLOGY ACTION PLAN					
0595-116-534.058	CONTRACTUAL-NEW INITIATIVES		9,689-	9,000	225,840
0595-116-541.358	COMPUTERS		302,425	502,600	570,446
0595-116-541.558	DISASTER RECOVERY		96,146	155,460	158,569
0595-116-544.018	COMPUTER SOFTWARE		143,558	150,194	156,745
0595-116-544.058	PROJECTORS		45,837	66,000	67,320
0595-116-553.010	TRAINING		1,664	4,000	4,080
0595-116-575.006	INTERNET DATA CIRCUIT		57,000	85,800	88,000
0595-116-584.558	EQUIPMENT		362,929	576,946	629,000
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TOTAL	TECHNOLOGY ACTION PLAN		999,870	1,550,000	1,900,000
TOTAL	DATA PROCESSING		999,870	1,550,000	1,900,000
TOTAL	INSTITUT. SUPPORT		1,034,296	1,583,000	1,933,000
TOTAL	AUX. ENTERPRISES		13,928,416	17,002,273	17,132,825

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RESTRICT. PURP. FUND REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STATE GOVT SOURCES				
0616-517-421.000	ICCB STATE GRANTS	409,876	363,025	427,750
0616-519-421.000	ICCB STATE GRANTS	400,304	549,139	786,000
0619-932-421.000	ICCB STATE GRANTS	51,382	72,648	114,827
0634-314-421.000	ICCB STATE GRANTS	63,730	0	0
0613-515-423.001	I.S.B.E. VOC. EDU. REV.	300-	0	0
0613-516-423.001	I.S.B.E. VOC. EDU. REV.	12,744	0	0
0619-948-423.935	PROG IMPROVEMENT REV	72,342	0	63,873
0619-995-429.000	OTHER STATE SOURCES	3,421	0	0
0642-476-429.000	OTHER STATE SOURCES	46,760	46,760	57,938
0699-800-429.000	OTHER STATE SOURCES	35,130,543	20,000,000	20,000,000
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	TOTAL STATE GOVT SOURCES	36,190,802	21,031,572	21,450,388
FED GOVT SOURCES				
0616-513-431.000	DEPT OF EDUCATION	597,960	597,960	664,000
0616-516-431.000	DEPT OF EDUCATION	40,200	40,200	45,000
0619-033-431.000	DEPT OF EDUCATION	14,249	0	0
0619-035-431.000	DEPT OF EDUCATION	115,513	0	0
0619-957-431.000	DEPT OF EDUCATION	98,974	0	0
0619-958-431.000	DEPT OF EDUCATION	392,722	0	0
0619-959-431.000	DEPT OF EDUCATION	0	427,701	0
0619-960-431.000	DEPT OF EDUCATION	0	0	445,180
0641-409-431.000	DEPT OF EDUCATION	82,130	0	0
0641-410-431.000	DEPT OF EDUCATION	0	240,000	0
0641-411-431.000	DEPT OF EDUCATION	0	0	260,760
0663-072-431.000	DEPT OF EDUCATION	2,037	0	0
0634-305-431.305	DOE INCOME - PELL	10,891,015	15,000,000	15,000,000
0634-306-431.306	DOE INCOME - SEOG	192,202	187,836	184,077
0634-308-431.308	DIRECT LOAN REVENUE	4,603,440	10,000,000	10,000,000
0619-550-431.528	PROJ ADV REV	0	378,361	0
0619-551-431.528	PROJ ADV REV	0	0	423,121
0619-558-431.528	PROJ ADV REV	78,903	0	0
0619-559-431.528	PROJ ADV REV	301,839	0	0
0614-949-431.949	PERKINS REVENUE	459,951	474,851	469,479
0642-503-432.509	DEPT OF LABOR WIA REVENUE	278,515	203,736	215,352



RESTRICT. PURP. FUND REVENUES		2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
<b>FED GOVT SOURCES</b>				
0642-505-432.509	DEPT OF LABOR WIA REVENUE	325,198	325,237	338,847
0642-616-432.509	DEPT OF LABOR WIA REVENUE	185,852	186,016	205,674
0642-631-432.509	DEPT OF LABOR WIA REVENUE	1,304,533	1,493,994	1,657,460
0634-301-433.001	FEDERAL WORK STUDY	14,131	20,000	20,000
0634-303-433.001	FEDERAL WORK STUDY	143,775	165,000	158,429
0641-110-433.300	REVENUE DEPT OF HUMAN SERVICES	78,035	158,667	156,108
0619-954-439.000	OTHER FED. GOVT	10,000	0	0
0619-955-439.000	OTHER FED. GOVT	4,922	0	0
0632-308-439.000	OTHER FED. GOVT	54,306	0	0
0632-309-439.000	OTHER FED. GOVT	342	0	0
0642-442-439.000	OTHER FED. GOVT	76,704	0	0
0619-027-439.010	NATL. SCIENCE FOUND.--REV.	56,873	0	0
0619-034-439.010	NATL. SCIENCE FOUND.--REV.	11,213	11,213	0
0619-049-439.010	NATL. SCIENCE FOUND.--REV.	0	0	138,201
	<b>TOTAL FED GOVT SOURCES</b>	<b>20,415,534</b>	<b>29,910,772</b>	<b>30,381,688</b>
<b>NON-GOVT GIFTS, GRNT</b>				
0610-014-481.000	NONGOVERNMENTAL GIFTS/GRTS	773-	0	0
0610-015-481.000	NONGOVERNMENTAL GIFTS/GRTS	4,810	0	0
0619-036-481.000	NONGOVERNMENTAL GIFTS/GRTS	9,188	0	0
0619-037-481.000	NONGOVERNMENTAL GIFTS/GRTS	5,100	0	0
0619-038-481.000	NONGOVERNMENTAL GIFTS/GRTS	16,987	0	0
0696-963-481.000	NONGOVERNMENTAL GIFTS/GRTS	71,695	107,555	157,615
	<b>TOTAL NON-GOVT GIFTS, GRNT</b>	<b>107,007</b>	<b>107,555</b>	<b>157,615</b>
<b>OTHER REVENUES</b>				
0610-001-499.017	FNDS FOR EXCELLENCE FNDTN	3,900	0	0
0610-002-499.017	FNDS FOR EXCELLENCE FNDTN	6,888	0	0
0610-014-499.017	FNDS FOR EXCELLENCE FNDTN	3,400	0	0
0616-511-499.017	FNDS FOR EXCELLENCE FNDTN	2,050	0	0
0617-911-499.017	FNDS FOR EXCELLENCE FNDTN	3,064	0	0
0618-125-499.017	FNDS FOR EXCELLENCE FNDTN	5,000	0	0
0619-943-499.017	FNDS FOR EXCELLENCE FNDTN	560	0	0
0621-102-499.017	FNDS FOR EXCELLENCE FNDTN	1,888	0	0

		RESTRICT. PURP. FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
OTHER REVENUES					
0623-101-499.017	FNDS FOR EXCELLENCE FNDTN		80	0	0
0635-305-499.017	FNDS FOR EXCELLENCE FNDTN		20,463	0	0
0636-310-499.017	FNDS FOR EXCELLENCE FNDTN		1,118	0	0
0669-069-499.017	FNDS FOR EXCELLENCE FNDTN		5,000	0	0
0683-113-499.017	FNDS FOR EXCELLENCE FNDTN		2,999	0	0
0682-112-499.063	COLLECTIONS-MISC. REVENUE		3,297	20,000	20,000
	TOTAL OTHER REVENUES		59,707	20,000	20,000
TRANS FROM OTHER FUNDS					
0696-963-720.001	TRANS FROM ED FUND		444,803	484,572	502,920
	TOTAL TRANS FROM OTHER FUNDS		444,803	484,572	502,920
	TOTAL RESTRICT. PURP. FUND		57,217,853	51,554,471	52,512,611

