

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

**February 23, 1998**

**7:00 p.m.**

**A. Call to Order**

**B. Roll Call**

**C. Communication from Visitors/Faculty Association**

**D. Consent Agenda**

- 1. Approval of Minutes**
- 2. Treasurer's Report**
- 3. Bills Payable**
- 4. Payrolls**

<b>January 31, 1998</b>	<b>\$152,103.15</b>
<b>February 15, 1998</b>	<b>\$167,008.63</b>
- 5. Budget Report**
- 6. Health/Life Insurance Report**
- 7. Workforce Councils**
- 8. Obsolete Equipment**
- 9. Request to Intervene**

**E. President's Report**

- 1. Monthly Policy Reviews - 101.01, 102.01, 103.01**
- 2. American High School Mathematics Association (attached)**
- 3. Faculty Publication (attached)**
- 4. Illinois Workplace Skills Test Results (attached)**
- 5. Region IV Basketball Tournament**
- 6. National-Louis University**
- 7. Outstanding Faculty Member Award**
- 8. Endowment Challenge Grant I**

<b>\$990,440</b>	<b>(-\$33,813)</b>
<b>Endowment Challenge Grant II</b>	<b>\$976,347</b>
	<b>(-\$32,150)</b>

**F. Financial Reports and Actions**

- 1. Tuition Increase**
- 2. Internet Tuition**
- 3. Tuition Installment Payment Processing Fee**

**G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters)**

**H. Personnel**

- 1. Faculty Term Appointments**
- 2. Faculty Continuing Appointments**
- 3. Faculty Promotions**
- 4. Faculty New Continuing Appointments (tenure)**
- 5. Part-time Instructors**
- 6. Collective Bargaining Team**
- 7. Fringe Benefits Policy Revision (419.01- I Sick Leave) First Reading**
- 8. Sabbatical Leave Request**

**I. Reports**

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

**J. Adjournment**

**Board of Trustees Meetings**

**March 23, 1998**

**April 27, 1998**

**ICCTA Monthly Meetings**

**March 13 and 14, 1998 Hilton Suites  
at Oakbrook Terrace**

**No meeting in April**

# **SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES**

**February 23, 1998**

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on February 23, 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	William Simpson
Robert Thompson	William Yemm
B.J. Wolf	Richard Groharing
Jennifer Leake	

Absent: Tom Jensen

SVCC Staff: President Richard L. Behrendt  
Board Attorney Ole Bly Pace  
Vice President Jami Bradley  
Vice President Phil Gover  
Vice President Joan Kerber  
Secretary to the Board Marilyn Vinson  
Director of College Relations Larry Lagow

Secretary Pro-tem: Due to the absence of Secretary Tom Jensen, Chair Groharing appointed Ed Andersen Secretary Pro-tem.

Consent Agenda: It was moved by Member Yemm and seconded by Member Andersen that the Board approve the Consent Agenda with the exception of Items 1 and 6. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Consent Agenda Items 1 and 6: It was moved by Member Yemm and seconded by Member Andersen that the January minutes (Item 1) indicate that the attorney present for that meeting was David Murray. After discussion on Item 6 - Health/Life Insurance Report it was moved by Member Wolf and seconded by Member Yemm that the Board approve the Health/Life Insurance Report as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

President's Report:	President Behrendt reported that he had been asked by Gary Davis to make a presentation at a technology forum at the AACC Annual Meeting on April 27, the results of the American High School Mathematics Exam, the results of the Illinois Workplace Skills Test, that Associate Professor Edward Beatty will have his poems published in seven different publications this spring, that the Region IV Men's and Women's Basketball Tournament will be held at the College during the first week of March, that Judith Williamson has been chosen as Outstanding Faculty Member of the Year at Sauk, that National-Louis University has started classes on the Sauk campus, and that the balance in the Endowment Challenge Grant I Fund was \$990,440 (-\$33,813) and the balance in the Endowment Challenge Grant II Fund was \$976,347 (-\$32,150).
Tuition Installment Payment Processing Fee:	Student Trustee Leake asked the Board to take action on Item F-3 before Item F-1. The Board then discussed Item F-3 in regard to a proposed tuition installment payment processing fee. It was moved by Member Yemm and seconded by Member Leake that the Board approve a tuition installment payment processing fee of \$10. In a roll call vote, the following was recorded: Ayes - Members Andersen, Simpson, Yemm, Wolf, and Groharing. Nays - Member Thompson. Student Trustee Leake advisory vote: aye.
Tuition Increase:	It was moved by Member Simpson and seconded by Member Andersen that the Board approve a \$2 increase in tuition for FY99, effective with the 1998 summer session. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.
Internet Tuition:	It was moved by Member Andersen and seconded by Member Yemm that the Board approve in-state Internet tuition for 1998-99 in the amount of \$46 per credit hour and out-of-state Internet tuition for 1998-99 in the amount of \$46 per credit hour plus the 1998-99 average ICCB reimbursement. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Closed Session: At 7:33 p.m. It was moved by Member Andersen and seconded by Member Thompson 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 8:25 p.m.

Faculty Term Appointments: It was moved by Member Andersen and seconded by Member Yemm that the Board approve the faculty term appointments as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Faculty Continuing Appointments: It was moved by Member Andersen and seconded by Member Wolf that the Board approve the list of faculty continuing appointments as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Faculty Promotions: It was moved by Member Wolf and seconded by Member Leake that the Board approve the following promotions:

Cindy Alfano	Assistant Professor to Associate Professor
Randall Bradshaw	Associate Professor to Professor
David Breen	Associate Professor to Professor
David Edelbach	Assistant Professor to Associate Professor
Ernie Etter	Assistant Professor to Associate Professor
Charla Minson	Instructor to Assistant Professor
Kris Murray	Instructor to Assistant Professor
Steve Nunez	Instructor to Assistant Professor
Stephanie Schreiner	Instructor to Assistant Professor

In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

New Continuing Appointments (Tenure): It was moved by Member Yemm and seconded by Member Leake that the Board approve the new continuing appointments (tenure) as presented for the 1998-99 year. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.

Part-time Instructors:	It was moved by Member Simpson and seconded by Member Thompson that the Board approve the part-time instructors as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.
Collective Bargaining Team:	It was moved by Member Simpson and seconded by Member Thompson that the Board appoint Vice Presidents Bradley, Gover, and Kerber, along with Attorney David Murray, as the Board Collective Bargaining team. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.
Fringe Benefit Policy Revision (419.01-I Sick Leave) First Reading	It was moved by Member Yemm and seconded by Member Andersen that the Board approve the attached revisions to the Fringe Benefit Policy 419.01 (I-Sick Leave) for first reading. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.
Sabbatical Leave Request:	It was moved by Member Andersen and seconded by Member Simpson that the Board approve a Sabbatical Leave for Associate Professor of Psychology, Ralph Pifer, for the 1998 fall semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Leake advisory vote: aye.
Reports:	<p>Student Trustee Leake reported on the recent play entitled "Greater Tuna", that she had attended a seminar dealing with the African influence on Latino culture, and that the Student Government had cooked a meal at the Pads Shelter and plans to do this monthly.</p> <p>ICCTA Representative Wolf reminded the Board of the ICCTA monthly meeting to be held at Oak Brook on March 13 and 14.</p> <p>Foundation Liaison Yemm reported the next Foundation meeting would be held on February 24, 1998.</p>
Board Member Comments:	Member Wolf suggested the Board have a summer retreat which would be used for self examination.

Adjournment: Since the scheduled business was completed, it was moved by Member Andersen and seconded by Member Thompson that the Board adjourn. The next regular meeting will be held on March 23, 1998 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 8:40 p.m.

Respectfully submitted:

  
Edward Andersen Secretary Pro-tem



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

3 IL Rte. 2, Dixon, IL 61021 • 815/288-5511

## **MEMORANDUM**

TO: Dr. Richard Behrendt

FROM: Jami V. Bradley

DATE: February 16, 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.

	<u>Month of Jan 1998</u>	<u>Plan Year To Date</u>
Revenue	\$40,622.31	\$299,783.61
Expenses:		
Medical claims	(56,043.70)	(308,496.70)
Fixed Costs	<u>(19,452.40)</u>	<u>(81,048.13)</u>
Revenue in excess of expenses	(34,873.79)	(89,761.22)
Beginning Accumulated Medical Insurance Pool at July 1, 1997		<u>459,880.38</u>
Ending Accumulated Medical Insurance Pool at January 31, 1998		<u>\$370,119.16</u>

n

cc: Insurance Advisory Committee  
Kris Murray



For Board Meeting of  
February 23, 1998

Agenda Item D-7

#### WORK FORCE COUNCIL


The attached Work Force Council listing is submitted for Board approval.

**RECOMMENDATION:** Board approval of the Work Force Council listing as presented.

**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

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**DATE:** February 18, 1998  
**TO:** Dr. Behrendt  
**FROM:** Phil Gover   
**SUBJECT:** Workforce Councils

Attached are the updated Workforce Council lists. I recommend approval by the SVCC Board of Trustees.

js

attachments

**SAUK VALLEY COMMUNITY COLLEGE  
HUMAN SERVICES  
WORKFORCE COUNCIL 1998-2000**

Linda Delimata.....	Kreider Services, Inc. 500 Anchor Road Dixon, IL 61021 Term Expires: December 1998
Paula Drane.....	Director, SVCC Child Care Center Term Expires: December 1999
Sandra Julifs.....	Director, Tri-County Opportunities Council 405 Emmons Avenue Rock Falls, IL 61071 Term Expires: December 1998
Jean McKeough Mlsna.....	American Health Enterprises 501 West Sixth Street Lyndon, IL 61261 Term Expires: December 2000
John L. Stern.....	Self Help Enterprises 2300 W. LeFevre Road Sterling, IL 61081 Term Expires: December 1999
Connie Swanson.....	Director, Helping Hands Day Care 1813 Second Avenue Sterling, IL 61081 Term Expires: December 1999

Spring 1998

**SAUK VALLEY COMMUNITY COLLEGE  
CRIMINAL JUSTICE  
WORKFORCE COUNCIL 1998-2000**

Tim Bivens .....	Lee County Sheriff 122 West 3rd Dixon, IL 61021 Term Expires: December 1998
Teresa Douglas-Brown .....	U.S. Probation and Parole Officer 982 Etnyre Terrace Oregon, IL 61061 Term Expires: December 1999
Rolfe Ehrmann.....	Attorney 215 East First Street Dixon, IL 61021 Term Expires: December 1998
Terry Holbrook .....	Part-time Instructor, SVCC 401 North Division Avenue Polo, IL 61064 Continuing Appointment
Ronald Potthoff.....	Chief Sterling Police Department 212 Third Avenue Sterling, IL 61081 Term Expires: December 1999
Roger Schipper .....	Whiteside County Sheriff 400 North Cherry Morrison, IL 61270 Term Expires: December 2000
Dennis Schumacher.....	Attorney 111 East Hitt Street Mt. Morris, IL 61054 Term Expires: December 1999
Gary L. Spencer.....	Whiteside State's Attorney 200 East Knox Morrison, IL 61270 Term Expires: December 2000
Larry Thoren .....	Chief Rock Falls Police Department Part-time Instructor, SVCC 1107 West Fifth Street Rock Falls, IL 61071 Continuing Appointment

**CRIMINAL JUSTICE  
WORKFORCE COUNCIL 1998-2000**

page 2

Harry Ulferts.....	Part-time Instructor, SVCC Palmyra Road Dixon, IL 61021 Continuing Appointment
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Spring 98

**SAUK VALLEY COMMUNITY COLLEGE**  
**ADN - LPN - CNA**  
**WORKFORCE COUNCIL 1998-2000**

Kathy Bubbers, R.N.....	Director of Public Health Nursing Whiteside County Health Dept. 18925 Lincoln Road Morrison, IL 61270 Term Expires: December 1998
Nancy Granberry, R.N.....	Vice President of Nursing Services CGH Medical Center 100 East LeFevre Sterling, IL 61081 Term Expires: December 1999
Marilyn Devine, R.N.....	KSB Hospital 403 East First Street Dixon, IL 61021 Term Expires: December 1999
Sylvia E. Montavon.....	Administrator Heritage Square 620 North Ottawa Dixon, IL 61021 Term Expires: December 2000
Lana Pogliano, R.N.....	Director of Nursing Prairie View Nursing Home Princeton, IL 61356 Term Expires: December 1998
Betty Redmond, R.N.....	Administrator Greenfield 508 Park Avenue East Princeton, IL 61356 Term Expires: December 1999
Judy Repass, R.N.....	SVCC Graduate 805 Regan Road Rock Falls, IL 61071 Term Expires: December 2000
Martha Smith, L.P.N.....	SVCC Graduate 404 Portland Avenue Morrison, IL 61270 Term Expires: December 1999
Eileen Tempel, R.N.....	Whiteside Area Vocational Center 1608 Fourth Avenue Sterling, IL 61081 Term Expires: December 2000

