

**Finance Committee Report**  
**April Board Meeting**  
**Thursday, April 4, 2012**

**TREASURY:**

The operating cash balance as of January 31, 2012 is \$172 million which is more than the \$87 million required by the District's investment policy.

The Short-Term Operating, Working Cash and OPEB portfolios outperformed their respective benchmarks for the month of January. All portfolios benefitted from higher-yielding non-Treasury securities with the Working Cash and Short Term Operating portfolios outperforming their respective benchmarks since their inception. The OPEB portfolio continues to perform in line with its respective benchmark.

The PFM investment strategy is to focus on maintaining the safety of the invested principal and achieving the long term objectives of preserving safe, well diversified and high quality portfolios.

**Account balances are as February 28, 2012:**

PFM Prime Money Market Fund Account - \$13,645,996 with a yield of 0.23%

J.P. Morgan Chase Savings - \$54,792,881 with a yield of 0.21%

Other Treasury Activity:

- Working with OIT, JPMorgan Chase, and System Financial on the following initiatives:
  - 1) CCC is exploring outsourcing the check printing function to Chase for the Payroll, Accounts Payable, Student Refund and Agency Accounts
  - 2) Automate the transmission connectivity of the Payroll Positive Pay check file so manual intervention will no longer be required. Files will be automatically transmitted to the bank at a pre-determined time.
  - 3) Change the Accounts Payable ACH file format to include an addendum field for vendor reference/id numbers. Vendor payments that require this information are currently processed by Treasury through the Chase online system
- The recommended vendor to provide electronic safes and armored car services will be submitted to the March board for approval.
- Awaiting receipt of the approval letter from Bank of America to allow the District to exercise the last one year option to renew the Credit Card Processing Services Agreement with the bank from July 1, 2012 to June 30, 2013.

Treasury - Strategic Metrics

<b>Metric</b>	<b>Frequency</b>	<b>FY11 Base</b>	<b>FY12 Target</b>	<b>Results/Status</b>
Investment Policy Compliance	Monthly	100%	100%	100%
Daily cash needs met and excess balances of \$500,000 are invested timely	Daily	within 48 hours or next business day	within 48 hours or next business day	Compliant
Short-term Investment performance within or better than benchmark in a total return (inception to date) basis net of fees	Quarterly	within 98% of benchmark or better; no real loss of principal	within 98% of benchmark or better; no real loss of principal	Compliant
Timely and courteous response to requests from internal/external customers	Monthly	N/A	85% resolved within 48 business hours	Compliant
Bank & Credit Card Service Fees	Monthly	N/A	Contract issues resolved within 45 days	No contract issues as of the February report date.
Communication and training of changes to policies and regulation changes	Monthly	N/A	30 days from Board approval or knowledge of regulatory change	N/A for January

**CONTROLLER'S OFFICE:**

Financial Reporting and General Accounting:

The fiscal year 2012 Illinois Arts Council (IAC) application for WYCC was completed and submitted to that agency on time on February 6th.

Prepared a spreadsheet for the City of Chicago's Washington DC office regarding fiscal year 2011 grant information. This data was to be used for the President's fiscal year 2013 budget which was presented on February 13th.

The fiscal year 2011 Illinois Cultural Data Project financial report was completed and submitted to that agency on February 21st. This agency provides about \$10,000 per year in grants to WYCC.

The FY 2011 Higher Learning Commission report has been started; we are waiting for HLC to provide the updated weights for each category

During February, \$31,000 was drawn down from the SEOG, and \$163,935 was drawn down from other grants.

Grant Accounting:

Submitted 2<sup>nd</sup> quarter Expenditure Report to ICCB for Adult Education, Career and Technical Education Grants (Carl Perkins, Program Improvement, CTE Innovation Program) and Early School Leavers.

Grant Accounting submitted \$652,869 in Federal payment requests and \$312,063 in State and Local billing during February.

Provided District Executive Management and all College Executive Director's the January Grant Spending Report.

Attended kick-off meeting with PeopleSoft Oracle representatives for full implementation of Grants Module. Project scheduled to be fully implemented by 6.30.12.

**Status of the FY 2011 State Receivables:**

As of February 29, 2012, \$4,927 of FY 2011 receivables from the State is outstanding which is a decrease of \$2,968 from January 2012.