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
INSTRUCTION					
AGRICULTURE					
0610-001-543.027		SUPPLIES-FNDS FOR EXCELLENCE	3,900	0	0
	TOTAL	AGRICULTURE	3,900	0	0
FINE ARTS					
0610-002-539.023		CONT SRV/FNDS FOR EXCELLENCE	6,888	0	0
	TOTAL	FINE ARTS	6,888	0	0
SOCIAL SCIENCE					
0610-014-543.027		SUPPLIES-FNDS FOR EXCELLENCE	3,400	0	0
	TOTAL	SOCIAL SCIENCE	3,400	0	0
TECH OCCUPATIONAL					
0610-015-518.010		SAL-STU EMPLOYEES W/	4,810	0	0
	SUBTOTAL	SALARIES	4,810	0	0
	TOTAL	TECH OCCUPATIONAL	4,810	0	0
	TOTAL	INSTRUCTION	18,998	0	0
GENERAL STUDIES					
GAST FY16					
0613-515-543.000		INSTRUCTIONAL SUPPLIES	300-	0	0
	TOTAL	GAST FY16	300-	0	0
IL GAST GRANT AGRICULTURAL EDU					
0613-516-539.401		STUDENT STIPENDS	9,744	0	0
0613-516-592.000		HONORS SCHOLARSHIP	3,000	0	0
	TOTAL	IL GAST GRANT AGRICULTURAL EDU	12,744	0	0
	TOTAL	GENERAL STUDIES	12,444	0	0

JOLIET JUNIOR COLLEGE  
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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
EVENING SCHOOL					
SURS CLEARING					
	0614-001-596.520	SURS CLRNG GRNT PERS	6,194	140,000	140,000
	0614-001-599.000	INDIRECT COST-LOCAL	0	140,000-	140,000-
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	TOTAL	SURS CLEARING	6,194	0	0
CARL PERKINS					
	0614-949-511.016	F.T. ADMIN GRNT/SURS	15,461	0	0
	0614-949-512.116	P.T. PROF TECH GRNT/SURS	0	6,500	21,000
	0614-949-512.126	PT SUPPORT LAB ASST	11,619	0	0
	0614-949-513.016	INSTRUCTOR GRANT/SURS	0	19,635	4,500
	0614-949-514.016	INSTR PT GRANT/SURS	0	40,320	23,000
	0614-949-515.116	P.T. COUNSELOR - SURS	0	20,000	0
	0614-949-515.126	COUNSELOR PART TIME FALL/SP GR	16,656	13,000	21,000
	0614-949-518.010	SAL-STU EMPLOYEES W/	4,259	0	0
	0614-949-518.157	STUDENT INTERN	7,192	0	40,000
	0614-949-519.116	P.T. SUP STAFF SURS	0	21,760	7,000
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	SUBTOTAL	SALARIES	55,187	121,215	116,500
	0614-949-521.000	EMPLOYEE BENEFITS	6,377	13,484	16,600
	0614-949-530.000	CONTRACTUAL SERVICE	0	0	4,000
	0614-949-532.000	CONTR SVC CONSULTAT	13,947	2,900	30,000
	0614-949-532.414	CONTR SVC - CHILD CARE	7,727	7,500	10,000
	0614-949-539.201	OTHER CONT.-LICENSES	32,795	38,550	0
	0614-949-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT	160,618	147,800	151,729
	0614-949-552.590	TRAVEL FOOD EXP	3,728	5,500	0
	0614-949-553.020	TRAVEL - ADMIN	15,126	8,320	6,150
	0614-949-586.000	EQUIP-INSTRUCTIONAL	164,446	129,582	134,500
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	TOTAL	CARL PERKINS	459,951	474,851	469,479
	TOTAL	EVENING SCHOOL	466,145	474,851	469,479

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
SUMMER SCHOOL					
USDA FARMERS MARKET					
0616-511-539.023	CONT SRV/FNDS FOR EXCELLENCE		2,050	0	0
TOTAL USDA FARMERS MARKET			2,050	0	0
ADULT BASIC EDUC FEDERAL SOFT					
0616-513-512.006	PROF/TECH GUIDANCE		24,948	90,794	0
0616-513-512.016	F.T. PROF TECH GRNT/SURS		0	0	85,729
0616-513-513.000	INSTRUCTIONAL (F.T.)		0	17,168	0
0616-513-513.014	INSTR SUPPORT SOCIAL WORK		0	17,168	0
0616-513-513.016	INSTRUCTOR GRANT/SURS		55,312	0	0
0616-513-514.011	INSTR SALARIES P.T.		451,884	321,885	0
0616-513-514.016	INSTR PT GRANT/SURS		0	0	435,000
0616-513-516.116	P.T. CLERICAL GRNT SURS		10,985	12,390	24,178
0616-513-519.001	OTHER PART TIME		10,791	0	0
0616-513-519.006	SAL. OTHER/MENTOR		0	0	20,000
0616-513-519.407	TUTORS-PART TIME		11,146	0	0
SUBTOTAL SALARIES			565,066	459,405	564,907
0616-513-521.000	EMPLOYEE BENEFITS		19,107	49,769	35,592
0616-513-543.111	INSTR SUPPLIES GRNT		3,401	5,000	23,001
0616-513-549.999	SUPPLIES/OTHER		0	1,957	30,000
0616-513-551.007	STUDENT TRANSPORTATION		704	1,275	1,800
0616-513-561.000	RENTAL-FACILITIES		6,885	10,500	0
0616-513-590.000	OTHER EXPENDITURES		2,797	70,054	8,700
TOTAL ADULT BASIC EDUC FEDERAL SOFT			597,960	597,960	664,000
ICCB EL/CIVICS GRANT					
0616-516-513.016	INSTRUCTOR GRANT/SURS		7,902	0	8,221
0616-516-513.100	P.T. FAC - FALL/SPRG		28,179	8,060	0
0616-516-514.016	INSTR PT GRANT/SURS		0	0	28,000
0616-516-519.017	STAFF TRAINING/WORKSHOP		0	27,489	0
SUBTOTAL SALARIES			36,081	35,549	36,221

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
SUMMER SCHOOL					
ICCB EL/CIVICS GRANT					
0616-516-521.000	EMPLOYEE BENEFITS		2,056	2,133	2,258
0616-516-541.000	OFFICE SUPPLIES		0	1,518	0
0616-516-543.111	INSTR SUPPLIES GRNT		2,063	1,000	4,521
0616-516-561.000	RENTAL-FACILITIES		0	0	2,000
	TOTAL ICCB EL/CIVICS GRANT		40,200	40,200	45,000
ADULT BASIC EDUC PERFORMANCE					
0616-517-511.111	ADMIN. SAL.-GRANT		102,538	30,219	0
0616-517-512.005	PROF/TECH LITERACY SERVICES		17,775	18,934	52,481
0616-517-512.015	PROF/TECH DATA/INFORMATION		79,063	48,165	0
0616-517-512.102	PROF/TECH TESTING		0	0	5,760
0616-517-516.015	OFFICE STAFF DATA/INFORMATION		43,326	44,970	89,942
0616-517-516.110	P.T. CLERICAL		12,544	21,084	0
0616-517-519.000	SALARIES-OTHER		4,596	3,157	10,000
0616-517-519.017	STAFF TRAINING/WORKSHOP		1,330	0	5,000
	SUBTOTAL SALARIES		261,172	166,529	163,183
0616-517-521.000	EMPLOYEE BENEFITS		89,763	75,235	96,246
0616-517-521.011	FRNGE BNFTS GRNT		20,086	0	0
0616-517-541.000	OFFICE SUPPLIES		0	0	12,000
0616-517-543.000	INSTRUCTIONAL SUPPLIES		18,017	76,139	74,691
0616-517-549.999	SUPPLIES/OTHER		0	3,000	5,000
0616-517-551.007	STUDENT TRANSPORTATION		4,450	25,000	35,000
0616-517-551.011	PROFESSIONAL DEVEL.		3,288	2,070	10,000
0616-517-553.020	TRAVEL - ADMIN		600	0	5,000
0616-517-561.000	RENTAL-FACILITIES		0	0	11,630
0616-517-590.000	OTHER EXPENDITURES		353	5,052	0
0616-517-599.470	TUITION EXPENSE		12,147	10,000	15,000
	TOTAL ADULT BASIC EDUC PERFORMANCE		409,876	363,025	427,750

