

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA
Third Floor Board Room

January 26, 1998

7:00 p.m.

H. Personnel

1. Contractual Administrative Appointment
2. Faculty Seniority List
3. Part-time Faculty

I. Other

1. Board Policy 403.01 and 403.02 Affirmative Action Revisions (Second Reading)
2. Board Policy 512.01 Student Loan Policy Revisions (Second Reading)

J. Reports

1. Student Trustee
2. ICCTA Representative
3. Foundation Liaison
4. Board Chair
5. Board Members Comments

K. Adjournment

Board of Trustees Meetings

February 6, 1998
12 Noon - 5:00 p.m.
(Board Retreat)

February 23, 1998

March 23, 1998

April 27, 1998

ICCTA Monthly Meetings

January 28, 1998 Northwest
ICCTA Meeting at Sauk Valley
Community College - 6:30 p.m.

ICCTA - Nothing Scheduled

March 13 and 14, 1998 Hilton Suites
at Oakbrook Terrace

No meeting in April

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

January 26, 1998

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on January 26, 1998 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

Call to Order: Chair Groharing called the meeting to order at 7 p.m. and the following members answered roll call:

Edward Andersen	Thomas Jensen
William Simpson	Robert Thompson
William Yemm	Richard Groharing
Jennifer Leake	

Absent: B.J. Wolf

SVCC Staff: President Richard L. Behrendt
Board Attorney
Vice President Jami Bradley
Vice President Phil Gover
Vice President Joan Kerber
Secretary to the Board Marilyn Vinson

Agenda: It was moved by Member Simpson and seconded by Member Jensen that agenda item F-2 be moved to H-2 under Personnel. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Consent
Agenda: It was moved by Member Simpson and seconded by Member Andersen that the Board approve the Consent Agenda. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

President's
Report: President Behrendt reported on enrollment which is up 4.9% in head count but down .5% in credit hours from last year, that the Booster Club raised \$3,074 at the 10th Annual Antique Show (bringing the club balance to \$19,458), that the College had made the first cut on a preliminary proposal for a FIPSE Grant from the Department of Education in the amount of

\$125,000, that a Diversity Workshop had been held on Staff-In-Service Day on January 9th, the status of the agreement with Winter and Associates for student housing, the planned WIEC Workshop, that a new system was being created for administrative evaluations, that the NWICCTA meeting will be held at Sauk on January 28, and that the balance in the Endowment Challenge Grant I Fund was \$1,002,366 (+\$11,883) and the balance in the Endowment Challenge Grant II Fund was \$989,506 (-\$19,267).

Tuition Increase Background: The Board was given the attached information on a proposed tuition increase, with further discussion to be held at the Board Retreat and possible action at the regular February meeting.

Closed Session: At 7:25 p.m., it was moved by Member Yemm and seconded by Member Jensen that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees and collective negotiating matters. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Regular Session: The Board returned to regular session at 8:05 p.m.

Contractual Administrative Appointment: It was moved by Member Andersen and seconded by Member Jensen that the Board approve the contractual appointment of Belinda Dalton as Coordinator of Student Support Services at a pro-rated 12-month salary of \$43,500, effective March 2, 1998. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Faculty Seniority List: It was moved by Member Yemm and seconded by Member Simpson that the Board approve the attached Faculty Seniority List as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Part-time Faculty: It was moved by Member Jensen and seconded by Member Leake that the Board approve the attached list of part-time instructors as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Prescription Card: It was moved by Member Simpson and seconded by Member Jensen that the Board offer the Pro -Vantage prescription card to members of the administration, professional/technical and support staff of the College on a voluntary basis. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Board Policies 403.01/403.02 Affirmative Action Revisions: It was moved by Member Simpson and seconded by Member Andersen that the Board approve for second reading the revisions to Board Policy 403.01 and the addition of Board Policy 403.02 Non -Discrimination in Employment and Student Relations. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Board Policy 512.01 Student Loan Revisions: It was moved by Member Andersen and seconded by Member Jensen that the Board approve revisions to Board Policy 512.01 Student Loan for second reading. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Reports: Student Trustee Leake did not have a report. Chair Groharing presented a written report on the last ICCTA meeting, and Foundation Liaison Yemm reported that the Foundation will meet again on February 24th.

Reminders: Chair Groharing reminded the Board of the Northwest ICCTA meeting to be held at Sauk Valley on January 28 and the Board Retreat to be held on February 6th at the College at noon.

Adjournment: Since the scheduled business was completed, it was moved by Member Yemm and seconded by Member Simpson that the Board adjourn. The next regular meeting will be held on February 23rd at 7 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

The Board adjourned at 8:20 p.m.

Respectfully submitted:

Thomag W. Jensen, Secretary

**SAUK VALLEY
COMMUNITY
COLLEGE**

IL Rte. 2, Dixon, IL 61021 013/288.3511

MEMORANDUM

TO: Dr. Richard Behrendt

FROM: Jami V. Bradley

DATE: January 20, 1998

SUBJECT: Medical Insurance Report

The revenue and expenses for the Colleges medical insurance plan year ending June 30, 1998, are listed below. Please be advised that these amounts include retirees, COBRA participants and grant employees.

	Month of Dec 1997	Plan Year To Date
Revenue	\$59,236.32	\$259,161.30
Expenses:		
Medical claims	(46,564.08)	(252,453.00)
Fixed Costs	(9 820.88)	(61,595.73)
Revenue in excess of expenses	2,851.36	(54,887.43)
Beginning Accumulated Medical Insurance Pool at July 1, 1997		459,880.38
Ending Accumulated Medical Insurance Pool at December 31, 1997		\$404,992.95

n

cc: Insurance Advisory Committee
Kris Murray

623.01 Clubs and Organizations Policies

A. Student Government

The name of the governing organization of the Sauk Valley Community College student body is the Student Government. It is the responsibility of the Student Government to formalize and maintain approved policies and procedures for all recognized activities as outlined in the approved constitution.

B. Recognition of Clubs and Organizations

Student organizations must be fully recognized by the Student Government and officially recognized by the College President and the Board of Trustees. College recognition provides certain privileges, which include:

- 1) College sponsorship of the organization in College publications.
- 2) Use of College facilities and services.
- 3) The possible assignment of monies from the Comprehensive Fee Fund.

C. Establishment of a Student Organization

To be formally recognized as a club or organization, a group must complete two steps.

First, the group must present the following information in writing to the Office of Student Activities:

- 1) A proposed constitution or operating rules, including the aims and requirements of membership, objectives, and organizational structure; and
- 2) A list of 1) members, 2) temporary chair or officers, 3) .source of funds and financial obligations, and 4) the College advisor.

Second, the group shall send a representative to the Student Government meeting at which the recognition of the proposed club shall be voted on by the Student Government. The group will be notified of the appropriate Student Government meeting date by communication from the Student Activities Office to the College advisor. The purpose of representation at this meeting is to clarify any questions relating to the establishment of the club and its purpose. Club

representation at this time also serves to familiarize the club with Student Government procedures and facilities.

D. Criteria for Approval of Student Groups

Student groups will normally be approved if they follow the preceding procedures (Establishment of a Student Organization) and are in accord with the following criteria.

- 1) If the proposed organization is to be an affiliate of a national organization, the policies of the College take precedence over any policies or conditions of the national or parent organization. Copies of the constitution and other materials of the parent organization must be filed with the application. Official recognition is given by the College President and the Board of Trustees.
- 2) Affiliation of any student organization with any non -College group or organization must be fully recognized by the College President and the Board of Trustees.
- 3) Each student organization will continue to enjoy full freedom to recruit and select members from among the student body as stated in its constitution or operating rules. The practice of excluding individuals from membership in a recognized organization on the basis of race, color, religion, gender, age, or national origin will be subject to a warning, probation, or withdrawal of the organization's official recognition. At the present time, Illinois State Law forbids any fraternities or sororities on a community college campus whose criteria for membership selection is limited to closed secret selection procedures based upon the vote of the group. Therefore, all student social organizations must be open to all students showing an active interest.
- 4) Active membership in recognized student organizations is limited to registered and continuing students and to members of the College faculty and staff.
- 5) A major office holder (editor, vice-president, secretary, committee chair, etc) must be at least a part-time (six credit hours or more) student and clear of academic probation as defined by the College. A student may only hold one major office

unless approval is given by the Vice President of Student Services.

E. Maintaining Active Status

Student groups must adhere to the following guidelines and procedures to maintain their status as active organizations:

1. Keep a current constitution on file in the Student Activities Office;
2. File each semester a list of current officers in the Student Activities Office;
3. Maintain all funds in the Business Office and follow the financial procedures established by the College;
4. Maintain at least one College advisor to advise the organization;
Register all fund-raising drives with the Student Activities Office;
5. Adhere to the Student Government Constitution and By-laws, particularly regarding club representation on the Student Government; and
6. Adhere to College regulations, including the scheduling and conduct of activities and membership.

F. The College Advisor

Each club and organization is required to have at least one College advisor. The advisor may be a member of the faculty, administration or support staff. The advisor, will, as a part of his/her duties:

1. Attend meetings as much as possible;
2. Be active with the group in advising the formulation and execution of its policies and program;
3. Supervise club activities or designate an appropriate substitute, and sign all Reservation of Facilities forms;
4. Supervise financial transactions and sign all requisitions; and
Help the group evaluate its program in relation to its purpose and objectives.

Considerable responsibility is placed on the College advisor to be knowledgeable of all aspects of the club or organization's activities. Advisors are instruments in assisting the clubs in becoming an integral part of the educational process at Sauk Valley Community College. A spirit of mutual cooperation and an understanding attitude on the part of both students and

advisors will help the organization to grow, develop, and realize its objectives.

G. Operations

1. Club Meetings

Clubs and organizations are permitted use of Sauk facilities on a first -come, reservation basis, consistent with the Facilities Utilization Policy.

2. Facilities Usage

The Facilities Utilization Policy establishes the priorities for College functions, rental rates for non -college functions, and supplemental regulations for building use. It is particularly pertinent to the planning of events with large attendance.

Publicity

The quality of publicity often determines the success of an activity. For events open to the community, assistance with publicity in local newspaper, radio stations, etc., should be requested from the Office of College Relations.

The variety of on -campus publicity is limited only by originality and common policy. For example, an overload of paper in the building tends to reduce general student awareness of what is publicized. Certain policies have been established to guarantee that all groups have equal opportunity to publicize events within the confines of the building.

a. All posters, notices, and bulletins, including off -campus advertising, must be approved and stamped by the Student Activities Office before displayed or issued on the Sauk Valley Community College campus. Publicity in off -campus locations must also be approved prior to posting by the Director of College Relations.

b. The maximum size for individual student, club, and election posters for indoor display shall be 24" x 16" unless otherwise determined by the Student Activities Coordinator.

No materials will be placed over or obstruct the view of previously posted materials.

c. No materials will be placed on any entrance, brick or wood surfaces, or painted wall and surfaces.

- e. Materials to be posted will be thumbtacked on bulletin boards; masking taped on specified windows; or tied by string other binding materials for previously approved areas.
- f. All posted materials must be removed by the organization or individual concerned within one (1) regular school day following the advertised event.
- g. Defacing of posters or property will be looked upon as a serious violation and will be dealt with accordingly.
- h. Generally, publicity for school activities may be posted two (2) weeks prior to the event.
- I. Materials not approved will be removed.

H. Business Procedures

Each club and organization is required to maintain any and all funds belonging to that group in a special account maintained in the Business Office. This special account lends itself to greater fiscal continuity within the club from one year to the next, and requires adherence to the accounting procedures of the College. These procedures assure that funds are spent for legitimate purposes, consistent with objectives of the club and within the guidelines of College policy.

1. Club Accounts

When the club or organization is officially recognized by the College, the Office of the Vice President of Student Services will open and Maintain a financial record for that club. This record will indicate each club's share of the money maintained in the club agency account in the Business Office. Each club advisor and treasurer will also maintain a financial record of the club activity. Funds of disestablished clubs will revert to the Student Activities Restricted Fund Account.

Deposits

All clubs income from dues and other sources is deposited in the Business Office, through the Office of the Vice President of Student Services. The receipt is maintained in the Business Office where it is posted to the Club's record. Grants

from Student Government will be automatically transferred at the written request of the Student Activities Coordinator into the club agency account.

3. Disbursements

A Club Disbursement Request must be completed and signed by the responsible club member and the club advisor. When approved by the Student Activities Coordinator or the Vice President of Student Services, this form will be filed in the Student Activities Office and is the basis for all club disbursements. This form must be signed by the Student Activities Coordinator or the Vice President of Student Services before its presentation to the Business Office.

Expenditures (\$25.00 or more) for equipment, supplies, and service should be processed on a purchase order, according to institutional policy. All requests for student travel funds must be submitted on the appropriate form, Student Activity Travel.

College services such as copying and duplicating services will be charged directly against the club account in the Business Office.

I. Disestablishment of the Club or Organization

Recognized student organizations will be considered eligible for disestablishment when one of the following criteria is met:

1. When an organization submits a written request for inactivity;
When all of the following conditions are fulfilled:
 - a. There is no record of any financial activity for the previous year;
 - b. No lists of officers or members have been submitted to the Student Activities Office for a period of one year; and
 - c. Any of the last listed officers or advisors verify the inactivity of a group;
2. When an organization is no longer represented on the Student Government as described on the Student Government Constitution and the By-laws; and/or
When a club or organization indicates its ability to function within the policies of Sauk Valley Community College.

624.01 Illicit Use of Drugs. Abuse of Alcohol by Students and Prohibition of Tobacco

1. Statement of Goals - Sauk Valley Community College shall be a tobacco and drug free college, and shall avoid abuse of alcohol by its students.
2. Standards of Conduct - The manufacture, distribution dispensation, possession or use of a controlled substance is prohibited in and on Sauk Valley Community College's owned and controlled property. This prohibition applies to all Sauk Valley Community College students. Except as is otherwise provided herein, the manufacture, distribution, dispensation, possession or use of alcohol is prohibited in and on Sauk Valley Community College's owned and controlled property. This prohibition applies to all Sauk Valley Community College students and staff.
3. Exceptions - Students of lawful drinking age may consume alcoholic beverages in reasonable amounts at College sponsored functions at which alcoholic beverages are served pursuant to the authority of the Board of Trustees of the College, and in accordance with Illinois law. College students, of lawful age, may dispense alcoholic beverages if served pursuant to the authority of the Board of Trustees of the College, and in accordance with Illinois law.

Penalties for Violations of Policy - Any student determined to have violated this policy is subject to disciplinary action up to and including suspension or expulsion. In addition a student receiving financial aid may lose that aid. Imposition of the discipline shall be in accordance with the Disciplinary Procedures for Sauk Valley Community College.

625.01 Sauk Valley Community College Policy for Residency Verification

Students enrolling at Sauk Valley Community College shall be classified as In -District, Out -of -District, or Out -of -State for tuition and fee purposes:

1. In -District - An in -district student is one whose legal residence is within the boundaries of the Sauk Valley Community College District. All students applying for admission to Sauk Valley Community College are required to certify on the application that the address given is correct. New students to the district must reside in the district at least 30 days prior to registration to be eligible for in -district tuition.

Students who move into the district for reasons other than attending Sauk Valley Community College shall be exempt from the 30 -day requirement if they demonstrate a verifiable interest in establishing permanent residency. Verification will consist of employment documentation, home purchase document and/or other legal documents.

Individuals who show proof of full-time employment in the College district will be considered an in -district student. Special cases regarding legal residency of students shall be considered individually.

Office of Admissions personnel will record the residency classification and initial it on the application form.

Returned mail to the college will be cause for the Admissions and Records Office to question residency. If unable to contact the student, records will be flagged and prior to any further registration the student will be required to display residency. Proof of residency will include: drivers license, voter's registration card, or an apartment lease. This will be verified by the Director of Admission and Records, and an appropriate residency classification will be assigned the student's records.

2. Out -of -District - Students who reside out -of -district, but are attending Sauk Valley Community College on an authorized chargeback are classified as out -of -district and will be charged in -district fees.

Students who reside out -of -district who are not part of a shared program will be charged out -of -district fees.

3. Out -of -State - Anyone who is a resident of another state at the time of the application will be considered an out -of state applicant and charged out -of state fees.

10/28/96

**SAUK VALLEY COMMUNITY COLLEGE
VICE PRESIDENT OF STUDENT SERVICES**

MEMORANDUM

TO: Richard Behrendt
FROM: Joan E. Kerbe & Russ Damhoff
DATE: January 28, 1998
SUBJECT: Booster Club Update

As an update to the Booster Club report that was submitted to you on July 10, 1997, we offer you the following information. Currently, the club is in the middle of its annual drive and to date has 70 members. This was achieved with a membership drive that included a mailing to former members, mailing to parents of all current student/athletes at Sauk Valley, and ads in both local papers.

Goals for the club were set for the 1997-98 academic year at the first three meetings; they are as follows:

- 1) To coordinate the Region IV Tournament
- 2) To conduct the annual antique show fundraiser
- 3) To continue to contribute to the needs of the athletic program
- 4) To contribute approximately \$8000 - 10,000 towards the purchase of a new College van

The second meeting was also used to highlight the fall sports by the coaches and preview the upcoming seasons of the winter and spring sports.

The annual antique show was held last Sunday at SVCC and once again was a successful fund raiser for the booster club. The athletes, their parents, SVCC staff and other booster club members volunteer bake goods and their time to the food stand. This year the concession stand netted \$514 with an additional \$205 being raised through a silent auction of the Princess Diana Bear Beanie Baby which was donated to the club by Jeff and Jeanine Tufty. The total net profit for the club including admission income and dealer rental was \$3074, thus bringing the balance of the club to \$19,458.08. (See Attachment A for historical data on antique profits).

The Booster Club believes it is important to carry a strong balance on hand so they can assist with unexpected needs that might arise during the athletic school year. It is this flexibility that allows the Booster Club to effectively assist the needs of the athletic department. The Booster Club has as its major goal an overall support of the athletic department through fan support, volunteer support and financial support.