State Program	February 2012
WIA (Work Force Invest. Act)	\$4,927
<b>Total</b>	<b>\$4,927</b>

**Status of the FY 2012 State Receivables:**

As of February 29, 2012, \$11.8 million of FY 2012 grants receivables from the State are outstanding which is an increase of \$2.5 million from January. Increase is mainly attributable to Additional Grant Equalization \$ 1.25 million and Carl Perkins \$800k.

State Program	February 2012	30 days past due
Additional Grant (Equalization)	\$6,250,000	\$5,000,000
Adult Education	\$2,719,846	\$2,266,538
Carl Perkins	\$808,377	\$0
Federal Basic / EL Civics	\$505,664	\$252,832
Truants Alternative	\$388,496	\$388,496
MAP	\$280,000	\$280,000
Workforce Development	\$238,880	\$238,880
WIA (Work Force Invest. Act)	\$70,798	\$70,798
All Other State Funded Programs	\$586,676	\$96,000
<b>Total</b>	<b>\$11,848,737</b>	<b>\$8,593,544</b>

## Strategic Metrics

<b>Metric</b>	<b>Frequency</b>	<b>FY11 Base</b>	<b>FY12 Target</b>	<b>Results/Status</b>
Accounts Receivables Written Off (Bad Debt Expense)	Annual	4 to 5% of Tuition and Fees	3 to 4% of Tuition and Fees	Bad debt expense is accrued at 3.4% of tuition & fee revenue
Compliance with Grant Restrictions	Quarterly	90% to 100% adherence	90% to 100% adherence	108 of 167 grant reconciliations completed and approved through 12.31.11
Complete annual audit by deadline	Annual	12/15/2010	11/15/2011	CAFR completed and published 11/15/2011
Complete month-end close timely	Monthly	30 days after month ends	15 days after month ends	December 2011 report delivered 1/20/2012
Complete federal single audit (A-133) timely	Annual	2/28/2011	1/31/2012	A-133 report completed and published 12/29/2011
Timely submission of manual financial journal entries	Monthly	N/A	7 -10 days after month end	January 2012 month-end close completed 2/10/2012
Timely and courteous response to requests from internal/external customers	Monthly	N/A	85% resolved within 48 business hours	
Communication and training of changes to policies and regulation changes	Monthly	N/A	30 days from Board approval or knowledge of regulatory change	

### **STUDENT FINANCE:**

Student Refunds: We issued refunds in the amount of \$169,105 during the month of February 2012. The chart below details the number of electronic and paper check refunds processed during February:

Refund Type	Number of Refunds	%
Paper Checks	192	61
Electronic (ACH)	125	39
<b>Total</b>	<b>317</b>	

**Note:** We are scheduled to disburse 50% of Pell, SEOG & Loans and 100% of MAP on February 24<sup>th</sup> for Spring 2012. Refunds will be processed on February 27<sup>th</sup>.

Direct Loan Program: The William D. Ford Federal Direct Loan initiative is offered at all seven colleges and continues to be supported by City Colleges. The chart below details the Direct Loan disbursements for Fiscal Year 2012, as of 2/23/2012.

Type	Student Count	Amount	Average
Subsidized	3,194	6,025,932	1,887
Unsubsidized	1,659	3,453,164	2,081
Parent PLUS	1	13,822	13,822
<b>Total</b>	<b>4,854</b>	<b>9,492,918</b>	

Federal and State Program:

Financial Aid disbursed to students during 2011-2012 academic year, as of February 23, 2012:

Type of Aid	\$ Disbursed	Student Count	Average
Federal Pell Grant	54,003,323	26,494	2,038
Federal Supplemental Educational Opportunity Grant (SEOG)	560,019	1419	395
Federal Work-Study	1,397,881	690	2,026
Illinois Monetary Award Program (MAP)	7,245,682	13,566	534
<b>Total</b>	<b>63,206,905</b>		

## Student Receivable at February 25, 2012

Term	30-Jan-12	24-Feb-12	Collected
Spring 2009 and prior	136,609	132,775	3,834
Summer 2009	13,587	14,030	-443
Fall 2009	59,762	58,780	982
Spring 2010	111,938	111,983	-46
Summer 2010	161,225	156,909	4,316
Fall 2010	1,281,091	1,277,261	3,830
Spring 2011	1,553,057	1,534,873	18,185
<b>Sub-total</b>	<b>\$3,317,270</b>	<b>\$3,286,611</b>	<b>\$30,658</b>
<b><i>FY 2012</i></b>			
Summer 2011	756,705	616,963	139,742
Fall 2011	2,328,254	2,121,644	206,610
Spring 2012	45,710,265	45,186,967	523,298
<b>GrandTotal</b>	<b>\$52,112,493</b>	<b>\$51,212,185</b>	<b>\$900,308</b>

