

Good morning. I would like to start my remarks this morning by providing the Board an update on the Illinois Board of Higher Education Finance Task Force, as authorized by SJR 88 which seeks to evaluate the current higher education budgeting practices in Illinois. The Task Force will develop recommendations to the Illinois Board of Higher Education, the Governor, and the General Assembly. The Task Force seeks to align the goals of Illinois' higher education strategic plan with State funding practices and insure funding is adequate and equitable across the State. Three meetings were held and a preliminary report was released yesterday. What did the Task Force learn? That funding is not aligned and funding is not adequate or equitable. Illinois lags behind national averages and severely late in paying its bills. Colleges and universities have been forced to rely on tuition increases to close the funding gap. Task Force looking to recommend performance based funding models and alternative strategies to fund financial aid. Expect this process to take several years.

The Finance Office will be attending the Presidents Council fall conference in October to discuss community college funding formulas, the IBHE Finance Task Force recommendations and other options for community colleges to work together to increase State funding.

The Treasurer's monthly report is contained in your orange board folder. The Treasurer prepares monthly revisions to the annual cash flow projections to help plan the financial activities of the District. The revisions will include receipts of money from grants applied for and disbursements of cash for capital projects and expenses related to new grants which are not in the initial projections. Highlights of changes in the months report:

TREASURY

The Treasury status report for this month's meeting includes the following comparative schedule of Cash flow projections reported in the month of October versus the prior month's report:

Cash-In - The District's projected FY 2011 incoming cash, as of September, is projected to be \$422.4 million as of June 30, 2011 compared to \$433.5 million as of August, a drop of \$11.1 million lower than the September 2010 report primarily due the following:

- **Property taxes** were \$405,736 lower than in the month of August than previously anticipated;
- **Tuition and Fees** were \$10.5 million below previous estimate due to \$8.3 million incorrectly counted in the Federal draw line and \$2.2 million reduction in the projected total based on a more current Fall 2010 enrollment information.
- **State Grants** were lower by \$8.3 million due to non-receipt of the scheduled August (monthly/quarterly) state payments for the credit hour and special grants.
- **Federal Draws** – were increased by \$8.3 million due to re-classification from tuition and fees. (This line item represents financial aid awards which either pays for some of the tuition and fees and the balance are refunded to students for their other costs of education.)

<u>Source</u>	<u>Sept 2010</u>	<u>Oct 2010</u>	<u>CHANGE</u>
Property Taxes	\$119,906,264	\$119,500,528	-\$405,736
Tuition and Fees	82,123,769	71,632,945	-10,490,824
Personal Property Replacement Tax	11,832,715	11,832,715	0
State grants	97,896,422	89,623,438	-8,272,984
Federal Draws	102,427,580	110,724,399	8,296,819
Interest Income	1,527,204	1,465,223	-61,985
Other Grants/Miscellaneous Funds	17,803,236	17,636,536	-166,700
TOTAL CASH-IN	\$433,517,194	\$422,415,784	-\$11,101,411

Cash Out - The District's FY 2011 outgoing cash forecasts are projected to be \$398.6 million as of September 2010, compared to \$398.4 million as of August 2010, an increase of \$167,679 from the prior month report is due to the higher actual payments for the month of August than previously anticipated. Detail uses as follows:

<u>Uses</u>	<u>Sept 2010</u>	<u>Oct 2010</u>	<u>CHANGE</u>
Faculty and Staff Payroll	\$138,412,118	\$138,442,997	\$30,879
Tuition Refunds	52,045,380	\$52,096,555	51,175
Accounts Payable/Misc	207,927,025	208,012,651	85,626
Total Projected Cash Out	\$398,384,524	\$398,552,203	\$167,679

Cash Balance – The current investment policy requires a minimum cash balance of no less than three months' of expenditures or approximately \$87 million of non-scholarship operating expenses. The cash balance as of August 31, 2010 is \$134.7 million, up \$2.7 million from July's \$131.9 million end of month balance. The cash balance includes the depository and savings accounts, the Prime Funds and other short-term operating investments account balances.