Spring 1998

**SAUK VALLEY COMMUNITY COLLEGE  
RADIOLOGIC TECHNOLOGY  
WORKFORCE COUNCIL 1998-2000**

Beverly Bromenschenkel, R.T. ...	Chief Technologist Mendota Community Hospital Mendota, IL 61342 Term Expires: December 1999
Margy Frey, R.T. ....	Chief Technologist Illinois Valley Community Hospital 925 West Street Peru, IL 61354 Term Expires: December 1999
Lisa Hatten, R.T.(R).....	Perry Memorial Hospital Princeton, IL 61356 Term Expires: December 1999
Richard Kerley, R.T. ....	Administrative Technologist CGH Medical Center 100 East LeFevre Sterling, IL 61081 Term Expires: December 2000
Ed McKenney, R.T. ....	St. Margaret's Hospital 600 East First Street Spring Valley, IL 61342 Term Expires: December 2000
Danell Mertes, R.T.(R).....	St. Mary's Hospital 111 East Spring Street Streator, IL 61364 Term Expires: December 2000
Dorothy Peare, R.T.(R).....	Community Hospital of Ottawa 1100 East Norris Drive Ottawa, IL 61350 Term Expires: December 2000
Ben Wilson, R.T. ....	Chief Technologist Perry Memorial Hospital Princeton, IL 61356 Term Expires: December 1999

Spring 1998

**SAUK VALLEY COMMUNITY COLLEGE  
CLINICAL LABORATORY SCIENCE  
WORKFORCE COUNCIL 1998-2000**

Dr. Salvatore Borja .....	Pathologist Samaritan Health Systems 1410 North Fourth Street Clinton, IA 52732 Continuous Appointment
Frank Cahill .....	Medical Biology Instructor Dixon High School Dixon, IL 61021 Term Expires: December 1998
Dr. D. N. Dolleton.....	Pathologist CGH Medical Center 100 East LeFevre Sterling, IL 61081 Term Expires: December 1999
Ann Marquis .....	Medical Lab Technology Graduate 603 West 19th Street Rock Falls, IL 61071 Term Expires: December 1998
Dr. Reda Salama .....	Pathologist CGH Medical Center Sterling, IL 61081 Continuous Appointment
Louise Schafer, M.T.....	Medical Technologist KSB Hospital Dixon, IL 61021 Term Expires: December 1999
Dick Schultz .....	Lab Director Medical Arts Clinic 102 South Hennepin Dixon, IL 61021 Term Expires: December 1999

Spring 1998



**SAUK VALLEY COMMUNITY COLLEGE  
BUSINESS AND TECHNOLOGY  
WORKFORCE COUNCILS 1998-2000**

**ACCOUNTING**

James Boesen.....	Northwestern Steel and Wire 121 Wallace Sterling, IL 61081 Term Expires: December 2000
Janis C. Card, CPA .....	Janis C. Card, CPA P.O. Box 193 501 East 4th Street Sterling, IL 61081 Term Expires: December 1999
Joe Rosengren, CPA .....	Lindgren, Callihan, Van Osdol and Company 403 East Third Street Sterling, IL 61081 Term Expires: December 1998

**COMPUTER INFORMATION SYSTEMS**

Tom Britton .....	Wahl Clipper Corp. 2900 Locust Road Sterling, IL 61081 Term Expires: December 1998
Robert Logsdon .....	Raynor Manufacturing Co. East River Road Dixon, IL 61021 Term Expires: December 1999
Roland Salas .....	National Manufacturing Company 1 First Avenue Sterling, IL 61081 Term Expires: December 2000

**MARKETING, MANAGEMENT, RETAILING**

David Knie .....	Knie Appliance and TV, Inc. 115 West Third Sterling, IL 61081 Term Expires: December 1999
Phil Mattox .....	American Family Insurance 208 East 3rd Street Sterling, IL 61081 Term Expires: December 1999

# **BUSINESS AND TECHNOLOGY WORKFORCE COUNCILS 1998-2000**

page 2

Kathy Velazquez .....	Wal-Mart Super Center 4115 East Lincolnway Sterling, IL 61081 Term Expires: December 2000
Curt Wittrock .....	J. C. Penney 2900 East Lincolnway Sterling, IL 61081 Term Expires: December 1998

## **OFFICE AND ADMINISTRATIVE SERVICES**

Karin Hermann Floto .....	Illinois Department of Corrections 2600 North Brinton Avenue Dixon, IL 61021 Term Expires: December 1998
Robert Gemeny .....	Rock Falls Township High School 101 12th Avenue Rock Falls, IL 61071 Term Expires: December 2000
Mary Ann Hurd .....	Whiteside Area Vocational Center 1608 Fifth Avenue Sterling, IL 61081 Term Expires: December 1999
Rebecca S. Schmidt.....	Secretary, Sauk Valley Community College Term Expires: December 1998

## **ELECTRONICS**

Chris Davis .....	Motorola 716 North Galena Avenue Dixon, IL 61021 Term Expires: December 1999
Richard Linville .....	Sauk Valley Systems, Inc. P.O. Box 1013 318 1st Avenue Sterling, IL 61081 Term Expires: December 1998

# **BUSINESS AND TECHNOLOGY WORKFORCE COUNCILS 1998-2000**

page 3

Ruben Moreno ..... Northwestern Steel & Wire  
121 Wallace  
Sterling, IL 61081  
Term Expires: December 2000

## **HEATING/AIR CONDITIONING/REFRIGERATION/QUALITY CONTROL**

Mike Choiniere ..... Mike's Electric  
Box 75  
Walnut, IL 61376  
Term Expires: December 2000

Robert Hollaway ..... Illinois Forge, Inc.  
2900 East Rock Falls Road  
Sterling, IL 61081  
Term Expires: December 1999

Mike Hosler ..... Hosler's Appliance Repair  
212 Sixth Avenue  
Rock Falls, IL 61071  
Term Expires: December 1998

David Schonfelder ..... Beautiful Fields  
1019 Chestnut  
Dixon, IL 61021  
Term Expires: December 1998

Al Segneri ..... United Electric  
1412 East Fourth  
Sterling, IL 61081  
Term Expires: December 1999

## **MACHINE TOOL**

John Martin ..... Products Unlimited Corporation  
2804 West LeFevre Road  
Sterling, IL 61081  
Term Expires: December 1998

Russell Spencer ..... Spencer Design Machine & Gear  
1207 East Fourth  
Sterling, IL 61081  
Term Expires: December 1999

# **BUSINESS AND TECHNOLOGY WORKFORCE COUNCILS 1998-2000**

page 4

## **MECHANICAL DESIGN/CAD**

Randy Boonstra .....	National Manufacturing Co. 1 First Avenue Sterling, IL 61081 Term Expires: December 2000
Foster Fike .....	Reliant Fasteners 201 East 2nd Street Rock Falls, IL 61071 Term Expires: December 1999
Mike Getzendanner .....	G.E. Controls Products 709 West Wall Street Morrison, IL 61270 Term Expires: December 1998
Tom Rich .....	Borg Warner 1700 Franklin Grove Road Dixon, IL 61021 Term Expires: December 1999
Greg Wahl .....	Wahl Clipper Corporation 2900 Locust Road Sterling, IL 61081 Term Expires: December 2000

Spring 1998

For Board Meeting of  
February 23, 1998

Agenda Item D-8

OBSOLETE EQUIPMENT

In order for the College to be able to dispose of the old IBM computer system, it is necessary for the Board to declare it obsolete equipment. In addition to the computer, we would also like two microscopes--SVCC Inventory #01332 and 01344--declared obsolete.

RECOMMENDATION: Board declaration of these items as obsolete equipment for disposition.

obsol.equip

Sauk Valley Community College  
IBM Mainframe Equipment For Sale

The following equipment has been maintained by IBM on a time and material basis. The buyer assumes all the de-installation and shipping charges. The equipment will be available February 24, 1998.

Serial #	Type	Description	Manufacturer
23-M2598	SUBSYSTEM CTL UNIT	IBM 3174-11L	IBM
23-AA777	SUBSYSTEM CTL UNIT	IBM 3174-11L	IBM
23-H4308	SUBSYSTEM CTL UNIT	IBM 3274-41D	IBM
18525	DIRECT ACC STORAGE	IBM 3380-AAO4	IBM
21228	DIRECT ACC STORAGE	IBM 3380-AAO4	IBM
17147	DIRECT ACC STORAGE	IBM 3380-AAO4	IBM
76931	DIRECT ACC STORAGE	IBM 3380-BO4	IBM
78390	DIRECT ACC STORAGE	IBM 3380-BO4	IBM
45303	DIRECT ACC STORAGE	IBM 3380-BO4	IBM
61042	MAGNETIC TAPE UNIT	IBM 3411	IBM
12407	STORAGE CONTROL	IBM 3880	IBM
21731	STORAGE CONTROL	IBM 3880	IBM
011749	PROCESSOR	IBM 4381-P13	IBM
53514	LINE PRINTER	IBM 4245-12	IBM
03003	GRAPHICS CHANNEL CTL	IBM 5088	IBM
100062	MAGNETIC TAPE UNIT	MEMOREX 5450	MEMOREX
000241	MAGNETIC TAPE UNIT	MEMOREX 5451	MEMOREX
A4680	OPERATORS CONSOLE	IBM 3279-2C	IBM

If you are interested in acquiring the above equipment, please send your quote to:

Sauk Valley Community College  
173 Rural Route 2  
Dixon, IL. 61021


Attention: Walter Clevenger  
815-288-5511 x 348      clevew@svcc.edu

**All quotes due by February 16, 1998**

# SAUK VALLEY COMMUNITY COLLEGE INFORMATION SYSTEMS

## MEMORANDUM

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**To:** Jami Bradley, Dr. Phil Gover  
**From:** Walt Clevenger   
**Date:** February 16, 1998  
**Subject:** Disposal of Mainframe Equipment

The College sent out 5 bids to the following vendors:

Hartford Computer Group  
Frank Orlando Jr. & Co., Inc.  
Reliable Computer  
Computer Parts & Services  
NIE

To date the College has received replies from Hartford Computer Group and Frank Orlando Jr., Inc. The reply from Frank Orlando was a no bid. The bid from Hartford was for \$926.

Recommendation: The College accept the bid from Hartford Computer Group for \$926. In addition to the monies for the equipment, the Hartford Computer Group will deinstall the equipment and pay for freight out.

If you have any questions, please contact me.

d:\memo\libmbid

For Board Meeting of  
February 23, 1998

Agenda Item D-9

**REQUEST TO INTERVENE**

Lawrence Bros. has filed a tax appeal for 1997 on its Sterling property only. Although we do not yet have the necessary resolution, time constraints make it necessary for Board action now. Therefore, we are requesting Board authorization for President Behrendt to sign the appropriate resolution on behalf of the College.

**RECOMMENDATION:** Board approval to authorize President Richard L. Behrendt to sign on behalf of the College the notice to intervene in this 1997 Lawrence Bros. Tax Appeal.

req.inter





**SAUK VALLEY  
COMMUNITY  
COLLEGE**

3 IL Rte. 2, Dixon, IL 61021 • 815/288-5511

## **MEMORANDUM**

**TO:** Dr. Richard Behrendt

**FROM:** Jami V. Bradley *JVB*

**DATE:** February 17, 1998

**SUBJECT:** Lawrence Bros. Tax Appeal

We have been informed by our attorneys, Hodges, Loizzi, Eisenhammer, Rodick and Kohn, that Lawrence Bros. filed a tax appeal for 1997 on January 14, 1998 on its Sterling property only. As one of the taxing districts who receive revenues from the Sterling facility, we only have until March 7, 1998 to intervene in this appeal.

I request Board approval to authorize Dr. Richard Behrendt, President, to sign on behalf of Sauk Valley Community College the notice to intervene in the Lawrence Bros. 1997 Tax Appeal.

n

101.01 Legal Authority of the Board of Trustees

The Board of Trustees of Community College Trustees District #506, Sauk Valley Community College, comprising all or parts of Bureau, Henry, Lee, Ogle, Carroll and Whiteside Counties in the State of Illinois (hereinafter referred to as the Board) derives its authority from the Illinois Public Community College Act (H. B. 1710) as approved by the 74th Illinois General Assembly on July 15, 1965, and as subsequently amended.

3/23/81

3/23/87

### 102.01 Board Philosophy and Objectives

The following statements pertain to the philosophy and objectives which guide the deliberations and decisions of the Board of Trustees.