SAUK VALLEY COMMUNITY COLLEGE ATHLETIC BOOSTER
CLUB ANNUAL ANTIQUE SHOW PROFITS

Date	Profit
September, 1989	\$1,134
January, 1990	1,528
January, 1991	1,678
January, 1992	2,846
January, 1993	3,275
January, 1994	2,589
January, 1995	3,423
January, 1996	3,599
January, 1997	2,881
January, 1998	3,074

The Booster Club has funded many projects throughout the years. These projects include the following:

Project Funded	Year	Amount
Bus - Tournaments	1989-96	\$ 2,000
Assisted in cost of half-time entertainment	1990	500
Funded first year - Baseball	1990	12,000
Funded part of Gym Scoreboard Cost	1991	1,800
Ball Diamond Repair	1992	1,400
Gym Banners	1992	1,695
Baseball Dugouts	1992	4,835
Pizza Nights - Teams & Booster Members	Annually	120
Portion of Hosting Region IV Tournaments	1993-95	2,000
Paid part of Frank Palumbo's retirement party	1993	700
Paid for water & electricity to baseball field		1,820
New team uniforms - (name change)	1994	3,500
Bought new bases for softball field	1995	450
Painting new Logo (wall)		465
Assisted in spring softball expenses	1995	550
Baseball scoreboard	1997	2,005
Gym Banners	1997	1,069
Floor Painting	1996	500

Current Projects	Year	Projected Costs
Gym Banners	1998	1,154
College Van	1998	8,000-10,000
Region IV Tournament	1998	1,000- 2,000

Projects for the future include the following:

- 98 Sectional Baseball Tournament
- Increased water and electricity to support baseball and softball
- Partial funding of in -season tournament trips for athletic teams
- Improvement of team locker rooms
- Audio Visual equipment to assist in team tape breakdown

IN TER OFF ICE

MEMO

To: Dr. Richard L. B
From: Harry S. Cottrell
Subject: FIPSE Grant
Date: January 21, 1998

I received good news today from the U.S. Department of Education. The FIPSE (Fund for the Improvement of Postsecondary Education) preliminary proposal I submitted in October made the first cut. We have been invited to elaborate our ideas and submit a full proposal. There were 1648 preliminary proposals submitted and only 280 made the first cut (17%). The deadline for submission of the full FIPSE proposal is March 20, 1998. I will need to work with instructional administrators, student services personnel, and faculty in developing a full proposal, but I believe that the March 20 deadline is a reasonable time frame.

The FIPSE proposal is for the creation and implementation of an Individualized Certificate and Degree Program and requests \$125,000 in startup operational costs for the program.

The following is information from the preliminary proposal:

Need for an Alternative Educational System

Over the past several years the SVCC District has seen a decrease within the general population which is reflected by a decrease in enrollments at the College. The Illinois Bureau of the Budget projects continuation of this population decline for the next twenty years. During this same time period the country has experienced an explosion in technology with the corresponding creation of new occupations, which creates diverse occupational demands in rural areas. These countering trends within a rural area create a two-sided problem: a declining student body, with enrollment driven funding, does not provide the needed enrollment base, nor resources, to create needed new occupational programs and a non-growth economy does not provide a large number of employment opportunities in any single occupational field. However, SVCC must maintain its vitality as the only provider of postsecondary occupational education within this large rural area. With diminishing financial resources, SVCC must respond more efficiently to the new and emerging local specialized employment needs while providing students with increased access to higher education through the provision of an increasing number of career paths.

This problem is not unique to SVCC. It is a common dilemma shared by hundreds of small rural community colleges throughout the country that are also experiencing a decrease in enrollments and corresponding revenues, while their students and local employers have expectations of up-to-date occupational programs in a fast changing dynamic economy.

Dr. Richard L. Behrendt
Page 2
January 21, 1998

Community colleges have been reluctant to move beyond the confines of the traditional campus and classroom in developing new programs. However, with shrinking resources colleges must reach out in collaborative partnerships which will both increase training opportunities and expand the college's resources. Colleges need to stretch present resources while expanding their resource base through the utilization of other community resources.

An added responsibility for SVCC, and other community colleges, will be the increased enrollment of TANF (formerly Welfare) recipients, through the Welfare -to -Work Initiative. The College needs to develop a method of delivering needed short term occupational training to this group.

The above needs have lead SVCC to believe that continuing the present paradigm of creating and eliminating occupational programs, which involves the circular process of periodic addition and dislocation of staff, is no longer the paradigm for the delivery for all occupational training.

An overview of the Individualized Program

To meet the challenges mentioned above, Sauk Valley Community College is proposing the creation of an Individualized Program (I.P.) which is work -based, competency -based occupational education. This alternate educational system links the College and businesses in a partnership which allows students to utilize existing SVCC courses while connecting students with training in an actual work site. Unlike traditional college internship or work experience programs, the I.P. work -based learning supplants, rather than supplements, classroom vocational training. Vocational Skills, are gained by work -based learning that allows the student to acquire job competencies through hands-on work experience, rather than through a traditional classroom setting. I.P. would be supplemented by classroom courses in workplace skills and academic skill. Previous educational processes have included internships and cooperative work experience that have been supplemental to the classroom -based occupational education, rather than supplanting the occupational classroom training.

I.P. has been used in the State of Washington at Centralia College and Lower Columbia College. In both of these colleges the programs were designed to retrain Dislocated Workers in certificate programs of one year duration or less. SVCC proposes to build on the success of the Washington programs by developing certificate programs plus degree programs that are not currently offered, which could benefit any students, including the TANF recipient's transition into unsubsidized careers. The I.P. approach will provide the student with an array of career choices while providing the local employers with qualified employees for limited job openings. Through the use of worksite facilities, equipment, and occupational expertise the college can expand the educational resources available to their students.

This successful Individualized Program will be transferrable to many rural areas, as well as suburban and urban areas. The program would be readily replicable to small community colleges facing similar needs as SVCC. They would benefit by the dissemination of information from the project, including the curriculum that will be developed, which would greatly reduce their startup costs.

If you need any further information, please let me know.

For Board Meeting of
January 26, 1998

Agenda Item F-1

TUITION INCREASE BACKGROUND

At the December Board meeting, I mentioned that the administration was considering the recommendation of a tuition increase to the Board of Trustees, to be effective for the 1998-99 school year. While we are not requesting any action at this Board meeting, we have attached background information comparing both our current and historical tuition rates and increases with other community colleges and universities.

RECOMMENDATION: Information only.

SAUK VALLEY COMMUNITY COLLEGE

MEMORANDUM

DATE: January 12, 1998

TO: Dr. Richard Behrendt

FROM: Jami V. Bradley

SUBJECT: Tuition & Fees

Tuition increases have been receiving a great deal of media attention in recent years --especially since four-year institutions have been steadily increasing tuition at a much higher rate than inflation. Because of the media attention, the Board requested a hearing phase before the next recommendation for a tuition increase is presented.

Nobody likes to increase tuition; unfortunately, it is an inevitable part of long term financial planning. The College is seeking to increase tuition gradually in order to prevent hitting the students with large increases all at once, and therefore, will be recommending a \$2 increase in tuition for FY 99 at the February Board meeting.

The need to increase tuition is primarily due to two reasons: the cost of staying current with technology, and the cost of increasing salaries and fringe benefits.

Technology requires an extensive initial investment in capital and a continued level of funding for replacement due to the rapid rate of obsolescence. The College is currently in the middle of a four-year plan to put computers on the desks of every faculty member and to bring more technology into the classroom. Along with these instructional technology initiatives, the College needs to continue funding institutional technology upgrades as well. (The current two dollar technology fee helps but does not cover all technology related expenditures.) The ultimate goal is for our students to benefit from attending an institution that is on the cutting edge of technology.

Secondly, Colleges are highly labor intensive, and Sauk is reflective of this with salaries and fringe benefits representing 77% of our Operating budget. Since FY 94, salaries and fringe benefits have increased 12.3% while tuition has only increased by 10%. We are heading into a negotiating year, and recent studies have shown that SVCC's total compensation package has been falling behind that of other community colleges in the state. To stay competitive it is imperative that the College provide a compensation package that will attract highly qualified faculty and staff members and this will obviously cost more.

The following informational items have been prepared to provide an historical comparison of Sauk Valley's tuition increases in relation to other public institutions of higher education. These comparisons will demonstrate that both SVCC's tuition --as well as the rate at which it has been increasing --is also lower than average.

- I. The Chronicle of Higher Education excerpts regarding tuition increases
- II. Historical comparisons of tuition and fee increases from IBHE
- III. FY 98 per credit hour tuition and fees of Community Colleges from ICCB
- IV. Comparison of Operating Revenue generated from tuition and fees
- V. Historical list of tuition and fees at SVCC

I. Chronicle of Higher Education

According to the September 26, 1997, issues of The Chronicle of Higher Education, the average cost of tuition was up 5% nationally for FY 98. The article noted that tuition and fees increased by 5% to \$3,111 per year at four-year public colleges and by 2% to \$1,501 per year at two-year public colleges. SVCC's increase was 2.3% to \$1,320 per year (based on 30 credit hours.)

A two-year comparison of total tuition and fees for Illinois public universities is listed below. The average per credit hour rate of tuition and fees at the two public universities that our students transfer to the most is \$143.93 at Northern Illinois University and \$132.33 at Illinois State University.

University	FY 97	FY 98	% Inc.
Chicago St.	\$2,286	\$2,352	2.9
Eastern IL	\$2,905	\$3,028	4.2
Governors St.	\$2,228	\$2,258	1.3
Illinois St.	\$3,720	\$3,970	6.7
Northeastern IL	\$2,352	\$2,782	18.3
Northern IL	\$3,948	4,318	9.4
S.IL - Carbondale	\$3,522	\$3,694	4.9
S.IL-Edwardsville	\$2,469	\$2,587	4.8
Unv.of IL - Chicago	\$4,194	\$4,364	4.1
Unv. of IL - Sprfld	\$3,120	\$3,354	7.5
Unv. of IL - Urbana	\$4,186	\$4,340	3.7
Western IL	\$2,810	\$3,037	8.1
Average	\$3,145	\$3,340	6.2

II. IBHE Historical Background

Included in IBHE's budget request is a table shown on page 4 which compares the average tuition and fees of all Illinois higher education institutions with economic indicators. SVCC's comparative data has been typed in the left margin for your information.

We have all read headlines similar to "Tuition increasing at three times the rate of inflation since 1985." From this table we can summarize the following:

Tuition and Fees have increased by 154% at Illinois Public Universities, close to three times the rate of inflation since FY 85

Tuition and Fees have increased by 98.2% at Illinois Community Colleges, less than twice the rate of inflation since FY 85

Tuition and Fees have increased by 62.9% at Sauk Valley Community College, just over the rate of inflation since FY 85

The Consumer Price Index has increased by 54.5% since FY 85

Table A - 3

COMPARISON OF WEIGHTED AVERAGE TUITION AND FEES WITH ECONOMIC INDICATORS

SAUK Tuition & Fees	Fiscal Year	Average Weighted Tuition and Fees (Resident Undergraduates)						Economic Indicators				
		Public Universities		Community Colleges		Independent Institutions		Higher Education	Consumer Price Index	Per Capita Disposable Income	General Funds Appropriations for Higher Education	
		Tuition & Fees	Percent Change	Tuition & Fees	Percent Change	Tuition & Fees	Percent Change	Price Index				
\$ 810	1985	\$ 1,503		\$ 732		\$ 5,748						
870.	7.0	1990	2,330	55.0 %	925	26.4 %	8,362	45.5 %	27.1 %	20.1 %	34.6 %	45.0 %
1,200	37.9	1994	3,134	34.5	1,201	29.8	11,054	32.2	16.0	15.0	18.0	
1,200	.0	1995	3,303	5.4	1,259	4.8	11,467	3.7	3.0	3.0	4.4	6.3
1,230	2.5	1996	3,434	3.0	1,323	5.1	12,145	5.9	3.0	4.0 *		5.3
1,290	4.9	1997	3,629	5.7	1,370	2.6	12,859	5.9	3.0	4.0 *		6.1
1,320	2.3	1998*	3,818	5.2	1,451	5.9	13,684	6.4	3.0 *	2.8 *	4.1 *	
Percent Change												
62.9%	FY 1985 - 98		154.0 %		98.2 %		138.1 %		66.0 %	54.5 %	86.6 %	74.4 %
51.7%	FY 1990 - 98		63.9 %		56.9 %		63.6 %		30.6 %	28.6 %	38.7 %	20.2 %
10.0%	FY 1994 - 98		21.8 %		20.8 %		23.8 %		12.6 %	11.8 %	17.5 %	18.8 %
2.3%	FY 1997 - 98		5.2 %		5.9 %		6.3 %		3.0 %	2.7 %	4.1 %	6.3 %

* Estimates

Sources: Illinois Student Assistance Commission (ISAC) Data Books and staff estimates,
Research Associates of Washington, Data Resources, Incorporated

III. ICCB - Credit Hour Rates

ICCB prepares an annual list of tuition and fees charged by Illinois Community Colleges. The FY 98 average was \$43.92 per credit hour (See page 6). If this list were sorted in order of highest to lowest credit hour rate, SVCC would be tied with Metropolitan in the 18th position. Since FY 94, SVCC'S ranking on this list has dropped by eight places from the 10th position.

The maximum tuition rate allowed is one-third of the per capita cost found in the chargeback reimbursement calculation. According to our FY 97 Audit, the per capita cost was \$223.58, resulting in a maximum allowable tuition rate of \$74.53. Beginning with FY 99, all districts are required to maintain a minimum tuition rate (\$32.79 for FY 99) in order to avoid reductions to equalization funding. Obviously, SVCC is well within these parameters.

A two-year comparison of tuition and fees charged by our peer group (based upon headcount, credit hours and FTE) is listed below in alphabetical order. The average increase of this group was 5.7% to \$46.11 per hour for FY 98. (The reason that the peer group average is higher than the state average is probably due to the higher fixed cost of small colleges.)

College	FY 97	FY 98	% Inc.
Danville	\$38.00	\$40.00	5.2
Highland	\$41.35	\$41.35	0.0
Kishwaukee	\$40.00	\$42.00	5.0
Richland	\$39.50	\$42.50	7.6
Sandburg	\$49.00	\$54.00	10.2
Sauk	\$43.00	\$44.00	2.3
Spoon River	\$46.00	\$53.00	15.2
Wood	\$52.00	\$52.00	0.0
Average	\$43.61	\$46.11	5.7

ATTACHMENT B
TUITION AND FEE RATES AND PLANNED INCREASES
FISCAL YEAR 1998

	Fiscal Year 1998			Planned Increases			
	Tuition	Fees*	Total	Spring 1998	Tuition	Fees*	Summer 1998
BELLEVILLE	42.50	-	42.50				
BLACK HAWK	49.00	4.00	53.00				
CHICAGO	45.00	1.67	46.67				
DANVILLE	40.00	0.00	40.00				
DUPAGE	39.82	5.1 8	45.00				
ELGIN	42.00	0.00	42.00				
HARPER	46.00	1.50	47.50				
HEARTLAND	38.00	0.00	38.00				
HIGHLAND	40.00	1.3 5	41.35				3 :CO
ILLINOIS CENTRAL	42.00	2.45	44.45				
ILLINOIS EASTERN	33.00	0.00	33.00				
ILLINOIS VALLEY	42.00	1.75	43.75				
JOLIET	41.00	5.00	46.00				
KANKAKEE	35.50	2.50	38.00				
KASKASKIA	38.00	1.75	39.75				
KISHWAUKEE	40.00	2.00	42.00				
LAKE COUNTY	47.00	4.00	51.00				
LAKE LAND	39.50	7.50 yee.					
LEWIS & CLARK	42.00						
LINCOLN LAND	39.00	0.75	39.75				
LOGAN	33.00	0.00	33.00				
MC HENRY	40.00	0.47	40.47				
METROPOLITAN	42.00	2.00	44.00				
MORAINA VALLEY	44.00	5.00	49.00				
MORTON	47.00	1.00	48.00				
OAKTON	37.00	1.25	38.25				
PARKLAND	44.00	3.00	47.00				
PRAIRIE STATE	53.00	3.00	56.00				
REND LAKE	36.00	0.00	36.00				
RICHLAND	40.00	2.50	42.50				
ROCK VALLEY	41.00	2.00	43.00				
SANDBURG	49.00	5.00	54.00				
SAUK VALLEY	44.00	0.00	44.00				
SHAWNEE	33.75	1.25	35.00				
SOUTH SUBURBAN	50.00	3.00	53.00				
SOUTHEASTERN	33.00	0.00	33.00				
SPOON RIVER	48.00	5.00	53.00				
TRITON	43.00	1.50	44.50				
WAUBONSEE	39.00	3.50	42.50				
WOOD	49.00	3.00	52.00				
'Standard fees paid by all students		AVG.	\$43.92				

IV. Comparison Funding

Operational funding of Community Colleges is supposed to be roughly one-third property taxes, one-third state funding, and one-third tuition and fees. Shown below is a comparison of the

tuition rate per credit hour and the percentage of Operational funding generated from tuition and fees. For example, tuition and fees for FY 92 were \$29.00 per credit hour which generated 26.6% of the funding for the Operational Funds.

	FY 92	FY 93	FY 94	FY 95	FY 96	FY 97	Budget FY 98
Tuition & Fee rate	\$29.00	\$37.00	\$40.00	\$40.00	\$41.00	\$43.00	\$44.00
%Tuition Revenue	26.6%	29.6%	28.2%	26.6%	26.3%	26.0%	26.4%

Note: The FY 97 and FY 98 "% Tuition Revenue" has been restated to be comparable to the previous years. Changes in ICCB's chart of accounts resulted in accounting for waivers as an expenditure instead of being netted against tuition revenue.

V. SVCC History of Tuition

A history of tuition and fees charged by the College is provided on page 8. Since 1967, tuition and fees have increased an average of 5.1 % per year; however, this percentage has declined to 2.4% per year since FY 94. Out of the total \$4 tuition increase since FY 94, only \$2 went to support the Operating Funds since \$2 went specifically to technology.

Summary

It would be desirable to never have to increase tuition; however, it is part of a long term plan of gradual increases to meet current and long term financial needs. The national, state, and peer group comparisons demonstrated that SVCC's tuition and the rate of recent increases are lower than the average, thus demonstrating our efforts to keep tuition rates as low as possible.