Investing Activities – The following is the market value and the performance of investment portfolio as of August 31, 2010 as highlighted in the monthly PFM investment report contained in your orange folder:

PFM Asset Management Portfolio	Market Value as of 8/31/2010	Duration CCC/ Benchmark	August 2010 Periodic Return CCC/Benchmark
Working Cash Portfolio - Merrill Lynch 1-Year U.S. Treasury Index	\$62,499,431	0.89/ 0.91	0.056%/ 0.088%
Short-Term Operating portfolio - Merrill Lynch 3-Month U.S. Treasury Index	\$93,434,425	0.32/ 0.16	0.047%/ 0.012%
Truman Parking Project - NO Benchmark	\$16,124,462	0.32	0.41%
OPEB Portfolio - Merrill Lynch 3-Month U.S. Treasury Index	\$18,067,045	1.47/ 1.79	0.113%/ 0.192%
Capital Improvement Projects -Merrill Lynch 1-Year U.S. Treasury Index	\$21,004,824	0.35/ 0.91	0.032%/ 0.088%
Total PFM-Managed Investment Portfolios	\$211,130,188		

Overall, the portfolios are better or in line with the respective benchmarks. We continue to work with our investment advisor PFM and hold monthly meetings to ensure that funds are invested in accordance with the investment policy and looking to gain competitive rates of returns with the primary goals of safety and liquidity.

As discussed and agreed upon with the PFM team we will be extending the duration of the Working Cash Portfolio to get better yield, in this current environment of low interest rates that may last for a longer time. However, this strategy may have interest rate risk that could cause temporary negative periodic returns during the year but will bring value in the long term.

We will also work with Administrative Services staff to develop a capital draw down plan and revise our investing strategies for the capital portfolio accordingly.

Money Market Funds – PFM Prime Fund Account balance of \$5,039,328 with a yield of 0.22%

Other Treasury Activity:

- The Office of Finance continues to move forward with the implementation of the Chase Single Use Account Card. Concurrently, negotiations are underway with the bank to finalize the rebate schedule that governs the use of the SUA Account Card.
- OIT continues to work with Chase to implement direct data transmissions of the Positive Pay files for reconciliation purposes
- All Chase ATM machines have been removed and US Bank ATMs installed. Due to construction, the ATM for Olive Harvey College will be installed October 8th.
- Visited all colleges with the Director of Student Financial and US Bank representatives to present the rollout/implementation of the US Bank Student Debit Card. The new CCC/US Bank process allows the student to enroll online and receive their financial aid refunds quicker and safer than by check.
- Truman, Wright, Olive Harvey, Daley, Arturo Velasquez Institute and Kennedy King have received training for the Chase IDD service that allows the colleges to send check images to the bank. Malcolm X and Harold Washington are scheduled for training in October.

Disbursements:

<u>Payroll</u>	<u>Month: September 2010</u>	<u>Month: August 2010</u>
Checks (# of Checks/Amount)	2,194/\$1.7M	1,934/\$1.7M
Direct Deposit (# of Advices/Amount)	7,081/\$9.0M	7,081/\$8.2M

Accounts Payable – 2,105 checks were printed for a total of \$8,278,171. The amounts represent an increase of 696 checks printed for a total of \$2,295,243 from August.

Property Taxes/State Funds: \$41,480 - Received in property taxes / \$2,282,441 - Received in state funds.

Investments – Illinois Funds: \$196,695 balance as of September 2010.

Investments – PFM Asset Management: Treasury staff investment activity with the PFM invested funds during September 2010:

- Short-Term Operating Account: \$15 million in securities matured - \$5 million was reinvested and \$10 million transferred to JPMorgan Chase Savings Account/PFM Prime Money Market Account

- Short-Term Operating Account (IIIT Fund Certificate of Deposits)/Short Term Operating Account (IIIT Term Securities) - \$3,457,000 in IIIT CDs matured and were reinvested.
- Truman Parking Garage Project Account/Truman Parking Garage Prime Fund Money Market Account - \$855,861 payment was made to the Capital Development Board leaving a balance in of \$573,249.
- OPEB Account: \$1,580,000 in securities matured and was reinvested.
- IIIT Capital Improvements Project Account: No Activity

Chase High-Yield Savings Account: Balance of \$21,080,414 earning .40% as of September 30, 2010.