Sauk Valley Community College is an integral part of the Illinois System of Higher Education, and is organized to provide education and training to the citizens of the district and to participate as a partner in the Illinois Community College System.

The Board of Trustees of Community College District No. 506 assumes a full commitment to the objectives and philosophy of the Illinois Community College Act and to the standards and criteria as may from time to time be set forth by the Illinois Community College Board and the Illinois Board of Higher Education. It is therefore committed to meeting the needs for undergraduate college level education leading to employment, and to develop and experiment with programs to aid all district residents of post high school age through:

1. Baccalaureate-oriented curricula
2. Occupation-oriented curricula
3. Adult and continuing education
4. General studies programs designed as preparatory or developmental to help prepare individuals for admission to occupation-oriented curricula, or for their intrinsic value which may lead to a degree or certificate in other than the above areas.

The Board considers its primary responsibility to be to residents of the district it serves and secondly, insofar as it is practical, to residents of areas which are not included in the community college districts, and to residents of the State of Illinois who seek education in fields unavailable elsewhere; and lastly, to residents outside of Illinois and the continental limits of the United States.

Therefore, the Board of Trustees commits itself to a comprehensive program offering a variety of educational opportunities designed to meet a diversity of interests and abilities of its student body. Central to all of these programs and vital to the realization of their educational

aims is a strong counseling service to direct and aid students in the selection of educational programs for which they are most qualified and show the greatest potential for individual achievement.

The college Board of Trustees is committed to the concept that the quality of the administrative staff and instructional faculty is central to the quality of the educational experience of the students, and therefore, seeks to employ and retain persons with the highest professional qualifications and continuously demonstrated ability.

2/12/79

### 103.01 Trustee Election and Vacancies


The election of the members of the Board shall be held at the time and in the manner provided by law and each member shall be elected for a term of six years unless otherwise provided herein. Each member must, on the date of the election, be a citizen of the United States, eighteen years of age or over, and a resident of the State and the Territory which, on the date of the election, is included in the college district, for at least one year immediately preceding the election. Removal of residence from the district by any member constitutes a resignation from and creates a vacancy on the board.

A vacancy on the college Board occurs upon the happening of any event which creates a vacancy on the Board of Trustees under the relevant provision of law. Whenever a vacancy occurs, the remaining members of the Board of Trustees shall appoint a person to fill the vacancy, and the successor shall have the same type of qualifications as his or her predecessor. The person receiving the appointment shall serve until the successor is elected and certified in accordance with the Election Code. If the vacancy occurs with less than four months remaining before the next scheduled nonpartisan election, and if the term of office of the Board member vacating the position is not scheduled to expire at that election, then the term of the person appointed to fill the vacancy shall extend through that election and until the succeeding nonpartisan election. If the term of office of the Board member vacating the position is scheduled to expire at the upcoming nonpartisan election, the appointed member shall serve only until the successor is elected and qualified at that election. If the remaining members of the Board fail to appoint a person to fill the vacancy within 60 days after the vacancy occurs, then the Chairman of the Illinois Community College Board will fill the vacancy until that vacancy shall be filled by election as provided by law.

**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

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**DATE:** February 11, 1998  
**TO:** Dr. Behrendt  
**FROM:** Phil Gover   
**RE:** 1998 American High School Mathematics Examination

Attached is information on the math examination held at SVCC on February 10th.  
The first and second place winners are as follows:

First Place          Alex Hanson  
                         158 Riverview Drive  
                         P.O. Box 425  
                         Albany, IL 61230  
                         (Senior at Fulton High School)

Second Place        Will Engel  
                         511 North Congress  
                         Polo, IL 61064  
                         (Junior at Polo High School)

The first place winner will receive a waiver for six credit hours and the second place winner will receive a waiver for three credit hours.

js



SAUK VALLEY  
COMMUNITY  
COLLEGE

173 IL Rte. 2, Dixon, IL 61021 • 815/288-5511

February



MEMORANDUM

TO: Phil Gover

FROM: Zollie W. Hall *Zollie*

DATE: February 10, 1998

SUBJECT: High School Mathematics Examination

Phil, attached is a listing of the top scorers in each grade level for this examination. Please note the following were the highest and second highest overall:

HIGHEST

Alex Hanson  
158 Riverview Drive  
PO Box 425  
Albany, IL 61230

SECOND HIGHEST

Will Engel  
511 N. Congress  
Polo, IL 61064

There were 246 participants representing the following high schools: Amboy, Ashton, Dixon, Fulton, Morrison, Newman Central, Polo, Rock Falls, Sterling and Thomson.

c: Steve Shaff

## TOP SCORING STUDENTS - 1998 AHSME (UNOFFICIAL)

### Seniors Score

1st	Alex Hanson (Fulton H. S.)**	105
2nd	Terry Fuger (Dixon H. S.)	97
3rd	Matt Kleinmaier (Dixon H. S.)	94

### Juniors Score

1st	William Engel (Polo H. S.)*	101
2nd	Tom Gilbert (Rock Falls H. S.)	90
2nd	Dan Beissel (Dixon H. S.)	90
3rd	Rachel Hermes (Newman Central H. S.)	88

### Sophomores Score

1st	Barry Marks (Sterling H. S.)	85
2nd	Sean Tedrick (Sterling H. S.)	84
3rd	Elizabeth Shear (Fulton H. S.)	82

### Freshmen Score

1st	Lindsay Howell (Newman Central H. S.)	77
2nd	Winn Wasson (Dixon H. S.)	76
3rd	Laura Han (Fulton H. S.)	75
3rd	Joni Hamilton (Fulton H. S.)	75

\*\* indicates overall top scorer

\* indicates 2nd place overall scorer



TO: Dr. Richard Behrendt

FROM: Edward Beatty

DATE: February 9, 1998

The other day you said you'd like to know about my recent publications so that you might mention them to the Sauk Valley Community College School Board. The last two months have been good!

A poem appears in the current issue of *Mayfly*, a small biannual magazine published for many years by Brooks Books in Decatur, Illinois. The publication is unique in that out of approximately eighteen hundred submissions a year, it uses only thirty-two, giving an entire page to each poem. Another poem will appear in the spring issue of *Outerbridge*, a well-respected journal published by The College of Staten Island in New York. *Pegasus Review* will print one poem in their October issue. The small, bimonthly magazine is from Maryland and is done entirely in calligraphy. Five poems will be used in the next four issues of *Heron Quarterly of Haiku and Zen Poetry*. It is published in California. James Applewhite, distinguished poet and critic at Duke University, prints and discusses one of my poems in his "Poet to Poet" article in the March issue of *The Writer*. He also quotes from another. This national journal is available in our LRC. Finally, this weekend I learned *Mind in Motion*, also published in California, will include two of my poems in their next issue.


**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

---

**DATE:** 2-18-98

**TO:** Richard Behrendt

**FROM:** Phil Gover 

**SUBJECT:** Fall 1997 Illinois Workplace Skills Test

The Illinois Workplace Skills Test measures students' knowledge of essential skills related to success in the workplace. The Fall 1997 test was administered statewide to community college students who are in a course approximately two-thirds of the way through a program.

Attached are the results of the Fall 1997 Illinois Workplace Skills Test. SVCC STUDENTS RANKED SIGNIFICANTLY HIGHER THAN THE STATE MEAN IN ALL AREAS. This is another example of the quality of Sauk's faculty and students.

# FALL 1997 ILLINOIS WORKPLACE SKILLS TEST

## BUILDING SUMMARY REPORT

Name: SAUK VALLEY COMM COL

### BACKGROUND

The Illinois Workplace Skills Test measures students' knowledge of essential skills related to success in the workplace. The Fall 1997 test was administered to senior (12th grade) training-level course takers in the Family and Consumer Sciences Occupations Classification of Instructional Program (CIP) Codes that begin with 12, 13, 20, 44, 50, or 51. The test was also administered to community college students who are in a course approximately two-thirds of the way through a program in CIP Codes that begin with 08, 12, 13, 20, 44, or 51.

The Fall 1997 test assessed knowledge and skills in six areas: (1) communication, (2) adapting and coping with change, (3) problem solving and critical thinking, (4) work ethics, (5) technological literacy, and (6) teamwork. The test was administered between November 3 and November 14.

NOTE: The quality of the data in the report and the usefulness of the report for program evaluation purposes depend partly on the number of students assessed. Although reports are sent to each site that tested, if your report is based on fewer than 30 students, please be cautious in interpreting these results.

### TOTAL TEST SCORE

Workplace Skills Test results are reported as a standard score. The Fall 1997 average for all participating Illinois postsecondary students was 55, and the standard deviation was 10.

The following table compares the performance of students in your college to that of all participating students in the State.

	Your College	State
Average Score	61	55
Standard Deviation	6	10
Lowest Score	40	7
Highest Score	77	89
Number Tested	74	2,409

All measurements are subject to random fluctuations that affect comparisons between measurements. A "comparison score band" helps show how big a difference is important. Scores within the band are not significantly different. Usually the larger the number of students on which a score is based, the smaller the band. When results are based on large numbers of student scores, statistically significant differences may occur with very small scale score differences.

For your college, the comparison band associated with the Total Test Score ranges from 60 to 62. This means that your college average is significantly higher than the state mean.

## DUTY AREA SCORES

The next three pages describe how your students scored with respect to the duty areas assessed by the Fall 1997 test. The report presents a brief summary of the knowledge assessed and a table of results. Appropriate comparison bands have been calculated for each Area Score in order to determine if any statistically significant differences exist between your students and students in the rest of the state.

### Duty Area D: COMMUNICATION ON THE JOB

This duty area deals with students' understanding of oral and written communication skills, knowledge of telephone etiquette, ability to interpret and use body language, and ability to follow written directions. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	60	55
Standard Deviation	9	13
Lowest Score	34	4
Highest Score	70	70
Number Tested	74	2,409

The comparison band for the Area D score ranges from 58 to 62. Consequently, your average Area D score is significantly higher than the state mean.

### Duty Area G: ADAPTING AND COPING WITH CHANGE

This duty area deals with students' ability to identify elements of job transition, to formulate a transition plan and procedures for evaluating and implementing that plan, to understand the impact of stress on job performance and how to handle stress in the workplace, and to recognize the need to change jobs. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	64	57
Standard Deviation	10	13
Lowest Score	29	7
Highest Score	84	84
Number Tested	74	2,409

The comparison band for the Area G score ranges from 62 to 66. Consequently, your average Area G score is significantly higher than the state mean.

## Duty Area H: SOLVING PROBLEMS AND CRITICAL THINKING

This duty area deals with students' ability to identify problem elements, to identify solutions to a problem, to recognize the impact of solutions to problems, to evaluate options and outcomes, to set priorities, to select and implement solutions to problems, and to organize workloads. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	59	55
Standard Deviation	7	11
Lowest Score	42	10
Highest Score	74	74
Number Tested	74	2,409

The comparison band for the Area H score ranges from 57 to 61. Consequently, your average Area H score is significantly higher than the state mean.

## Duty Area J: WORK ETHICS

This duty area deals with students' ability to identify established policies and regulations, to understand time management techniques, and to recognize the importance of initiative and willingness to learn in the workplace. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	63	56
Standard Deviation	9	13
Lowest Score	42	9
Highest Score	79	79
Number Tested	74	2,409

The comparison band for the Area J score ranges from 61 to 65. Consequently, your average Area J score is significantly higher than the state mean.

## Duty Area K: TECHNOLOGICAL LITERACY

This duty area deals with students' basic knowledge of computing and ability to recognize the impact of technological changes on tasks and people. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	59	56
Standard Deviation	9	12
Lowest Score	41	12
Highest Score	78	78
Number Tested	74	2,409

The comparison band for the Area K score ranges from 57 to 61. Consequently, your average Area K score is significantly higher than the state mean.

## Duty Area M: TEAMWORK

Test items used to assess this duty area dealt with students' understanding of the role of teams in the workplace, knowledge of working productively in teams, and understanding of planning and evaluating team activities in the workplace. The performance of your students and all participating students is compared in the following table.

Your College		State
Average Score	65	58
Standard Deviation	9	14
Lowest Score	39	9
Highest Score	76	76
Number Tested	74	2,409

The comparison band for the Area M score ranges from 63 to 67. Consequently, your average Area M score is significantly higher than the state mean.

## STUDENT-LEVEL RESULTS

The following page(s) summarizes the performance of each student in your college who participated in the Fall 1997 assessment. Summary statistics are printed separately for each CIP code.

For Board Meeting of  
February 23, 1998

Agenda Item F-1

TUITION INCREASE

Due to increased costs in salaries and fringe benefits and the need to stay current with technology, the administration is recommending a \$2 increase in tuition, effective with the 1998 summer session.