Sauk Valley Community College
History of Tuition and Fees

ATTACHMENT C

OA

FY	Tuition	Fees	Total	Increase	Increase
1967	\$8.50	\$1.50	\$10.00		
1968	8.50	1.50	10.00	\$0.00	0.0%
1969	8.50	1.50	10.00	0.00	0.0%
1970	10.00	1.50	11.50	1.50	15.0%
1971	11.00	1.50	12.50	1.00	8.7%
1972	11.00	1.50	12.50	0.00	0.0%
	12.00	1.00	13.00	0.50	4.0%
	13.00	1.00	14.00	1.00	6.7%
	13.00	1.00	14.00	0.00	0.0%
1973	14.00	1.00	15.00	1.00	7.1%
	14.00	1.00	15.00	0.00	0.0%
1974	15.00	1.00	16.00	1.00	6.7%
1979	17.00	1.00	18.00	2.00	12.5%
1980	19.00	1.00	20.00	2.00	11.1%
1981	19.00	1.00	20.00	0.00	0.0%
1982	19.00	1.00	20.00	0.00	0.0%
1983	24.00	1.00	25.00	5.00	25.0%
1984	24.00	1.00	25.00	0.00	0.0%
1985	26.00	1.00	27.00	2.00	8.0%
1986	26.00	1.00	27.00	0.00	0.0%
1987	28.00	1.00	29.00	2.00	7.4%
1988	28.00	1.00	29.00	0.00	0.0%
1989	28.00	1.00	29.00	0.00	0.0%
1990	28.00	1.00	29.00	0.00	0.0%
1991	28.00	1.00	29.00	0.00	0.0%
1992	28.00	1.00	29.00	0.00	0.0%
1993	35.00	2.00	37.00	8.00	27.6%
1994	37.00	3.00	40.00	3.00	8.1%
1995	37.00	3.00	40.00	0.00	0.0%
1996	38.00	3.00	41.00	1.00	2.5%
1997	40.00	3.00	43.00	2.00	4.9% (\$2 Tech increase)
1998	41.00	3.00	44.00	1.00	2.3%
Average Increase			\$1.10	5.1%	

For Board Meeting of
January 26, 1998

Agenda Item F-2

PRESCRIPTION CARD

Following Board direction, the administration is recommending that the college provide a voluntary prescription card option for those staff currently covered by our medical insurance program. Attached is an earlier memo from Jami Bradley recommending this card.

RECOMMENDATION: Board approval to offer the ProVantage prescription card to Sauk Valley staff on a voluntary basis.

**SAUK VALLEY
COMMUNITY
NOW COLLEGE**

IL Rte. 2, Dixon, IL 61021 615r2884511

MEMORANDUM

To: Dr Behrendt
From: Jami V. Bradley
Date: July 11, 1997
Subject: Prescription Card

The Insurance Advisory Committee has been investigating prescription cards for approximately two years. The benefit to our plan (and thus to the College) in using prescription cards is that they provide negotiated discounts on both prescriptions drugs and dispensing fees. As for the employee, he/she makes a co -payment at the pharmacy and does not have to submit forms to PBA and wait four weeks for reimbursement (after the deductible is met.) However, since prescription costs no longer count towards the deductible, there may be a loss in benefits to some employees who may have reached out-of-pocket maximum levels because of their high use of prescriptions.

Recommendations of prescription card companies were analyzed and presented by our insurance consultant, Frank Nelsen of Wilkins -Lowe and Company of Sterling, IL. The Committee conducted reference checking on two companies and is recommending ProVantage, based upon better discounts. Both companies had good references and provided similar customer services hours. The Committee also analyzed co -pay limits and is recommending \$15 for brand drugs and \$6 for generic ones due to the similarity to the reimbursement benefits currently received under the 80/20 plan. (The card also provides the option to order up to 90 days of medication through a mail order program for maintenance drugs.)

Based upon the last twelve months history of actual prescription claims, the estimated saving to our plan and the College will be approximately \$11,000.

For Board Meeting of
January 26, 1998

Agenda Item H-1

CONTRACTUAL ADMINISTRATIVE APPOINTMENT

With the departure of Kelly Conrad, it was necessary for us to fill the contractual administrative appointment of Coordinator of our Title IV Student Support Services Grant. Following an appropriate search process, the administration is recommending Belinda Dalton for this position.

RECOMMENDATION: Board approval of the appointment of Belinda Dalton to the contractual administrative position of Coordinator of Student Support Services, at a pro -rated 12 -month salary of \$43,500, effective March 2, 1998.

**SAUK VALLEY COMMUNITY COLLEGE
VICE PRESIDENT OF STUDENT SERVICES**

MEMORANDUM

TO: Dr. Richard Behren t

FROM: Joan E. Kerb

DATE: January 12, 1998

SUBJECT: Recommendation for appointment of Belinda Dalton as Coordinator of Student Support Services

ANALYSIS OF QUALIFICATIONS

Academic: Belinda Dalton holds a Master of Science in Counseling/Higher Education from Murray State University, Murray, Kentucky. She has also completed Post Graduate work toward an Educational Doctorate in Counseling/Administration from the University of Sarasota, Sarasota, Florida. She completed a Bachelor of Arts in Sociology/Anthropology from Florida International University, Miami, Florida, and an Associate in Science from Shawnee College, Ullin, Illinois.

Professional Background: Ms. Dalton is the Director of Student Services at Harris -Stowe State College, St. Louis, Missouri, where she supervises freshman orientation, student retention, career planning and placement, judicial affairs, personal counseling, student activities, and financial deferments. She has been in this position since 1994. Prior to her current position, she was the Assistant Director of Registration and Records at Thomas Edison State College, Trenton, New Jersey for a period of five years. Other professional positions that she has held include Coordinator of Student Activities, Counselor, and Assistant Director of Residence Life.

Personal Qualifications: Belinda is a first generation community college graduate whose roots are in rural southern Illinois, which makes for a good fit for the Student Support Services program. She has worked closely with students with disabilities and special needs in her current position and indicates that one of her joys is being a student advocate. Since the Coordinator of this program works with students as well as supervises the Title IV Grant, her background should be a very good match for the requirements of the position.

Announcement Process: A national search was conducted for the position. Twenty-seven applications were received for the position.

Selection Process: The search committee narrowed the applicants to three individuals being invited to interview. Dr. Joan Kerber chaired the search committee that consisted of the following:

Tom Breed, Coordinator of Counseling
Pat Dohse, Student Support Services Secretary
Aim Edmonds, Learning Disabilities Specialist
Dick Holtam, Counselor
Carol Lovekin, Outreach Counselor
Janet Matheney, Counselor
Charla Minson, Student Support Services Counselor
Deborah Okey, English Faculty
Allison Poore, Student Support Services Counselor
Kay Turk, Coordinator, Learning Assistance Center

Additional interviews were conducted with Curt Devan, Dr. Phil Gover, and Dr. Richard Behrendt. Ms. Dalton was the unanimous recommendation of the search committee.

For Board Meeting of
January 26, 1998

Agenda Item H-2

FACULTY SENIORITY LIST

Each January the College is required to establish a list of faculty by seniority in the event there would be a reduction in force. Following Board approval, this list will be sent to the SVCC Faculty Association before the deadline of February 1, 1998.

RECOMMENDATION: Board approval of the attached seniority list as presented.

**SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES**

MEMORANDUM

DATE: January 9, 1998

TO: Dr. Behrendt

FROM: Phil Gover

SUBJECT: Faculty Seniority List

Attached is a copy of the updated Faculty Seniority List. James Barber, Charles Oster, and Robert Matter have been deleted from the list. We have added Robertus van der Wege.

attachment

FACULTY SENIORITY LIST

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
1.	Vrhel, George	8-9-66		Sociology/Psychology
2.	Heuck, Dale	3-27-67		Chemistry
3.	Pinter, Karen	5-10-67		Academic Skills/English
4.	Nesbit, Fred	7-24-67		Psychology
5.	Wharton, Robert	8-14-67	8-5-67	Social Science
6.	Harding, Thomas	5-27-68	4-29-68	Physics/Math
7.	Beatty, Edward	5-27-68	5-24-68	English
8.	Thomas, Robert	6-22-70		Learning Resource Center
9.	Holtam, Richard	7-1-70		Counseling
10.	Dill, Ross	8-10-70	8-1-70	English
11.	Hedstrom, Ruth	5-8-73		Music
12.	Happach, Ronald	7-22-74	7-28-74	Heating, Air Conditioning, Quality Control
13.	Gates, Carl	8-13-74		Business
14.	Bailey, Glenn	5-27-75		Office and Administrative Services
15.	Halgren, Betty	8-23-76		Instructional Technology
16.	Shippert, Stanley	7-11-77		Rad Tech
17.	Frana, Jerry	8-22-77		Machine Tool
	White, Peggy	5-16-78		Clinical Lab Science
18.	West, Charles	8-14-79		Accounting
20.	Cox, Doris	8-21-80		Academic Skills

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
21.	Pifer, Ralph	8-4-81		Psychology/Sociology
22.	Willett, Mary	11-22-82		Nursing
	Clydesdale, David	8-29-83		Math
23.	Cogdall, Jean	7-23-84		Electronics
25.	Breed, Thomas	9-23-85		Counseling
26.	Leseman, Jolene	4-28-86	5-9-86	Physical Education
	Wardell, John	6-22-87		Electronics
27.	Day, Dennis	7-27-87	7-2-87	Data Processing
29.	Gehlbach, Chris	7-27-87	7-13-87	Nursing
30.	Etter, Ernie	7-26-88		Math
31.	Shaff, Steven	5-22-89		Math
32.	Williamson, Judy	6-26-89		English
33.	Turk, Kay	7-31-89	8-2-89	Learning Assistance Center
34.	Hill, Debi	7-31-89	8-3-89	Speech/English
35.	Lynch, Janet	8-27-90	8-30-90	Nursing
36.	Tuft, Jeanine	8-27-90	9-1-90	Nursing
37.	Alfano, Cindy	12-17-90		Counseling
38.	Kiele, Beverly	3-25-91		Rad Tech
39.	Berkey, Noel	7-29-91	8-7-91	English
40.	Smith, Bradley	6-22-92	7-7-92	Biology

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
41.	Hamlin, Leon	8-24-92	10-7-92	Criminal Justice
42.	Edelbach, David	8-24-92	10-8-92	Chemistry
	Kidder, Mary Lou	5-23-94	5-30-94	Computer Information Systems
43.	Cunningham, Pam	4-27-95	5-30-95	Nursing
44.	Schreiner, Stephanie	4-27-95	5-30-95	Nursing
46.	Bradshaw, Randall	5-22-95	6-16-95	Physics
47.	Murray, Kris	6-26-95	6-30-95	Humanities
48.	Okey, Deborah	11-27-95	12-8-95	English
49.	Hill, Judith	12-18-95	12-21-95	Human Services
	Matheney, Janet	1-22-96	2-9-96	Counseling
51.	Breen, David	5-28-96	6-4-96	Biology
52.	Megill, Kevin	5-28-96	6-8-96	Computer Information Systems
53.	Nunez, Steve	5-28-96	6-15-96	Biology
	Anderson, Judy	7-23-96	7-26-96	Learning Resource Center
55.	Land, Patrick	5-28-96	7-27-96	Technology
56.	Balfantz, Gary	8-26-96	8-28-96	Speech/Theatre
57.	van der Wege, Robertus	8-22-97		Art

For Board Meeting of
January 26, 1998

Agenda Item H-3

PART-TIME FACULTY

The following part-time faculty are presented for Board approval for the spring semester:

Linda Brown - Academic Skills

Paula Custer - Human Services

Amy Faber - Humanities -Music

Deborah Lucas - Humanities -Art

William Macke - Human Services

John Ronge - Humanities -Art

RECOMMENDATION: Board approval of the part-time faculty listed above.

For Board Meeting of
January 26, 1998

Agenda Item 1-1

BOARD POLICY 403.01 AND 403.02 AFFIRMATIVE ACTION REVISIONS
(SECOND READING)

Attorney Pace has recommended wording revisions (see attached) to policy 403.01 Affirmative Action and the addition of policy 403.02 Non -Discrimination in Employment and Student Relations. These have been reviewed by the College AAO (Walt Clevenger) and the Affirmative Action Committee and they concur with these recommendations.

RECOMMENDATION: Board approval of the revisions to Policy 403.01 Affirmative Action and the addition of 403.02 Non - Discrimination in Employment and Student Relations for Second Reading.

affirm.action



SINCE 1862

WARD, MURRAY, PACE & JOHNSON, P.C.
LAW OFFICES

PHILIP H. WARD, JR.
DAVID E. MURRAY
OLE BLY PACE III
LAURENCE F. JOHNSON
ROBERT E. BRANSON
MARK E. ZUMDAHL
RICHARD A. PALMER
JOSEPH E. HEATON, R.
PAUL A. OSBORN

202 EAST FIFTH STREET
P.O. BOX 400
STERLING, ILLINOIS 61081

STERLING (815) 625-8200
DIXON (815) 284-8200
MILLEDGEVILLE (815) 225-7300
FAX (815) 625-8363

THOMAS L. SANDERS
JOHN A. GUZZARDO
JAMES N BERGMAN
LISA A. TREVIRANUS
DANIEL C. HAWKINS
TIMOTHY B. ZOLLINGER
JOHN T GRIEB
ROBERT T. LESAGE III
ROBERTA S. DILLON

January 9, 1998

Dr. Richard Behrendt
President
SAUK VALLEY COMMUNITY COLLEGE
173 Illinois Route 2
Dixon, IL 61021

Re: Policies

Dear Richard:

Enclosed is a letter I would appreciate if you would include in the next board packet. The letter is to clarify my "explanation" for the reason behind separating the affirmative action and job discrimination policies as approved for first reading by the Board at its December meeting. Thanks.

Cordially,

WARD, MURK -A.", PACE JOHNSON, P . C .

By
Ole Bly Pace III

OBP:vh

Enclosure



SINCE 1862

WARD, MURRAY, PACE & JOHNSON, P.C.
LAW OFFICES

PHILIP H. WARD, JR.
DAVID E. MURRAY
OLE BLY PACE III
LAURENCE F. JOHNSON
ROBERT E. BRANSON
MARK E. ZUMDAHL
RICHARD A. PALMER
JOSEPH E. HEATON, JR.
PAUL A. OSBORN

202 EAST FIFTH STREET
P.O. BOX 400
STERLING, ILLINOIS 61081

STERLING (815) 625-8200
DIXON (815) 284-8200
MILLEDGEVILLE (815) 225-7300
FAX (815) 625-8363

THOMAS L. SANDERS
JOHN A. GUZZARDO
JAMES N. BERGMAN
LISA A. TREVIRANUS
DANIEL C. HAWKINS
TIMOTHY B. ZOLLINGER
JOHN T. GRIEB
ROBERT T. LESAGE III
ROBERTA S. DILLON

January 7, 1998

Members of the Board of Trustees
Sauk Valley Community College

Re: Affirmative Action Policy, et al.

Dear Trustee:

At the Board's meeting on December 22nd, I was asked a simple question regarding why the change should be made in the affirmative action and discrimination employment policy that was before the Board for first reading. My answer, while purporting to explain simplification, was confusing, and the more I explained, the worse it got. I am going to start again:

The existing policy at the College combines both "affirmative action" and "equal opportunity" language. In the law, these subjects are related but they are not at all the same. Equal employment opportunity bars discrimination in employment. The types of discrimination which are illegal change from time to time as the Illinois Legislature and Congress expand their notions of fairness. The concept underlying affirmative action was the notion of overcoming the effects of past discrimination. "Affirmative action" actually requires discrimination in favor of a person based upon race, or other status. The ability to discriminate based on race or status has been called into serious question by recent decisions of the United States Supreme Court.

By combining the concepts of equal employment opportunity and affirmative action, the Board's current policy imposes duties on the College to provide "affirmative action" for a broad array of statuses that neither state nor federal law requires. This creates a situation which could give rise to serious constitutional liability problems for the College. Having created a separate Sauk Valley Community College duty to various groups of people to give them their affirmative action, the Board be sued for violation of its own policy if it failed to provide "affirmative action," e.g., based on "religion." On the other hand, if the College provides affirmative action

Members of the Board of Trustees
Re: Affirmative Action Policy, et al.
January 7, 1998
Page 2

based on race (as its policy now obligates it to do), it would encounter significant constitutional liability problems under the recent U.S. Supreme Court cases.

Thus I recommended that the College's affirmative action and the employment discrimination policies be separated and clarified. The draft affirmative action policy in essence simply says the College will provide affirmative action to the extent (if any) required by law. The draft employment discrimination policy reflects the current discrimination law, in language now required by the State..

Very truly yours,

WARD, MURRAY, PACE & JOHNSON, P. C.

By
Ole Bly Pace III

OBP:vh

NEW

p. 405

403.01 Affirmative Action

Sauk Valley Community College shall utilize Affirmative Action as required by law. The College has adopted an Affirmative Action Plan. Copies of this document are available in the Learning Resource Center, in the Counseling Center, and in the office of the Affirmative Action Officer.

The Sauk Valley Community College Affirmative Action Plan contains a grievance procedure that any employee, employment applicant, student, or student applicant may obtain by contacting the Affirmative Action Officer.

2/12/79

3/23/87

8/26/91

8/23/93

403.02 Non -Discrimination in Employment and Student Relations

Sauk Valley Community College is an equal opportunity employer and is committed to an effective policy of non-discrimination and equal opportunity in all employee and student relations. No qualified employee or student shall be excluded from employment or educational opportunity, be denied benefits, or be subjected to discrimination on the basis of race, color, religion, national origin, ancestry, age, sex, marital status, handicap, military status or unfavorable discharge from military service classified as Re -3 or the equivalent thereof, except to the extent and subject to the exemptions permitted by law.

OLD

p. 405

403.01 Affirmative Action

Sauk Valley Community College is an equal opportunity/affirmative action employer and is committed to an effective policy of non-discrimination and equal opportunity in all employee and student relations. No qualified employee or student shall be excluded from employment or educational opportunity, denied benefits, or subjected to discrimination on the basis of differences in gender, race, color, age, national origin, religion, veteran status, or disability.

The Board of Trustees of Sauk Valley Community College has adopted an Affirmative Action plan. Copies of this document are available in the Learning Resource Center, in the Counseling Center, and in the office of the Affirmative Action Officer.

The Sauk Valley Community College Affirmative Action Plan contains a grievance procedure that any employee, employment applicant, student, or student applicant may obtain by contacting the Affirmative Action Officer.