JOLIET JUNIOR COLLEGE  
BUDGET BOOKLET

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
SUMMER SCHOOL					
ADULT BASIC ED INSTRUCTIONAL					
0616-519-511.111	ADMIN. SAL.-GRANT		0	34,536	0
0616-519-512.000	PROF/TECH SALARIES		0	0	95,768
0616-519-512.007	PROF/TECH GUIDANCE		25,549	25,758	0
0616-519-513.000	INSTRUCTIONAL (F.T.)		3,237	0	65,768
0616-519-513.004	INSTR SUPPORT GEN ADMIN		32,403	13,783	0
0616-519-513.014	INSTR SUPPORT SOCIAL WORK		3,237	0	0
0616-519-513.016	INSTRUCTOR GRANT/SURS		0	64,478	0
0616-519-514.011	INSTR SALARIES P.T.		276,056	337,907	435,000
0616-519-519.000	SALARIES-OTHER		0	0	10,000
0616-519-519.001	OTHER PART TIME		18,901	0	0
0616-519-519.017	STAFF TRAINING/WORKSHOP		3,700	0	20,000
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	SUBTOTAL SALARIES		363,083	476,462	626,536
0616-519-521.000	EMPLOYEE BENEFITS		4,290	22,948	41,213
0616-519-521.106	FRINGE BENEFITS GEN ADM		4,031	0	0
0616-519-543.111	INSTR SUPPLIES GRNT		14,667	18,669	70,251
0616-519-549.999	SUPPLIES/OTHER		0	2,000	10,000
0616-519-551.011	PROFESSIONAL DEVEL.		2,548	4,400	10,000
0616-519-561.000	RENTAL-FACILITIES		11,685	16,660	8,000
0616-519-599.470	TUITION EXPENSE		0	8,000	20,000
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	TOTAL ADULT BASIC ED INSTRUCTIONAL		400,304	549,139	786,000
	TOTAL SUMMER SCHOOL		1,450,390	1,550,324	1,922,750
GENERAL STUDIES					
CORPORATE SERVICES					
0617-911-543.027	SUPPLIES-FNDS FOR EXCELLENCE		3,064	0	0
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	TOTAL CORPORATE SERVICES		3,064	0	0
	TOTAL GENERAL STUDIES		3,064	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
ADMINISTRATION					
DEAN, ARTS & SCIENCES					
0618-110-549.023	SUPS/FUNDS FOR EXCELLENCE		6-	0	0
TOTAL DEAN, ARTS & SCIENCES			6-	0	0
DEAN, NURSING, HEALTH & PUBLIC					
0618-125-539.023	CONT SRV/FNDS FOR EXCELLENCE		5,000	0	0
TOTAL DEAN, NURSING, HEALTH & PUBLIC			5,000	0	0
TOTAL ADMINISTRATION			4,994	0	0
OTHER					
NSF-ATE					
0619-027-512.116	P.T. PROF TECH GRNT/SURS		6,097	0	0
0619-027-513.016	INSTRUCTOR GRANT/SURS		15,983	0	0
SUBTOTAL SALARIES			22,080	0	0
0619-027-521.000	EMPLOYEE BENEFITS		7,913	0	0
0619-027-539.022	CONTR SERVICES OTHER		3,550	0	0
0619-027-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT		3,468	0	0
0619-027-542.000	PRINTING		28	0	0
0619-027-551.000	TRAVEL & MEETINGS		6,396	0	0
0619-027-552.590	TRAVEL FOOD EXP		258	0	0
0619-027-599.000	INDIRECT COST-LOCAL		13,181	0	0
TOTAL NSF-ATE			56,874	0	0
STRENGTH INTL STUDIES YR 2					
0619-033-519.046	SALARY OTHER/SURS		5,000	0	0
SUBTOTAL SALARIES			5,000	0	0
0619-033-521.000	EMPLOYEE BENEFITS		654	0	0
0619-033-541.000	OFFICE SUPPLIES		401	0	0



		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
STRENGTH INTL STUDIES YR 2					
0619-033-542.010	PRNT XEROX CHRGS ALL		29	0	0
0619-033-551.000	TRAVEL & MEETINGS		27	0	0
0619-033-590.000	OTHER EXPENDITURES		6,267	0	0
0619-033-592.001	SCHLRSHPS OTHR AWRDS		1,744	0	0
0619-033-599.000	INDIRECT COST-LOCAL		128	0	0
0619-033-599.033	IN-KIND MATCH		6,057	0	0
0619-033-599.036	MATCH - PARKLAND COLLEGE		6,057-	0	0
TOTAL		STRENGTH INTL STUDIES YR 2	14,250	0	0
ISU NOYCE SCHOLARSHIPS STEM					
0619-034-511.016	F.T. ADMIN GRNT/SURS		3,287	3,287	0
0619-034-514.011	INSTR SALARIES P.T.		3,740	3,960	0
SUBTOTAL		SALARIES	7,027	7,247	0
0619-034-521.000	EMPLOYEE BENEFITS		653	433	0
0619-034-599.000	INDIRECT COST-LOCAL		3,533	3,533	0
TOTAL		ISU NOYCE SCHOLARSHIPS STEM	11,213	11,213	0
STRENGTH INTL STUDIES YR 3					
0619-035-513.016	INSTRUCTOR GRANT/SURS		3,360	0	0
0619-035-519.019	SUBSTITUTE PAY		100	0	0
0619-035-519.046	SALARY OTHER/SURS		7,498	0	0
0619-035-519.913	SALARY CASH MATCH		5,112	0	0
0619-035-519.914	JJC SALARY MATCH		5,112-	0	0
SUBTOTAL		SALARIES	10,958	0	0
0619-035-520.013	FRIN BENE CASH MATCH		437	0	0
0619-035-520.014	JJC FRINGE MATCH		437-	0	0
0619-035-521.000	EMPLOYEE BENEFITS		1,257	0	0
0619-035-541.000	OFFICE SUPPLIES		785	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
STRENGTH INTL STUDIES YR 3					
0619-035-551.000	TRAVEL & MEETINGS		75,445	0	0
0619-035-552.014	JJC TRAVEL MATCH		2,738-	0	0
0619-035-552.023	TRAVEL--CASH MATCH		2,738	0	0
0619-035-590.000	OTHER EXPENDITURES		16,899	0	0
0619-035-592.001	SCHLRSHPS OTHR AWRDS		1,741	0	0
0619-035-599.000	INDIRECT COST-LOCAL		8,428	0	0
0619-035-599.023	OTHER CASH MATCH		13,470	0	0
0619-035-599.024	JJC OTHER MATCH		13,470-	0	0
0619-035-599.033	IN-KIND MATCH		11,942	0	0
0619-035-599.036	MATCH - PARKLAND COLLEGE		11,942-	0	0
	TOTAL STRENGTH INTL STUDIES YR 3		115,513	0	0
FOUNDATION/CITGO STEM ACAD GRT					
0619-036-514.016	INSTR PT GRANT/SURS		2,065	0	0
	SUBTOTAL SALARIES		2,065	0	0
0619-036-521.000	EMPLOYEE BENEFITS		84	0	0
0619-036-543.000	INSTRUCTIONAL SUPPLIES		2,218	0	0
0619-036-547.000	ADVERTISING		4,821	0	0
	TOTAL FOUNDATION/CITGO STEM ACAD GRT		9,188	0	0
BEST BUY COMM FOUNDATION GRANT					
0619-037-519.026	SAL OTH - INST SEMINARS		1,800	0	0
	SUBTOTAL SALARIES		1,800	0	0
0619-037-521.000	EMPLOYEE BENEFITS		226	0	0
0619-037-541.059	TECHNOLOGY SUPPLIES		2,693	0	0
0619-037-542.010	PRNT XEROX CHRGS ALL		381	0	0
	TOTAL BEST BUY COMM FOUNDATION GRANT		5,100	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
CONSTELLATION E2 ENERGY TO EDU					
0619-038-512.126		PT SUPPORT LAB ASST	840	0	0
0619-038-513.016		INSTRUCTOR GRANT/SURS	3,780	0	0
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		SUBTOTAL SALARIES	4,620	0	0
0619-038-521.000		EMPLOYEE BENEFITS	196	0	0
0619-038-543.000		INSTRUCTIONAL SUPPLIES	12,171	0	0
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		TOTAL CONSTELLATION E2 ENERGY TO EDU	16,987	0	0
NSF S-STEM YEAR 2					
0619-049-512.016		F.T. PROF TECH GRNT/SURS	0	0	6,000
0619-049-513.016		INSTRUCTOR GRANT/SURS	0	0	8,409
0619-049-519.046		SALARY OTHER/SURS	0	0	12,000
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		SUBTOTAL SALARIES	0	0	26,409
0619-049-521.000		EMPLOYEE BENEFITS	0	0	3,948
0619-049-532.000		CONTR SVC CONSULTAT	0	0	2,000
0619-049-541.005		SUPPLIES/NON-CAPITAL EQUIPMENT	0	0	1,400
0619-049-542.000		PRINTING	0	0	1,000
0619-049-551.000		TRAVEL & MEETINGS	0	0	7,000
0619-049-551.005		STUDENT TRAVEL	0	0	2,700
0619-049-592.001		SCHLRSHPS OTHR AWRDS	0	0	85,300
0619-049-599.000		INDIRECT COST-LOCAL	0	0	8,444
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		TOTAL NSF S-STEM YEAR 2	0	0	138,201
PROJECT ACHIEVE FYX8					
0619-550-511.016		F.T. ADMIN GRNT/SURS	0	65,150	0
0619-550-512.016		F.T. PROF TECH GRNT/SURS	0	52,625	0
0619-550-516.016		F.T. CLERICAL GRNT SURS	0	47,640	0
0619-550-519.016		F.T. TUTOR SALARIES GRANT	0	61,422	0
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		SUBTOTAL SALARIES	0	226,837	0