RECOMMENDATION: Board approval of a \$2 increase in tuition for FY99, effective with the 1998 summer session.

# SAUK VALLEY COMMUNITY COLLEGE

## MEMORANDUM

**DATE:** February 17, 1998

**TO:** Dr. Richard Behrendt

**FROM:** Jami V. Bradley 

**SUBJECT:** Tuition Increase

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, we are recommending a \$2 increase in tuition for FY 99.

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 the tuition rate has only increased by 10%. **(Our Tuition and Fee Revenue has only increased by 1.2% due to declining enrollments, State Revenue has declined by 1.1%, Local Tax Revenue has increased by 31.3%, for a Total Revenue increase of 10.1% during this four year period.)** 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.



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 presented last month 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.

We are recommending for Board approval a \$2 tuition increase for FY 99 which will begin with the Summer Session 98.

For Board Meeting of  
February 23, 1998

Agenda Item F-2

INTERNET TUITION

After extensive study, the administration is recommending that the College establish the following tuition rates for all internet-based courses:

In-state Tuition for 1998-99	\$46 per credit hour
Out-of-state Tuition for 1998-99	\$46 per credit hour - plus the 1998-99 average ICCB reimbursement

RECOMMENDATION: Board approval of in-state internet tuition for 1998-99 in the amount of \$46 per credit hour and out-of-state internet tuition for 1998-99 in the amount of \$46 per credit hour plus the 1998-99 average ICCB reimbursement.

# SAUK VALLEY COMMUNITY COLLEGE INFORMATION SYSTEMS

## MEMORANDUM

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**To:** Richard Behrendt

**From:** Jami Bradley, Phil Gover, Joan Kerber, Walt Clevenger, Alan Pfeifer

**Date:** February 18, 1998

**Subject:** Recommendation for Tuition-- Internet-Based Courses

### Background:

An Internet-based course uses the Internet as a means of delivering the course to the student. Internet-based courses are asynchronous in nature, which means they allow the student to take the course at any time and at any place there is Internet access. The College is presently offering the following Internet-based courses:

Fall 97	Enrollment	Spring 98	Enrollment
Hum 210 Kris Murray		Eng 111 Deb Okey	13
		Eng 101 Karen Pinter	8
		Hum 210 Kris Murray	15

One of the factors that precipitated this memo is that there are seven people in Connecticut that are interested in taking Sauk's Eng 111 (Technical Writing Class--Deb Okey) through the Internet. Since these people are out-of-state, the College would normally charge out-of-state tuition. But we are concerned that this tuition rate could price the College out of the market. Cost is one of the factors that determines where a student takes course, and the Internet-based course market will become even more competitive in the future.

Colleges are offering complete degrees via the Internet-- not just courses. One of SVCC's goals is to be able to offer a degree (criminal justice) delivered through the Internet by the year 2001.

The College's tuition rates are based on residency status and are as follows:

**Residency Status    Per Credit Hour**

In-district	\$ 44.00
Out-of-district	\$128.17
Out-of-state	\$166.64

According to ICCB, the Board of Trustees does have the ability to waive or alter tuition rates. Presently, the College does not charge an additional fee to cover costs associated with providing distance learning capability (i.e., compressed video, and telecourses).

**Recommendation:**

We recommend that the College establish the following tuition rates for all Internet-based courses:

1. In-state students would be charged the current in-district rate (\$44.00 for 97-98; \$46 for 98-99)
2. Out-of-state students would be charged the same current in-district rate + the current average ICCB reimbursement (for a current total of \$76.00)\*

While the College receives state reimbursement for in-district and out-of-district students, the College does not receive any state reimbursement for out-of-state students. Therefore, the College needs to apply an additional tuition amount for out-of-state students. The average ICCB reimbursement applied to out-of-state students seems a fair method to equalize the College revenue rates.

Since the offering of Internet-based courses are in their infancy, we recommend that the above Internet tuition rates be viewed as a one-year pilot and that the Board of Trustees review Internet tuition rates at their February 1999 meeting.

**Rationale:**

The rationale for waiving the out-of-district and the out-of-state tuition rates for Internet-based courses are as follows:

SVCC will be taking a very aggressive posture in the development and the marketing of Internet-based courses. The Internet-based course arena will become more competitive given that the student can attend many universities and colleges without leaving home. Anytime the College can enroll an out-of-

state student or an out-of-district student for Internet-based courses and the College can cover the instructional costs, it helps to offset the fixed costs. Adopting an aggressive Internet-based course tuition structure will assist the College in the recruitment of distance learners and distance learners will not be availing themselves of all the local service costs provided by the College. (i.e., utilities, classroom space, etc.)

\* Each course that the College teaches for credit is categorized into one of six funding categories. The average state reimbursement is determined by taking the total state reimbursement and dividing by the College hours. In effect, the College's reimbursement is a weighted average.

For Board Meeting of  
February 23, 1998

Agenda Item F-3

TUITION INSTALLMENT PAYMENT PROCESSING FEE

We plan on implementing the attached Tuition Installment Payment option as another method of tuition payment for our students. Since there is a \$10 service fee with this option, the Board must approve that fee.

RECOMMENDATION: Board approval of a \$10 processing fee for those students opting for the Tuition Payment Plan, effective summer 1998.

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

**MEMORANDUM**

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**TO:** Richard Behrendt

**FROM:** Joan E. Kerber *JEK*

**DATE:** February 18, 1998

**SUBJECT:** Tuition Pre-payment

The following is a suggested policy to be considered for tuition payment. Please note that the intent of the policy is to help students plan their payment through installment periods and to allow students to have more up-front time to pay for their tuition without being subject to the purge date.

**Tuition Installment Payment**

Sauk Valley Community College will offer students the option of retaining preregistered classes by making a down payment of at least 40% of their account balance at the time of registration for Fall and Spring semesters. Students utilizing this option must be registered for six or more semester credit hours and be in good standing with the Business Office and have no outstanding administrative holds on their account. There will be a non-refundable \$10 service fee at the time of registration for use of this option. This fee is an additional cost and will not be applied toward the cost of tuition and course fees. No additional interest will be charged. Students participating in the installment payment plan will not be dropped from their classes at the College's usual purge date. In order to exercise this option, students must notify the Business Office at the time of the initial down payment and sign a promissory note. Students may make periodic payments in any amount, but the entire balance must be paid no later than the due date. All due dates will be scheduled no later than the last business day prior to the beginning of the semester.

Students not paying their remaining bill by the date due will be administratively dropped from their classes. Any tuition/fees paid towards their bill, except for the non-refundable \$10 service fee, will be refunded.

For Board Meeting of  
February 23, 1998

Agenda Item H-1

FACULTY TERM APPOINTMENTS

The following faculty members have completed a year of satisfactory service as term appointees and are eligible for reappointment to another year of the same designation:

Judy Anderson  
Gary Balfantz  
David Breen  
Patrick Land  
Kevin Megill  
Steve Nunez  
Robertus van der Wege

As of January and February of 1998, the following faculty members will have completed another year of satisfactory service as term appointees and are eligible for appointment to another year of the same designation:

Judy Hill	(Hired January of 1996)
Janet Matheney	(Hired February of 1996)
Debra Okey	(Hired January of 1996)

RECOMMENDATION: It is recommended that the faculty indicated above be offered a new term appointment for the 1998-99 year.



For Board Meeting of  
February 23, 1998

Agenda Item H-2

FACULTY CONTINUING APPOINTMENTS

TENURE

The following faculty have completed another year of instructional service as continuing (tenured) appointees and are recommended for an appointment renewal:

Cindy Alfano	Dick Holtam
Glenn Bailey	Mary Lou Kidder
Ed Beatty	Bev Kiele
Noel Berkey	Jolene Leseman
Tom Breed	Janet Lynch
David Clydesdale	Fred Nesbit
Jean Cogdall	Ralph Pifer
Doris Cox	Karen Pinter
Dennis Day	Steve Shaff
Ross Dill	Stan Shippert
David Edelbach	Bradley Smith
Ernie Etter	Robert Thomas
Jerry Frana	Jeanine Tufty
Carl Gates	Kay Turk
Chris Gelbach	George Vrhel
Betty Halgren	John Wardell
Leon Hamlin	Charles West
Ron Happach	Robert Wharton
Ruth Hedstrom	Peggy White
Dale Heuck	Mary Willett
Debi Hill	Judy Williamson

RECOMMENDATION: It is recommended that the faculty indicated above be offered a continuing appointment for the 1998-99 academic year.

For Board Meeting of  
February 23, 1998

Agenda Item H-3

FACULTY PROMOTIONS

The following faculty are presented as having successfully completed the requirements outlined in the Faculty Contract for promotion to a higher rank. Their record has been carefully reviewed and evaluated for each of these criteria:

1. Mastery of subject matter
2. Teaching capability
3. Interest in students as individuals
4. Understanding of comprehensive community college
5. Evidence of personal growth
6. Meritorious service
7. Years in present rank

PROMOTIONS RECOMMENDED

Cindy Alfano	Assistant Professor to Associate Professor
Randall Bradshaw	Associate Professor to Professor
David Breen	Associate Professor to Professor
David Edelbach	Assistant Professor to Associate Professor
Ernie Etter	Assistant Professor to Associate Professor
Charla Minson	Instructor to Assistant Professor
Kris Murray	Instructor to Assistant Professor
Steve Nunez	Instructor to Assistant Professor
Stephanie Schreiner	Instructor to Assistant Professor

RECOMMENDATION: It is recommended that the faculty nominated above be promoted as outlined, effective the fall of 1998.

# SAUK VALLEY COMMUNITY COLLEGE

173 IL Route 2, Dixon, IL 61021  
(815) 288-5511

## MEMORANDUM

---

TO: Dr. Richard Behrendt

FROM: Dr. Joan Kerber *JK*

DATE: November 26, 1997

SUBJECT: Recommendation to promote Cindy Alfano to the rank of  
Associate Professor

This memorandum will serve as a formal recommendation to appoint Cindy Alfano to the position of Associate Professor. The following information as well as her annual evaluations are offered in support of this recommendation.

1. **Mastery of Subject Matter**

Ms. Alfano graduated from the University of Wisconsin, Milwaukee with a Master of Science Degree in Educational Psychology and from the University of Wisconsin, OshKosh, with a Bachelor of Science Degree in Human Services. She has completed 30 hours beyond her masters.

2. **Demonstrated Counseling Ability**

Ms. Alfano joined the counseling faculty in 1988 in the Student Support Services program with the ranking of Instructor. Her performance and growth within the Student Services Division have been outstanding as have been indicated in her annual evaluations. Cindy is an outstanding student oriented counselor who always goes beyond expectations.

3. **Interest in Students as Individuals**

Ms. Alfano is one of Sauk's most sought-after counselors because of her student-oriented attitude and her diligence to attention. Even though she attends to many other projects in her role as Coordinator of Retention and Articulation, she always maintains the attitude of "students first."

4. **Understanding of the Comprehensive Community College Program**

Ms. Alfano demonstrates an understanding of the Community College mission. She is active within SVCC and has served on various college committees during her tenure. She is an outstanding faculty member who believes that community colleges add value to peoples lives.

5. **Potential for Continued Professional Growth**

Ms. Alfano attends professional conferences and staff development on a regular basis. She is always anxious to share her acquired knowledge with the other faculty and staff members. I would anticipate that she would continue to be active in her professional growth activities.

6. **Meritorious Service**

Ms. Alfano has served the College in an excellent manner as an instructor and a counselor. She has always been ready to assist with any new activities that will enhance students success and the overall betterment of the College.

7. **Number of Years in Present Rank**

Cindy Alfano was employed as an Instructor with the College in 1990 and promoted to Assistant Professor in 1993, therefore, this is her second promotion at SVCC.



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November



MEMORANDUM

To: Dr. Philip Gover

From: Zollie W. Hall

Date: November 12, 1997

Subject: Recommendation to promote Randall Bradshaw to the rank  
of Professor

This memorandum will serve as a formal recommendation to appoint Randall Bradshaw to the position of Professor. The following information is offered in support of this recommendation.

1. Mastery of Subject Matter

Dr. Bradshaw graduated in 1991 from Purdue University with a Ph.D. in Physics. He also completed a Master of Science in Physics from Purdue in 1986 and a Bachelor of Science in Physics and Math from Hardin-Simmons University in 1984.

2. Demonstrated Teaching Ability

Randall joined the faculty in 1995 as an Associate Professor of Physics. Mr. Bradshaw's annual evaluations are indicative of his quality performance in the classroom. Randall goes beyond that which is expected to meet the needs of students.