2/12/79

3/23/87

8/26/91

8/23/93

For Board Meeting of
January 26, 1998

Agenda Item 1-2

**BOARD POLICY 512.01 STUDENT LOAN POLICY REVISIONS
(SECOND READING)**

This policy was presented to the Board for First Reading in December. As you will remember, the attached revisions to the Student Loan Policy were precipitated primarily by the shift to Banner Software which integrates student financial records in the Business Office and the Office of Financial Aid. Currently, we charge a modest interest rate that must be calculated by hand whereas this new policy simply charges a flat "user fee" that is easier to administer. In addition, Vice President Kerber, Vice President Bradley, and Director of Financial Aid Ron Marlier have made other revisions to the Student Loan Policy that they feel are advisable. Finally, Attorney Pace has reviewed and approved these proposed revisions.

RECOMMENDATION: Board approval of revised Board Policy 512.01 Student Loan Policy for second reading.

512.01 Student Loan Policy

Policy

1. Short term loans requires the approval of the Director of Financial Aid, and will be charged to the student's account.
2. The maximum loan that a full-time student may receive will be \$300. The maximum loan that a part-time student may receive will be \$150.
3. A \$1.00 processing and distribution fee will be charged for each student loan issued, and shall be repaid by the student when the loan is repaid. Any loans over \$100 will be charged an additional \$1.00 processing and distribution fee per \$100.
4. Loans will be made only on the basis of the Director of Financial Aid's professional judgment of the individual's ability to pay and/or past performance on previous student loans. For example, students receiving financial aid will be given preference. Loans will not be issued solely on the basis of the fact that the student is attending Sauk Valley Community College.
5. At the discretion of the Vice President of Student Services and the Vice President of Administrative Services, the following exceptions may be approved, if in their professional judgment, a situation exists that would merit such an exception:
 - a. A Loan Agreement exceeding the policy loan limits, even if an outstanding loan remains unpaid.
 - b. A Loan Agreement to a student with a poor performance on a previous loan agreement.
6. The student's account must be paid in full prior to the end of the current term. Any outstanding student loan agreements may be collected from any monies due the student from College sources.
8. Any student financial obligation that is due Sauk Valley Community College will result in a "freeze" being placed on the transmittal of any student records.

1. A student must be currently enrolled.
2. Loans may be granted to full-time students during their first semester up to the maximum of \$300. Part-time students may receive up to \$150. No future loans will be issued until the first loan has been paid in full. (Exception - see Item 4 under Policy)
3. A student must be in good academic and disciplinary standing with the College. Any "hold" on his/her records or any past debts with the College will disqualify the student unless there is a means of recovery. However, a history of poor performance on previous loan agreements will automatically disqualify the student from receiving future loans.
4. The Director of Financial Aid is the sole representative authorized to approve student loan agreements with the exception of Item 4 under Policy.

Collection of Loans

1. A letter from the Director of Financial Aid will be sent approximately two weeks before the due date of the loan.
2. Subsequent to the due date of the student loan the Business Office will notify the student of their obligation to the College.

If a student does not respond to the collection notices sent by the Business, Office the loan, when considered a bad debt, will be forwarded to a collection agency for disposition.

OLD

512.01 Student Loan Policy

Policy

1. The duration of short term loans will be made at the discretion of the Director of Financial Aid, but in no case will the duration exceed 90 days in length.
2. The maximum loan that a student may receive will be \$300.
3. Loans may be made to part-time students up to a maximum of \$150 at the discretion of the Director of Financial Aid.
4. At the discretion of the Vice President of Student Services and the Vice President of Administrative Services, the Loan Agreement may exceed the policy loan limits if, in their professional judgement, a situation exists that would merit such exception, even if an outstanding loan remains unpaid
5. Loans will be made only on the basis of the Director of Financial Aid's scrutiny of the individual's ability to pay. For example, students on FWS, FS EOG, FELP, PELL, Veterans and students with jobs will be given preference. Loans will not be issued solely on the basis of the fact that the student is attending Sauk Valley Community College.
6. A poor performance on previous loan agreements will automatically disqualify the student from receiving future loans.
7. Any outstanding student loan agreements may be collected from any monies due the student from College sources.
8. Any student financial obligation that is due Sauk Valley Community College will result in a "freeze" being placed on the transmittal of any student records.

Issuing Loans

Before any cash loan is made to a student, the Office of Financial Aid should make a thorough investigation of the following factors:

Issuing Loans

Before any cash loan is made to a student, the Office of Financial Aid should make a thorough investigation of the following factors:

1. A student must be currently enrolled.
2. Loans may be granted to full-time students during their first semester up to the maximum of \$300. Part-time students may receive up to \$150. No future loans will be issued until the first loan has been paid in full. (Exception - see Item 5 under Policy)
3. A student must be in good academic and disciplinary standing with the College. Any "freeze" on his/her records for any past due debts with the College will disqualify the student unless there is a means of recovery.
The Director of Financial Aid is the sole representative authorized to approve student loan agreements with the exception of Item 5 above.

Collection of Loans

If a student does not respond to the collection notices sent by the Business Office, the loan, when considered a bad debt, will be forwarded to a collection agency for disposition.

1/14/80

4/28/97

SAUK VALLEY COMMUNITY COLLEGE
 °BOARD OF TRUSTEES - TREASURER'S REPORT
 January 20, 1998

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS		FINANCIAL INSTITUTION	INTEREST	AMOUNT
			RATE	
General Account		Sterling Federal, Sterling	3.69	\$295,282.58
Bookstore Account		Sterling Federal, Sterling	4.76	41,621.24
Illinois Public Treasurers		First of America Bank,		
Investment Pool		Springfield	5.55	636.613.36
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS				973,517.18
NON-INT. BEARING ACCOUNTS		FINANCIAL INSTITUTION		
Restricted		Sterling Federal, Sterling		188,249.43
Insurance Account		Sterling Federal, Sterling		0.00
SUBTOTAL NON -INTEREST BEARING CHECKING ACCOUNTS				188,249.43
MONEY MARKET				
ABN-AMRO Investment Services, Inc.			5.21	7.21
SUBTOTAL MONEY MARKET FUNDS				7.21
TOTAL CHECKING ACCOUNTS				\$1,161,773.82

INVESTMENTS

FUND	FINANCIAL INSTITUTION	INTEREST	RENEWAL	AMOUNT
		RATE	DATE	
Education	Mercantile Bank, Sterling	5.61	02-20-98	\$300,000.00
Education	Amcore Bank, Sterling	5.63	03-02-98	400,000.00
Operations & Maintenance	Sterling Federal Bank	5.66	03-15-98	100,000.00
Operations & Maintenance	Milledgeville State Bank	5.80	10-12-98	100,000.00
Protection, Health & Safety	"C1riion Bank, Tampicp	5.66	01-24-98	300,000.00
Protection, Health & Safety	Sterling Federal Barik.	5.52	03-24-98	200,000.00
Protection, Health & Safety	HomeBanc, Dixon	5.91	06-30-98	200,000.00
Bond & Interest	Milledgeville State Bank	5.91	04-24-98	100,000.00
Auxiliary	Amcore Bank, Sterling	5.80	06-02-98	400,000.00
Bookstore	Mercantile.Bab,k, Sterlirag.	5.61	02-20-98	100,000.00
Working Cash	ConirfiNUnte Bk, Rock Falls	6.00	03-03-98	800,000.00
Working Cash		5.65	03-10-98	200,000.00
Working Cash	--KorneBRCA, 15ixon	5.65	06-10-98	500,000.00
Working Cash	First National Bank, Amboy	6.20	04-03-99	1,000,000.00
Liab., Prot. & Settlement	Mercantile Bank, Sterling	5.70	04-29-98	300,000.00
Liab., Prot. & Settlement	Union Bank, Tampico	5.7	10-24-98	100,000.00
Building Bond Proceeds	Mercantile Bank, Sterling	2	01-30-98	200,000.00
		5.65	02-16-98	300,000.00
		2		
Building Bond Proceeds	HomeBanc, Dixon			
Building Bond Proceeds	HomeBanc, Dixon	5.65	02-17-98	200,000.00
Building Bond Proceeds	Amcore Bank, Sterling	6.06	02-19-98	200,000.00
Building Bond Proceeds	Mercantile Bank, Sterling	5.69	02-19-98	200,000.00
SUBTOTAL INVESTMENTS				\$6,200,000.00

BOND INVESTMENTS

Liability, Protection & Settlement	Hanover Park, IL	5.00	12-01-98	\$461,113.53
Liability, Protection & Settlement	District Columbia	4.60	06-01-99	50,405.63
Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.65	02-15-00	
466,674.88				
Liability, Protection & Settlement	Hawaii St.	4.00	11-01-00	494,691.33
Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.90	02-15-02	555,552.47
Liability, Protection & Settlement	Naperville, IL	4.20	12-01-02	543,529.61
Liability, Protection & Settlement	Alachua Cnty Fal Sch	4.20	07-01-02	
49,338.66				
Liability, Protection & Settlement	Cook County II Twp	5.00	12-01-03	581,130.82
Liability, Protection & Settlement	Seattle WA L&P	3.70	11-01-04	229,056.41
Liability, Protection & Settlement	GA Mun Elec Auth	4.70	01-01-05	378,813.47
Liability, Protection & Settlement	NC Mun Elec Auth	5.25	01-01-06	312,193.83
Liability, Protection & Settlement	Sun Prairie Wis Sch	5.20	04-01-06	337,842.97
Liability, Protection & Settlement	Las Cruces NM	5.10	12-01-06	203,378.40
Liability, Protection & Settlement	Carol Stream IL Tax	5.20	01-15-07	201,854.92
Liability, Protection & Settlement	Anch AL Tel Util	5.30	03-01-07	154,487.91
SUBTOTAL BONDS				\$5,020,064.84

TOTAL INVESTMENTS

\$11,220,064.84

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
JANUARY 26, 1998

SUMMARY OF BILLS PAYABLE	AMOUNT
Pages 1-30 General Operating Funds	\$507,535.99
Pages 31-36 Restricted Fund	182,997.46
Pages 37-42 Bookstore	75,462.65
TOTAL	\$765,996.10

FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge

Check register
From 12/19/97 To 12/19/97

PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S	INVOICE NUMBER	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00008805	12/19/97	AMEEXPI	American Express Financial	Adv	12/31/97 P/R	10013970	01		212010		340.00
00008806	12/19/97	APPA	APPA		0002009/002774	10013985	02	546000	540600	7080	25.00
00008807	12/19/97	AUDTHE	Auditorium Theatre		MISERABLES	10013968	050120	343200	590900	4040	3,000.00
00008808	12/19/97	343583884	Ayala, Karen			10013990	050130	345100	530200	4020	175.00
00008809	12/19/97	478089799	Baumhover, Eben L.			S0001143	01		230000		20.00
00008810	12/19/97	205329509	Behrendt, Richard			10013930	01	211000	550100	8010	11.40
						10013934	01	211000	520920	8010	16.50
									CHECK TOTAL		
									27.90		
00008811	12/19/97	BLAHAW	Black Hawk College			10013996	050600	460301	550900	6050	25.00
00008812	12/19/97	526696741	Bradley, Jami V.			10013933	01	511000	550100	8010	206.62
00008813	12/19/97	321529164	Brewer, Tracy R.			10013928	050130	345400	550100	4090	40.41
00008814	12/19/97	338625690	Byar, Christine M.	TRAVEL/CHEER		10013948	050600	460404	550900	6050	55.00
						10014001	050600		113040		100.00
						10014002	050600	460404	540900	6050	147.40
									CHECK TOTAL		
									302.40		
00008815	12/19/97	CANINN	Candlelight Inn			10013980	01	327000	540110	3060	25.00

REPORT FARCHKR
FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/19/97 To 12/19/97

RUN DATE: 01/20/98
TIME: 11:11 AM
PAGE: 2

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	<--- INVOICE VENDOR'S			NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT	
00008816	12/19/97	CAPGUA	Capital Guardian Trust Company		1001397	01				212180				375.00
					1									
00008817	12/19/97	COMHOS	Community Hospital of Ottawa	CLS 210	FALL		10013952	01		352100	530200	1040		105.00
00008818	12/19/97	CONMAN	Consolidated Management Co	FOD 101	FALL		10013967	01		342200	510320	1020		736.20
00008819	12/19/97	331469729	Cunningham, Pamela S.				10013931	01		352200	550100	1040		137.38
								01		352200	550100	1040		93.23
													CHECK TOTAL	230.61
00008820	12/19/97	346488543	Damhoff, Russ K.				10013950	050600	460201	550900	6050			205.65
00008821	12/19/97	DECMOR	Decor N More	28614			10013924	02		541000	540140	7010		32.41
				2897			10013925	02		541000	540140	7010		56.65
													CHECK TOTAL	89.06
00008822	12/19/97	345745531	DeGroot, Traci L.				S0001145	01						250.00
00008823	12/19/97	324509115	Drane, Paula				10013998	050500	414000	540190	6030			B1.21
00008824	12/19/97	EGULIF	Equitable Life Assurance	12/31/97	P/R		10013972	01						132.00
00008825	12/19/97	FARNEW	Farmers New World Life Insuran	12/31/97	P/R		10013973	01						25.00
00008826	12/19/97	393349175	Farrey, Raymond	WBB	1/15/98		10013940	050600	460301	530900	6050			65.00
00008827	12/19/97	FEDLIF	Federal Life Insurance Company	12/31/97	P/R		10013974	01						12.50

CHECK NUMBER AMOUNT	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE VENDOR'S		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK
		NAME									
00008828	12/19/97	FRALIF	Franklin Life Insurance Compan	12/31/97	P/R	10013975	01		212060		512.50
00008829	12/19/97	347748422	Galassi, Barbara A.			S0001142	01		230000		142.00
00008830	12/19/97	360387647	Garcia, Diana			10013960	050600	460500	540900	6050	
00008831	12/19/97	GLEUPH	Glenn's Upholstery			10013944	01	513000	580520	8060	4,920.50
00008832	12/19/97	338403931	Godsil, Greg	WBB	1/15/98	10013939	050600	460301	530900	6050	65.00
00008833	12/19/97	329428902	Gospodarczyk, Thomas J.	KIWANIS DUES		10013962	050130	345400	540600	4090	72.00
						10013965	01	341000	550100	2080	
						50.85					
											CHECK TOTAL 122.85
00008834	12/19/97	GUEHOU	Guest House			10013995	050600	460201	550900	6050	
411.72											
00008835	12/19/97	355283868	Halgren, Betty			10013964	01	363200	550100	2020	357.38
00008836	12/19/97	331322070	Hansen, Jack	WBB	1/17/98	10013942	050600	460301	530900	6050	65.00
00008837	12/19/97	327485429	Hayes, Steve	WBB	1/17/98	10013941	050600	460301	530900	6050	65.00
00008838	12/19/97	HOLINN	Holiday Inn Rock Falls/Sterlin	5906		10014005	01	411000	550100	8010	148.93
00008839	12/19/97	HORMAN	Horace Mann Insurance Company	12/31/97	P/R	10013976	01		212080		132.50
00008840	12/19/97	340640914	Hughey, Mark			10013958	050600	460500	540900	6050	150.00
00008841	12/19/97	ILLDEP	Illinois Department of Revenue	12/31/97	P/R	10014007	01		210200		7,496.38

REPORT FO.iRCHKR,
FISCAL YEAR 1998
BANK: Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/19/97 To 12/19/97

RUN DATE 01/01/98
TIME: 11:11 AM
PAGE: 4

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE VENDOR'S	NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00008842	12/19/97	ILLMUT	Illinois Mutual	12/31/97 P/R		0 1		21155 0		27.26
00008843	12/19/97	INTREV	Internal Revenue Service	12/31/97 P/R	10014017	01		210900		132.51
00008844	12/19/97	KAGJOE	Joel A. Kagann, Circuit Court	12/31/97 P/R	0014015	01		210900		216.67
00008845	12/19/97	JOLJUN	Joliet Junior College	SEMINAR	10013959	01	323200	550100	1010	50.00
00008846	12/19/97	JUMJAC	Jumbo Jack Cookbook's			01	212100.	540700	8030	2,538.79
00008847	12/19/97	361586236	Kent, Sarah		10014003	050600	460404	540900	6050	18.20
00008848	12/19/97	339769533	Kerber, Angela J.		S0001144	01		230000		100.00
00008849	12/19/97	359468988	Kidder, Mary Lou		10013963	01	332300	550100	1020	119.07
00008850	12/19/97	319248953	Kiele, Beverly M.		10013929	01	352500	550100	1040	319.41
00008851	12/19/97	344441339	Kooi, Audrey		10013935	050110	343300	530200	4040	202.50
00008852	12/19/97	KSBBHOS	KSB Hospital		10013994	050600	460201	540120 6050		187.00
00008853	12/19/97	354487012	Leseman, Jolene K.	WBB 1/17/98	10013938	050600	460301	530900	6050	70.00
				wlip 1/15/98	10013943	050600	460301	530900	6050	70.00
					10014021	050600	460301	550900	6050	519.03
CHECK TOTAL 659.03										
00008854	12/19/97	MEYLYD	Lydia S. Meyer, Trustee	12/31/97 P/R	10014018	01		210900		125.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE VENDOR'S INTERNAL		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
00008855	12/19/97	MAISTA	Main Stay Funds	12/31/97	P/R	10013977	01	212170		75.00	
00008856	12/19/97	711032739	Marlier, Ronald			10014020	01	430100	.550100	3040	144.72
00608857	12/19/97	328423927	McBride, Christine			10014000	050500	414000	540190	6030	47.73
00008858	12/19/97	360741484	McBride, Patrick E.			S0001146	01		23000 0		125.00
40002859	12/19/97	288689311	McCarthy, Brian			10013997	050600	460701	540900	6050	20.98
G0008860	12/19/97	385962425	McLain, Bethany			10013936	050110	343100	530200	4010	240.00
00008861	12/19/97	323764506	McNeifl, John			10013937	050110	343400	530200	4010	336.00
00008862	12/19/97	353347471	Meyer, Ron	STOVE THEATRE		10014019	050600	460701.	540900	6050	20.00
00008863	12/19/97		Mobile Service			10013982	01	327000	540110	3060	25.00
00008864	12/19/97	NATINSL	National Institute for Leaders	ALFANO CONF		10013969	01	314000	550100	1090	795.00
00008865	12/19/97	NORLIF	Northern Life Insurance Compan	12/31/97 P/R		10013978	01	212120			85.00
00008866	12/19/97	NORMUT	Northwestern Mutual Life Insur	12/31/97 P/R		/0013979	01	212130			400.00
00008867	12/19/97	NORSTE	Northwestern Steel & Wire	TAXES		10013949	01	270220			122,347.77
							01	270220			14,988.10
							1	270220			29,244.34
							Q3	270220			1,709.19
							11	270220			24,980.17
							04	270220			17,569.01
								INVOICE TOTAL			210,838.58

REPORT .FARCHKR
FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk , Valley Community College
Check Register
From 12/19/97 To 12/19/97

RUN DATE. 01/20/98
TIME: 11:11 AM
PAGE: 6

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE VENDOR'S		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
			NAME									
00008868	12/19/97	325505364	Okey, Deborah M.	SPRING IN	SERVC	10013946	01	314000	540120	1090		100.00
00008869	12/19/97	PANFAC	Panasonic Factory Service Cent	DEPOSIT		10013947	12			130907		40.00
00008870	12/19/97	PRUMUT	Prudential Mutual Funds	12/31/97	P/R	10013981	01			212140		100.00
00008871	12/19/97	PUTRET	Putnam Retirement Plan Service	12/31/97	P/R	10013983	01			212030		500.00
00008872	12/19/97		Receivable Management Consulta	54507-24044		0014004	050600	460401	540900	6050		158.35
00008873	12/19/97	396841070	Roath, Lynda K.	STDNT LN	12/16	10013953	051400			130905		300.00
00008874	12/19/97	SCHEMP	School Employees Credit Union	12/31/97	P/R	10014010	01			210700		24,526.49
00008875	12/19/97	SCUAPP	Scudder's Apparel			10013945	01	323200	540120	1010		42.00
00008876	12/19/97	SEECAN	See's Candies	60034294		10013988	101070	461407	590900	6090		435.00
00008877	12/19/97	SHEOIL	Shell Oil Company	1224653		10013999	050800	415000	540150	6050		151.13
00608878	12/19/97	348506270	Shelley, Chris			10013961	01	36.3200	550100	2020		50.00
00008879	12/19/97	146684956	Silva, Lydia	STUDENT LOAN		10013955	051400			130905		300.00
00008880	12/19/97	STAUNI	State Universities Retirement	12/31/97	P/R	10014011	01			210500		22,443.11
00008881	12/19/97	SUNTRA	Sunny Travel Center	DEB STIEFEL		10013926	01	430100	550100	3040		312.00
				PETE NOLL		10013927	01	420000	550100	3010		312.00
				CLEV,PFIEF,MASE		10013966	01	369000	550100	8080		936.00
										CHECK TOTAL		1,560.00

FISCAL YEAR 1998
 BANK: Sterling Federal Bank- Ge (cont.)