Status of the FY 2010 State Receivables: As of August 31, 2010, there is \$7.3 million of grants receivables from the state of which \$7.2 million is more than 30 days overdue. This is down from \$8.6 million reported last month. The major outstanding account receivables include the following:

<u>State Program</u>	<u>September 2010</u>	<u>August 2010</u>
• Truants Alternative	\$ 643,572	\$ 643,572
• Adult Ed	\$ 1,528,852	\$ 2,781,570
• Additional Grant (Equalization)	\$ 3,750,000	\$ 3,750,000
• Alternative School Network	\$ 344,434	\$ 376,507
• WIA	\$ 331,334	\$ 331,334
• CYATC	\$ 69,381	\$ 69,381
• DHS	\$ 308,000	\$ 308,000
• Institution	\$ 54,957	\$ 102,708
• State Pre-K	\$ 201,501	\$ 201,501
• Youth Connection	<u>\$ 36,552</u>	<u>\$ 72,695</u>
• TOTALS	\$ 7,268,583	\$ 8,637,268

CONTROLLER'S OFFICE - The Controller's report for this month's meeting includes the following:

Analysis and planning: As the first step in addressing financial questions about the District's **enterprise activities**, the controller is reviewing the accuracy, timeliness, and methods of recording transactions related to them. Enterprise activities include child care centers; restaurants and catering; continuing education and contract training; and special interest classes. To facilitate production of accurate and timely profit and loss statements, it is essential that revenues and expenses for each enterprise activity be recorded appropriately and be readily identifiable in the financial system. The controller is working closely with the VC of Business Enterprises to implement an accounting methodology for the enterprise activities that more closely follows typical small business accounting.

During the past month, the controller worked with OIT to define the appropriate accounting entries and configure PeopleSoft Financials to implement Chase Bank's **single-use credit card** using delivered functionality of PS Financials, eliminating the need for costly customizations.

The controller is assessing the strength of the **capital accounting procedures** currently in place. Plans to meet with the PBCC controller and the District's auditors during the first week of October to discuss accounting for capital projects that the PBCC manages on behalf of the District. The proposed investment of hundreds of millions of dollars in new capital projects over the next several years will require the use of robust accounting procedures to ensure that the District's projects and funds are managed well.

Reimplementation of the **Fixed Assets module** in PS Financials is another area of interest related to capital expenditures. The controller's office is working with OIT to identify the primary configuration issues and to implement a model setup in the test environment. The goal is to have the model setup fully tested and ready to be put into production by February, 2011.

The **Accounts Receivable module** of PS Financials has been in service for more than a year. As users become more familiar with it, additional functionality is being identified and implemented. The controller's office is working with OIT, the colleges, and others across the District to ensure that users are trained properly when new features are rolled out and that this module is used correctly.

The District's participation in the U. S. Department of Education's **direct loan program** requires a monthly reconciliation of funds drawn down from the federal line of credit and funds disbursed to students. The controller is working with Student Accounts to create a reconciliation procedure that will ensure the District remains in compliance with this, and all other, Department of Education financial aid management requirements.

General Accounting

FY 2011 posting of transactions:

Transaction Type	FY 2009 First Quarter	FY 2010 First Quarter
Manual journal entries	116	191
AP payment journals	223 \$32.4 million	269 \$37.7 million

Financial Reporting

Status of FY 2010 year-end close and audit process:

The audit is ahead of the FY 2009 timeline and on schedule to be completed well ahead of the December 15th deadline approved by the ICCB. To date, the District's accounting staff has delivered the "prepared by client" (PBC) materials for WYCC's audit to the auditors two months earlier than last year. The Foundation's PBC materials were delivered one month earlier. Overall, the preparation of the FY 2010 CAFR is one month ahead of FY 2009. If this trend continues, the audit should be substantially complete before Thanksgiving.

Status of WYCC audit:

The audit will be completed on time. All outstanding PBC requests have been submitted. The final financial statements are due to the Corporation for Public Broadcasting 11/30/2010.

Status of Foundation audit:

The change in the Foundation's investment policy to allow equities and other such investments requires a new disclosure to be included in the financial statement for FY 2010. The Foundation's 990 form will be completed in time for the November 15th filing deadline.

Grant Accounting

Status of FY 2011 Grant Budgets:

Colleges are entering FY2011 budgets into PeopleSoft for recurring fiscal year grants from ICCB.

Status of FY 2010 Grant Audits:

Grant Accounting has delivered a draft Schedule of Expenditures of Federal Awards to the auditors and is gathering grant-related documents in support of the WYCC Audit.

Submitted final expenditure reports to DHS for Supported Employment and Vocational Development Programs administered at Harold Washington College and for Teen Reach Program administered at Wright College. Submitted final closeout report to DCEO for ISTEP Program administered at Wright College.