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
PROJECT ACHIEVE FYX8					
0619-550-521.000	EMPLOYEE BENEFITS		0	108,524	0
0619-550-532.000	CONTR SVC CONSULTAT		0	3,500	0
0619-550-542.010	PRNT XEROX CHRGS ALL		0	400	0
0619-550-543.111	INSTR SUPPLIES GRNT		0	1,500	0
0619-550-546.011	MEMBERSHIP DUES		0	3,500	0
0619-550-551.111	TRVL/MTG-GRANT		0	10,000	0
0619-550-575.111	TELEPHONE EXP.-GRANT		0	150	0
0619-550-590.000	OTHER EXPENDITURES		0	15,950	0
0619-550-599.227	STUDENT SUPPLEMENTAL		0	8,000	0
TOTAL PROJECT ACHIEVE FYX8			0	378,361	0
PROJECT ACHIEVE FY09					
0619-551-511.016	F.T. ADMIN GRNT/SURS		0	0	66,233
0619-551-512.016	F.T. PROF TECH GRNT/SURS		0	0	53,499
0619-551-516.016	F.T. CLERICAL GRNT SURS		0	0	49,067
0619-551-519.016	F.T. TUTOR SALARIES GRANT		0	0	62,434
SUBTOTAL SALARIES			0	0	231,233
0619-551-521.000	EMPLOYEE BENEFITS		0	0	111,296
0619-551-532.000	CONTR SVC CONSULTAT		0	0	10,000
0619-551-541.000	OFFICE SUPPLIES		0	0	3,000
0619-551-542.010	PRNT XEROX CHRGS ALL		0	0	1,500
0619-551-543.111	INSTR SUPPLIES GRNT		0	0	3,000
0619-551-544.111	POSTAGE - GRANT		0	0	500
0619-551-546.011	MEMBERSHIP DUES		0	0	8,000
0619-551-551.111	TRVL/MTG-GRANT		0	0	12,139
0619-551-590.000	OTHER EXPENDITURES		0	0	30,453
0619-551-599.227	STUDENT SUPPLEMENTAL		0	0	12,000
TOTAL PROJECT ACHIEVE FY09			0	0	423,121

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
PROJ ACHIEVE FY16					
0619-558-511.016	F.T. ADMIN GRNT/SURS		13,034	0	0
0619-558-512.016	F.T. PROF TECH GRNT/SURS		10,277	0	0
0619-558-516.016	F.T. CLERICAL GRNT SURS		7,699	0	0
0619-558-519.016	F.T. TUTOR SALARIES GRANT		8,699	0	0
	SUBTOTAL SALARIES		39,709	0	0
0619-558-521.000	EMPLOYEE BENEFITS		17,926	0	0
0619-558-532.000	CONTR SVC CONSULTAT		3,500	0	0
0619-558-542.010	PRNT XEROX CHRGS ALL		58	0	0
0619-558-575.111	TELEPHONE EXP.-GRANT		16	0	0
0619-558-590.000	OTHER EXPENDITURES		17,696	0	0
	TOTAL PROJ ACHIEVE FY16		78,905	0	0
PROJ ACHIEVE FY17					
0619-559-511.016	F.T. ADMIN GRNT/SURS		50,799	0	0
0619-559-512.016	F.T. PROF TECH GRNT/SURS		41,139	0	0
0619-559-516.016	F.T. CLERICAL GRNT SURS		38,852	0	0
0619-559-519.016	F.T. TUTOR SALARIES GRANT		37,538	0	0
	SUBTOTAL SALARIES		168,328	0	0
0619-559-521.000	EMPLOYEE BENEFITS		84,591	0	0
0619-559-541.000	OFFICE SUPPLIES		5,910	0	0
0619-559-542.010	PRNT XEROX CHRGS ALL		460	0	0
0619-559-543.111	INSTR SUPPLIES GRNT		362	0	0
0619-559-544.111	POSTAGE - GRANT		1	0	0
0619-559-546.011	MEMBERSHIP DUES		3,350	0	0
0619-559-551.111	TRVL/MTG-GRANT		22,090	0	0
0619-559-575.111	TELEPHONE EXP.-GRANT		135	0	0
0619-559-590.000	OTHER EXPENDITURES		6,612	0	0
0619-559-599.227	STUDENT SUPPLEMENTAL		10,000	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
PROJ ACHIEVE FY17					
	TOTAL	PROJ ACHIEVE FY17	301,839	0	0
EARLY SCH LEAVERS					
0619-932-511.000		ADMIN. SALARIES	11,913	0	0
0619-932-512.000		PROF/TECH SALARIES	0	0	18,810
0619-932-512.110		P.T. PROF TECH	0	0	26,400
0619-932-514.011		INSTR SALARIES P.T.	18,150	34,989	19,800
0619-932-516.110		P.T. CLERICAL	10,985	12,390	20,436
0619-932-519.007		COORDINATORS SALARIES	3,237	17,168	0
	SUBTOTAL	SALARIES	44,285	64,547	85,446
0619-932-521.000		EMPLOYEE BENEFITS	655	4,618	18,230
0619-932-543.000		INSTRUCTIONAL SUPPLIES	1,416	201	3,800
0619-932-551.000		TRAVEL & MEETINGS	0	0	2,051
0619-932-551.007		STUDENT TRANSPORTATION	4,500	2,432	5,300
0619-932-551.011		PROFESSIONAL DEVEL.	526	850	0
	TOTAL	EARLY SCH LEAVERS	51,382	72,648	114,827
WORKFORCE SERVICES					
0619-943-543.027		SUPPLIES-FNDS FOR EXCELLENCE	560	0	0
	TOTAL	WORKFORCE SERVICES	560	0	0
PROGRAM IMPROVEMENT					
0619-948-512.110		P.T. PROF TECH	0	0	37,340
0619-948-513.022		F.T. FAC - OVERLOADS	0	0	1,000
0619-948-513.025		PT ADJUNCT FL/SP	0	0	5,075
0619-948-516.110		P.T. CLERICAL	0	0	13,873
0619-948-519.015		SAL-STIPEND-ACADEMIC	0	0	1,100
	SUBTOTAL	SALARIES	0	0	58,388