Check Register
 From 12/19/97 To 12/19/97

TIME: 11:11 AM
 PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	K--- INVOICE VENDOR'S	NUMBER -- INTERNAL	FUND	ORGN	ACCT	PROD	CHECK	AMOUNT
00008882	12/19/97	SAUFAC	SVCC Faculty Association	12/31/97 P/R	10014008	01		210800			1,317.92
00008883	12/19/97	SAUFOU	SVCC Foundation	12/31/97 P/R	10014009	01		211600			5.00
00008884	12/19/97	TELEG	Telegraph		10013993	01	362100	540600	2010		129.85
00008885	12/19/97	TIACRE	TIAA/CREF	12/31/97 P/R	10013984	01		212150			6,890.15
00008886	12/19/97		Travel Consultants	52841	10014006	01	314000	550100	1090		191.00
00008887	12/19/97	TRUMAR	Trustmark Insurance	12/31/97 P/R	10013992	01		211500			873.42
00008888	12/19/97	UNIWAYA	United Way of Amboy	12/31/97 P/R	10014014	01		211100			7.50
00008889	12/19/97	UNIWAY1	United Way of Dixon	12/31/97 P/R	10014013	01		211100			
00008890	12/19/97	UNIWAY	United Way of Sterling-Rock Fa	12/31/97 P/R	10014012	01		211100			75.60
00008891	12/19/97	VANGU	Vanguard Fiduciary Trust Compa	12/31/97 P/R	10013987	01		212190			500.00
00008892	12/19/97	VALIC	Variable Annuity Life Insuranc	12/31/97 P/R	10013966.	01		212200			75.00
00008893	12/19/97	WADREE	Waddell & Reed, Inc	12/31/97 P/R	10013989	01		212160			175.00
00008894	12/19/97	WHICOU	Whiteside County Circuit Clerk	12/31/97 P/R	10014016	01		210900			125.68
6000E1897	12/22/97	359708546	Alvarado, Norma E.	REISSUE	10014022	01	512010	490000	8020		156.23
00008898	12/22/97	MORSER STESEC	Morgan Services Inc. Stewart Security	36646	10013709	1	544000	530900	7040		110.60

00008899 12/22/97 358209975 Myhre, Janet

ipAv(i.)

..100	550100	3040	57.53
10)	550100	8020	31.27
-cJOICE TOTAL			88.80

REPORT 'rARCHKR
.FISCAL YEAR 1996
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/22/97 To 12/22/97

RUN bAfL: 01/Lu/V6
TIME: 11:38 AM
PAGE: 9 --

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	<--- INVOICE NUMBER --->			FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
			VENDOR'S	INTERNAL	IV						
00002900	12/22/97	357408100 Seagren, Catherine	TRAVL	10014026	01 01	520100 430100	550100 550100	802 0 3040		56.11 22.98	
										INVOICE TOTAL	79.09
00058901	12/22/97	STESEC Stewart Security	33254	10013511	12	544000	530900	7040			769.50
			33439	10013812	12	544000	530900	7040			988.00
										CHECK TOTAL	1,757.50

FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge

Check Register
From 12/23/97 To 01/26/98

TIMt. 11:12 AM
PAGE:

CHFCK NUMBER	DATE	PAYEE/VENDOR NUMBER		NAME	<--- INVOICE VENDOR'S		NUMBER INTERNAL	FUND	ORGN	ACCT	PROD	CHECK AMOUNT
		TIACRE	TIAA/CREF		ANNUITY	DEC						
00008902	12/23/97	TIACRE	TIAA/CREF		ANNUITY	DEC	10014031	01		212150		2,231.47
00008903	01/05/98	341780097	Okland, Kyla L.		STDT	LOAN	10014032	051400		130905		150.00
00008908	01/14/98	AMEEEXP1	American Express Financial Adv	1/15/98 P/R			10014055	01		212010		340.00
00008909	01/14/98	356669861	Bockman, Catherine C.				S0001165	01		230000		20.00
00008910	01/14/98	CAPGUA	_Capital Guardian Trust Company	1/15/98 P/R			10014056	01		212180		375.00
00008911	01/14/98	325743032	Christian, Katie T.				S0001153	01		230000		188.00
00008912	01/14/98	357788683	Duffy, Greg P.				S0001152	01		230000		634.00
G0008913	01/14/98	EOULIF	Equitable Life Assurance	1/15/98 P/R			10014057	01		212020		132.00
00008914	01/14/98	FARNEW	Farmers New World Life Insuran	1/15/98 P/R			10014058	01		212040		25.00
00008915	01/14/98	FEDLIF	Federal Life Insurance Company	1/15/98 P/R			10014059	01		212050		12.50
00008916	01/14/98	352708101	Foster, DaJuan T.				S0001151	01		230000		250.00
00008917	01/14/98	FRALIF	Franklin Life Insurance Compan	1/15/98 P/R			10014060	01		212060		- 512.50
00008918	01/14/98	359729470	Geary, Brandie S.				S0001147	01		230000		9.00
00008919	01/14/98	343664523	Highland, Sarah				S0001149	01		230000		348.00
00008920	01/14/98	356666985	Hinders, Amy L.				S0001164	01		230000		20.00

REPORT FARCHKR
FISCAL YEAR 1998
BANK: Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE: 10

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER -- -)		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
G6008921	01/14/98	HORMAN	Horace Mann Insurance Company	1/15/98 P/R	10014062	01		212080			157.50
G0608922	01/14/98	ILLDEP	Illinois Department of Revenue	1/15/98 P/R	10014673	01		210200			6,053.30
00008923	01/14/98	ILLMUT	Illinois Mutual	1/15/98 P/R	10014071	01		211550			27.26
00068924	01/14/98	388883821	Jenkins, Core),		90001160 01			230000			350.00
06068925	01/14/91	KAGJOE	Joel A. Kagann, Circuit Court	1/15/98 P/R	10014081	01		210900			216.67
00008926	01/14/98	508110402	Lee, Chad A.		50001159	01		230000			250.00
00008927	01/14/98	MEYLYD	Lydia S. Meyer, Trustee	1/15/98 P/R	10014082	01		210900			125.00
00008928	01/14/98	MAISTA	Main Stay Funds	1/15/98 P/R	10014063	01		212170			75.00
06008929	01/14/98	330686806	Masters, Rebecca L.		S0001158	01		23000 0			132.00
00008930	01/14/98	336569837	Mayfield, Patricia L.		S0001157	01		230000			39.00
06008931	01/14/98	354485274	Newman, Nancy K.		S0001156	01		230000			83.00
06068932	01/14/98	353500383	Nordman, Alan D.		S0001155	01		23000 0			1.00
06008933	01/14/98	NORLIF	Northern Life Insurance Compan	1/15/98 P/R	10014064 01			212120			85.00
00008934	01/14/98	PRUMUT	Prudential Mutual Funds	1/15/98 P/R	10014065	01		212140			100.00
60008935	01/14/98	PUTRET	Putnam Retirement Plan Service	1/15/98 P/R	10014066	01		212030			500.00
06008936	01/14/98	338700683	Richardson, April L.		S0001154	01		23000 0			195.00

NUMBER	CHECK DATE	NUMBER	NAME	VENDOR'S	INVOICE NUMBER		ORGN	ACCT	FROG	CHECK AMOUNT
					INTERNAL	FUND				
00008937	01/14/98	323800331	Riva, Adam M.		S0001163	01		230000		350.00
00008938	01/14/98	318782694	Rodefer, Joy M.		50001148			230000		4.00
00008939	01/14/98	SCHEMP	School Employees Credit Union	1/15/98 P/R	10014076	01		210700		24,211.47
00008940	01/14/98	341683989	Schutte, Amy B.		S0001162	01		230000		44.00
00008941	01/14/98	STAUNI	State Universities Retirement	1/15/98 P/R	10014077	01		210500		18,142.35
00008942	01/14/98	SAUFAC	SVCC Faculty Association	1/15/98 P/R	10014074	01		210800		1,317.92
00008943	01/14/98	SAUFOU	SVCC Foundation	1/15/98 P/R	0014075	01		21160		5.00
00008944	01/14/98	TIACRE	TIAA/CREF	1/15/98 P/R	10014067	01		212150		7,059.56
00008945	01/14/98	TRUMAR	Trustmark Insurance	1/15/98 P/R	10014072	01		211500		873.42
00008946	01/14/98	UNIWAYA	United Way of Amboy	1/15/98 P/R	10014079	01		21110		7.50
00008947	01/14/98	UNIWAY1	United Way of Dixon	1/15/98 P/R	10014080	01		21110		51.50
00008948	01/14/98	UNIWAY	United Way of Sterling-Rock Fa	1/15/98 P/R	10014078	01		211100		75.60
00008949	01/14/98	VANGU	Vanguard Fiduciary Trust Compa	1/15/98 P/R	10014069	01		212190		500.00
00008950	01/14/98	VALIC	Variable Annuity Life Insuranc	1/15/98 P/R	10014068	01		212200		75.00
00008951	01/14/98	WADREE	Waddell & Reed, Inc	1/15/98 P/R	10014070	01		21216		175.00
00008952	01/1018	395906041	Whorton, Anthony		50001150	01		230000		350.00

9001i4 FARCHKR
 FA\$CAL YEAR 1998
 BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
 Check Register
 From 12/23/97 To 01/26/98

RUN DATE: 01/20/99
 TIME: 11: 12 AM
 PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE NUMBER --->			FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
			NAME	VENDOR'S	INTERNAL							
00008953	01/14/98	354704435	Wilson, LaJarvis L.		S0001161	01			230000			250.00
00008958	01/16/98	MASSYM	1998 MASFAA Symposium	REG-R MARLIER	10014172	0 1		430100	550100	3040		150.00
00008959	01/16/98	ADAMAR	Adam's Mark Hotel	7057958/BREED	10014232	01		441100	550100	3020		604.73
60008960	01/16/98	367847907	Alfano, Cindy		10014215	01		441100	550100	3020		98.00
				TUIT REIM	10014218	01		441100	520720	3020		186.00
											CHECK TOTAL	284.00
G0008961	01/16/98	357783758	Allen, Heather M.		S0001190	01			23000 0			105.60
00008962	01/16/98	ACPA	American College Personnel Ass	CONE BREED	10014233	01		441100	550100	3020		275.00
00008963	01/16/98	AMEEXP	American Express		10014159	01		211000	550900	8010		60.85
00008964	01/16/98	339541358	Anderson, Kevin	WORKER 1/20/98	10014203	050600		460201	530900	6050		10.00
00008965	01/16/98	ATT	AT & T	7392204511	10014185	02		545000	570500	7060		1,058.79
00008966	01/16/98	ATTCRE	AT&T Credit Corporation	PAYMENT 24	.0014186	01 01		513000 513000	560300 560300	8060 8060		2,615.68 529.53
											INVOICE TOTAL	3,145.21
00008967	01/16/98		Avendano; Nereida	MILEAGE 1/8/98	10014180	01		314000	540120	1090		37.80
00008968	01/16/98	328648931	Baker, Cheryl		S0001189	01			230000			
		264.00										
00008969	01/16/98	353484458	Balder, David M.		S0001191	01			230000			88.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S INVOICE NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
60008970	01/16/98	281523674	Balfantz, Gary	10014154	050600		113020		50.00
00008971	01/16/98	BILGAL	Bilhenry Gallery	RENTAL FEES	10014267	01		130903	2,820.00
00008972	01/16/98	331469307	Blackburn, Jan	GM WRK 1/20/98	10014206	050600	460201	530900	6050 15.00
0.0008973	01/16/98	353702422	Bresson, Josh S.		S0001192	01		23000 0	132.00
60008974	01/16/98	358740686	Bruckner, Kevin		S0001166	01		230000	337.50
00008975	01/16/98	339540690	Castelein, Karen J		10014161	050110	343100	550100	4010 66.86
00008976	01/16/98	CHIKEN	Chicago-Kent College of Law	VOL 1 JOURNAL	10014189	01	511000	540600	8010 15.00
000b8977	01/16/98	322467313	Clydesdale, David T.		10014234	01	311000	550100	8010 102.03
00008978	01/16/98	359605964	Collins, Rae L.	STUDENT LOAN	10014191	051400		130905	150.00
00008979	01/16/98	COMEDI	Commonwealth Edison		10014188	02	546000	550100	7080 25.00
0008980	01/16/98	331740348	Como, Jacob L.		S0001193	01		23000 0	132.00
00008981	01/16/98	386620084	Corley, Jeff	REFEREE 1/20/98	10014226	050600	460201	530900	6050 65.00
00008982	01/16/98	483908003	Cox, Terry J. 127.63	HOTEL REIMB	10014197	050600	460204	550900	6050
00008983	01/16/98	331469729	Cunningham, Pamela S.		10014200	01	352200	550100	1040 92.61
00008984	01/16/98	360729237	Curtis, Joyce		50001199 01			230000	15.00
00008985	01/16/98	339541938	Damhoff, Bill	GM WRK 1/20/98	10014204	050600	460201	530900	6050 15.00

.REPdRT FARCHKR
FISCAL YEAR 1998
BANK:1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01r20/98
TIME: 11:12 AM
PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	K--- VENDOR'S	INVOICE INTERNAL	FUND	ORGN	ACCT	FROG	CHECK	AMOUNT
00008986	01/16/98	346488543	Damhoff, Russ K.		10014153	050600	460201	550900	6050		415.03
4008987	01/16/98	342802696	Damhoff, Tom	GM WRK	1/20/98	10014208	050600	460201	530900	6050	10.00
00008988	01/16/98	337720923	DeWitte, Margaret M.		S0001200	01		230000			132.00
0008989	01/16/98	334621204	Dillow, Debra	ANTIQUE SHOW	10014222	101010	461401	490000	6090		100.00
00008990	01/16/98	DIXPUB	Dixon Public Schools		10014178 01		342300	530200	1030		115.00
00008991	01/16/98	DIXVET	Dixon Veterinary Clinic	83804	10014219	050600	460301	540120	6050		17.00
0008992	01/16/98	328806747	Dodd, Kasie A.		S0001201	01		230000			316.80
60008993	01/16/98	324509115	Drane, Paula		10014220	050500	414000	540190	6030		81.86
40008994	01/16/98	344744389	Eakle, Anthony J.		S0001167	01		230000			112.50
009/95	01/16/98	358729287	Egert, Sara A.		S0001202	01		230000			105.60
G0008996	01/16/98	334709121	Faivre, Susan K.		S0001203	01		230000			94.00
0b008997	01/16/98	FEDEXP	Federal Express Corp	4-371-23694	10014155	01	513000	540430	8060		46.00
40008998	01/16/98	324684764	Floto, Jennifer A.		S0001168	01		230000			660.00
40008999	01/16/98	334724032	Folsom, Jason M.		50001169	01		230000			308.00
40009000	01/16/98	FREMEM	Freeport Memorial Hospital	1/16/98	10014192 01		352500	530200	1040		
00009001	01/16/98	350764251	Gaffey, KodY D		S0001204	01		230000			142.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		VENDOR'S	INVOICE NUMBER		FUND	ORGN	ACCT	FROG	CHECK	AMOUNT
			NAME		INTERNAL							
00009002	01/16/98	336782362	Galloway, Kari K.		S0001205	01			230000			15.00
00009003	01/16/98	339540199	Garza, Delia		50001170	01			230000			528.00
00009004	01/16/98	327747175	Greer, Heather L.		S0001171	01			230000			308.00
00609005	01/16/98	345307106	Groharing, Richard B.		10014151	02	545000	570500	7060			6.17
00009006	01/16/98	GTEMOB	GTE-Mobilnet	42609982-1297	10014221	02	545000	570500	7060			56.56
00009007	01/16/98	322801140	Guzman, Brissa V.		9000120601				230000			132.00
00009008	01/16/98	321747058	Hackbarth, Tara L.		S0001172	01			230000			528.00
G6,609009	01/16/98	328406399	Hamlin, Albert L.		10014207	01	321000	550100	2080			118.15
00609010	01/16/98	322265707	Happach, Ronald H.		10014213	01	333200	550100	1030			45.36
00009011	01/16/98	357723001	Heaton, Laurie M.		S0001173	01			230000			528.00
0609012	01/16/98	354780694	Helms, Tara		S0001174	01			230000			528.00
66609013	01/16/98	330660088	Hemminger, Anita M.		S0001175	01			230000			264.00
00009014	01/16/98	HIGCOL	Highland Community College	4950A	10014179	050130	345100	540120	4020			230.00
00009015	01/16/98	320429963	Hines, Mike	REFEREE 1/20/98	10014227	050600	460301	530900	6050			65.00
00009016	01/16/98	318522386	Hoyle, Christine		10014205	01	323200	550100	1010			35.03
00009017	01/16/98		Indianapolis Radisson Plaza &	R MARLIER	10014173	01	430,100	550100	3040			188.70