### Completed Activities:

- In collaboration with Communications and Marketing, sent eBlast to students encouraging them to complete the FAFSA by the priority deadline of March 1<sup>st</sup>.
- Submitted accounts in Write-Off to the collection agency, Enterprise Recovery Systems.
- Prepared a presentation for the College Advisor workshop on February 24th regarding the new financial aid regulations and their potential impact on students.
- Developed a schedule of Financial Aid Awareness activities at the campuses and posted the schedule to the website.
- Developed a partnership with Chicago Public Schools. On March 6th we have been invited by CPS to facilitate a few breakout sessions for approximately 800 CPS seniors and parents.
- Collaborated with Student Services to develop a standard form for SGA Tuition Waivers.
- Collaborated with Reinvention to develop a process for retaking the COMPASS test and developed a standardized Retest Payment Form.
- Drafted six priority legislative suggestions related to federal financial aid funding to ensure community college students are fairly represented.
- Illinois Student Assistance Commission (ISAC) has concluded the on-site program review at Kennedy King for 2010-2011 academic year. We are awaiting ISAC response.

### Work-in-Progress:

- In collaboration with General Counsel, we are drafting the contracts for temporary staffing services.

- Planning a workshop for all financial aid staff regarding new financial aid regulations including ATB changes, new 12 semester Pell Grant limit, and the IRS Retrieval Process. The workshop scheduled for March 23, 2012.
- Developing payment plan options for the Summer 2012 and 2012/13 academic year
- Collaborating with OIT to prepare for Regression Testing for the upcoming 2012/13 academic year.
- In collaboration with Development and Enrollment Management, we are preparing materials and presentations for the Chicago Public School workshop on March 6th, in which we will be facilitating several breakout sessions. We will be assisting student and parents with the FAFSA, providing information about scholarship opportunities offered by CCC and to providing information regarding different programs available to students and parents
- Developing a standardized process for certifying private loans.
- Developing a FWS position listing for all campuses.
- Researching the steps to consolidate the 7 colleges under 1 federal school code and Program Participation Agreement.
- Developing a staffing analysis for the Financial Aid Offices based on the zero-based budgeting model.
- Developing standard scholarship deadlines for Foundation scholarships across the seven campuses. Working with the Office of Development to tie the scholarships into the Reinvention goals.

Financial Aid - Strategic Metrics

Metric	Frequency	FY11 Base	FY12 Target	Results/Status
Financial Aid Verification Completed prior to Fall Open Registration	End of Fall 2011Term	TBD	5% Increase	For Fall 2011, 60% of verification was completed prior to Fall Open Registration (8/8/2011).
Financial Aid Offices (specifically the Directors and Assistant Financial Aid Directors), Office of Finance Staff/Managers and the Internal Audit team should attend conferences conducted by the Dept. of Education, NASFAA, ISAC and other Financial Aid organizations.	End of Term	N/A	Information and knowledge gained from the conferences/webinars shared with the rest of the financial aid staff either thru workshops or written documentation.	Staff were scheduled to attend several webinars: <ul style="list-style-type: none"> <li>• Oct. 5, 2011 – Supporting Unaccompanied Homeless Youth in Accessing Higher Education</li> <li>• Oct. 11, 2011 - Federal Update and FAFSA and Delivery System Update</li> <li>• Oct. 12, 2011 -</li> </ul>

				<p>Verification Documentation Requirements</p> <ul style="list-style-type: none"> <li>• Oct. 13, 2011 - Gainful Employment</li> <li>• Oct. 18, 2011 – Nsight Demo for DL servicing.</li> <li>• Nov.1 – All Staff Verification Training (AVI)</li> <li>• Nov. 28 – Dec. 2 – FSA Conference</li> <li>• Dec. 12 – Veterans Workshop (MX)</li> </ul>
Percent of Financial Aid Applicants enrolled in Title IV eligible programs	Term at Census Date	70%	75%	Fall 2011 – 72%
Completed financial aid R2T4 (Return to Title IV) calculations within 45 days	Term (After Census Date)	80%	85%	<p>As of 11/29/2011, for Fall 2011, 93% of the calculations were completed within 45 days.</p> <p>As of 1/9/2012, for Fall 2011, 89% of the calculations were completed within 45 days. This is the final figure for Fall 2011.</p>
Provide financial awareness to staff and students	Annual	N/A	Develop partnership with at least two external agencies (e.g., Ladder UP	Annual: to be reported as of June 30, 2012.
Timely and courteous response to requests for assistance from students	Monthly	N/A	85% resolved within 48 business hours	Reporting to begin February 2012.
Timely and courteous response to requests from internal/external customers	Monthly	N/A	85% resolved within 48 business hours	Reporting to begin February 2012.