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
PROGRAM IMPROVEMENT					
0619-948-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT		47,070	0	3,279
0619-948-544.018	COMPUTER SOFTWARE		5,272	0	0
0619-948-553.000	TRAVEL		0	0	2,206
0619-948-586.000	EQUIP-INSTRUCTIONAL		20,000	0	0
	TOTAL PROGRAM IMPROVEMENT		----- 72,342	----- 0	----- 63,873
DUAL ENHANCEMENT GRANT					
0619-954-541.000	OFFICE SUPPLIES		5,365	0	0
0619-954-551.000	TRAVEL & MEETINGS		4,635	0	0
	TOTAL DUAL ENHANCEMENT GRANT		----- 10,000	----- 0	----- 0
PATHWAYS TO RESULTS GRANT					
0619-955-519.026	SAL OTH - INST SEMINARS		3,320	0	0
	SUBTOTAL SALARIES		----- 3,320	----- 0	----- 0
0619-955-521.000	EMPLOYEE BENEFITS		432	0	0
0619-955-541.005	SUPPLIES/NON-CAPITAL EQUIPMENT		1,170	0	0
	TOTAL PATHWAYS TO RESULTS GRANT		----- 4,922	----- 0	----- 0
TITLE III PROGRESSIVE PATHWAYS					
0619-957-512.016	F.T. PROF TECH GRNT/SURS		12,684	0	0
0619-957-513.016	INSTRUCTOR GRANT/SURS		9,359	0	0
0619-957-516.116	P.T. CLERICAL GRNT SURS		5,480	0	0
	SUBTOTAL SALARIES		----- 27,523	----- 0	----- 0
0619-957-521.000	EMPLOYEE BENEFITS		5,660	0	0
0619-957-532.111	CONT SVC CONSULTANT		4,966	0	0
0619-957-532.114	THIRD PARTY EVALUATR		5,763	0	0
0619-957-541.000	OFFICE SUPPLIES		1,421	0	0
0619-957-544.018	COMPUTER SOFTWARE		53,000	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
TITLE III PROGRESSIVE PATHWAYS					
0619-957-551.000	TRAVEL & MEETINGS		640	0	0
TOTAL TITLE III PROGRESSIVE PATHWAYS			98,973	0	0
TITLE III PROGRESSIVE PATH YR2					
0619-958-512.016	F.T. PROF TECH GRNT/SURS		88,947	0	0
0619-958-513.016	INSTRUCTOR GRANT/SURS		33,430	0	0
0619-958-516.116	P.T. CLERICAL GRNT SURS		17,342	0	0
SUBTOTAL SALARIES			139,719	0	0
0619-958-521.000	EMPLOYEE BENEFITS		34,035	0	0
0619-958-532.111	CONT SVC CONSULTANT		47,630	0	0
0619-958-532.114	THIRD PARTY EVALUATR		8,447	0	0
0619-958-541.000	OFFICE SUPPLIES		4,514	0	0
0619-958-544.018	COMPUTER SOFTWARE		125,901	0	0
0619-958-551.000	TRAVEL & MEETINGS		3,136	0	0
0619-958-584.000	CAP OUTL.-BLDG REMOD		29,341	0	0
TOTAL TITLE III PROGRESSIVE PATH YR2			392,723	0	0
TITLE III PROGRESSIVE PATH YR3					
0619-959-512.016	F.T. PROF TECH GRNT/SURS		0	102,674	0
0619-959-513.016	INSTRUCTOR GRANT/SURS		0	113,600	0
0619-959-516.116	P.T. CLERICAL GRNT SURS		0	24,345	0
SUBTOTAL SALARIES			0	240,619	0
0619-959-521.000	EMPLOYEE BENEFITS		0	75,790	0
0619-959-532.111	CONT SVC CONSULTANT		0	85,500	0
0619-959-532.114	THIRD PARTY EVALUATR		0	8,000	0
0619-959-549.101	ASSESSMENT FEE		0	14,255	0
0619-959-551.000	TRAVEL & MEETINGS		0	3,537	0
TOTAL TITLE III PROGRESSIVE PATH YR3			0	427,701	0



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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTRUCTION					
OTHER					
TITLE III PROGRESSIVE PATH YR4					
0619-960-512.016	F.T. PROF TECH GRNT/SURS		0	0	64,374
0619-960-513.016	INSTRUCTOR GRANT/SURS		0	0	132,600
0619-960-516.116	P.T. CLERICAL GRNT SURS		0	0	24,832
	SUBTOTAL SALARIES		0	0	221,806
0619-960-521.000	EMPLOYEE BENEFITS		0	0	43,681
0619-960-532.111	CONT SVC CONSULTANT		0	0	85,500
0619-960-532.114	THIRD PARTY EVALUATR		0	0	8,000
0619-960-541.000	OFFICE SUPPLIES		0	0	6,500
0619-960-544.018	COMPUTER SOFTWARE		0	0	51,438
0619-960-549.101	ASSESSMENT FEE		0	0	14,255
0619-960-551.000	TRAVEL & MEETINGS		0	0	14,000
	TOTAL TITLE III PROGRESSIVE PATH YR4		0	0	445,180
NGA-IDVA VETERANS' LIC & CERT					
0619-995-532.000	CONTR SVC CONSULTAT		3,421	0	0
	TOTAL NGA-IDVA VETERANS' LIC & CERT		3,421	0	0
	TOTAL OTHER		1,244,192	889,923	1,185,202
	TOTAL INSTRUCTION		3,200,227	2,915,098	3,577,431
LIBRARY CENTER					
LIBRARY CENTER					
LIBRARY					
0621-102-543.027	SUPPLIES-FNDS FOR EXCELLENCE		1,888	0	0
	TOTAL LIBRARY		1,888	0	0
	TOTAL LIBRARY CENTER		1,888	0	0

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
ACADEMIC SUPPORT					
COMMUNICATION CENTER					
TUTORING & LEARNING CENTER					
0623-101-543.027	SUPPLIES-FNDS FOR EXCELLENCE		80	0	0
	TOTAL TUTORING & LEARNING CENTER		80	0	0
	TOTAL COMMUNICATION CENTER		80	0	0
	TOTAL ACADEMIC SUPPORT		1,968	0	0
COUNSELING & TESTING					
COUNSELING & TESTING					
DOJ-OVW CAMPUS PROGRAM					
0632-308-512.116	P.T. PROF TECH GRNT/SURS		8,870	0	0
0632-308-517.216	SAL		860	0	0
	SUBTOTAL SALARIES		9,730	0	0
0632-308-521.000	EMPLOYEE BENEFITS		1,223	0	0
0632-308-532.000	CONTR SVC CONSULTAT		12,500	0	0
0632-308-549.000	OTHER SUPPLIES		29,853	0	0
0632-308-551.000	TRAVEL & MEETINGS		1,000	0	0
	TOTAL DOJ-OVW CAMPUS PROGRAM		54,306	0	0
BULLETPROOF VEST PARTNERSHIP					
0632-309-543.801	SUPPLIES-UNIFORMS		342	0	0
	TOTAL BULLETPROOF VEST PARTNERSHIP		342	0	0
	TOTAL COUNSELING & TESTING		54,648	0	0

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
FINANCIAL AID					
SCHOLARSHIPS					
0634-100-592.176	STU SERV RECOG AWARD		567	0	0
0634-100-592.178	THEATRE		707-	0	0
0634-100-592.203	INVESTMENT PROCEEDS		5,850	0	0
0634-100-592.537	STUDENT GOVNMNT BOOK SCHOLRSHP		5,369	0	0
0634-100-592.779	JJC MUSIC TALENT SCHLP.		719-	0	0
	TOTAL SCHOLARSHIPS		----- 10,360	----- 0	----- 0
FED WK STUDY AMERICA READS					
0634-301-518.020	SAL COLLEGE W.S.		14,131	20,000	20,000
	TOTAL FED WK STUDY AMERICA READS		----- 14,131	----- 20,000	----- 20,000
FEDERAL WORK STUDY					
0634-303-518.020	SAL COLLEGE W.S.		143,775	147,246	141,167
	SUBTOTAL SALARIES		----- 143,775	----- 147,246	----- 141,167
0634-303-592.505	ADMIN EXP 5%		0	17,754	17,262
	TOTAL FEDERAL WORK STUDY		----- 143,775	----- 165,000	----- 158,429
PELL GRANT					
0634-305-592.574	PRIOR YEAR EXPENSE		224,511	0	0
0634-305-592.575	CURRENT YEAR EXPENSE		10,666,505	15,000,000	15,000,000
	TOTAL PELL GRANT		----- 10,891,016	----- 15,000,000	----- 15,000,000
SEOG INIT. & CONTIN.					
0634-306-592.504	SEOG PRIOR YR EXPENSES		36,790	0	0
0634-306-592.506	SEOG EXP		155,411	187,836	184,077
	TOTAL SEOG INIT. & CONTIN.		----- 192,201	----- 187,836	----- 184,077