Submitted \$155,000 of grant-related billings and requested \$304,000 of reimbursements for federally funded programs for activities through August 31, 2010.

STUDENT FINANCIAL The Student Financial report for this month's meeting includes the following: Issued approximately 1,350 refund transactions during the month. Of which, 368 or (27%) were direct deposit via ACH and 982 (73%) were paper checks. Total amount refunded to students for the month of August 2010 was approximately \$522,300.

We issued approximately 937 refund transactions during the month. Of which, 49 or (5%) were direct deposit via ACH and 888 (95%) were paper checks. Total amount refunded to students for the month of September 2010 was approximately \$393,900.

Electronic Student Refund: The Finance Office rolled out the new Student Refund Management System, which allows students to enroll in the new U.S. Bank Prepaid Visa Debit or Direct Deposit via self-service, effective September 24, 2010. Student Financial and Treasury staff, along with U.S. Bank representatives, visited each college to introduce, market, and promote the U.S. Bank Prepaid Visa Debit Card. The Finance Office also provided training to both staff and students on the features of the new Student Refund Management System. The implementation of this initiative was a success. As of Sept. 30th, 2010, 3,271 students had enrolled for the U.S. Bank Debit Card.

Federal Direct Loan Program: Student Financial Assistance staff conducted the second annual student finance assistance workshop, in which a representative from the U.S. Dept. of Education provided training on the new William D. Form Direct Loan Program. In attendance were Deans of Student Support Services, Executive Directors of Business Operations, and staff from both Financial Aid and Business Offices. Training was also provided on the District's internal procedures for processing the new Federal Direct Loans as we continue to support "The Health Care and Ed. Reconciliation Act", District records demonstrate that approximately 70 students have received their first Direct Loan disbursement totaling approximately \$160,000 for aid year 2011.

GAO Audit Review: The workshop also briefed financial aid staff on the Government Accountability Office (GOA) for-profit college financial aid audit findings.

Required Reporting: The annual Fiscal Operations Report for 2009-2010 and the Application to participate for 2011-2012 (FISAP) has been submitted to the U.S. Department of Education by the October 1, 2010 deadline.

State Aid Programs: Although District was previously notified that there would be no Illinois Veterans Grant (IVG) funding shortfall, the District is required to submit claims to ISAC. The Finance Office transmitted the first IVG Summer claims totaling to-date approximately \$271,000.

ACCOUNTS PAYABLE - The Accounts Payable report for this month's meeting includes the following:

- Processed a total of 2,608 vouchers for vendor payment during September 2010.
- Currently working to implement the workflow process for the A/P voucher centralization pilot with Olive-Harvey College and review auditing process for reporting the 2010 1099-Misc Recipients.
- FOIA requests: Completed the GC FOIA request related to the Illinois Campaign for Political Reform.

BUDGET OFFICE - The Budget Office's status report for this month's meeting includes the following:

September 2010 Budget Activities: Loaded the final budget file into the PeopleSoft General Accounting System. Continued supporting the District reinvention process. Monitored the State budget activities. Updated the current position file to reflect the new budgeted positions. Began managing budget control
Finance Committee Report – continued

file transaction process. Started creating an updated budget transfer process to reduce the number of inappropriate transfers. Continued the Nursing program reorganization. Loaded the FY11 capital ledger and rolled over capital projects from FY10. Completed enterprise fund budgeting and will help support new Business Enterprise Office. Started reviewing GL payroll posting from the Student Information System and reengineering the grants budgeting process for FY 2012.

AUGUST BUDGET TRANSFER SUMMARY

- The FY11 Budget was approved by the Board in August 2010.
- Request Approval of transfers totaling \$488,970.61 for August of 2010. Two transfers over \$100,000 were completed to restore the athletics programs at Wright and Truman colleges.