Communication and training of changes to policies and regulation changes	Monthly	N/A	30 days from Board approval or knowledge of regulatory change	<p>External Regulations:</p> <ul style="list-style-type: none"> <li>• Gainful Employment</li> <li>• Net Price Calculator</li> <li>• IRS Retrieval for Verification (2012-2013)</li> <li>• Ability to Benefit (ATB) data transmission to DOE's database, (COD).</li> <li>• 12 Pell Limit Semester Grant (July 1, 2012)</li> <li>• ATB Provision (July 2, 2012)</li> </ul>
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**ACCOUNTS PAYABLE SERVICES:**

Completed Activities:

- Trained TR, RJD, & KK Business Services Office Staff on AP Direct and Journal Voucher entry and process.
- A Presenter at the Kennedy College District-Wide College Tour—Procure to Pay.

Work-in-Progress:

- Business Services continues to monitor District transactions to ensure compliance with the Board operational policies and procedures; as well as federal and state regulations. Violations are noted and reprimands issued, as needed.
- Developing processes around invoice centralization and updating procedural payment process to enhance the proficiency of vendor payments.

Year to Year Comparison for January Period (8)	Period (8) Payment Disbursements (# of /Amount in Millions)										
	# of Checks	Am t	% of Total	# of ACH	Am t	% of Total	# of Electronic Pay Card	Am t	% of Total	Grand Total # of Payments	Grand Total Amount
<b>FY2011</b>	1,450	\$6.7	92.47%	57	\$5.3	3.64%	61	\$0.2	3.89%	1,568	\$12.2
<b>FY2012</b>	1,027	\$4.5	85.49%	90	\$5.6	7.22%	91	\$0.7	7.30%	1,247	\$10.8

There was a 29% decrease in printed checks over the prior year due to the increase of electronic payments (ACH and pay card).

Vouchers/Invoices Processed Period (8) FY Comparison by Month Across (3) Years				
February FY10	February FY11	% Change	February FY12	% Change
2801	2273	.1885%	2,268	.0022%

The decrease in voucher/invoice processing year to year is due to the new reinvention initiative and electronic US Bank payment plus initiative.

Aging of Number of Invoices Paid Comparison by Month Period (8)								FY	
Year to Year Comparison for January Period (8)	<30 Days	% to Total	31-60 Days	% to Total	61-90 Days	% to Total	>91 Days	Grand % to Total	Grand Total
<b>FY2011</b>	1,750	68.92%	552	21.74%	135	5.32%	102	4.02%	2,539
<b>FY2012</b>	827	58.53%	285	20.17%	182	12.88%	119	8.42%	1,413

A fiscal year comparison for the month of February noted the percentage of total invoices paid in 60 days or less decreased by 12% from 91% in FY 2011 to 79% in FY 2012. This was due primarily to the increased strategic sourcing and district wide combined purchases resulting in more complex receiving across the District. In addition, the new Mayor's Office initiative and CCC revamping of policies and procedures may have contributed to the decrease in invoices. Accounts Payable Services is continuously looking for ways to improve processes and make more efficient use of the system

while ensuring timely receipt and payment of invoices. In addition, focus has been on more enhanced accountability, proficiency, and management oversight.