3. Interest in Students as Individuals

Dr. Bradshaw has good rapport with his students. His approach to instruction is relaxed and friendly and he spends additional time working with individuals in his area.

4. Understanding of the Comprehensive Community College Program

Randall demonstrates an understanding of the Community College mission. Dr. Bradshaw has served on various college committees during his tenure.

5. Potential for Continued Professional Growth

Dr. Bradshaw attends professional conferences *as appropriate* each year. I would expect that Randall would continue to be active in professional growth activities.

6. Meritorious Service

Dr. Bradshaw has served the college well as an instructor. He has assisted with advisement activities and curriculum development.

7. Number of Years in Present Rank

Randall Bradshaw was employed as an Associate Professor of Physics in 1995, therefore, this is his first promotion at Sauk Valley Community College. Dr. Bradshaw has three years teaching experience with Sauk Valley Community College and four years teaching experience with Trenton State College.

ZWH/bs

c: Randall Bradshaw



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November



MEMORANDUM

To: Dr. Philip Gover

From: Zollie W. Hall

Date: November 17, 1997

Subject: Recommendation to promote David Breen to the rank  
of Professor

This memorandum will serve as a formal recommendation to appoint David Breen to the position of Professor. The following information is offered in support of this recommendation.

1. Mastery of Subject Matter

Mr. Breen graduated from Eastern Illinois University with a Master of Science in Biology degree and a Bachelor of Science in Botany and Environmental Biology Degree. He has completed 63.0 hours beyond his masters.

2. Demonstrated Teaching Ability

David joined the faculty in 1996 as an Associate Professor of Biology. Mr. Breen's annual evaluations are indicative of his quality performance in the classroom. David goes beyond that which is expected to meet the needs of students.

3. Interest in Students as Individuals

Mr. Breen has good rapport with his students. His approach to instruction is relaxed and friendly and he spends additional time working with individuals in his area.

4. Understanding of the Comprehensive Community College Program

David demonstrates an understanding of the Community College mission. He has taught at Mississippi County Community College and was a teaching assistant at Eastern Illinois University and Southern Illinois University. Mr. Breen has served on the Environmental Concerns and Staff & Professional Development college committees during his tenure.

5. **Potential for Continued Professional Growth**

Mr. Breen attends professional conferences each year. David is currently working on a Ph.D. at Southern Illinois University.

6. **Meritorious Service**

Mr. Breen has served the college well as an instructor. He has assisted with advisement activities, curriculum development the Honors program, and advisor for the Biology Club.

7. **Number of Years in Present Rank**

David Breen was employed as an Associate Professor of Biology in 1996, therefore, this is his first promotion at Sauk Valley Community College. Mr. Breen has two years teaching experience with Sauk Valley Community College and four years teaching experience with Mississippi County Community College.

ZWH/bs

c: David Breen





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November



MEMORANDUM

TO: Dr. Philip Gover

FROM: Zollie W. Hall

DATE: November 12, 1997

SUBJECT: Recommendation to promote David Edelbach to the rank of Associate Professor

This memorandum will serve as a formal recommendation to appoint David Edelbach to the position of Associate Professor. The following information is offered in support of this recommendation.

1. **Mastery of Subject Matter**

Mr. Edelbach graduated from the University of Minnesota, Duluth with a Master of Science in Chemistry Degree and graduated from St. Cloud State University with a Bachelor of Science in Chemistry Degree. He has completed 36.68 hours beyond his masters. In addition, he has attended a geochemistry workshop, several chemistry conferences, and completed various research projects.

2. **Demonstrated Teaching Ability**

David joined the faculty in 1992 as an Instructor of Chemistry. Mr. Edelbach's annual evaluations are indicative of his quality performance in the classroom. David goes beyond that which is expected to meet the needs of students. In addition to teaching chemistry classes, Mr. Edelbach also teaches astronomy.

3. **Interest in Students as Individuals**

Mr. Edelbach has good rapport with his students. His approach to instruction is relaxed and friendly and he spends additional time working with individuals in his area. Mr. Edelbach has sponsored student honors projects, in the area of chemistry and in astronomy. He has also co-hosted several astronomy open houses.

4. Understanding of the Comprehensive Community College Program

David demonstrates an understanding of the Community College mission. He feels that quality instruction is vital for the success of community college students and he works to keep the quality high. Mr. Edelbach is currently serving on the Instructional Standards Committee and has attended other committee meetings.

5. Potential for Continued Professional Growth

Mr. Edelbach has developed a plan to attend professional conferences each year and to take additional approved graduate level courses in chemistry, teaching methodology and other approved areas of study.

6. Meritorious Service

Mr. Edelbach has served the college well as an instructor. He has assisted with advisement activities and curriculum development.

7. Number of Years in Present Rank

David Edelbach was employed as an Instructor of Chemistry in 1992, promoted to Assistant Professor in 1995, therefore, this is his second promotion at SVCC.

ZWH/bs

cc: David Edelbach



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November



MEMORANDUM

TO: Dr. Philip Gover

FROM: Zollie W. Hall

DATE: November 17, 1997

SUBJECT: Recommendation to promote Ernie Etter to the rank of Associate Professor

This memorandum will serve as a formal recommendation to appoint Ernie Etter to the position of Associate Professor. The following information is offered in support of this recommendation.

1. Mastery of Subject Matter

Mr. Etter graduated from Western Illinois University with a Master of Science and a Bachelor of Science degrees. In both the masters and bachelors he majored in mathematics and his minor for the bachelors was physics. He has completed 30.2 hours beyond his masters effective December, 1997.

2. Demonstrated Teaching Ability

Ernie joined the faculty in 1988 as an Assistant Professor of Math & Physics. Mr. Etter's annual evaluations are indicative of his quality performance in the classroom. Ernie goes beyond that which is expected to meet the needs of students. In addition to teaching mathematics classes, Mr. Etter also taught physics.

3. Interest in Students as Individuals

Mr. Etter has good rapport with his students. His approach to instruction is relaxed and friendly and he spends additional time working with individuals in his area. Mr. Etter has worked with the Learning Assistance Center staff to provide study materials for various classes.

4. Understanding of the Comprehensive Community College Program

Ernie demonstrates an understanding of the Community College mission. He feels that quality instruction is vital for the success of community college students and he works to keep the quality high. Mr. Etter has served on the Student Services Committee and has attended other committee meetings. Mr. Etter also graduated from Spoon River College.

5. Potential for Continued Professional Growth

I would expect Mr. Etter will continue to participate in professional development activities. He is currently planning to continue the University of Illinois Internet courses.

6. Meritorious Service

Mr. Etter has served the college well as an instructor. He has assisted with advisement activities and curriculum development.

7. Number of Years in Present Rank

Ernie Etter was employed as an Assistant Professor of Mathematics & Physics in 1988, therefore, this is his first promotion at SVCC.

ZWH/bs

cc: Ernie Etter

# SAUK VALLEY COMMUNITY COLLEGE

173 IL Route 2, Dixon, IL 61021  
(815) 288-5511

## MEMORANDUM

---

TO: Dr. Richard Behrendt

FROM: Dr. Joan Kerber *JEK*

DATE: November 26, 1997

SUBJECT: Recommendation to promote Charla Minson to the rank of  
Assistant Professor

This memorandum will serve as a formal recommendation to appoint Charla Minson to the position of Assistant Professor. The following information as well as her annual evaluations are offered in support of this recommendation.

1. **Mastery of Subject Matter**

Ms. Minson graduated from Northern Illinois University with a Master of Science Degree in Counseling and from Millikin University with a Bachelor of Science in Biology. She has completed four years at Sauk Valley Community College.

2. **Demonstrated Counseling Ability**

Charla joined the counseling faculty in 1993 in the Student Support Services program with the ranking of Instructor. Ms. Minson's annual evaluations are indicative of her quality performance both in counseling and in the classroom. Charla goes beyond that which is expected to meet the needs of students.

3. **Interest in Students as Individuals**

Ms. Minson has a good rapport with students and is well liked by those she counsels. Her approach to counseling is friendly and relaxed, with the students knowing that she is indeed interested in their success.

4. **Understanding of the Comprehensive Community College Program**

Charla demonstrates an understanding of the Community College mission. She serves on various College committees and serves as the advisor to the student organization ALAS. Her efforts prove that she understands that Sauk Valley Community College is a Partner in Learning with our community.

5      **Potential for Continue Professional Growth**

Ms. Minson has attended professional conferences on an annual basis and has a plan to continue her education in approved graduate level courses. I would anticipate her professional growth to continue on a regular basis.

6.      **Meritorious Service**

Charla Minson has served the College well as an instructor and a counselor. She is in high demand with her students and her extra activities with the Latino Students is commendable.

7.      **Number of Years in Present Rank**

Ms. Minson was employed as in Instructor in 1993, therefore, this is her first promotion at Sauk Valley Community College.



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# December



## MEMORANDUM

TO: Dr. Phil Gover

FROM: Michael Seguin *ms*

DATE: December 16, 1997

SUBJECT: Recommendation In Support Of Promotion Of Kris Murray  
To The Rank of Assistant Professor

This memorandum will serve as a formal recommendation to award tenure and promote Kris Murray to the rank of assistant professor.

1. Mastery of Subject Matter

Ms. Murray holds an associate of arts degree from Sauk, a bachelor in liberal studies from Western Illinois University and a master of arts degree from North Central College. Her academic background includes a heavy emphasis in music and humanities. Ms. Murray is an outstanding student.

2. Demonstrated Teaching Ability

Ms. Murray is a superior teacher as reflected in her outstanding classroom evaluations. She emphasizes student participation in classes and takes appropriate advantage of the latest developments in instructional technology. She is the college's first faculty member to offer a course on the Internet.

3. Interest in Students as Individuals

Ms. Murray goes more than the extra mile for her students. In addition to her outstanding work in the classroom and generous provision of office hours, she takes students to senior institutions and encourages them to continue their studies through the completion of bachelor's and master's degrees.

4. Understanding of the Comprehensive Community College Program

A Sauk graduate, Ms. Murray demonstrates an understanding of the community college philosophy by her teaching methods and encouragement she provides. In addition, and of vital importance to her students and the college program, she participates in a variety of student activities such as the madrigal dinner, small group for guitars and the choir.

5. Potential for Continued Growth

Ms. Murray demonstrates great potential for continued growth. She has taken courses in humanities from Northwestern University and attended workshops in computer-assisted instruction to supplement her program of self-study in the techniques of computer assisted instruction. Ms. Murray's work in computer-assisted instruction is at the cutting edge level. Often, courses have yet to be developed in this area.

6. Meritorious Service

Ms. Murray is meritorious in many ways. She is an outstanding teacher and coach of students, an instructional innovator who has developed new courses and instructional techniques for fellow faculty to learn from. She is a conscientious participant on college committees. She cooperates with administrative efforts to make Sauk a state-of-the-art institution. She has provided strong leadership on the Global Awareness Committee.

7. Number of Years at Present Rank

Ms. Murray taught part-time for the college in the 1970's and again in the 1990's when she was hired as choir director, to succeed Max Guinnup. In fall 1994 she replaced Mr. Guinnup as a humanities teacher on a term appointment. In fall of 1995 she was appointed to the tenure track position she currently occupies. Ms. Murray will have taught three years in her tenure track position by fall 1998.





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November



MEMORANDUM

To: Dr. Philip Gover  
From: Zollie W. Hall  
Date: November 12, 1997  
Subject: Recommendation to promote Steve Nunez to the rank  
of Assistant Professor

This memorandum will serve as a formal recommendation to appoint Steve Nunez to the position of Assistant Professor. The following information is offered in support of this recommendation.

1. Mastery of Subject Matter

Mr. Nunez graduated from Virginia Tech with a Master of Science degree in Biology and a Bachelor of Science Degree in Biology with a minor in History. He has completed 49.0 hours beyond his masters.

2. Demonstrated Teaching Ability

Steve joined the faculty in 1996 as an Instructor of Biology. Mr. Nunez's annual evaluations are indicative of his quality performance in the classroom. Steve goes beyond that which is expected to meet the needs of students.

3. Interest in Students as Individuals

Mr. Nunez has good rapport with his students. His approach to instruction is relaxed and friendly and he spends additional time working with individuals in his area.

4. Understanding of the Comprehensive Community College Program

Steve demonstrates an understanding of the Community College mission. He has taught at New River Community College and was a graduate assistant at the Virginia Tech. Mr. Nunez has served on various college committees during his tenure.

5. **Potential for Continued Professional Growth**

Mr. Nunez attends professional conferences each year. I would expect that Steve would continue to be active in professional growth activities.

6. **Meritorious Service**

Mr. Nunez has served the college well as an instructor. He has assisted with advisement activities, curriculum development and Honors program.