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
FINANCIAL AID					
DIRECT LOAN					
0634-308-597.574		PRIOR YEAR EXPENSE	188,727	0	0
0634-308-597.575		CURRENT YEAR EXPENSE	4,414,713	10,000,000	10,000,000
	TOTAL	DIRECT LOAN	4,603,440	10,000,000	10,000,000
MAP RECEIVABLE					
0634-314-592.001		SCHLRSHPS OTHR AWRDS	63,730	0	0
	TOTAL	MAP RECEIVABLE	63,730	0	0
STUDENT EMERGENCY					
0634-330-545.000		SUPPLIES - BOOKS	2,447	0	0
0634-330-552.590		TRAVEL FOOD EXP	30	0	0
	TOTAL	STUDENT EMERGENCY	2,477	0	0
	TOTAL	FINANCIAL AID	15,921,130	25,372,836	25,362,506
CAREER SERVICES					
CAREER SERVICES					
0635-305-518.159		STUDENT INTERN/SPECIAL AWARD	14,911	0	0
	SUBTOTAL	SALARIES	14,911	0	0
0635-305-532.015		EXTERNAL INTERNS/SPECIAL AWARD	5,552	0	0
	TOTAL	CAREER SERVICES	20,463	0	0
	TOTAL	CAREER SERVICES	20,463	0	0
STUDENT ACTIVITIES					
INTERNATIONAL STUDENT SERVICES					
0636-310-539.023		CONT SRV/FNDS FOR EXCELLENCE	1,118	0	0
	TOTAL	INTERNATIONAL STUDENT SERVICES	1,118	0	0
	TOTAL	STUDENT ACTIVITIES	1,118	0	0

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
STUDENT SERVICES					
STUDENT ACTIVITIES					
INTERNATIONAL STUDENT SERVICES					
	TOTAL	STUDENT SERVICES	15,997,359	25,372,836	25,362,506
COMMUNITY SERVICES					
COMMUNITY SERVICES					
TANF JOB PLACEMENT					
		F.T. PROF TECH GRNT/SURS	40,207	48,171	49,134
		P.T. PROF TECH GRNT/SURS	9,156	14,400	0
		INSTRUCTOR GRANT/SURS	10,296	10,800	0
		INSTR PT GRANT/SURS	0	0	19,800
		P.T. CLERICAL GRNT SURS	779	0	0
			-----	-----	-----
	SUBTOTAL	SALARIES	60,438	73,371	68,934
		EMPLOYEE BENEFITS	15,864	18,845	19,589
		OFFICE SUPPLIES	1,601	1,165	800
		WORKSHOP SUPPLIES	0	1,000	1,000
		TRAVEL & MEETINGS	45	200	327
		OTHER EXPENDITURES	87	42,800	25,105
		INDIRECT COST-LOCAL	0	21,286	40,353
			-----	-----	-----
	TOTAL	TANF JOB PLACEMENT	78,035	158,667	156,108
EDUC TALENT SEARCH FYx7					
		F.T. ADMIN GRNT/SURS	17,726	0	0
		P.T. PROF TECH GRNT/SURS	20,140	0	0
		P.T. CLERICAL GRNT SURS	5,207	0	0
			-----	-----	-----
	SUBTOTAL	SALARIES	43,073	0	0
		EMPLOYEE BENEFITS	9,101	0	0
		CONTR SVC CONSULTAT	2,500	0	0
		CONTR SVC MENTORS	2,736	0	0
		OFFICE SUPPLIES	4,958	0	0

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
COMMUNITY SERVICES					
EDUC TALENT SEARCH FYx7					
0641-409-542.010		PRNT XEROX CHRGS ALL	494	0	0
0641-409-544.111		POSTAGE - GRANT	165	0	0
0641-409-551.000		TRAVEL & MEETINGS	7,615	0	0
0641-409-590.000		OTHER EXPENDITURES	5,405	0	0
0641-409-599.000		INDIRECT COST-LOCAL	6,084	0	0
	TOTAL	EDUC TALENT SEARCH FYx7	82,131	0	0
EDUC TALENT SEARCH FYx8					
0641-410-511.016		F.T. ADMIN GRNT/SURS	0	57,146	0
0641-410-512.116		P.T. PROF TECH GRNT/SURS	0	61,131	0
0641-410-516.116		P.T. CLERICAL GRNT SURS	0	18,860	0
	SUBTOTAL	SALARIES	0	137,137	0
0641-410-521.000		EMPLOYEE BENEFITS	0	30,859	0
0641-410-532.000		CONTR SVC CONSULTAT	0	5,000	0
0641-410-532.004		CONTR SVC MENTORS	0	3,456	0
0641-410-532.420		CON SVC TUTORIAL	0	13,680	0
0641-410-541.000		OFFICE SUPPLIES	0	4,600	0
0641-410-542.010		PRNT XEROX CHRGS ALL	0	500	0
0641-410-544.111		POSTAGE - GRANT	0	1,000	0
0641-410-551.000		TRAVEL & MEETINGS	0	3,600	0
0641-410-575.111		TELEPHONE EXP.-GRANT	0	810	0
0641-410-590.000		OTHER EXPENDITURES	0	21,580	0
0641-410-599.000		INDIRECT COST-LOCAL	0	17,778	0
	TOTAL	EDUC TALENT SEARCH FYx8	0	240,000	0
EDUC TALENT SEARCH FYx9					
0641-411-511.016		F.T. ADMIN GRNT/SURS	0	0	57,598
0641-411-512.116		P.T. PROF TECH GRNT/SURS	0	0	62,142
0641-411-516.116		P.T. CLERICAL GRNT SURS	0	0	19,169
	SUBTOTAL	SALARIES	0	0	138,909

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
COMMUNITY SERVICES					
EDUC TALENT SEARCH FYx9					
0641-411-521.000		EMPLOYEE BENEFITS	0	0	49,205
0641-411-532.000		CONTR SVC CONSULTAT	0	0	5,100
0641-411-532.004		CONTR SVC MENTORS	0	0	3,525
0641-411-532.420		CON SVC TUTORIAL	0	0	15,905
0641-411-541.000		OFFICE SUPPLIES	0	0	7,360
0641-411-542.010		PRNT XEROX CHRGS ALL	0	0	500
0641-411-543.111		INSTR SUPPLIES GRNT	0	0	1,588
0641-411-544.111		POSTAGE - GRANT	0	0	1,000
0641-411-546.011		MEMBERSHIP DUES	0	0	2,100
0641-411-551.000		TRAVEL & MEETINGS	0	0	6,360
0641-411-599.000		INDIRECT COST-LOCAL	0	0	18,524
0641-411-599.441		STUDENT ACTIVITIES	0	0	10,684
	TOTAL	EDUC TALENT SEARCH FYx9	0	0	260,760
OPPORTUNITIES ICCB GRANT					
0641-702-541.000		OFFICE SUPPLIES	349	0	0
	TOTAL	OPPORTUNITIES ICCB GRANT	349	0	0
	TOTAL	COMMUNITY SERVICES	160,515	398,667	416,868
CONTINUING EDUCATION					
FY 2016 VEHICLE SAFETY TRAIN					
0642-442-590.526		TUITION	76,704	0	0
0642-442-599.023		OTHER CASH MATCH	19,176	0	0
0642-442-599.024		JJC OTHER MATCH	19,176-	0	0
	TOTAL	FY 2016 VEHICLE SAFETY TRAIN	76,704	0	0

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
CONTINUING EDUCATION					
SOS LITERACY					
0642-476-512.000		PROF/TECH SALARIES	0	0	28,970
0642-476-512.005		PROF/TECH LITERACY SERVICES	27,117	28,402	0
			-----	-----	-----
	SUBTOTAL	SALARIES	27,117	28,402	28,970
0642-476-521.000		EMPLOYEE BENEFITS	15,482	16,409	16,831
0642-476-541.000		OFFICE SUPPLIES	3,073	587	2,025
0642-476-543.000		INSTRUCTIONAL SUPPLIES	708	182	6,157
0642-476-549.999		SUPPLIES/OTHER	181	700	0
0642-476-551.111		TRVL/MTG-GRANT	346	480	2,080
0642-476-590.000		OTHER EXPENDITURES	0	0	1,875
			-----	-----	-----
	TOTAL	SOS LITERACY	46,907	46,760	57,938
WIA WORK READINESS					
0642-503-511.016		F.T. ADMIN GRNT/SURS	32,913	40,286	34,243
0642-503-512.016		F.T. PROF TECH GRNT/SURS	39,436	40,174	42,148
0642-503-513.105		SAL INST SEMINAR	64,515	35,310	39,168
			-----	-----	-----
	SUBTOTAL	SALARIES	136,864	115,770	115,559
0642-503-521.000		EMPLOYEE BENEFITS	45,250	50,616	48,850
0642-503-541.000		OFFICE SUPPLIES	498	1,300	0
0642-503-542.000		PRINTING	0	0	943
0642-503-543.089		SEMINAR SUPPLIES	8,414	5,580	7,920
0642-503-544.022		POSTAGE	543	500	500
0642-503-549.100		ASSESSMENT SUPPLIES	11,404	22,770	23,580
0642-503-551.007		STUDENT TRANSPORTATION	19,435	1,800	18,000
0642-503-590.526		TUITION	5,400	5,400	0
			-----	-----	-----
	TOTAL	WIA WORK READINESS	227,808	203,736	215,352