Education Fund Transfer Summary:

Account	Transfers Out	Transfers In	Net Change
Salaries	\$ 1,500.00	\$ 164,771.00	\$ 163,271.00
Services	\$ 8,862.83	\$ 60,291.76	\$ 51,428.93
Supplies	\$ 45,875.80	\$ 44,605.00	\$ (1,270.80)
Travel	\$ 1,200.00	\$ 39,546.87	\$ 38,346.87
Fixed Charges	\$ -	\$ 21,534.00	\$ 21,534.00
Scholarships	\$ -	\$ 80,000.00	\$ 80,000.00
Other	\$ 353,310.00	\$ -	\$ 353,310.00

O&M Fund Transfer Summary:

Account	Transfers Out	Transfers In	Net Change
Services	\$ 60,321.98	\$ -	\$ (60,321.98)
Supplies	\$ -	\$ 30,000.00	\$ 30,000.00
Travel	\$ -	\$ 1,000.00	\$ 1,000.00
Utilities (Water & Sewage)	\$ 2,000.00	\$ 21,322.00	\$ 19,322.00
Utilities (Refuse disposal)	\$ -	\$ 9,999.98	\$ 9,999.98

Enterprise Fund Transfer Summary:

Account	Transfers Out	Transfers In	Net Change
Salaries	\$ 7,500.00	\$ -	\$ (7,500.00)
Services	\$ 7,500.00	\$ -	\$ (7,500.00)
Supplies	\$ 900.00	\$ 15,000.00	\$ 14,100.00
Travel	\$ -	\$ 900.00	\$ 900.00

Administrative Services & Procurement – Diane Minor, Vice Chancellor

Board Reports

Agreements

4.04 District Wide Analysis of Operating Systems

Approval to ratify the payment to the Altus Group (formerly known as Capital Planning Solutions, Inc.) in the amount of \$6,384.89, for training services previously rendered, and further approve the issuance of a purchase order in the amount of \$14,000 for additional advanced user training for a total amount not to exceed \$20,384.49.

4.05 Extension of Intergovernmental Agreement for Truman Parking Garage

Approval to extend the Intergovernmental Agreement with the Illinois Capital Development Board for the period beginning May 2, 2009 through the Project Final Completion Date (approximately August 31, 2011), to govern the state funding and construction of the new Student Services Center and Parking Garage at Truman College.

4.06 ADA Compliance District Wide

Execute an agreement with Globetrotters Engineering in the amount of \$138,500.00 to provide architectural and Engineering services for the preparation of construction documents for bidding of ADA Compliance at various campuses throughout the District.

4.07 Architectural Services for District Office

Enter into an agreement with Muller + Muller, to provide architectural engineering services for the renovation of floors 5, 6, 9, 10, 11, and 14 at the District Office for an amount not to exceed \$865,315.00.

7.00 Ceiling Tile for Truman College

Approve the issuance of a purchase order to Contractors Acoustical Supply in a total amount not to exceed \$29,990.60 for the purchase and delivery of acoustical ceiling tiles attic stock to Truman College, in accordance with the specifications of Bid #MWJ1013 dated July 23, 2010.

7.01 Cleaning and Fire Proofing of Theater Curtains District Wide

Approve the issuance of purchase orders on an as needed basis in an annual total amount not to exceed \$67,739.66 to Jose Drapery & Window Covering Company, Inc. to provide theater curtain cleaning, repairs and fire proofing services District Wide, for a total amount not to exceed \$203,218.98, for a period of three (3) years, from October 7, 2010 through October 8, 2013, with an option to extend for two (2) additional one (1) year periods, in accordance with the specifications of Bid #MWJ1015 dated August 12, 2010.

7.02 Snow Removal Services District Wide

Approves the issuance of purchase orders to the companies AGAE Contracting, American Parking Lot, Tim's Snow Plowing, and Speedy Gonzalez Landscaping for an amount not to exceed \$70,000.00 per main campus assigned and \$35,000.00 per auxiliary campus assigned annually effective November 6, 2010 through November 6, 2012, in accordance with specification # SC0732 dated October 12, 2007.

7.03 JOC Projects for October

Monthly submittal of JOC projects to approve the issuance of purchase orders in to perform repair, deferred maintenance, and renovation services requested by the Colleges and District Office in a timely and cost effective manner with AGAE Contractors, Inc., Robe Inc., FH Paschen, Centennial, Pacific Construction, and Lawdensky , in the total amount of \$2,498,765.

7.04 Furniture for Truman Student Services Center

Approve the issuance of a purchase order to Kayhan International, a certified WBE vendor, in the total amount of \$1,179, 213, for the required furniture for the new student services building at Truman College.

8.06 Monthly Report for Utilities

Monthly Report to the Board of Utility, Postage and Other Monthly Expenditures that in accordance with District purchasing policies in appendix #24 of the Board Rules that were processed in August, 2010.