Business Services - Strategic Metrics

Metric	Reporting Frequency	FY11 Base	FY12 Target	Results/Status
Number of Vendors Paid Electronically	Monthly	2%	20%	1%
Percentage of Invoices paid Timely	Monthly	83% (Annual)	88% (Annual)	88% (Cumulative YTD)
Decrease invoices aged 60 days or older.	Monthly	Currently 10%	Decrease to 8%	12%
Timely and courteous response to requests from internal/external customers	Monthly	N/A	85% resolved within 48 business hours	Reporting will start in February 2012
Communication and training of changes to policies and regulation changes	Monthly	N/A	30 days from Board approval or knowledge of regulatory change	<ul style="list-style-type: none"> <li>Trained Various Business Services Office Staff on the AP Direct &amp; Journal Voucher entry process.</li> <li>Presenter at the KKC College Tour Procure to Pay.</li> </ul>

**BUDGET OFFICE:**

Work-in-Progress: Manage the position file to open budgeted/funded positions at colleges and district office. Develop district office department's salary expenditure projections. Continue working with Grants/Development to improve the PeopleSoft Grants system/methodology. Work with Strategy and Institutional Intelligence task forces to begin to organize and cost out student/college initiatives. Continue to improve payroll distributions for part-time lecturers. Continued meeting with Strategy and Institutional Intelligence's to develop the strategic plan and zero based budgeting process. Continue to work with Academic Affairs and the other non-instructional Vice Chancellor's to standardize the college organization charts. Support colleges and district office departments in day-to-day budget transactions and reports. Continued implementing the FY13 Budget process including completed time line and working with other departments to determine the annual planning and strategic planning process.

Continued working with the colleges and district office departments to improve the budgetary chart field structure and continue to enhance a zero based budgeting process.

December, 2011 Budget Transfers

Additional transfer of \$503,300.00 for unforeseen outside legal matters and additional marketing funds for black history/Washburn events.

Education and Operation & Maintenance Fund Transfer Summary

<b>Account</b>	<b>Transfers Out</b>	<b>Transfers In</b>	<b>Net Change</b>
Salaries	\$ 0.00	\$ 0.00	\$ 0.00
Services	\$0.00	\$ 503,300.00	\$ 503,300.00
Supplies	\$ 48,300.00	\$ 0.00	\$ (48,300.00)
Travel	\$ 5,000.00	\$ 0.00	\$ (5,000.00)
Rents	\$ 0.00	\$ 0.00	\$ 0.00
Utilities - Telecom	\$ 0.00	\$ 0.00	\$ 0.00
Other	\$ 450,000.00	\$ 0.00	\$ (450,000.00)

Summary – Rolling 12 months of Budget Transfers Submitted for Board Approval

<b>Month</b>	<b>Transfers</b>	<b>Comments</b>
January 2012	\$503,300	Additional legal counsel, marketing and retainer for Malcolm X Physician Assistant.
December 2011	\$50,000	Centennial celebrations scholarships
November 2011	\$48,883	Security Department Radio Repairs and Athletics Meals/Transportation costs.
October 2011	\$5,300	Repaying Community Service Grant
September 2011	\$0	
August 2011	\$0	
July 2011	\$0	
June 2011	\$906,000	OIT college classroom and lab equipment
May 2011	\$55,149	Level-up program at colleges

<b>April 2011</b>	<b>\$76,262</b>	Graduation cost
<b>March 2011</b>	<b>\$6,688,624</b>	March transfers represent a one-time adjustment process for all colleges and district offices. Included transfers for the task forces, reduction in force and college purchases.
<b>February 2011</b>	<b>\$317,635</b>	Executive search firm costs, city-wide graduation, District Office mail services and college professional development.
<b>January 2011</b>	<b>\$751,979</b>	Salaries for Reinvention Team and miscellaneous student and enterprise fund costs.
<b>December 2010</b>	<b>\$110,612</b>	Additional employee at Truman and lobbying services.
<b>November 2010</b>	<b>\$303,134</b>	Funds used for increase in PPO fees, Student Government, District Office reorganization and a training specialist at Wright.
<b>October 2010</b>	<b>\$80,620</b>	Includes transfers for reorganizing business enterprise funds and the adding of new budgetary controls.
<b>September 2010</b>	<b>\$1,879,612</b>	Includes transfers for marketing campaign, reinvention support, reorganizing the Inspector General, Community Relations, Internal Audit Departments and day-to-day operations.