4e00RT FARCHKS
FISCAL YEAR 1998

BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE. 01/12/98
TIME: 11:12 AM
PAGE: 116

CHECK NUMBER AMOUNT	DATE	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK
				VENDOR'S	INTERNAL					
00009018	01/16/98	JDSON	JD & Sons	210	10014225	01	323200	530200	1010	200.00
00009019	01/16/98	J1MCOL	Jim Coleman, Ltd		10014176	01	352100	540120	1040	46.93
00009020	01/16/98	325522953	Johannsen, Rick	GM WRK 1/20/98	10014210	050600	460201	530900	6050	15.00
00009021	01/16/98	333683030	Judd, Troy W.		90061207	01				15.00
00009022	01/16/98	327789761	Karrow, Keith A.		90001176	01				704.00
00609023	01/16/98	361589864	Kenney, James p.		S0001177	01				308.00
00009024	01/16/98	326440053	Kerber, Joan E.		10014224	01	411000	550100	8010	14.27
G0009025	01/16/98	359468988	Kidder, Mry Lou	TUIT REIMBURSE	10014183	01	332300	520720	1020	690.00
00009026	01/16/98	329421352	King, Don	REFEREE 1/20/98	10014212	050600	460201	530900	6050	65.00
00009027	01/16/98	323681596	Kline, Luke A.		S0001194	01				469.00
00009028	01/16/98	341629043	Kline, Terry L.		50001208 01					105.60
G0dd9029	01/16/98	327669438	Leake. Jennifer L.		10014223	050800	415000	540150	6050	5.04
00009030	01/16/98	354487012	Leseman, Jolene K.	DEC/JAN TRAV	10014196	050600	460303	550900	6050	253.89
				DEC/JAN TRAVEL	10014198	050600	460301	550900	6050	387.01
				GM WRK 1/28/98	10014199	050600	460301	530900	6050	30.00
				GM WRK 1/22/98	10014201	050600	460301	530900	6050	30.00
				GM WRK 1/27/98	10014202	050600	460301	530900	6050	30.00

NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009030	01/16/98	354487012	Leseman, Jolene K.	GM WRK	1/20/98	10014214	050600	460301	530900	6050	80.00
											CHECK TOTAL 810.90
00009031	01/16/98	MAIGUI	Mailer's Guide Company	CUST	800412	0014187	02	546000	540110	7080	69.00
00009032	01/16/98	328423927	McBride, Christine			50001198 01			230000		62.00
00009033	01/16/98	MCHCOU	McHenry County College	T BREED REGIS		10014175	01	441100	550100	3020	90.00
00009034	01/16/98	343780443	Meier, Shaun M.			50001197	01		23000 0		184.00
00009035	01/16/98	391943567	Miller, Brandy M.			S0001178	01		230000		418.00
00009036	01/16/98	328683847	Mills, Amy J.			S0001179	01		230000		418.00
00009037	01/16/98	329447971	Mangan, Connie			10014150	050130	345100	530200	4020	275.00
00009038	01/16/98	MORHIG	Morrison High School			10014177	01	342300	530200	1030	35.00
00009039	01/16/98 50.00		National Fast Pitch Coach Asso	02-98		10014235	050600	460303	540120	6050	
00009040	01/16/98 1,668.75	NEDGRO	Nederlander Group Sales	PHANTOM		10014184	050120	343200	590900	4040	
00009041	01/16/98	NORLIF	Northern Life Insurance Compan	REPL CK 6854		1014193	01		212120		85.00
00009042	01/16/98	347663002	O'Bryan, Sylvia			90001180	01		230000		264.00
00009043	01/16/98 225.00	481134427	Palmer, Teresa L.			50001181	01		230000		
G001:09044	01/16/98 418.00	345708279	Parry, Michelle			50001182	01		230000		

*FORT FAROKR
FISCAL YEAR 1998
BANK: 1 Sterling Federal. Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE. 01/20/98
TIME' 11:12 AM
PAGE: 18

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE VENDOR'S NUMBER ---)		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		INTERNAL						
00009045	01/16/98	344761810 Partington, Clay R.		S0001196	01		23000	0		5.00
60009046	01/16/98	PHITHE	PHI THETA KAPPA Society	STATE DUES	10014181	101140	461414	590900	6090	39.00
00009047	01/16/98	330481574 Pica, Jerry		REFEREE 1/20/98	10014228	050600	460301	530900	6050	65.00
00009048	01/16/98	PRIRES	Primary Research Group	2850	10014190	01	511000	540600	8010	64.50
00009049	01/16/98	PROBEN	Professional Benefit Administr	12/23/97	10014230	051000	520300	54080	6090	2,971.02
					051000	520300	540840	6090		2,407.34
					051000	520300	540850	6090		338.00
					051000	520300	540870	6090		1,692.00
					051000	520300	540880	6090		618.54
					051000	520300	540890	6090		1,623.78
									INVOICE TOTAL	9,650.68
00009050	01/16/98	343743837 Reyes, Joe A.		50001183			23000	0		600.00
00009051	01/16/98	ROCFAL	Rock Falls Chamber of Commerce	231		050130	345400	540600	4090	134.00
00609058	01/16/98	ROCFAL1	Rock Falls High School	LAB FEE FALL	10014237	01	342300	530200	1030	75.00
00009053	01/16/98	343686223 Rodriguez, Jeremy		S0001184	01		230000			600.00
00009054	01/16/98	322808735 Rogers, Natalie M.		50001195	01		230000			25.00
00009055	01/16/98	337705693 Ronge, John		10014231	01.	322100	540120	1010		271.93
00009056	01/16/98	SAUVALN	Sauk Valley Newspapers	10014160	01	212100	540600	8030		110.25
00609057	01/16/98	SCESTA	Scenic Stage Line, Inc	5636	10014152	050600	460201	550900	6050	237.50
					050600	460301	550900	6050		237.50
									INVOICE TOTAL	475.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		K--- INVOICE NUMBER --		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
.G9009058	01/16/98	SCTSUM	SCT Summit 98	98 BANNER CONE	10014170	01 01 01 01	361000 420000 430100 520100	550100 550100 550100 550100	2080 3010 3040 8020	1,185.00 395.00 395.00 395.00
										INVOICE TOTAL
										2,370.00
00009059	01/16/98	357408100	Seagren, Catherine	TUIT REIMB	10014182	01	520100	520720	8020	264.90
00009060	01/16/98	398402869	Seguin, Michael		10014209	01	321000	550100	2080	12.00
00009061	01/16/98	341723626	Segura, Mary F.		90001185 01			230000		396.00
00009062	01/16/98	318341794	Shippert, Stanley		10014158	01	352500	550100	1040	211.68
00009063	01/16/98	321485091	Smith, William	REFEREE 1/20/98	10014217	050600	460201	530900	6050	65.00
00009064	01/16/98	SOUILL	Southern Illinois University	M SEGUIN-AEG	10014174	01	321000	550100	2080	50.00
00009065	01/16/98	SPRIN	SPRINT	12/16/97A	10014171	02	545000	570500	7060	2,986.31
00009066	01/16/98	339524175	Steder, Carol A.		S0001186	01		230000		572.00
00009067	01/16/98	USPOS	US Postmaster		10014156	01	513000	540430	8060	290.00
00009068	01/16/98	336706744	Walls, Samantha D.		S0001187	01		230000		352.00
00009069	01/16/98	339449956	Wardell, Leah	TUIT REIMB	10014216	01	441100	520720	3020	263.90
00009070	01/16/98	WHIGLI	Whisper Glide Company		10014157	02	542000	540140	7020	36.98
'00009071	01/16/98	318402940	White, Peggy		10014211	01	352100	550100	1040	46.31

'74EPORT FARCHKR
FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge (coot.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE. 01/20/98
TIME: 11:12 AM
PAGE: 2.V

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	--- INVOICE VENDOR'S		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00009072	01/16/98	WIAA		TICKET		10014236	050600	460201	550900 6050		69.00
Gd009073	01/16/98	601163734	Wiebenga, Angelique M.			S0001188	01		230000		525.00
00009074	01/16/98	350368545	Yerly, John			10014149	050130	345100	530200 4020		300.00
00009079	01/26/98	ADDWES	Addison Wesley Longman	AH-63296-21		10014341	01		130903		33.84
G0009080	01/26/98	ALLEOU	ALL Equipment		58000970-00	10014276	02	541000	540140 7010		228.60
00009081	01/26/98	AMMUL	AM Multigraphics		1529133	10014327	1 2		130907		325.00
					2502019	10014329	050300	212200	540810 6090		442.37
									CHECK TOTAL		767.37
00009082	01/26/98	AMBNEW	Amboy News			10014355	01	212100	540600 8030		18.00
00009083	01/26/98	AMETIM	American Time & Signal Co	11238088		10014334	02	541000	540140 7010		156.37
00009084	01/26/98	ANDBOL	Andrew Boliman Photography			10014307	01	212100	540700 8030		425.00
00009085	01/26/98	ARAUNI	Aramark Uniform Services Inc	1-2-98		10014325	01	323100	530200 1010		93.25
00009086	01/26/98	ATTCRE	AT&T Credit Corporation	JAN 98		10014256	1313	51513030 01 0 1	56540000 56560000 808020 808060		2,395.91 543.74 23046592
									INVOICE TOTAL		4,224.22
00009087	01/26/98	BESWES	Best Western Brandywine Lodge	7656		10014272	01	530010 8040	550900		2,160.00
				26354		10014309	01	314000	540120 1090		88.24

,FISCAL,,240 1998
'BANK: 1 Sterling Federal Bank- Ge (cont.)

uoecK
From 12/23/97 To 01/26/98

PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		(- - - INVOICE NUMBER --->			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S	INTERNAL							
04 00009087	01/26/98	BESWES	Best Western Brandywine Lodge	50855	10014354	01	311000	550100	8010		144.85
										CHECK TOTAL	2,393.09
G0009088	01/26/98	BLAFS	Blackhawk FS Inc	85639	10014243	02	541000	540140	7010		188.50
00009089	01/26/98	BOCANT	Bock Antenna Satellite Inc	12825	10014254	1 2					900.00
00009090	01/26/98.	BROFER	Browning-Ferris Industries	971200-0005868	10014121	02	545000	570700	7060		335.00
G0009091	01/26/98	CATENG	Caterpillar-Engine Protection	104458	10014123	02	545000	570900	7060		405.00
G0009092	01/26/98	COLENE	Columbia Energy Services	111997.90572	10014257	02	545000	570100	7060		9,378.40
-00009093	01/26/98	COMEDI	Commonwealth Edison	12-17-97 13655	10014255	02	545000	570300	7060		10,414.48
00009094	01/26/98	COMUNI	Community Unit School District	4641	10014318	01	110000	530500	8050		679.96
G0d09095	01/26/98		Voided. Check								
00009b96	01/26/98	CONMAN	Consolidated Management Co	87339	10014037	01					300.00
				87352	10014043	01	530010	550900	8040		69.00
				87346	10014273	01	511000	550100	8010		23.95
				87334	10014282	01	211000	550900	8010		57.75
				87341	10014283	01	511000	550100	8010		53.10
				87342	10014284	0 1	331000.	550100	2080		19.90
				87335	10014296	01	419000	540190	3090		190.10
				87337	10014298	01	321000	530200	2080		10.50
				87340	10014302	01	311000	550100	8010		35.00

REPOWT FARCHKR
FISCAL .YEAR 1998
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
00009096	01/26/98	CONMAN	Consolidated Management Co	87333	10014303	01	312000	550100	1090	141.50
				87336	10014304	01	352200	540120	1040	7.25
				87338	10014324	050130	345100	550100	4020	46.00
				87314	10014344	050600	463030	550900	6050	110.00
				87345	10014348	01	352400	540120	1040	14.95
				87343	10014350	01	331000	550100	2080	52.50
				87348	10014351	01	212100	550100	8030	53.10
				87353	10014352	01	110000	550100	8050	40.00
				87347	10014353	01		130903		9.00
						CHECK TOTAL				1,233.60
00009097	01/26/98	CREELE	Crescent Electric Supply Co	013-293159-00	10014280	02	541000	540140	7010	231.14
				013-293159-01	10014281	02	541000	540140	7010	79.32
				013-293159-05	10014289	02	541000	540140	7010	6.90
				013-293525-00	10014290	02	541000	540140	7010	101.19
				013-293159-03	10014291	02	541000	540140	7010	6.66
				013-293159-02	10014292	02	541000	540140	7010	49.25
				013-293159-04	10014293	02	541000	540140	7010	23.52
						CHECK TOTAL				497.98
00009098	01/26/98	DECMOR	Decor N More	31289	10014044	02	541000	540140	7010	58.98
				31199	10014305	03	548000	540140	7090	106.32
						CHECK TOTAL				165.30

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	(--- INVOICE VENDOR'S	NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
06009099	01/26/98	DEKMET	DeKroft-Metz and Co, Inc	89981	10014262	01	352400	540120	1040		81.18
60009100	01/26/98	DIAIMA	Diagnostic Imaging Inc	S33587	10014286	1 2		130907			50.00
60069101	01/26/98	DONMUL	Don Mullery's World of Cars	28202	10014274	050800	415000	530400	6050		160.61
				28173	10014275	050800	415000	530400	6050		210.50
				5288237	10014295	050800	415000	540150	6050		252.27
										CHECK TOTAL	
										623.38	
00009102	01/26/98	ECOLAB	ECOLAB	5109283	10014242	02	541000	530400	7010		169.00
00009103	01/26/98	FYRFYT	Fyr-Fyter Inc	11.773	10014051	12	544000	530400	7040		444.55
00009104	01/26/98	GMIND	G & M Industrial Supplies	14596A	10014127	02	542000	540140	7020		346.80
				14642	10014133	02	542000	540140	7020		215.42
										CHECK TOTAL	
										562.22	
G0669105	01/26/98	GRAIN	Grainger	145-464188-5	10014277	02	541000	540140	7010		91.46
00009106	01/26/98	GRAELE	Graybar Electric Company Inc.	116-429181	10014141	02	546000	580400	7080		172.65
00009107	01/26/98	GRELAK	Great Lakes Airgas Inc	810534	10014323	01	333200	540120	1030		4.45
00009108	01/26/98	HARAUT	Harden's Auto & Truck Repair	10436	10014320	02	543000	530400	7030		496.20
00009109	01/26/98	HASOFF1	Haskells Office City	22167-0	10014125	01	513000	580520	8060		1,595.00
				21736-0	10014135	01	314000	540120	1090		184.80

REPORT FARCHKR
FISCAL YEAR 1998
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
FrOm 12/23/97 To 01/26/98

RUN DAM.. 01/20/98
TIME: 11:12 AM
PACE: A4 -

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE VENDOR'S	NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
G0009109	01/26/98	HASOFF1 ROCRIV	Haskells Office City Rock River Business Supplies	73354-0	10014306	01	352200	540120	1040	4.95	
		ROCRIVO	Rock River Office City	73392-0	10014312	01	352200	540120	1040		4.95
				22027-0	10014314	01	369000	540110	8080		50.51
								CHECK TOTAL	1,840.21		
00009110	01/26/98	HEWPAC	Hewlett-Packard	91M3B58	10014263	01	369000	540420	8080	647.00	
00009111	01/26/98	HOYROA	Hoyle Road Equipment Co	12/26 &29/97	10014049	02	543000	540150	7030	294.71	
00009112	01/26/98	INDUNI	Indiana University Audio Visua	190976	10014239	01	322800	540120	1010	13.00	
00009113	01/26/98	INTMED	Interactive Media Communicatio	LIFT TRUCK	10014288	050130	345100	540120	4020	80.00	
00009114	01/26/911	INtBAT	Interstate Batteries	65763	10014349	02	541000	540140	7010	75.80	
					12	02	544000	540190	7040	143.80	
					02	02	543000	540150		59.90	
								7030			
								INVOICE TOTAL	279.50		
00009115	01/26/98	JOSI3AS	Jossey-Bass Inc Publishers	12/09/97	10014038	01	361000	540600	2080	90.00	
00009116	01/26/98	JRCER	JRCERT		10014317	01	352500	530600	1040	880.00	
06609117	01/26/98	KAHLO	Kahlon Inc	12901	10014250	12		130907		199.00	
				12833	10014266	1 2		130907		163.00	
								CHECK TOTAL	362.00		
60004118	01/26/98	KENSTA	Kent State University	063476A	10014118	01	322800	540120	1010	20.66	

BANK: Sterling Federal Bank- Ge (cont.)