Project Updates

FY 2010 Minority and Women Owned Business Participation

At the end of the twelve months, of the \$39 million in expenditures, approximately 59% was spent with Minority owned firms and 4% were with Women Owned Businesses. The construction projects for FY 2010, which include the Truman Student Services & Parking Facility, have 30% MBE and 9% WBE participation. City Businesses received 45% of the dollars expended. We are still a partner with Chicago United's Five Forward, engaging our partners in our contracting activities.

Old Kennedy-King Demolition has the building totally demolished and site remediation and restoration continuing.

Wentworth Avenue TIF Development is continuing in conjunction with the City's Department of Community Development and the Aldermen of the 6th and 17th Wards. The first community hearing was held September 14th with a substantial turn out from the Englewood community, asking questions related to property taxes and potential development of the vacated site. The community was assured that the District will continue to maintain the site in a responsible manner. We were told that we upheld City Colleges promises to demolish the building in a safe, clean and environmentally friendly manner and hire from the neighborhood.

Administrative Services & Procurement – Diane Minor, Vice Chancellor-continued

Larry McKeon Truman Student Services & Parking Facility has not been able to reduce the time delay caused by the labor strikes of this summer. The District is also asking the Capital Development Board to undertake independent engineering studies to test the strength of the precast concrete structure before we take possession of the building, which may also impact the move in date. With accelerated scheduling as well as competitively awarding the furniture, fixtures and equipment bid packages thru the District that was reviewed by the Board today, Administrative Services is working to ensure the opening of the facility for January, 2011. The Capital Development Board has assured the District that it will meet the contracted date for substantial completion, but will require a time extension for the Intergovernmental Agreement to perform punch list items and complete the independent engineering commission study.

Work is continuing at Olive Harvey, Daley, Malcolm X, Wright, Truman, and Harold Washington for the renovation of various science, technology, and nursing labs. Olive Harvey is undergoing the transformation of its lobby, auditorium, classrooms, front driveway, parking lots, and sidewalks. With their accreditation visit upcoming, Olive Harvey will reflect a campus under transformation to ensure student success.

Daley is scheduled this month for the last phase of their gym renovation with the bleacher installation.

I want to thank the schools for their cooperation and flexibility as we work around construction schedules.

City Colleges of Chicago

Office of Information Technology

Script for October 7, 2010 Board Report

During the past quarter, OIT leveraged CCC's investment in PeopleSoft by automating fiscally responsible solutions that provide the right people with the right information faster. In an economic environment where every dollar counts, OIT is committed to increasing operational efficiencies and the prudent use of IT resources in the areas of student administration, human resources and finance.

In **Student Administration**, manual processes were eliminated to reduce administrative overhead, and new controls were established to increase insight for students, faculty and staff and help them make more informed, proactive academic decisions. For example, the *Office of Academic Affairs* now has the exclusive responsibility for faculty credential verification via the newly created *Faculty Credentials* page. More than 2,000 students have registered online using the new *Self Service Student Refund Option Selection* pages. Additionally, students may opt to have their federal work-study payments automatically deposited onto their debit card and in conjunction with the *US Bank Visa Debit Card Program*. Now that faculty are required to enter and submit final grades via *myfaculty.ccc.edu* for all credit and skills careers, faculty can also complete recorded training sessions -- which are tracked in PSHR -- to reinforce familiarity with and facilitate adoption of the *Online Grade Entry* system.

In **Finance**, homegrown, paper-based systems that had inadequate data to efficiently drive CCC's financial systems were replaced with new enhancements. For example, the *Proposal* screen in the *Grants* module now has an additional feature whereby the associated board report number and grant approval date can be entered for improved reporting capabilities. The standard chart fields appearing in the Accounts Receivable distribution codes have also been updated, thereby reducing the need for manual reconciliation and reclassification. In addition, the *Frequently Asked Questions* document on the employee portal has been updated to communicate information about recently added functionality, eliminate lengthy transaction times through proactive, informal training, and promote employee self-service.