7. **Number of Years in Present Rank**

Steve Nunez was employed as an Instructor of Biology in 1996, therefore, this is his first promotion at Sauk Valley Community College. Mr. Nunez has two years teaching experience with Sauk Valley Community College and two years teaching experience with Virginia Tech and New River Community College.

ZWH/bs

c: Steve Nunez

I N T E R

O F F I C E

# MEMO

**To:** Dr. Philip Gover  
**From:** Rosemary Johnson *RJ*  
**Subject:** Recommendation to promote Stephanie Schreiner to the rank of Assistant Professor and to grant continuing appointment (tenure)  
**Date:** December 3, 1997

I recommend Stephanie Schreiner for promotion to Assistant Professor and continuing appointment (tenure). The following information is offered to support this recommendation:

1. Mastery of Subject Matter

Ms. Schreiner holds a Bachelor of Science in Nursing from Pittsburgh State University and a Master of Science in Nursing from Northern Illinois University. She has experience as a registered professional nurse in a variety of settings. She maintains current certification in Advanced Cardiac Life Support, Trauma Nurse Specialist and Emergency Communications (ECRN).

2. Demonstrated Teaching Capability

Classroom observation and student evaluations reflect the quality of Ms. Schreiner's instruction. Her classroom presentations are organized and interesting. She creates a learning environment that encourages student participation. Ms. Schreiner uses instructional technology in the classroom, when appropriate.

3. Interest in Students as Individuals

Ms. Schreiner projects a positive attitude about students' ability to learn. She is available to students and spends considerable time counseling and advising them. Ms. Schreiner provides prompt corrective feedback to students in the classroom and clinical area.

4. Understanding of Comprehensive Community College Program

Ms. Schreiner demonstrates an understanding of the Community College mission. She has served on college committees. She contributes to community activities. She recognizes the demands placed on adult learners yet maintains high academic and performance standards.

5. Potential for Continued Professional Growth

Ms. Schreiner attends professional conferences and maintains numerous professional certifications. She evaluates her instructional method and materials to identify alternative learning approaches. She is an active participant in curriculum planning, development and revision within the program.

6. Meritorious Service

Ms. Schreiner has served the college well as an instructor. Last year she volunteered to be secretary for the nursing faculty meetings. She has completed her assignments for outcome based evaluation statements in a timely manner. She accepts summer assignments.

7. Years at Present Rank

Ms. Schreiner joined the faculty as an instructor in May, 1995.

We are fortunate to have Ms. Schreiner as a member of the faculty.

pre

For Board Meeting of  
February 23, 1998

Agenda Item H-4

FACULTY NEW CONTINUING APPOINTMENT

TENURE

The following faculty members have satisfactorily completed the period of instructional service as term appointees and are eligible for a continuing appointment (tenure).

Randall Bradshaw  
Pamela Cunningham  
Kris Murray  
Stephanie Schreiner

RECOMMENDATION: It is recommended that faculty indicated above be offered a continuing appointment (tenure) for the 1998-99 year.

For Board Meeting of  
February 23, 1998

Agenda Item H-5

PART-TIME FACULTY

The following part-time faculty will be teaching in the Corporate and Community Services division during the spring semester:

Bruce Colmark - Aviation

Jenny Garcia Macko - Language

Monica Fane - Emergency Medical Technician

Gail Beck - Food/Nutrition

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

For Board Meeting of  
February 23, 1998

Agenda Item H-6

COLLECTIVE BARGAINING TEAM

At this meeting the Board of Trustees should appoint a collective bargaining team in order to begin negotiations for a new contract with the SVCC Faculty Association.

RECOMMENDATION:     Appropriate action.

For Board Meeting of  
February 23, 1998

Agenda Item H-7

FRINGE BENEFITS POLICY REVISIONS (419.01 - I SICK LEAVE)

(FIRST READING)

Instead of establishing a sick leave bank, the administration is proposing the attached sick leave policy revision which has been drafted by Attorney Pace.

RECOMMENDATION: Board approval of the attached revisions to the Fringe Benefit Policy 419.01 - I Sick Leave for first reading.



I. Sick Leave - details of sick leave for all full-time faculty members may be found in the Faculty Contract.

All full-time administrators, support, and professional/ technical staff shall accrue sick leave at the rate of 17 days the first year and 12 days per year thereafter. *(Ten-month employees will have prorated sick leave--15 days the first year and 10 days thereafter.)* Employees working less than full-time will not be authorized sick time.

Sick leave may be accumulated without limit. Sick leave shall be credited to each employee at the beginning of each fiscal year so that the accumulated unused sick leave from prior periods plus the credit for the current year, will be the total amount of sick leave benefits available to that employee through the end of the fiscal year (June 30th). This procedure has the effect of crediting the employee with a sick leave advance which must be repaid to the College through full-time employment during the fiscal year.

IT IS INTENDED THAT NO SICK TIME WILL BE USED BEFORE BEING EARNED. ~~However, should any employee seek to take sick leave in advance of or for a greater extent than earned, it shall be allowed only with the prior written approval of a supervisor and~~ Vice President. **However, in extraordinary circumstances, sick leave in advance of being earned or for a greater extent than earned may be allowed as provided in this paragraph on the prior written request of the employee's supervisor, and the prior written approval of the President. Additional sick leave may be granted in the sole discretion of the President, and will only be available to the extent of sick leave to which the employee would be entitled and credited at the beginning of the next fiscal year. In exercising his or her discretion, the President shall consider the likelihood of the employee's return to full time employment, the probable date for return, and the best interests of the College.** Should employment terminate after an employee has used unearned sick leave in advance, the unearned portion of the sick leave used will be considered as a debt to be repaid to the College by deduction from the final salary payment at the pay rate in effect at the time of separation. An employee will not be paid for unused sick leave when termination or resignation from the College occurs.

For Board Meeting of  
February 23, 1998

Agenda Item H-8

### SABBATICAL LEAVE REQUEST

The Sabbatical Leave Committee is recommending that Ralph Pifer be granted a Sabbatical Leave for fall of 1998.

**RECOMMENDATION:** Board approval of a Sabbatical Leave for Ralph Pifer for the 1998 fall semester.

# SAUK VALLEY COMMUNITY COLLEGE

## MEMORANDUM

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**To:** Dr. Richard Behrendt

**From:** Sabbatical Leave Committee

Cindy Alfano      Tom Breed      Walt Clevenger      Curt Devan  
Tom Gospodarczyk      Bev Kiele      Charles West

**Date:** February 18, 1998

**Subject:** Recommendation for Sabbatical Leave

On February 16, 1998, the Sabbatical Leave Committee met in the Library Conference Room at 3:00 p.m.

In accordance with the sabbatical leave procedure as outlined in the faculty contract, the Sabbatical Leave Committee recommends that Ralph Pifer be granted a sabbatical leave.

If you have any questions, please contact me.

cc      Dr. Phil Gover  
         Michael Seguin  
         Kris Murray, President, SVCC Faculty Association

sab98#5  
d/Sabbatical

**TO : PRESIDENT BEHRENDT AND THE SAUK SABBATICAL COMMITTEE**  
**FROM : RALPH PIFER--PSYCHOLOGY AND SOCIAL SCIENCE**  
**RE : REQUEST FOR SABBATICAL LEAVE FOR RALPH PIFER**  
**DATE : July 22,1997**

### **SUMMARY REQUEST**

For the purpose of improving the quality of instructional services in Psychology 103 at Sauk Valley Community College,I am requesting a sabbatical leave for the Fall of 1998. I plan to improve instruction by preparing a study guide for PSY 103--Introduction To Psychology that will be available to students in traditional paper and IBM floppy disc format if possible. The latter will offer students one more way to move into the computer age. It will also help explore the possibilities of putting complex class materials into a computerized format that is equal to,or superior to traditional paper formats. The latter goal is more exploratory than certain,given the technology as of the writing of this proposal. I have explored putting my PSY 200-Human Growth and Development study guide in computer disc format this year,but the availability of services is not present as of yet. I am hoping it will be available in a year,given the rapid evolution in the field. Additionally,I plan to explore the possibilities of using the internet for augmenting PSY 103 instruction.

The study guide will also aim at sharpening the study skills of the freshmen using it. Increasingly,our students lack language and reading skills needed to deal with complex survey courses. They feel overwhelmed by the breadth and complexity of the course material and the amount of vocabulary. Many also lack basic reading and study skills to successfully attack the material. Over the last six years,I have developed a paperback study guide for PSY 200--Human Growth And Development. Students tell me that it is the " skeleton key " to this complex course. It guides them through the complexities of the psychological,social,and biological aspects of human growth. I also should note that it appears to have aided in Sauk maintaining the best pass rate in the state of Illinois on The Nursing Boards. Feedback in students' evaluations has been uniformly positive. I would like to extend what I have learned with PSY 200 to the more challenging problem of teaching PSY 103--Introduction To Psychology.

### **NEED AND RATIONAL FOR PROJECT**

For three years,I have been asking students to complete a one page reaction paper after their first week with me in PSY 103. The topic and title of the paper is : **HOW PSYCHOLOGY IS DIFFERENT FROM WHAT I THOUGHT IT WOULD BE ?** The essays have been enlightening. Both my colleague Dr. Fred Nesbit and I have had students tell us how hard psychology was and how it was not what they had expected over the years. Why was it hard ? What had they expected ? We had only fragmentary clues. With the study efforts of the last few years,answers have begun to emerge. Why was it hard;how did we fail to meet their expectancies ? The following student quotes give some clues :

1. It teaches much more than you could ever imagine could be taught----
2. Freud was just a small fragment in the study of psychology.
3. I found this class much harder than I thought it would be.
4. How do crazies get to be crazy ?-----I remember the day I went to get my psychology book to see when I got to learn about everything I hoped to learn about. When I finally got time to look at my psychology book what a disappointment. I saw pictures of the brain and ear and other things I didn't expect to see. What is this I'm taking a health class ?
5. After taking psychology classes,I have found that there is a lot more of scientific research involved in studying human behavior----I was amazed we had to learn the parts of the brain.
6. Well,when I studied it in high school it was a big blow off class !! ----There are so many things that

are studied in this class,that you really need to stay tuned with the way to study them---That if I were to say what was different for me,it would be the underestimation by me of what all is involved in the human psyche !

7. When I got to Sauk and took psychology, it was more than I had expected. It was also more difficult. You really have to open the book and study---I never realized there was so much biology in the field of psychology---Psychology is VERY different than I had expected.
8. I expected PSYCH 103 to be a review of what they tried to teach us in high school. I am astonished to find that there is so much more to psychology than high school teaches.
9. Psychology has always been interesting to me,but I never knew it involved so much.
10. Psychology is a much more complex science than I had first been led to believe---my first class was an open discussion type classroom full of personal opinions. It was a post Vietnam era with peace and equality rallying beside establishment opposition. Discussions were based upon the best sellers : *I'M OK, YOU'RE OK , I'M MY OWN BEST FRIEND ,and BODY LANGUAGE*. My biggest surprise now is the amount of biology that is intertwined with the study of the mind.
11. Psychology is a lot different than what I expected. I expected psychology to be something on the line of figuring out why people kill,how do we move,and other things that deserve a lot of mental figuring out.----When I signed up for the course my first thought was--" How hard could this be ? " And boy was I wrong.---I thought it was going to be an easy A---I didn't think that the study guide would be all that much of a help. Again I was wrong. It helps.
12. I did not expect psychology to be what I found it is,a science.
13. Psychology is totally different from what I thought it was. Psychology is much more complex than most people think. I took a psychology class in high school,but it was nothing close to what this class is like.
14. This brings me to my first misconception : Psychology would be an easy class that I could breeze right through.
15. How is psychology different than what I thought it was ? When I registered,they told me it was the study of how the mind of a maniac works----I thought they would tell us what makes a person insane.
16. Psychology is different in many ways than I ever thought it would be. I feel I have learned more in the past two and half months than I ever thought I would----There is so much more detail to every area that we have covered than I had ever imagined.
17. ----it was going to be an easy class I was going to take at Sauk. I would learn all about psychotic individuals and their reactions. Psychology was going to be an opinion class--no right or wrong answers. Every situation could be explained by a simple reason as shown on television or in the movies. I wondered how we could possibly make a class out of this----This course became a " challenge " instead of easy. The subject matter was entirely different and even "foreign" to me,but definitely interesting.

The above answers are from seventeen essays from one class I surveyed. The data reveals a great deal about the expectancies and realities the students encountered in Introductory Psychology. First,there is clearly more to psychology than most students imagine there to be. There are more topics and far more details. Second,most students have a poor conception of what psychology studies. Crazy people,human relations,feelings,and similar material make up what many students feel to be the subject matter of psychology. Thirdly, many students are very surprised by the biological content of the field. Students seem unaware that their brain and neurochemistry equal who they are,what they feel,and what they do. They also do not seem to understand the importance of knowing how their senses work as a key to understanding how they know they world.