From 12/23/97 To 01/26/98

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		INTERNAL						
0.0009119	01/26/98	KINSCH	King Schools	102779A	10014238	01	342100	540120	1010	294.00
00009120	01/26/98	LIFAUD	Lifesong Audio	2930	10014140	02	546000	580400	7080	163.00
00009121	01/26/98	LUNFLO	Lundstrom Florist	63623	10014297	01	211000	550900	8010	42.00
G0009122	01/26/98	MARELE	Martek Electronics	40594	10014319	01	333100	540120	1030	87.95
G0009123	01/26/98	MENAR	Menards	24251	10014046	02	541000	540140	7010	20.64
				24402	10014119	02	541000	540140	7010	42.69
				20744	10014278	02	541000	540140	7010	17.74
									CHECK TOTAL	81.07
00009124	01/26/98	MONKON	Montgomery Kone Inc	611386	10014251	02	541000	530400	7010	585.91
00009125	01/26/98	MORSER	Morgan Services Inc.	44704	10014128	02	542000	530400	7020	110.60
00009126	01/26/98	NAEIR	NAEIR	98 MEMBERSHIP'	10014300	01	513000	540600	8060	575.00
00009127	01/26/98	NAPAUT	Napa Auto Parts	179213;179188	10014048	02	543000	540150	7030	134.00
G0009128.	01/26/98	NATCOM	National Computer Systems, Inc	20470840	10014261	01	361000	540120	2080	666.88
00009129	01/26/98.	NEXOFF	Nexus Office Systems, Inc	59507A	10014345	01	362100	540130	2010	256.00
00009130	01/26/98	NORILL	Northern Illinois Gas Company	12/10/97 9500	10014249	02	545000	570100	7060	1,352.21
				1/6/98 9500 5	10014268	02	545000	570100	7060	1,633.24
									CHECK TOTAL	2,985.45

REPORT FARCHKR
FrSCAL YEAR 1998
BANK: Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE: 200

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	<--- INVOICE VENDOR'S		NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00009131	01/t6/98	PAPSHO	Paper Showcase		1540939	10014139	050120	343200	540700	4040		120.65
00009142	01/26/98	PEABU	Peabudy's Inc		3461	10014047	02	543000	540140	7030		21.84
G6009133	01/26/98	PUBBRO	Public Broadcasting Service		A74847	10014301	01	342100	540120	1010		500.00
00009134	01/26/98	RGRA	R-Graphics		322224	10014132	050300	212200	540810	6090		453.76
60009135	01/26/98	RADRAN	Radio Ranch Inc		6596	10014253	12	544000	530400	7040		680.00
00009136	01/26/98	ROCRIVH	Rock River Health Care Council	98 DUES		10014368	01	530010	540600	8040		50.00
00009137	01/26/98	SAMFRE	Samuel French, Inc			10014264	050600	460701	540900	6050		225.00
				GREATER TUNA		10014294	050600	460701	540900	6050		170.00
											CHECK TOTAL	395.00
00009138	01/26/98	SANSPO	Santo Sport Store		0018005-IN	10014137	050600	460301	540120	6050		265.32
					18003	10014269	050600	460201	540120	6050		700.15
											CHECK TOTAL	965.47
00009139	01/26/98	SAUVALN	Sauk Valley Newspapers		FOOTLOOSE	10014039	050110	343600	540700	4040		170.00
					NOV STATEMENT	10014138	01	513000	550400	8060		56.10
					NOV INFO CTR	10014248	01	212100	540700	8030		743.52
					1239	10014310	050110	343600	540700	4040		101.50
					1239A	10014313	050600	460900	530900	6050		101.50
					12399	10014315	050110	343600	540700	4040		128.00

CHECK NUMBER	DATE.	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER		FUND	ORGN	ACCT	FROG	CHECK	AMOUNT
				VENDOR'S	INTERNAL						
00009139	01/26/98	SAUVALN	Sauk Valley Newspapers	NOV BOOSTER	10014340	101010	461401	590900	6090		250.53
										CHECK TOTAL	
										1,551.15	
00009140	01/26/98	SBMBUS	SBM Business Equipment Center	132535	10014343	12				130907	102.20
				220448	10014367	01	314000	540120	1090		3,114.00
										CHECK TOTAL	
										3,216.20	
00009141	01/26/98	SCTSOF	SCT Software & Resource Mgmt C	01-016491001-3	10014299	01	369000	530400	8080		4,275.00
				01-016491000-23	10014316	01	513000	580903	8060		1,496.60
				01-016491000-24	10014322	01	513000	580903	8060		920.56
										CHECK TOTAL	
										6,692.16	
00009142	01/26/98	SHAPRE	Shawver Press Inc	315	10014122	01	520100	540110	8020		217.50
				10014131	01		520100	540110	8020		201.75
				314A	10014134	01	520100	540110	8020		217.50
										CHECK TOTAL	
										636.75	
00009143	01/26/98	SHEWIL	Sherwin-Williams	4064-4	10014050	03	548000	540140	7090		104.95
G0009144	01/26/98	STESEC	Stewart Security	33515	10014247	12	544000	530900	7040		1,330.00
				33588	10014265	12	544000	530900	7040		802.75
										CHECK TOTAL	
										75	2,132
0009145	01/P6196	suonoc	Superintendent of Documents		10014346	01	331000	540600	2080		9.50

OOMW'FARCHKR
FISCAL YEAR 1998
BANK: Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE: 29

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER --->			ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL	FUND				
00009146	01/26/98	SUPPRO	Superior Products	2613621	10014260	02	546000	540900	7080	374.80
G0009147	01/26/98	SYSCHI	SYSCO of Chicago	712170171	10014331	02	546000	540900	7080	259.75
00009148	01/26/98	NEWCAR	The New Careers Center, Inc	29911	10014124	01	441100	540110	3020	138.09
60009149	01/26/98	THOPUB	Thompson Publishing Group	RENEWAL FAIR	10014285	01	530010	540600	8040	248.00
60609150	01/26/98	TONTEC	Toner Tech Plus	487	10014320	01	369000	540110	8080	849.30
00009151	01/26/98	TRIC	Triple C. Inc	002266	10014326	0 1	211000	550900	8010	492.11
00009152	01/26/98	TROTT	Trotter	527790	10014130	01	323200	540120	1010	193.75
00009153	01/26/98		Voided Check							
00009154	01/26/98	UNICOM	Unique Computer	43490	10014040	01	369000	540110	8080	70.00
				43316	10014041	01	369000	540110	8080	192.00
				43315	10014042	01	369000	540110	8080	438.00
				44095	10014045	01	362100	540130	2010	80.00
				43223 S	10014246	01	212100	580520	8030	759.00
				42894 S	10014308	01	322200	540120	1010	149.95
				43075 S	10014311	01	363200	540410	2020	119.85
				43083 S	10014332	01	369000	540110	8080	145.00
				43080 S	10014333	12		130907		615.00
				43081 S	10014335	01	314000	580620	1090	525.00
				43220 S	10014336	12		130907		629.00
				43221 S	10014337	12		130907		629.00

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
60009154	01/26/98	UNICOM	Unique Computer	43222 S	10014338	12		130907			629.00
				43161 S	10014347	12		130907			48.00
				43492 S	10014356	12		130907			945.00
				43493 S	10014357	12		130907			186.00
				43313 S	10014358	12		130907			323.00
				43312 S	10014359	12		130907			368.00
				43311 S	10014360	12		130907			177.00
				43310 S	10014361	12		130907			168.00
				43309 S	10014362	1 2		130907			168.00
				43308 S	10014363	12		130907			110.00
				43307 S	10014364	12		130907			98.00
				43304 S	10014365	1 2		130907			745.00
				43314 S	10014366	1 2		130907			629.00
										CHECK TOTAL	8,945.80
60009155	01/26/98	UNIPAR	United Parcel Service	618479-018	10014120	01	513000	540430	8060		184.19
00009156	01/26/98	UNICOL	Universal Color Slide Co	44539	10014136	01	322100	540120	1010		307.71
G0009157	01/86/98	UNIILL	University of Illinois	111197B	10014287	01	316000	540120	2080		200.00
00009158	01/26/98	USPOS	US Postmaster	JAN 98	10014240	01	513000	540430	8060		3.000.00
00009159	01/26/98	VONIND	Vonachen Industrial Supplies	36614	10014279	02	542000	540140	7020		19.84
				046391	10014330	02	542000	540140	7020		18.49
										CHECK TOTAL	38.33

REPORT FARCHKR
FISCAL YEAR 1998
BANK: Sterling

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE:

BANK: Sterling Federal Bank- Ge (cont.)

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		NAME	<--- INVOICE NUMBER --							CHECK AMOUNT
		VENDOR'S	INTERNAL		FUND	ORGN	ACCT	PROG				
00009160	01/26/98	VWRSCI	VWR Scientific		41195810	10014244	01	352100	540120	1040		
00009161	01/26/98	WALMAR	Wal-Mart Stores, Inc		7305884	10014117	01	335400	540120	1010	86.10	
00009162	01/26/98	WALLC	Wallcur, Inc		28022	10014252	01	352200	540120	1040	68.69	
00009163	01/26/98	WALMAR	Wal-Mart Stores, Inc		28022	10014252	01	110000	530500	8050	40.50	
							12	512120	530500	8020	782.00	
								INVOICE TOTAL			822.50	
00069164	01/26/98	WILLOW	Wilkins-Lowe and Company		13573	10014052	1 2	512120	520200	8020	3,803.00	
					13344	10014053	12	512120	560700	8020	790.25	
					13335	10014054	12	512120	560700	8020	4,734.00	
								CHECK TOTAL			9,327.25	
00009165	01/26/98	WLLT	WLLT		12/31/97	10014271	01	212100	540700	8030	1,222.00	
00009166	01/26/98	WSDAM	WSDR-AM		11/30/97	10014270	01	212100	540700	8030	550.00	
00009167	01/26/98	WXLFM	WXLP-FM-97X		116050	10014241	0 1	212100	540700	8030	657.00	
00009168	01/24/98	XEROX	Xerox Corporation		PYMNT 34 FEB 98	10014258	050200 050200	362200	260200 560400	6090	524.46 69.65	
								INVOICE TOTAL			594.11	
					PYMNT 33	10014259	050200 050200	362200	560400 280200	6090	18,27 131.99	
								INVOICE TOTAL			150.26	
						163633894	10014342	12	130907		255.00	
											CHECK TOTAL	999.37

CHECK NUMBER		PAYEE/VENDOR NUMBER		NAME				ORGN	ACCT	PROG	CHECK AMOUNT	
DATE												
00003053	12/19/97	352727149	Beswick, Richard R.				10013957	062220	329910	550100	4090	25.00
00603054	12/19/97	CICNET	CICNET		0002313		10013909	062032	366000	570600	1030	5,985.00
60003055	12/19/97	DELSYS	Delta Systems Co, Inc		285119		10013911	063042	329400	540120	1060	26.31
00001056	12/19/97	EARSTA	Earth Star Graphics		97112101		10013956	062220	329910	550100	4090	360.75
60003057	12/19/97	FULHIG	Fulton High School		CLAIM 3		10013914	063030	336500	590900	1030	34.97
00003058	12/19/97	349244872	Hall, Zollie W.				10013915	062022	336102	550100	1090	8.82
							10013916	062073	336300	550100	1020	35.45
											CHECK TOTAL	44.27
00003059	12/19/97	HASOFF1	Haskells Office City		21408-0		10013910	062060	329100	540110	1060	42.22
					21081-0		10013920	062060	329100	540110	1060	50.03
											CHECK TOTAL	92.25
00003060	12/19/97	INFSEE	Info Seek		135751		10013918	062032	366000	540420	1030	750.00
					135750		10013921	062032	366000	540420	1030	1,498.50
											CHECK TOTAL	2.248.50
00003061	12/19/97	342385802	Nelson, JOT D.		WALL STREET		10013913	062050	347200	540190	4090	29.00
							10013917	062050	347200	550100	4090	162.92
											CHECK TOTAL	191.92

REPORT FARCHKR
FISCAL YEAR 1998
BANK: 2 Sterling Federal Bank- Re (cont.)

Sauk Valley Community College
Check Register
From 12/19/97 To 12/19/97

RUN DATE: 01/20/98
TIME: 11:1.1 AM
PAGE:

CHECK NUMBER	DATE	PAYEE/VENDOR		VENDOR'S NUMBER	INVOICE NUMBER		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME									
00003062	12/19/97	PRATT	Pratt	804556		10013921	062240	315200	540110	2090		1,207.63
00003063	12/19/97	RELIA	Reliable	ZHF81500		10013922	063011	451000	540110	3020		26.01
00003064	12/19/97	SUNTRA	Sunny Travel Center	0974464		10013912	062073	336300	550100	1020		233.89
00003065	12/19/97	337708644	Vanderploeg, Kent			10013954	062220	329910	550100	4090		...

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
00003067	12/23/97	357403375	Wardell, John		10014029	062240	315200	540110	2090	1,170.00
00003068	12/23/97	357403375	Wardell, John		10014030	062240	315200	540110	2090	1,330.00
00003073	04/16/98	345386726	Armstrong, Carol	LEAD FACILITAT	10014114	062073	336300	530900	1020	200.00
00003074	01/16/98	329401418	Armstrong, Dale R	5 DAY PRACTICUM	/0014086	062073	336300	530900	1020	500.00
00003075	01/16/98	281523674	Balfantz, Gary	ONLINE PROJECT	10014083	062073	336300	530900	1020	50.00
00603076	01/16/98	BLAHAW	Black Hawk College	10234LC	10014084	062032	366000	570600	1030	3,204.66
00003077	01/16/98	330361842	Bracken, Diane	LEAD FACILITATO	10014145	062073	336300	530900	1020	200.00
00003078	01/16/98	482803780	Bumsted, Jeff	LEAD FACILITATO	10014112	062073	336300	530900	1020	200.00
00001079	01/16/98	BURVAL	Bureau Valley High School	CLAIM 1A	10014036	063030	336500	590900	1030	17.46
00003080	01/16/98	CARCON	Careers Conference '98	CAREER CONF	10014195	062023	417000	550100	3020	275.00
0001081	01/16/98	348506144	Cox, Colleen	ONLINE PROJECT	10014097	062073	336300	530900	1020	50.00
00001082	01/16/98	331469729	Cunningham, Pamela S.	ONLINE PROJECT	10014101	062073	336300	530900	1020	50.00
00003083	01/16/98	DIXPUB	Dixon Public Schools 170.03	CLAIM 3	10014091	063030	336500	590900	1030	
00003084	01/16/98	453417425	Edelbach, David J.	ONLINE PROJECT	10014104	062073	336300	530900	1020	50.00
00063085	01/16/98	334287816	Edmonds, Ann E.	ONLINE PROJECT	10014103	062073	336300	530900	1020	50.00

REPORT: FARCHKR
FISCAL YEAR 1998
BANK: 2 Sterling Federal Bank- Re (cont.)

Sauk Valley Community College
Check Register
From 12/23/97 To 01/26/98

RUN DATE: 01/20/98
TIME: 11:12 AM
PAGE: .34

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
60003086	01/16/98	350269245	Gates, Carl	ONLINE PROJECT	10014100	062073	336300	530900	1020	50.00
00003087	01/16/98	331469490	Gehlbach, Christyne	ONLINE PROJECT	10014109	062073	336300	530900	1020	50.00
00003088	01/16/98	350466006	Hahne, Connie	LEAD FACILITATO	10014144	062073	336300	530900	1020	100.00
00003089	01/16/98	355283868	Halgren, Betty	ONLINE PROJECT	10014098	062073	336300	530900	1020	50.00
00003090	01/16/98	323285487	Hall, Doris	DEC 97 TRAVEL	10014089	063020	336400	550100	1030	15.75
00003091	01/16/98	349244872	Hall, Zollie W.		10014194	062022	336102	550100	1090	37.17
00003092	01/16/98	532807714	Hammack, Jim	LEAD FACILITATO	10014111	062073	336300	530900	1020	75.00
00003093	01/16/98	322265707	Happach, Ronald H.	ONLINE PROJECT	10014106	062073	336300	530900	1020	50.00
00003094	01/16/98	HARFREI	Harbor Freight Tools	0581736	10014033	063030	336500	540120	1030	2E10.64
				0587118	10014167	062073	336300	540120	1020	237.00
									CHECK TOTAL	517.64
00003095	01/16/98	324467654	Heeren, Pamela A	INSTRPRACTICUM	10014087	062073	336300	530900	1020	800.00
00003096	01/16/98	324469904	Hill, Deborah	ONLINE PROJECT	10014096	062073	336300	530900	1020	50.00
00003097	01/16/98	343365764	Hill, Judith D.	ONLINE PROJECT	10014099	062073	336300	530900	1020	50.00
00003098	01/16/98	344387179	Holland, Kevin	LEAD FACILITATO	10014146	062073	336300	530900	1020	175.00
G0003099	01/16/98	337604956	Hurd, Mary Ann	LEAD FACILITAT	10014113	062073	336300	530900	1020	200.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER --->							CHECK AMOUNT
				VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG		
00003100	01/16/98	352487898	Hutchins, Diane	LEAD FACILITAT	10014115	062073	336300	530900	1020		100.00
00003101	01/16/98	594285744	Land, Patrick K.	ONLINE PROJECT	10014093	062073	336300	530900	1020		50.00
00003102	01/16/98	472507439	Lindahl, Sharon	LEAD FACILITAT	10014116	062073	336300	530900	1020		200.00
60003103	01/16/98	387425717	Lipscomb, Lyle	FACILITATOR	10014110	062073	336300	530900	1020		100.00
00003104	01/16/98	322381877	Longfellow, Richard	LEAD FACILITATO	10014147	062073	336300	530900	1020		175.00
00003105	01/16/98	480508581	Luker, Neal	LEAD FACILITATO	10014143	062073	336300	530900	1020		175.00
00003106	01/16/98	339522919	Lynch, Janet I.	ONLINE PROJECT	10014168	062073	336300	530900	1020		50.00
00003107	01/16/98	333443764	Mathey, Barbara	LEAD FACILITATO	10014148	062073	336300	530900	1020		200.00
00003108	01/16/98	585963608	Megill, Kevin M.	ONLINE PROJECT	10014088	062073	336300	530900	1020		50.00
00001104	01/16/98	353347471	Meyer, Ron	ONLINE PROJECT	10014107	062073	336300	530900	1020		50.00
00003110	01/16/98		Michigan State University	RECRUITING TREN	10014164	062023	417000	540120	3020		25.00
00003111	01/16/98	342385802	Nelson, John D.		10014035	062050	347200	540190	4090		81.43
00003112	01/16/98	325505364	Okey, Deborah M.	ONLINE PROJECT	10014092	062073	336300	530900	1020		50.00
0d003113	01/16/98	354425235	Pfeifer, Alan		10014090	062240	315200	540110	2090		28.32
00003114	01/16/98	349321978	Pinter, Karen	ONLINE PROJ	10014094	062073	336300	530900	1020		50.00
00d03115	01/16/98	SAUVAL	Sauk Valley Community College	TECH SUPPORT	10014163	062032	366000	420106	1030		82,600.00

REPORT.FARCMKR
 FISCAL YEAR:1998,
 BANK: 2 Sterling Federal Bank- Re (cont.)