		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
CONTINUING EDUCATION					
GRUNDY WIA TITLE 1B					
0642-505-511.016	F.T. ADMIN GRNT/SURS		43,088	49,658	48,536
0642-505-512.016	F.T. PROF TECH GRNT/SURS		33,717	43,349	24,564
0642-505-512.116	P.T. PROF TECH GRNT/SURS		2,983	0	30,925
0642-505-518.015	SAL-STU EMPLOYEES ADULT		12,581	15,774	15,000
0642-505-518.017	SAL-STU EMPLOYEES DWAC		12,296	11,506	5,000
	SUBTOTAL SALARIES		----- 104,665	----- 120,287	----- 124,025
0642-505-521.000	EMPLOYEE BENEFITS		49,335	58,172	50,015
0642-505-541.000	OFFICE SUPPLIES		1,441	2,200	500
0642-505-542.000	PRINTING		1,076	1,500	500
0642-505-544.022	POSTAGE		94	200	100
0642-505-546.000	PUBLICATIONS & DUES		398	350	500
0642-505-547.000	ADVERTISING		2,523	3,000	1,500
0642-505-553.031	STAFF TRAVEL		2,283	2,953	6,000
0642-505-590.529	ADULT TUITION		76,595	58,596	104,947
0642-505-590.530	DWAC TUITION		86,788	77,979	50,760
	TOTAL GRUNDY WIA TITLE 1B		----- 325,198	----- 325,237	----- 338,847
GRUNDY WIA YOUTH					
0642-616-511.016	F.T. ADMIN GRNT/SURS		48,572	52,360	50,821
0642-616-512.016	F.T. PROF TECH GRNT/SURS		17,963	19,266	24,564
0642-616-518.010	SAL-STU EMPLOYEES W/		40,641	37,204	41,135
	SUBTOTAL SALARIES		----- 107,176	----- 108,830	----- 116,520
0642-616-521.000	EMPLOYEE BENEFITS		40,815	43,202	47,356
0642-616-539.401	STUDENT STIPENDS		725	3,425	2,000
0642-616-541.000	OFFICE SUPPLIES		94	250	0
0642-616-542.000	PRINTING		63	250	100
0642-616-552.114	TRAVEL - STAFF		193	500	500
0642-616-590.532	TUITION OUT OF SCHOOL YOUTH		35,306	25,764	36,698

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
PUBLIC SERVICES					
CONTINUING EDUCATION					
GRUNDY WIA YOUTH					
	0642-616-590.536	CLIENT REMEDIAL TRAINING	1,479	3,795	2,500
	TOTAL	GRUNDY WIA YOUTH	185,851	186,016	205,674
WILL CO MY FUTURE-YOUTH					
	0642-631-511.016	F.T. ADMIN GRNT/SURS	196,611	192,000	146,476
	0642-631-512.016	F.T. PROF TECH GRNT/SURS	173,905	139,899	249,500
	0642-631-512.116	P.T. PROF TECH GRNT/SURS	36,088	85,591	65,000
	0642-631-518.010	SAL-STU EMPLOYEES W/	127,401	152,500	181,500
	SUBTOTAL	SALARIES	534,005	569,990	642,476
	0642-631-521.000	EMPLOYEE BENEFITS	183,650	170,310	205,338
	0642-631-539.401	STUDENT STIPENDS	0	25,500	15,000
	0642-631-541.000	OFFICE SUPPLIES	2,466	4,000	2,000
	0642-631-542.000	PRINTING	2,141	1,000	3,000
	0642-631-543.000	INSTRUCTIONAL SUPPLIES	95,503	129,552	125,096
	0642-631-543.089	SEMINAR SUPPLIES	2,353	7,720	7,975
	0642-631-544.011	POSTAGE LOCAL	96	50	500
	0642-631-547.000	ADVERTISING	150	1,500	0
	0642-631-549.100	ASSESSMENT SUPPLIES	16,388	13,388	17,675
	0642-631-551.000	TRAVEL & MEETINGS	7,919	10,000	10,000
	0642-631-551.007	STUDENT TRANSPORTATION	24,095	45,000	30,000
	0642-631-599.470	TUITION EXPENSE	435,766	515,984	598,400
	TOTAL	WILL CO MY FUTURE-YOUTH	1,304,532	1,493,994	1,657,460
	TOTAL	CONTINUING EDUCATION	2,167,000	2,255,743	2,475,271
	TOTAL	PUBLIC SERVICES	2,327,515	2,654,410	2,892,139

		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INDEPENDENT OPERAT.					
CULTURAL SERIES					
'15 ILL ECE CREDENTIAL ALIGNME					
0663-072-513.016	INSTRUCTOR GRANT/SURS		1,800	0	0
	SUBTOTAL SALARIES		1,800	0	0
0663-072-521.000					
	EMPLOYEE BENEFITS		235	0	0
	TOTAL '15 ILL ECE CREDENTIAL ALIGNME		2,035	0	0
JAAEYC/CHILDHOOD CENTER					
0663-075-518.157	STUDENT INTERN		1,645	0	0
	SUBTOTAL SALARIES		1,645	0	0
	TOTAL JAAEYC/CHILDHOOD CENTER		1,645	0	0
	TOTAL CULTURAL SERIES		3,680	0	0
OTHER					
EARLY CHILDHOOD CENTER					
0669-069-599.317	AWARDS FOR EXCELLENCE		5,000	0	0
	TOTAL EARLY CHILDHOOD CENTER		5,000	0	0
	TOTAL OTHER		5,000	0	0
	TOTAL INDEPENDENT OPERAT.		8,680	0	0
BUSINESS OFFICE					
BUSINESS OFFICE					
FINANCIAL SERVICES					
0682-112-535.000	LEGAL SERVICES		13,031	20,000	20,000
	TOTAL FINANCIAL SERVICES		13,031	20,000	20,000
	TOTAL BUSINESS OFFICE		13,031	20,000	20,000

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT. COMMUNITY RELATIONS MARKETING AND PUBLICATIONS 0683-113-587.027	FUNDS FOR EXCELLENCE		2,999	0	0
TOTAL	MARKETING AND PUBLICATIONS		2,999	0	0
TOTAL	COMMUNITY RELATIONS		2,999	0	0
TOTAL	GENERAL ADMINISTRAT.		16,030	20,000	20,000
INSTITUT. ADVANCEMNT INSTITUT. ADVANCEMNT INSTITUTIONAL ADVANCEMENT 0696-963-511.000	ADMIN. SALARIES		128,340	196,448	229,378
0696-963-511.016	F.T. ADMIN GRNT/SURS		44,308	0	0
0696-963-512.000	PROF/TECH SALARIES		159,682	163,968	183,440
0696-963-512.110	P.T. PROF TECH		0	32,004	32,004
0696-963-519.024	OVERTIME ALLOCATION		295	0	0
SUBTOTAL	SALARIES		332,625	392,420	444,822
0696-963-521.000	EMPLOYEE BENEFITS		125,049	139,341	150,230
0696-963-534.201	MAINT. SC-EQUIPMENT		15,912	15,949	20,177
0696-963-539.000	CONT.SC-OTHER		5,375	5,375	5,483
0696-963-541.000	OFFICE SUPPLIES		22,919	3,821	3,897
0696-963-542.000	PRINTING		579	16,735	17,070
0696-963-542.010	PRNT XEROX CHRGS ALL		1,580	2,300	2,346
0696-963-544.022	POSTAGE		1,642	5,500	5,610
0696-963-546.000	PUBLICATIONS & DUES		1,218	1,036	1,057
0696-963-547.000	ADVERTISING		1,272	2,250	2,295
0696-963-551.000	TRAVEL & MEETINGS		8,198	5,900	6,018
0696-963-575.000	TELEPHONE		130	1,500	1,530
TOTAL	INSTITUTIONAL ADVANCEMENT		516,499	592,127	660,535
TOTAL	INSTITUT. ADVANCEMNT		516,499	592,127	660,535