Outside of studying mental illness,there also seems to be a confusion of the science of psychology with what students watch in television talk shows,read in pop psychology texts,and just generally believe to be true about human behavior and the mind . Their opinion would be as good as anyone else's in a psychology class. The discovery that psychology is a science,with objective methods,and established facts and theories seems to take many students by surprise.

Finally,the methods of teaching and the general difficulty level of the class surprised many students. Many thought we would sit around and simply talk and express our opinions. They were surprised that the class actually had structure,content,and clear demands for learning. Many also thought the class would

be an easy grade.

Psychology is both harder and broader than most students think. It also is made up of content they are not prepared for.

Better students make the adjustments. They study harder, use supplemental materials and resources such as the L.A.C., and alter their expectancies. Increasingly, the students we are seeing at Sauk are not always first drawer. Older, less prepared, longer out of school, working several jobs, of uncertain motivation, and other variables make the adjustment less certain. Furthermore, most students do not understand that introductory survey courses are among the hardest of all courses. There is more language to acquire and. There are new theories and people. Never again will the student have so much to learn that is completely new as during most initial survey courses, whether it is in psychology, biology, or astronomy. In subsequent courses, for which the survey course is a prerequisite, the number of new ideas, people, and theories will generally be smaller. Not only will the number generally be smaller, but it will also be easier to learn and remember. The psychology of memory tells us that it is easier to learn and remember a topic, the more we know about it.

Psychology is a language intensive subject. In math, one must pay attention to each operation, decimal point, and sequence of steps. Any lapse, results in an error. In psychology, reading skills are critical. Increasingly, Sauk students arrive at college reading at less than a college level. Inspecting the first half of the text currently used in introductory psychology, about 81 terms, theories, and people are introduced in each chapter. The text is not one of extraordinary difficulty. It is a midline text in terms of difficulty, just as the courses we offer at Sauk are of midline content. They are highly representative of the core of the field and transfer well.

Introductory Psychology is not a "uniform subject," with each chapter building upon the previous one, as one might find in some subjects. Introductory Psychology is a broad survey of major topics within the field loosely tied together by the methods and science of psychology. In one semester, we cover : 1. methods and history; 2. the brain; 3. child development; 4. life-span development; 5. sensation and reality; 6. perceiving the world; 7. conditioning and learning; 8. memory; 9. cognition, intelligence, and creativity; 10. motivation and emotion; 11. personality; 12. abnormal psychology; 13. therapies; 14. gender and sexuality; and 15. social behavior. In many of my classes, I see myself as telling a story. In Human Growth and Development, I tell the story of conception, the infant's growth, early childhood development, development through the school years, adjustment to a changing body in adolescence, young adult adjustment, middle age, and finally aging and death. Finding a similar story in Introductory Psychology is much harder. Most psychologists attempt to link these wide ranging topics through applying them to the student's daily life. The breadth of the students entering our classrooms makes this both harder and easier, as one searches for common experiential events most students can relate to.

There is a need for an instrument that would help the students sort through the many terms, people, and theories of each chapter, acquire them, and be able to apply them. Acquisition should not be of a simple rote nature. Students need to be able to go beyond this to application in daily life.

## **BENEFITS TO SVCC AND THE STUDENTS**

The project I am proposing will hopefully accomplish the following goals :

1. Students will have a variety of study skills sharpened through the use of the study guide;
2. Grades in the course will be improved along with retention--since students will do better and be less frustrated in this complex survey course;
3. Understanding of psychology as a discipline will be enhanced;
4. Students will be exposed to more content and in a variety of ways not possible in the present course;
5. Students will be able to apply a great deal more of the course to their daily lives; they will not see it as simply a collection of terms, theories and people's names;
6. Reading skills will be enhanced through the addition of supplemental readings with objectives, self-

- quizzes and other teaching mechanisms;
7. Student computer literacy will be encouraged through the provision of an IBM compatible version of the study guide, if this is possible as an option ;
  8. My computer abilities will be enhanced through the design of this computer compatible curricular device or at the very least through researching its development; and
  9. Applications utilizing the internet will also be attempted. There is a growing number of net resources that would be useful for psychology students.

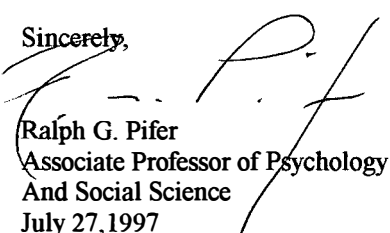
#### **PLAN FOR SABBATICAL LEAVE \***

1. I will survey the Introductory Psychology texts available to find a text with good coverage of the classic core topics--as well as a text that has a record of being in print for some years to base the study guide loosely upon. It may be the text we are presently using will be suitable, but it would be prudent to survey the field ;
2. I will scan the core chapters I select for critical vocabulary, terms, theories, and men the students need to know. I would like to attempt to do this in such a way as to make the study guide universal in its coverage and applicability to the degree that it is pragmatically possible. At this time, the production of a truly universal study guide applicable to all texts in the field may not be possible ;
3. The chapters should have a list of learning objectives prepared for each one ;
4. Simple factual questions and more complex application questions should be prepared to cover the vocabulary and learning objectives for each chapter;
5. Essay and short answer questions should be prepared for each chapter. These should encourage the student to summarize large amounts of the information in the text, analyze and apply theories, and extend this material to daily life, particularly their own. It would also encourage writing-across the-curriculum, which is a Saukwide goal;
6. Readings should be secured that extend or in some way illuminate the chapters being covered. These should have factual quizzes as well as short answer and essay questions prepared to accompany them.
7. Quarterly, midterm, and final exams should be prepared to accompany the text. A sample cumulative final examination might also be prepared for the student and/or instructor's use for measuring overall retention and competence at the close of the course;
8. Artwork needs to be secured or prepared to accompany chapters on the brain, senses, perception, and other relevant chapters.
9. Tables, graphs, and other figures need to be prepared as needed for the text, or secured;
10. Copyright clearance for the use of articles, artwork, tables, and graphs borrowed from other sources will need to be cleared through the publisher;
11. A publisher needs to be secured early in this project to help with copyright clearance, cost planning, research, and preparation of the computer materials;
12. Periodic drafts of material need to be read by proofreaders for accuracy, content, flow, mechanics, etc. Selected students samples might also be asked to read sections for their reactions;
13. Camera/print ready final copy needs to be secured and sent off to the publisher; and
14. Pricing, number printed, due dates, etc., need to be negotiated with Sauk's bookstore through the publisher. \*\*

\* I have offered to help my dean arrange for coverage during the semester I have proposed to be on sabbatical.

\*\* I have discussed the possibilities of this project already with a publisher and been assured that it is possible, and that the price to the students will be reasonable. I intend the pricing to be at cost of publishing, with no profit. The purpose is to improve teaching, not to make money.

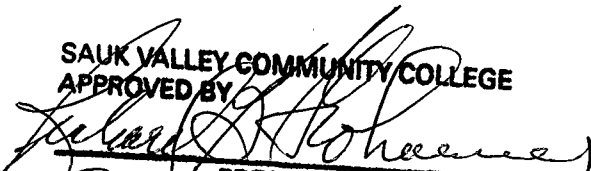
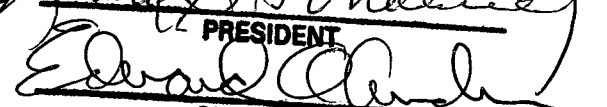
Sincerely,



Ralph G. Pifer  
Associate Professor of Psychology  
And Social Science  
July 27, 1997

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
FEBRUARY 23, 1998

<u>SUMMARY OF BILLS PAYABLE</u>	<u>AMOUNT</u>
Pages 1-49	
General Operating Funds	\$606,636.68
Pages 50-54	
Restricted Fund	73,925.43
Pages 55-57	
Bookstore	<u>114,728.20</u>
TOTAL	<u><u>\$795,290.31</u></u>

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY  
  
PRESIDENT  
  
SECRETARY  
DATE 2-23-98



CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0009171	01/23/98	339541358	Anderson, Kevin	2/3/98 GAME	10014400	050600	460201	530900	6050		10.00

void # 9172-9270

G0009271	01/23/98	342602731	Apple, Jack F.		S0001273	01		230000			117.60
G0009272	01/23/98	APPGR1	Applebee's Grill & Bar	12-11-97	10014412	01	513000	550400	8060		46.84
G0009273	01/23/98	ASSCOM	Assn of Community College Trus	BEHRENDT	10014384	01	211000	550100	8010		299.00
G0009274	01/23/98	ACAP	Association of College Adminis	CAMPUS FIRE	10014374	12	514000	540190	8060		55.00
G0009275	01/23/98	361688393	Bahr, Annie L.		S0001272	01		230000			44.00
G0009276	01/23/98	359406683	Baltzell, Brad	REFEREE 2/3/98	10014397	050600	460301	530900	6050		65.00
G0009277	01/23/98	360747536	Barlow, Ann M.		S0001271	01		230000			186.00
G0009278	01/23/98	323703047	Bates, Nathan D.		S0001270	01		230000			49.00
G0009279	01/23/98	338565713	Bauer, Cynthia E.		S0001269	01		230000			44.00
G0009280	01/23/98	484542662	Beckman, Steve	REFEREE 2/3/98	10014396	050600	460301	530900	6050		65.00
G0009281	01/23/98	BENGRI	Bennigan's Grill & Tavern	12-18-97	10014413	01	513000	550400	8060		41.86
G0009282	01/23/98	331469307	Blackburn, Jan	2/3/98 GAME	10014398	050600	460201	530900	6050		15.00

## Sauk Valley Community College

## Check Register

From 01/23/98 To 01/23/98

RUN DATE: 02/17/98

TIME: 09:11 AM

PAGE: 2

YEAR 1998

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

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009283	01/23/98	341763816	Bohms, Brenda L.		S0001268	01		230000			105.60
00009284	01/23/98	356802277	Bonnelli, Christy L.		S0001267	01		230000			117.60
00009285	01/23/98	352767312	Bowlin, Angela G.		S0001266	01		230000			117.60
00009286	01/23/98	526696741	Bradley, Jami V.		I0014375	01	511000	550100	8010		196.99
00009287	01/23/98	344723590	Burks, Christopher M.		S0001264	01		230000			117.60
00009288	01/23/98	CANINN	Candlelight Inn	12-4-97	I0014379	050600	460600	550900	6050		140.45
00009289	01/23/98	326722806	Church, Kristina L.		S0001265	01		230000			14.40
00009290	01/23/98	360446063	Cisketti, Teresa J.		S0001254	01		230000			113.00
00009291	01/23/98	341603237	Coleman, Christine M.		S0001253	01		230000			132.00
00009292	01/23/98	483908003	Cox, Terry J.		I0014376	01	430100	550100	3040		78.75
00009293	01/23/98	339541938	Damhoff, Bill	2/3/98 GAME	I0014399	050600	460201	530900	6050		15.00
00009294	01/23/98	346488543	Damhoff, Russ K.		I0014403	050600	460201	540120	6050		19.20
					I0014407	050600	460201	550900	6050		68.35
CHECK TOTAL											87.55
00009295	01/23/98	342802696	Damhoff, Tom	2/3/98 GAME	I0014389	050600	460201	530900	6050		10.00
00009296	01/23/98	353683965	Densmore, Danielle D.		S0001252	01		230000			3.00

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CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009297	01/23/98	328806747	Dodd, Kasie A.		50001251	01		230000			228.00
00009298	01/23/98	341347652	Doherty, Georgiana		50001263	01		230000			105.60
00009299	01/23/98	324509115	Drane, Paula		10014406	050500	414000	540190	6030		83.21
00009300	01/23/98	332682762	DuBeis, Julie L.		50001250	01		230000			140.80
00009301	01/23/98	324509704	Dysart, Shari L.		50001249	01		230000			578.00
00009302	01/23/98	349725161	Eizenga, Matthew R.		50001262	01		230000			132.00
00009303	01/23/98	354729153	Esquivel, Lucie		50001248	01		230000			44.00
00009304	01/23/98	352728373	Fischbach, Amy L.		80001247	01		230000			731.00
00009305	01/23/98	324469922	Forren, Rebba	TKT SALE JAN 98	10014402	050600	460201	530900	6050		95.00
00009306	01/23/98	CLEUPH	Glenn's Upholstery	01-15-98	10014385	01	513000	580520	8060		1,368.10
00009307	01/23/98	345307106	Greharing, Richard B.		10014378	01	110000	550100	8050		67.45
00009308	01/23/98	361707204	Guerrero, Lorena		80001261	01		230000			75.20
00009309	01/23/98	360340503	Hainline, Charlie	REFEREE 2/3/98	10014394	050600	460201	530900	6050		65.00
00009310	01/23/98	340520861	Hansen, Steve	REFEREE 2/3/98	10014393	050600	460201	530900	6050		65.00
00009311	01/23/98	348604627	Hillison, D. Sue		50001245	01		230000			132.00
00009312	01/23/98	339828572	Hopkins, Joshua J.		50001244	01		230000			105.60