Capital Budget Summary – February

<b>FY12 Capital Projects Summary by Campus</b>			
	Appropriation	Current Projection	Expenditures
Olive Harvey	8,695,489	8,695,489	1,496,530
SCLC	844,413	844,413	189,000
Truman	27,906,472	27,906,472	2,267,658
Daley	12,257,795	12,257,795	1,543,370
District Office	24,188,364	24,188,364	4,521,812
Wright	13,763,075	13,763,075	556,934
Malcolm X	4,320,842	4,320,842	780,685
WSLC	87,402	87,402	0
Kennedy King	5,479,899	5,479,899	144,515
Dawson Tech	5,033,497	5,033,497	182,394
Harold Wash	2,585,269	2,585,269	649,127
District Wide	37,345,699	37,345,699	822,375
<b>Total</b>	<b>142,508,216</b>	<b>142,508,216</b>	<b>13,154,398</b>

### FY12 Capital Projects Summary by Category

	Appropriation	Current Projection	Expenditures
New Facilities	\$9,451,276	\$9,451,276	\$1,751,405
Architectural & Structural	\$58,794,257	\$58,794,257	\$5,703,946
Technology	\$19,828,049	\$19,828,049	\$31,485
Property	\$2,434,141	\$2,434,141	\$1,136,112
Academic Enhancements	\$22,201,207	\$22,201,207	\$1,376,364
Soft Costs	\$379,535	\$379,535	\$0
Life Safety	\$9,189,646	\$9,189,646	\$557,954
Mechanical Electrical Plumbing	\$17,089,851	\$17,089,851	\$1,613,003
Conveying Systems	\$3,140,254	\$3,140,254	\$984,129
Environment & Compliance	\$0	\$0	\$0
<b>Total</b>	<b>\$142,508,216</b>	<b>\$142,508,216</b>	<b>\$13,154,398</b>

### FY12 Capital Projects Summary by Progress

	Appropriation	Current Projection	Expenditures
Proposed	\$0	\$0	\$0
Cancelled Project	\$0	\$0	\$0
Soft Costs	\$379,535	\$379,535	\$0
Long Term Planning	\$1,561,405	\$1,561,405	\$0
Planning	\$50,224,564	\$50,224,564	\$0
Funding Process 1	\$18,047,000	\$18,047,000	\$0
Architect Selection	\$5,325,000	\$5,325,000	\$0
Architect Programming Process	\$22,772,323	\$22,772,323	\$825,699
Funding Process 2	\$2,849,561	\$2,849,561	\$0
Pre-Construction	\$3,800,118	\$3,800,118	\$129,966
Construction	\$27,149,880	\$27,149,880	\$8,601,137
Post-Construction	\$0	\$0	\$0
Completed	\$6,848,850	\$6,848,850	\$3,597,595
<b>Total</b>	<b>\$138,958,235</b>	<b>\$138,958,235</b>	<b>\$13,154,398</b>

## Budget - Strategic Metrics

<b>Metric</b>	<b>Frequency</b>	<b>FY11 Base</b>	<b>FY 12 Target</b>	<b>Results/Status</b>
10% reduction in Board Report budget transfers	Quarterly	515	460	0 Transfers for 1 <sup>st</sup> Quarter
Maintain the Operating Fund Balance at 3% of Expenses	Annual	Balanced Budget	Balanced Budget	3% of monthly expenses accrued on Interim Financials
Timely and courteous response to requests from internal/external customers	Monthly	N/A	85% resolved within 48 business hours	Reporting will start in January 2012
Communication and training of changes to policies and regulation changes	Monthly	N/A	30 days from Board approval or knowledge of regulatory change	Compliant

### **Finance Compliance & Control:**

Financial Compliance and Control Report for this month's meeting includes the following:

#### Work in Progress:

- Work with OIT to develop a new page to track Mileage, Travel Reimbursements – Testing in Progress
- Perform the Adult Education Data Reclassification as per the Instructor, Funding Category mapping
- Work with OIT to modify the Chase Bank ACH Data transmission files
- Identify the ACL Test Scenarios and develop the test scripts

#### Completed Activities:

- Prepared the reports to identify
  - Positions with the terminated employees
  - Employees Hired and Terminated in the Fiscal Year 2012
  - Employees Terminated, Retired
  - Open Positions not filled

- Prepared the Student Lab Fee data report for the budgeting department
- Tested the new Check Print program to include the new CCC Logo
- Successfully configured and tested the Project-ID field with the Capital Ledger. It will help the users to track capital projects with a unique identifier
- Identified and resolved the Account Receivable to the Trial Balance differences
- Finalized the Fiscal Year 2011 Vouchers to liquidate the encumbrances
- Worked with the users to post the Accounts Payable, Account Receivable, Billing, Student transactions into the General Ledger



**City Colleges of Chicago  
 Monthly Pace Systems, Inc. Purchases  
 February 2012**

**THIS REPORT WAS PREPARED BY PACE SYSTEMS REGARDING SHIPPED AND INVOICED PRODUCTS. THIS  
 REPORT IS FOR INFORMATIONAL PURPOSES ONLY.**