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		RESTRICT. PURP. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT OTHER RETIREMENT COMMITMENTS/SURS 0699-800-590.000	OTHER EXPENDITURES		35,130,543	20,000,000	20,000,000
	TOTAL RETIREMENT COMMITMENTS/SURS		35,130,543	20,000,000	20,000,000
	TOTAL OTHER		35,130,543	20,000,000	20,000,000
	TOTAL INSTITUT. SUPPORT		35,647,042	20,592,127	20,660,535
	TOTAL RESTRICT. PURP. FUND		57,198,821	51,554,471	52,512,611

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		2016-17	2017-18	2018-19
		ACTUAL	BUDGET	BUDGET
INTEREST ON INVSTMNT 0700-000-470.000	INTEREST ON INVSTMNT	49,897	75,000	90,000
	TOTAL INTEREST ON INVSTMNT	----- 49,897	----- 75,000	----- 90,000
	TOTAL WORKING CASH FUND	49,897	75,000	90,000

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		AUDIT FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES					
1100-000-411.000	CURRENT TAXES		73,522	74,000	75,000
1100-000-412.000	BACK TAXES		780	0	0
	TOTAL LOCAL GOVT SOURCES		----- 74,302	----- 74,000	----- 75,000
	TOTAL AUDIT FUND		74,302	74,000	75,000

		AUDIT FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT					
INSTITUT. EXPENSE					
AUDIT SERVICES					
1192-610-531.000	CONTR SVC AUDIT SVC		70,565	74,000	75,000
	TOTAL	AUDIT SERVICES	70,565	74,000	75,000
	TOTAL	INSTITUT. EXPENSE	70,565	74,000	75,000
OTHER					
CONTINGENCY					
1199-199-600.000	CONTINGENCY		0	140,000	158,000
	TOTAL	CONTINGENCY	0	140,000	158,000
	TOTAL	OTHER	0	140,000	158,000
	TOTAL	INSTITUT. SUPPORT	70,565	214,000	233,000
	TOTAL	AUDIT FUND	70,565	214,000	233,000



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		L. P. & S. FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
LOCAL GOVT SOURCES					
1200-000-411.000	CURRENT TAXES		278,128	530,000	530,000
1200-000-412.000	BACK TAXES		4,131	6,000	5,000
	TOTAL LOCAL GOVT SOURCES		----- 282,259	----- 536,000	----- 535,000
TOTAL	L. P. & S. FUND		282,259	536,000	535,000

		L. P. & S. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT.					
BUSINESS OFFICE					
FINANCIAL SERVICES					
1282-112-511.000	ADMIN. SALARIES		15,334	36,975	37,715
1282-112-512.000	PROF/TECH SALARIES		19,914	20,313	20,719
			-----	-----	-----
	SUBTOTAL SALARIES		35,248	57,288	58,434
1282-112-521.000	EMPLOYEE BENEFITS		9,269	13,712	15,566
			-----	-----	-----
	TOTAL FINANCIAL SERVICES		44,517	71,000	74,000
	TOTAL BUSINESS OFFICE		44,517	71,000	74,000
	TOTAL GENERAL ADMINISTRAT.		44,517	71,000	74,000
INSTITUT. EXPENSE					
INSTITUT. EXPENSE					
TORT LIABILITY					
1292-612-535.000	LEGAL SERVICES		592	50,000	25,000
1292-612-565.100	TORT LIABILITY		403,426	410,000	431,000
1292-612-565.113	INSURANCE SETTLEMENT		7,000	5,000	5,000
1292-612-565.188	TORT LIABILIIY-ATHLETICS		36,990	50,000	50,000
			-----	-----	-----
	TOTAL TORT LIABILITY		448,008	515,000	511,000
UNEMPLOYMENT LIA.					
1292-613-526.000	UNEMPLYMNT INS		51,910	50,000	50,000
			-----	-----	-----
	TOTAL UNEMPLOYMENT LIA.		51,910	50,000	50,000
	TOTAL INSTITUT. EXPENSE		499,918	565,000	561,000

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		L. P. & S. FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INSTITUT. SUPPORT OTHER CONTINGENCY 1299-199-600.000					
	CONTINGENCY		0	1,200,000	1,100,000
			-----	-----	-----
TOTAL	CONTINGENCY		0	1,200,000	1,100,000
TOTAL	OTHER		0	1,200,000	1,100,000
TOTAL	INSTITUT. SUPPORT		499,918	1,765,000	1,661,000
TOTAL	L. P. & S. FUND		544,435	1,836,000	1,735,000

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		SELF INSURANCE FUND REVENUES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
INTEREST ON INVSTMNT					
2300-000-470.000		INTEREST ON INVSTMNT	15,225	0	0
2380-901-470.000		INTEREST ON INVSTMNT	10	7,500	15,000
			-----	-----	-----
	TOTAL	INTEREST ON INVSTMNT	15,235	7,500	15,000
OTHER REVENUES					
2380-901-499.000		OTHER REVENUE	12,276,605	13,975,000	13,975,000
2300-000-499.100		DENTAL INSURANCE BUY-UP	60,064	60,000	60,000
2380-901-499.105		EMPLOYEE CONTRIBUTIONS	536,372	550,000	535,000
2380-901-499.999		MISCELLANEOUS REVENUE	7,109	10,000	10,000
			-----	-----	-----
	TOTAL	OTHER REVENUES	12,880,150	14,595,000	14,580,000
	TOTAL	SELF INSURANCE FUND	12,895,385	14,602,500	14,595,000

		SELF INSURANCE FUND EXPENSES	2016-17 ACTUAL	2017-18 BUDGET	2018-19 BUDGET
GENERAL ADMINISTRAT.					
GENERAL ADMINISTRAT.					
HEALTH CLAIMS ADMINISTRATION					
2380-901-521.000	EMPLOYEE BENEFITS		7,405,401	9,533,500	9,550,000
2380-901-521.020	REINSURANCE PREMIUMS		498,595	605,000	635,000
2380-901-521.021	TRS RETIREE PREMIUMS		19,213-	75,000	64,000
2380-901-521.022	DRUG PLAN CLAIMS		2,465,229	2,900,000	2,950,000
2380-901-521.023	VISION		103,903	135,000	135,000
2380-901-532.000	CONTR SVC CONSULTAT		72,000	65,000	65,000
2380-901-532.920	ADMINISTRATIVE FEE		407,769	450,000	450,000
2380-901-541.778	MISC EXPENSE		0	2,000	2,000
	TOTAL	HEALTH CLAIMS ADMINISTRATION	10,933,684	13,765,500	13,851,000
	TOTAL	GENERAL ADMINISTRAT.	10,933,684	13,765,500	13,851,000
	TOTAL	GENERAL ADMINISTRAT.	10,933,684	13,765,500	13,851,000
NON-OPERATING					
NON-OPERATING					
WORKERS COMPENSATION ADMIN					
2397-400-523.000	WORKERS COMPENSATION		383,101	700,000	600,000
2397-400-523.001	WORKERS COMP/POLICY PREMIUM		94,358	107,000	114,000
2397-400-524.000	MEDICAL EXAM FEES		16,963	30,000	30,000
	TOTAL	WORKERS COMPENSATION ADMIN	494,422	837,000	744,000
	TOTAL	NON-OPERATING	494,422	837,000	744,000
	TOTAL	INSTITUT. SUPPORT	494,422	837,000	744,000
	TOTAL	SELF INSURANCE FUND	11,428,106	14,602,500	14,595,000

**Main Campus**

1215 Houbolt Road  
Joliet, IL 60431  
(815) 729-9020

**City Center Campus**

235 N. Chicago Street  
Joliet, IL 60432  
(815) 727-6544

**Romeoville Campus**

1125 West Romeo Road (135th Street)  
Romeoville, IL 60446  
(815) 886-3000

**Frankfort Education Center**

(Located within Lincoln-Way East High School)  
201 Colorado Avenue (West Entrance 4)  
Frankfort, IL 60423  
(815) 462-2111

**Morris Education Center**

725 School Street (Door 27)  
Morris, IL 60450  
(815) 942-1552

**Weitendorf Agricultural  
Education Center**

17840 Laraway Road  
Joliet, IL 60433  
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