Sauk Valley Community College
 Check Register
 From 12/23/97 To 01/26/99

RUN DATE: 01/20/98
 TIME: 11:12 AM
 PAGE: 0(0)

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	C--- INVOICE VENDOR'S	NUMBER ---> INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00003116	01/16/98	SPRIN	SPRINT	12/16/97	10014034	06205 0	347200	570500	4090	77.58
00003117	01/16/98	STAUNI	State Universities Retirement.	1/15/98 PR	10014166	336400 06302 0 063011 062050	529990 451000 529990 347200	1030 3020 4090	101.61 290.89 66.73	
									INVOICE TOTAL	459.23
00003118	01/16/98	SAUEDU	SVCC Educational Fund	10014085	062010 62022 000060 062050 062160 062140 063012 063011 063041 063014 063043 063042	250001 250001 250001 250001 250001 250001 250001 250001 250001 250001 250001 250001	15,509.53 21,611.80 3,965.60 4,442.30 52.78 3,978.34 11,848.26 13,275.30 180.00 810.42 1,623.68 47.82			
									INVOICE TOTAL	77,511.68
00003119	01/16/98	THOCUM	Thomson Community Unit School	CLAIM 2	10014108	063030	336500	590900	1030	40.78
ambliPo	01/16/98	UNIILL	University of Illinois	WEB PAGE	10014165	062022	336102	550100	1090	100.00
00003121	01/16/98	342345992	Vrhel, George	U OF I ONLINE	10014095	062073	336300	530900	1020	50.00
00003122	01/16/98	357403375	Wardell, John	ONLINE PROJECT	10014105	062073	336300	530900	1020	50.00
									BANK TOTAL	qq7. q(0

Dec 31, 1997
11:45 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1997 to December 31, 1997)

Page "37

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/08/97	C/D	CHK5971	CRESCENT ELECTRIC 585.00 Equipment Purchases 111.00 Cash in Bank	308.21	308.21
12/08/97	C/D	CHK5972	MOORE AMER GRAPHICS 548.02 Supply Purchases 549.02 Supply Transportation 111.00 Cash in Bank	885.00 38.28	923.28
12/08/97	C/D	CHK5973	NACSCORP 548.21 Computer Software Purchases 549.21 Computer Software Transport 111.00 Cash in Bank	162.05 3.66	165.71
12/08/97	C/D	CHK5974	SPRINGHOUSE CORP 548.04 Paperback Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	43.14 4.26	47.40
12/08/97	C/D	CHK5975	PARKER HANNIFIN 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	145.99 4.36	150.35
12/08/97	C/D	CHK5976	LOGIN BROTHERS BOOK 548.04 Paperback Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	563.96 11.07	575..03
12/08/97	C/D	CHK5977	INGRAM BOOK 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	80.06 19.43	99.49
12/08/97	C/D	CHK5978	ITP EDUCATION 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	73.75 3.46	77.21
12/08/97	C/D	CHK5979	ENTEC 548.02 Supply Purchases 111.00 Cash in Bank	29.65	29.65
12/08/97	C/D	CHK5980	UNIQUE 585.00 Equipment Purchases 111.00 Cash in Bank	6,059.00	6,059.00
12/08/97	C/D	CHK5981	NEBRASKA BOOK 548.05 Used Book Purchases 549.05 Used Book Transportation 111.00 Cash in Bank	34.38 3.14	37.52

Dec 31, 1997
11:45 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1997 to December 31, 1997)

Page

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/08/97	C/D	CHK5982	VHPS		
			548.01 Textbook Purchases	897.00	
			549.01 Textbook Transportation	26.0	
			111.00 Cash in Bank	4	923.04
12/09/97	C/D	CHK5983	DOUGLAS STEWART		
			548.21 Computer Software Purchases	517.32	
			548.02 Supply Purchases	116.20	
			549.21 Computer Software Transport	6.00	
			549.02 Supply Transportation	0.87	
			111.00 Cash in Bank		640.39
12/11/97	C/D	CHK5984	NACSCORP		
			548.21 Computer Software Purchases	212.15	
			548.01 Textbook Purchases	480.48	
			549.21 Computer Software Transport	10.75	
			549.01 Textbook Transportation	13.24	
			540.00 General Materials & Supplies	4.00	
			111.00 Cash in Bank		720.62
12/11/97	C/D	CHK5985	BAR CHARTS		
			548.02 Supply Purchases	23.70	
			111.00 Cash in Bank		23.70
12/11/97	C/D	CHK5986	ENTEC		
			548.02 Supply Purchases	277.63	
			549.02 Supply Transportation	12.45	
			111.00 Cash in Bank		290.08
12/11/97	C/D	CHK5987	IT'S ALL GREEK TO ME		
			548.03 Miscellaneous Purchases	120.00	
			549.03 Miscellaneous Transportation	5.60	
			111.00 Cash in Bank		125.60
12/11/97	C/D	CHK5988	SAX ARTS		
			548.02 Supply Purchases	331.38	
			549.02 Supply Transportation	25.81	
			111.00 Cash in Bank		357.19
12/11/97	C/D	CHK5989	WORLD RICHMAN		
			548.03 Miscellaneous Purchases	53.10	
			549.03 Miscellaneous Transportation	5.00	
			111.00 Cash in Bank		58.10
12/11/97	C/D	CHK5990	AMER TECH PUB		
			548.01 Textbook Purchases	1,135.47	
			549.01 Textbook Transportation	18.80	
			111.00 Cash in Bank		1,154.27
12/11/97	C/D	CHK5991	ED FOUNDATION		
			548.01 Textbook Purchases	489.00	
			549.01 Textbook Transportation	14.03	
			111.00 Cash in Bank		503.03

Dec 31, 1997
11:45 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1997 to December 31, 1997)

Page :37

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/11/97	C/D	CHK5992	ITP EDUCATION		
			548.01 Textbook Purchases	230.50	
			549.01 Textbook Transportation	19.85	
			111.00 Cash in Bank		250.35
12/11/97	C/D	CHK5993	LOGIN BROS		
			548.01 Textbook Purchases	75.80	
			549.01 Textbook Transportation	3.66	
			111.00 Cash in Bank		79.46
12/11/97	C/D	CHK5994	CONTEMPORY BKS		
			548.01 Textbook Purchases	37.98	
			549.01 Textbook Transportation	5.00	
			111.00 Cash in Bank		42.98
12/11/97	C/D	CHK5995	NAT'L FOOD & ENGERGY		
			548.01 Textbook Purchases	76.00	
			549.01 Textbook Transportation	3.90	
			111.00 Cash in Bank		79.90
12/11/97	C/D	CHK5996	QUALITY COUNCIL		
			548.01 Textbook Purchases	750.00	
			549.01 Textbook Transportation	45.00	
			111.00 Cash in Bank		795.00
12/11/97	C/D	CHK5997	TOWNSEND PRESS		
			548.01 Textbook Purchases	1,495.00	
			549.01 Textbook Transportation	54.11	
			111.00 Cash in Bank		1,549.11
12/11/97	C/D	CHK5998	VEGA ENTERPRISES		
			548.01 Textbook Purchases	240.00	
			549.01 Textbook Transportation	3.81	
			111.00 Cash in Bank		243.81
12/11/97	C/D	CHK5999	WAVELAND PRESS		
			548.01 Textbook Purchases	359.00	
			549.01 Textbook Transportation	6.97	
			111.00 Cash in Bank		365.97
12/11/97	C/D	CHK6000	CRESCENT ELECTRIC		
			585.00 Equipment Purchases	27.50	
			111.00 Cash in Bank		27.50
12/11/97	C/D	CHK6001	C & E GLASS		
			585.00 Equipment Purchases	37.5	
			111.00 Cash in Bank	0	37.50
12/11/97	C/D	CHK6002	PROMARK		
			540.00 General Materials & Supplies	327.29	
			111.00 Cash in Bank		327.29
12/11/97	C/D	CHK6003	NEBRASKA BOOK		
			540.00 General Materials & Supplies	.46.43	
			111.00 Cash in Bank		46.43

Dec 31, 1997

11:45 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1997 to December 31, 1997)

Page 40

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/19/97	C/D	CHK6004	CONSOLIDATED FREIGHT 549.01 Textbook Transportation 111.00 Cash in Bank	317.91	317.91
12/19/97	C/D	CHK6005	CON -WAY TRANSPORTATION 549.01 Textbook Transportation 111.00 Cash in Bank	118.99	118.99
12/12/97	C/D	CHK6006	SVCC BOOKSTORE 113.06 Petty Cash -Buy Back 111.00 Cash in Bank	25,000.00	25,000.00
12/15/97	C/D	CHK6007	SVCC BOOKSTORE 113.06 Petty Cash -Buy Back 111.00 Cash in Bank	25,000.00	25,000.00
12/16/97	C/D	CHK6008	ILL DEPART OF REVENUE 235.00 Accrued Sales Tax Payable 111.00 Cash in Bank	481.00	481.00
12/19/97	C/D	CHK6009	PRESTON TRUCKING 549.01 Textbook Transportation 111.00 Cash in Bank	272.35	272.35
12/23/97	C/D	CHK6010	CF FREIGHT 549.01 Textbook Transportation 111.00 Cash in Bank	239.38	239.38
12/19/97	C/D	CHK6011	ASSOC IRON & STEEL 548.01 Textbook Purchases, 111.00 Cash in Bank	540.00	540.00
12/19/97	C/D	CHK6012	CAMBRIDGE UNIV PRESS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	334.80 7.74 342.54	
12/19/97	C/D	CHK6013	HASKELLS OFFICE CITY 540.00 General Materials & Supplies 111.00 Cash in Bank	113.97	113.97
12/23/97	C/D	CHK6013	VOID 111.00 Cash in Bank 540.00 General Materials & Supplies	113.97 113.97	
12/19/97	C/D	CHK6014	MORTON PUBLISHING 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	89.3 2 3.66	92.98

Dec 31, 1997

11:46 am

SVCC Bookstore
Journal Detail Report

(Report period: December 1, 1997 to December 31, 1997)

Page 141

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/19/97	C/D	CHK6015	NACSCORP 548.01 Textbook Purchases 548.21 Computer Software Purchases 549.01 Textbook Transportation 549.21 Computer Software Transport 111.00 Cash in Bank	90.00 168.13 4.08 10.12 272.33	
12/19/97	C/D	CHK6016	NEBRASKA BK 585.00 Equipment Purchases 111.00 Cash in Bank	877.80 877.80	
12/19/97	C/D	CHK6017	VOID 111.00 Cash in Bank	0.00	
12/19/97	C/D	CHK6018	PENN STATE UNIV 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	160.00 4.36 164.36	
12/22/97	C/D	CHK6019	VOID 111.00 Cash in Bank	0.00	
12/22/97	C/D	CHK6020	PRISM 548.02 Supply Purchases 111.00 Cash in Bank	833.56 833.56	
12/22/97	C/D	CHK6021	PRODUCTIVITY QUALITY 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	175.50 14.60 190.10	
12/22/97	C/D	CHK6022	SBM 590.00 Other Expenses 111.00 Cash in Bank	397.98 397.98	
12/22/97	C/D	CHK6023	SAX ARTS & CRAFTS 540.00 General Materials & Supplies 111.00 Cash in Bank	7.01 7.01	
12/22/97	C/D	CHK6024	SPRINGHOUSE CORP 548.04 Paperback Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	879.84 15.47 895.31	
12/22/97	C/D	CHK6025	DOUGLAS STEWART 548.21 Computer Software Purchases 549.21 Computer Software Transport 111.00 Cash in Bank	40.27 7.70 47.97	
12/22/97	C/D	CHK6026	UNIVERSITY PRINTS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	325.0 8 10.39 335.47	

Dec 31, 1997
11:46 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1997 to December 31, 1997)

Page

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/22/97	C/D	CHK6027	VHPS		
			548.01 Textbook Purchases	1,750.00	
			549.01 Textbook Transportation	49.4	
			111.00 Cash in Bank	9	1,799.49
12/23/97	C/D	CHK6028	HASKELL'S		
			540.00 General Materials & Supplies	121.95	
			111.00 Cash in Bank		121.95
			***** Report Total	75,462.65	75,462.65

CERTIFICATION OF ORGANIZATION

BOARD OF TRUSTEES

SAUK VALLEY COMMUNITY COLLEGE, DISTRICT # 506

In Accordance with the provisions of Illinois Revised Statutes, chapter 110 ILCS, paragraph 805/3-8, I do hereby certify that the SVCC Board of Trustees was organized on November 10, 1997, with the following officers being elected:

Richard B. Groharing, Chair

William Simpson, Vice Chair

Thomas Jensen, Secretary

I further certify that the board has established its regular meeting schedule as being at 7:00 p.m. on the 4th Monday of each month, such meetings to be held at SVCC Board Room, 173 Illinois Route 2, Dixon, IL 61021.

The terms of office for the above -mentioned officers are for one year

Chair, Board of Trustees

Date: November 24, 1997

- * If the terms of office are for one year instead of two, please attach a copy of the resolution establishing this policy.

Instructions

This certification is to be completed and mailed within five working days following the organizational meeting of the board of trustees. The organizational meeting is to be held on the fourteenth day after the election as required by law.

An additional certification is required when the next organizational meeting occurs, whether that be in one year or two years.

Please submit this completed form to:

Dr. Ivan J. Tach, Vice President
Illinois Community College Board
509 South Sixth Street, Suite 400
Springfield, Illinois 62701-1874

CERTIFICATION OF ORGANIZATION

BOARD OF TRUSTEES

SAUK VALLEY COMMUNITY COLLEGE, DISTRICT # 506

In Accordance with the provisions of Illinois Revised Statutes, chapter 110 ILCS, paragraph 805/3-8, I do hereby certify that the SVCC Board of Trustees was organized on November 10, 1997, with the following officers being elected:

Richard B. Groharing, Chair

William Simpson, Vice Chair

Thomas Jensen, Secretary

I further certify that the board has established its regular meeting schedule as being at 7:00 p.m. on the 4th Monday of each month, such meetings to be held at SVCC Board Room, 173 Illinois Route 2, Dixon, IL 61021.

The terms of office for the above -mentioned officers are for one ye

Chair, Board of Trustees

Date: November 24, 1997

- * If the terms of office are for one year instead of two, please attach a copy of the resolution establishing this policy.

Instructions

This certification is to be completed and mailed within five working days following the organizational meeting of the board of trustees. The organizational meeting is to be held on the fourteenth day after the election as required by law.

An additional certification is required when the next organizational meeting occurs, whether that be in one year or two years.

Please submit this completed form to:

Dr. Ivan J. Lach, Vice President
Illinois Community College Board
509 South Sixth Street, Suite 400
Springfield, Illinois 62701-1874

CERTIFICATION OF ORGANIZATION

BOARD OF TRUSTEES

SAUK VALLEY COMMUNITY COLLEGE, DISTRICT # 506

In Accordance with the provisions of Illinois Revised Statutes, chapter 110 ILCS, paragraph 805/3-8, I do hereby certify that the SVCC Board of Trustees was organized on November 10, 1997, with the following officers being elected:

Richard B. Groharing, Chair

William Simpson, Vice Chair

Thomas Jensen, Secretary

I further certify that the board has established its regular meeting schedule as being at 7:00 p.m. on the 4th Monday of each month, such meetings to be held at SVCC Board Room, 173 Illinois Route 2, Dixon, IL 61021.

The terms of office for the above -mentioned officers are for one yea

Chair, Board of Trustees

Date: November 24, 1997

- * If the terms of office are for one year instead of two, please attach a copy of the resolution establishing this policy.

Instructions

This certification is to be completed and mailed within five working days following the organizational meeting of the board of trustees. The organizational meeting is to be held on the fourteenth day after the election as required by law.

An additional certification is required when the next organizational meeting occurs, whether that be in one year or two years.

Please submit this completed form to:

Dr. Ivan J. Lach, Vice President
Illinois Community College Board
509 South Sixth Street, Suite 400
Springfield, Illinois 62701-1874

CERTIFICATION OF ORGANIZATION

BOARD OF TRUSTEES

SAUK VALLEY COMMUNITY COLLEGE, DISTRICT # 506

In Accordance with the provisions of Illinois Revised Statutes, chapter 110 ILCS, paragraph 805/3-8, I do hereby certify that the SVCC Board of Trustees was organized on November 10, 1997, with the following officers being elected:

Richard B. Groharing, Chair

William Simpson, Vice Chair

Thomas Jensen, Secretary

I further certify that the board has established its regular meeting schedule as being at 7:00 p.m. on the 4th Monday of each month, such meetings to be held at SVCC Board Room, 173 Illinois Route 2, Dixon, IL 61021.

The terms of office for the above -mentioned officers are for one ye

Chair, Board of Trustees

Date: November 24, 1997

* If the terms of office are for one year instead of two, please attach a copy of the resolution establishing this policy.

Instructions

This certification is to be completed and mailed within five working days following the organizational meeting of the board of trustees. The organizational meeting is to be held on the fourteenth day after the election as required by law.

An additional certification is required when the next organizational meeting occurs, whether that be in one year or two years.

Please submit this completed form to:

Dr. Ivan J. Lach, Vice President
Illinois Community College Board
509 South Sixth Street, Suite 400
Springfield, Illinois 62701-1874

CERTIFICATION OF ORGANIZATION

BOARD OF TRUSTEES

SAUK VALLEY COMMUNITY COLLEGE, DISTRICT # 506

In Accordance with the provisions of Illinois Revised Statutes, chapter 110 ILCS, paragraph 805/3-8, I do hereby certify that the SVCC Board of Trustees was organized on November 10, 1997, with the following officers being elected:

Richard B. Groharing, Chair

William Simpson, Vice Chair

Thomas Jensen, Secretary

I further certify that the board has established its regular meeting schedule as being at 7:00 p.m. on the 4th Monday of each month, such meetings to be held at SVCC Board Room, 173 Illinois Route 2, Dixon, IL 61021.

The terms of office for the above -mentioned officers are for one ye

Chair, Board of Trustees

Date: November 24, 1997

- * If the terms of office are for one year instead of two, please attach a copy of the resolution establishing this policy.

Instructions

This certification is to be completed and mailed within five working days following the organizational meeting of the board of trustees. The organizational meeting is to be held on the fourteenth day after the election as required by law.

An additional certification is required when the next organizational meeting occurs, whether that be in one year or two years.

Please submit this completed form to:

Dr. Ivan J. Lach, Vice President
Illinois Community College Board
509 South Sixth Street, Suite 400
Springfield, Illinois 62701-1874