<b>EQUIPMENT LOCATION</b>	<b>COMPUTERS</b>	<b>PRINTERS</b>	<b>SOFTWARE</b>	<b>RELATED EQUIPMENT</b>	<b>MAINTENANCE/ TRAINING</b>	<b>TOTAL PER LOCATION</b>
<i>Richard J. Daley College</i>	\$0.00	\$0.00	\$67.00	\$562.00	\$0.00	\$629.00
<i>West Side Technical Institute</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Harold Washington College</i>	\$0.00	\$0.00	\$600.00	\$1,734.00	\$0.00	\$2,334.00
<i>Kennedy-King College</i>	\$683.00	\$869.00	\$0.00	\$1,515.00	\$0.00	\$3,067.00
<i>Dawson Technical Institute</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Malcolm X College</i>	\$3,906.00	\$1,424.00	\$345.00	\$70,164.00	\$0.00	\$75,839.00
<i>West Side Learning Center</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Olive-Harvey College</i>	\$2,852.00	\$4,744.00	\$7,350.00	\$15,863.00	\$0.00	\$30,809.00
<i>South Chicago Learning</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Harry S. Truman College</i>	\$0.00	\$2,676.00	\$598.00	\$25,551.00	\$0.00	\$28,825.00
<i>Harry S. Truman Technical</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Lakeview Learning Center</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Wilbur Wright College North</i>	\$0.00	\$0.00	\$0.00	\$2,552.00	\$0.00	\$2,552.00
<i>Wilbur Wright College South</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Humboldt Park Vocational</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>District Office(exclusive of OIT)</i>	\$0.00	\$0.00	\$0.00	\$21,938.00	\$0.00	\$21,938.00
<i>Office of Information Technology</i>	\$160,292.00	\$4,579.00	\$0.00	\$236,077.00	\$0.00	\$400,948.00
<b>TOTAL</b>	<b>\$167,733.00</b>	<b>\$14,292.00</b>	<b>\$8,960.00</b>	<b>\$375,956.00</b>	<b>\$0.00</b>	<b>\$566,941.00</b>

**City Colleges of Chicago**  
**Fiscal 2012 Year to Date (7/1/11 - 06/30/12)**

**THIS REPORT WAS PREPARED BY PACE SYSTEMS REGARDING SHIPPED AND INVOICED PRODUCTS. THIS REPORT IS FOR INFORMATIONAL PURPOSES ONLY.**

<b>EQUIPMENT LOCATION</b>	<b>COMPUTERS</b>	<b>PRINTERS</b>	<b>SOFTWARE</b>	<b>RELATED EQUIPMENT</b>	<b>MAINTENANCE/ TRAINING</b>	<b>TOTAL PER LOCATION</b>
Richard J. Daley College	\$9,765.00	\$1,429.00	\$259.00	\$48,748.00	\$0.00	\$60,201.00
West Side Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harold Washington College	\$3,472.00	\$0.00	\$719.00	\$18,433.00	\$0.00	\$22,624.00
Kennedy-King College	\$41,016.00	\$6,136.00	\$4,764.00	\$34,485.00	\$0.00	\$86,401.00
Dawson Technical Institute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Malcolm X College	\$70,283.00	\$3,876.00	\$19,178.00	\$201,505.00	\$0.00	\$294,842.00
West Side Learning Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Olive-Harvey College	\$4,813.00	\$13,051.00	\$11,144.00	\$71,084.00	\$0.00	\$100,092.00
South Chicago Learning Center	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Harry S. Truman College	\$86,389.00	\$3,345.00	\$1,379.00	\$101,156.00	\$0.00	\$192,269.00
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	\$72,220.00	\$0.00	\$500.00	\$20,891.00	\$3,290.00	\$93,611.00
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)	\$62,648.00	\$7,670.00	\$10,694.00	\$221,841.00	\$0.00	\$302,853.00
Office of Information Technology	\$1,809,109.00	\$7,745.00	\$723,519.00	\$1,526,252.68	\$0.00	\$4,066,625.68
<b>TOTAL</b>	<b>\$2,159,715.00</b>	<b>\$43,252.00</b>	<b>\$772,156.00</b>	<b>\$2,244,395.68</b>	<b>\$3,290.00</b>	<b>\$5,222,808.68</b>