In **Human Resources**, disjointed, standalone processes were replaced to improve data reporting and information transparency. Payroll, for example, is now able to easily transmit confidential Chicago Municipal Employees Credit union files in a secure fashion and without intervention by OIT. Similarly, the new *Update Comp Leave* page is now used by the payroll department to reconcile time and labor hours against the leave balance tables without intervention by OIT. In addition, as a result of enhancements to the position data application engine and component interface, the budgeting department is now able to update more than 1,000 budget chart fields on the position file in a fraction of the time that was previously required. Finally, to remove barriers to easy access to crucial information, daily automated reports keep key benefit and payroll personnel and the human resource administrators abreast of newly hired and terminated employees, and colleges are able to track and monitor faculty members' completion of the new *Online Grade Entry* course, as a result of the new interface between PSHR and the web-based faculty training system.

**City Colleges of Chicago
Monthly Micro City Purchases
September 2010**

THIS REPORT WAS PREPARED BY MICRO CITY REGARDING SHIPPED AND INVOICED PRODUCTS. THIS REPORT IS FOR INFORMATIONAL PURPOSES ONLY.

EQUIPMENT LOCATION	COMPUTERS	PRINTERS	SOFTWARE	RELATED EQUIPMENT	MAINTENANCE TRAINING	TOTAL PER
Richard J. Daley College	\$0.00	\$0.00	\$69.00	\$4,380.00	\$0.00	\$4,449.00
West Side Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harold Washington College	\$0.00	\$0.00	\$0.00	\$969.00	\$0.00	\$969.00
Kennedy-King College	\$0.00	\$0.00	\$389.00	\$1,092.00	\$0.00	\$1,481.00
Dawson Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Malcolm X College	\$1,999.00	\$0.00	\$0.00	\$21,378.00	\$0.00	\$23,377.00
Arturo Valesquez	\$0.00	\$0.00	\$0.00	\$5,561.00	\$0.00	\$5,561.00
Olive-Harvey College	\$675.00	\$0.00	\$0.00	\$20,516.00	\$0.00	\$21,191.00
South Chicago Learning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harry S. Truman College	\$0.00	\$0.00	\$1,150.00	\$2,030.00	\$0.00	\$3,180.00
Harry S. Truman Technical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lakeview Learning Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wilbur Wright College North	\$39,450.00	\$0.00	\$0.00	\$1,566.00	\$0.00	\$41,016.00
Wilbur Wright College South	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Humboldt Park Vocational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
District Office(exclusive of OIT)	\$989.00	\$0.00	\$282.00	\$1,628.00	\$0.00	\$2,899.00
Office of Information Technology	\$0.00	\$0.00	\$25,809.00	\$8,918.00	\$0.00	\$34,727.00
TOTAL	\$43,113.00	\$0.00	\$27,699.00	\$68,038.00	\$0.00	\$138,850.00

**City Colleges of Chicago
Fiscal 2011 Year to Date (7/1/10 - 06/30/11)**

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EQUIPMENT LOCATION	COMPUTERS	PRINTERS	SOFTWARE	RELATED EQUIPMENT	MAINTENANCE/ TRAINING	TOTAL PER LOCATION
Richard J. Daley College	\$729.00	\$0.00	\$138.00	\$16,984.00	\$0.00	\$17,851.00
West Side Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harold Washington College	\$0.00	\$0.00	\$124.00	\$34,711.00	\$0.00	\$34,835.00
Kennedy-King College	\$0.00	\$0.00	\$389.00	\$1,449.00	\$0.00	\$1,838.00
Dawson Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Malcolm X College	\$1,998.00	\$2,490.00	\$100.00	\$30,484.00	\$0.00	\$35,073.00
West Side Learning Center	\$0.00	\$0.00	\$0.00	\$5,561.00	\$0.00	\$5,561.00
Olive-Harvey College	\$1,601.00	\$0.00	\$0.00	\$63,340.00	\$0.00	\$64,941.00
South Chicago Learning Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harry S. Truman College	\$0.00	\$0.00	\$1,546.00	\$2,030.00	\$0.00	\$3,576.00
Harry S. Truman Technical Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lakeview Learning Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wilbur Wright College North Campus	\$41,595.00	\$227.00	\$2,235.00	\$8,835.00	\$0.00	\$52,892.00
Wilbur Wright College South Campus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Humboldt Park Vocational Educational Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
District Office(exclusive of OIT)	\$9,673.00	\$1,782.00	\$2,333.00	\$4,265.00	\$0.00	\$17,953.00
Office of Information Technology	\$20,759.00	\$0.00	\$25,809.00	\$36,352.00	\$0.00	\$82,920.00
TOTAL	\$76,256.00	\$4,499.00	\$32,674.00	\$204,011.00	\$0.00	\$317,440.00