RUN DATE. 02/11/76

TIME: 09:11 AM

PAGE: 4

... YEAR 1998

## Check Register

From 01/23/98 To 01/23/98

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

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009313	01/23/98	360445676	Houck, Phyllis A.		50001260	01		230000			132.00
00009314	01/23/98	324809556	Hoyle, Scott M.		50001243	01		230000			10.00
00009315	01/23/98	321707468	Huirenga, Christopher A.		50001242	01		230000			105.60
00009316	01/23/98	332808279	Huyett, Timothy R.		50001241	01		230000			140.80
00009317	01/23/98	IDES	Illinois Department Employment	4TH Q UNEMP	10014411	12	512120	520400	8020		749.73
00009318	01/23/98	357666177	Jackley, Tara M.		50001240	01		230000			196.00
00009319	01/23/98	325522953	Johannsen, Rick	2/3/98 GAME	10014391	050600	460201	530900	6050		15.00
00009320	01/23/98	320807058	Johnson, Jill L.		50001239	01		230000			98.00
00009321	01/23/98	361667913	Johnson, Shawna M.		50001238	01		230000			675.00
00009322	01/23/98	352566339	Kessel, Ramona R.		50001237	01		230000			44.00
00009323	01/23/98	321629003	Koenck, Melissa L.		50001236	01		230000			54.00
00009324	01/23/98	342646295	Lawson, Olivia M.		50001235	01		230000			3.00
00009325	01/23/98	354487012	Leseman, Jelene K.	2/10/98 GAMES	10014388	050600	460301	530900	6050		30.00
				GAME WRK 2/3/98	10014395	050600	460301	530900	6050		70.00
					10014408	050600	460301	550900	6050		281.79
CHECK TOTAL											381.79

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009326	01/23/98	335569644	Lilly, Crystal L.		S0001234	01		230000			132.00
00009327	01/23/98	360700713	Lutyens, Katherine		S0001233	01		230000			44.00
00009328	01/23/98	711032739	Marlier, Ronald		10014377	01	430100	550100	3040		13.86
00009329	01/23/98	569632663	McCoy, Anne		S0001232	01		230000			196.00
00009330	01/23/98	MCHCBU	McHenry County College	REGISTRATION	10014401	01	341000	550100	2080		150.00
00009331	01/23/98	345707290	Miller, Colby L.		S0001259	01		230000			176.00
00009332	01/23/98	338780154	Miller, Susan M.		S0001231	01		230000			15.00
00009333	01/23/98	324544448	Montaven, Peter		S0001230	01		230000			132.00
00009334	01/23/98	327424810	Moroney, Eileen M.		S0001229	01		230000			132.00
00009335	01/23/98	050641630	Morrissey, Vladimir D.		S0001258	01		230000			279.00
00009336	01/23/98	352789963	Morse, Stacy L.		S0001228	01		230000			105.60
00009337	01/23/98	348505356	Murphy, Glenna M.		S0001227	01		230000			326.40
00009338	01/23/98	342641699	Newman, April L.		S0001226	01		230000			105.60
00009339	01/23/98	NILRC	NILRC	SPRING 98 TC	10014410	01	342100	540120	1010		660.80
00009340	01/23/98	319761258	Noble, Kristi R.		S0001225	01		230000			88.00
00009341	01/23/98	320749725	Paladino, Katherine M.		S0001224	01		230000			103.00

FISCAL YEAR 1998

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

From 01/23/98 To 01/23/98

PAGE: 6

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009342	01/23/98	354425235	Pfeifer, Alan	REIMB 6 CR HR	10014373	01	363100	520720	2040		690.00
00009343	01/23/98	321706873	Pilgrim, David		50001257	01		230000			37.60
00009344	01/23/98	339524111	Pribble, Jill E.		50001223	01		230000			132.00
00009345	01/23/98	344700571	Raab, Renee S.		50001222	01		230000			105.60
00009346	01/23/98	321787099	Ramirez, Maricela		50001221	01		230000			132.00
00009347	01/23/98	340807685	Redfield, Ross R.		50001220	01		230000			108.20
00009348	01/23/98	355762019	Rezhan, Sandra K.		50001256	01		230000			105.60
00009349	01/23/98	356682839	Schilling, Mark I.		50001219	01		230000			105.60
00009350	01/23/98	397861437	Schumacher, Mike J.		50001218	01		230000			192.00
00009351	01/23/98	SHEOIL	Shell Oil Company	0124514	10014409	050800	415000	540150	6050		169.00
00009352	01/23/98	344441384	Snow, Teresa		50001217	01		230000			148.80
00009353	01/23/98	SQUILL	Southern Illinois University	CRIMINAL GK	10014380	01	352300	530200	1040		180.00
00009354	01/23/98	348667578	Spencer, Kimberly S.		50001216	01		230000			103.00
00009355	01/23/98	332804078	Spickler, Craig M.		50001215	01		230000			5.80
00009356	01/23/98	340800610	Leitzen, Amanda N.		50001214	01		230000			44.00
00009357	01/23/98	355789459	Tedrow, Stephanie D.		50001213	01		230000			15.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009358	01/23/98	TIMEW	TimeWise	LAGOW-PLANNER	I0014381	01	212100	540110	8030	12.95
				COTTRELL-PLANNE	I0014382	01	214000	540110	8070	12.95
CHECK TOTAL										25.90
00009359	01/23/98	483138237	Treacy, James R.		S0001212	01		230000		132.00
00009360	01/23/98	326767549	Wade, Angela J.		S0001246	01		230000		148.80
00009361	01/23/98	351283928	Walker, Donald R.		S0001211	01		230000		44.00
00009362	01/23/98	WALENT	Walrus Enterprises	I0110	I0014405	050600	460201	540120	6050	121.25
00009363	01/23/98	359686896	Ward, Wesley D.		S0001210	01		230000		105.60
00009364	01/23/98	328423343	Warrenfeltz, Roger	JAN 1998	I0014386	02	541000	530400	7010	400.00
00009365	01/23/98	392869882	Welch, Elisabeth E.		S0001209	01		230000		148.80
00009366	01/23/98	337808291	Welker, Jason A.		S0001255	01		230000		70.50
00009367	01/23/98	337465353	Williams, Brad	REFEREE 2/3/98	I0014392	050600	460201	530900	6050	65.00

REPORT FARCHKR  
FISCAL YEAR 1998  
BANK: 1 Sterling Federal Bank- Ge

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

RUN DATE: 02/17/98  
TIME: 09:16 AM  
PAGE: 3

Page # 9368-9371

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
G0009372	01/30/98	355520910	Alderson, Mark		S0001274	01		230000			328.80
G0009373	01/30/98	AMEEXP1	American Express Financial Adv	1/31/98 P/R	I0014444	01		212010			340.00
G0009374	01/30/98	ASTD	American Society for Training	RENEWAL 98	I0014487	050130	345400	540600	4090		79.00
G0009375	01/30/98	361380524	Anderson, Judy	4 CR HR REIMB	I0014496	01	362100	520720	2010		460.00
G0009376	01/30/98	339541358	Anderson, Kevin	2/7/98 GAME	I0014522	050600	460201	530900	6050		10.00
G0009377	01/30/98	342581867	Anderson, Kyle	REFEREE 2/7/98	I0014516	050600	460201	530900	6050		65.00
G0009378	01/30/98	342582889	Anderson, Rod	REFEREE 2/7/98	I0014514	050600	460201	530900	6050		65.00
G0009379	01/30/98	ATT	AT & T	7392207884	I0014485	02	545000	570500	7060		305.34
G0009380	01/30/98	359607647	Babbitt, Heather L.		S0001297	01		230000			882.00
G0009381	01/30/98	281523674	Balfantz, Gary		I0014515	050600	460701	540900	6050		48.35
G0009382	01/30/98	331469307	Blackburn, Jan	2/7/98 GAME	I0014520	050600	460201	530900	6050		15.00
G0009383	01/30/98	344723590	Burks, Christopher M.		S0001339	01		230000			105.60
					S0001343	01		230000			26.40
								CHECK TOTAL			132.00
G0009384	01/30/98	CAPCUA	Capital Guardian Trust Company	1/31/98 P/R	I0014445	01		212180			375.00
G0009385	01/30/98	342808668	Carl, Eric J.		S0001298	01		230000			244.00



CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009386	01/30/98	359605964	Collins, Rae L.		S0001299	01		230000			300.00
00009387	01/30/98	324544598	Collins, Stuart C.	STD LN 1/26/98	I0014478	051400		130905			150.00
00009388	01/30/98	478967877	Coots, Allen R.		S0001275	01		230000			103.00
00009389	01/30/98	339541360	Dallas, Tiffany		S0001300	01		230000			250.00
00009390	01/30/98	360601700	Dalton, Belinda A.	INTERVIEW EXP	I0014489	01	513000	550400	8060		795.52
00009391	01/30/98	339541938	Damhoff, Bill	2/7/98 GAME	I0014521	050600	460201	530900	6050		15.00
00009392	01/30/98	342802696	Damhoff, Tom	2/7/98 GAME	I0014519	050600	460201	530900	6050		10.00
00009393	01/30/98	333805585	Devine, Chris E.		S0001276	01		230000			105.60
00009394	01/30/98	341466182	Douglas, Reginald D.		S0001301	01		230000			300.00
00009395	01/30/98	324509115	Drane, Paula		I0014498	050500	414000	540190	6030		19.06
00009396	01/30/98	345385894	Brew, Gary	VAN SUPPLIES	I0014484	050800	415000	540150	6050		134.07
					I0014488	02	543000	540140	7030		264.99
CHECK TOTAL											399.06
00009397	01/30/98	572553284	Dunbar-Harts, Yassminda B.		S0001302	01		230000			100.00
00009398	01/30/98	332788714	Edwards, April L.		S0001303	01		230000			875.00
00009399	01/30/98	EQUILIF	Equitable Life Assurance	1/31/98 P/R	I0014446	01		212020			132.00

REPORT: FARGHAR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 01/27/98 To 02/23/98

RUN DATE: 02/17/98

TIME: 09:16 AM

PAGE: 10

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME	INVOICE NUMBER VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00009400	01/30/98	FARNEW Farmers New World Life Insuran	1/31/98 P/R 10014447	01		212040		25.00
00009401	01/30/98	FEDLIF Federal Life Insurance Company	1/31/98 P/R 10014448	01		212050		12.50
00009402	01/30/98	463374349 Flores, Augustine	ST LN 1/28/98 10014480	051400		130905		150.00
00009403	01/30/98	333741217 Forbes, Brenda L.		S0001315 01		230000		1,316.50
00009404	01/30/98	FRALIF Franklin Life Insurance Compan	1/31/98 P/R 10014449	01		212060		512.50
00009405	01/30/98	328765254 French, Stephanie J.		S0001304 01		230000		200.00
00009406	01/30/98	355761638 Gilbert, Wendy A.		S0001305 01		230000		675.00
00009407	01/30/98	338403931 Godsil, Greg	REFEREE 2/14/98 10014507	050600	460301	530900	6050	65.00
00009408	01/30/98	351689728 Gerzny, Kari S.	AEROBIC (2) 10014481	050110	343300	530200	4040	202.50
00009409	01/30/98	329428902 Gospodarczyk, Thomas J.		10014491 050130	345400	550100	4090	196.47
00009410	01/30/98	351665064 Govig, Jared F.		S0001277 01		230000		660.00
				S0001306 01		230000		660.00
CHECK TOTAL								1,320.00
00009411	01/30/98	356601259 Gruchow, Jenny M.		S0001278 01		230000		105.60
00009412	01/30/98	GTEMOB GTE-Mobilnet	42609982-0198 10014518	02	545000	570500	7060	59.38
00009413	01/30/98	348507287 Hansen, Vickie L.		S0001307 01		230000		244.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	DRGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009414	01/30/98	359668985	Hawkins, Helen M.		S0001340	01		230000			148.80
00009415	01/30/98	358703779	Helfrich, Jeremy J.		S0001308	01		230000			1,350.00
00009416	01/30/98	328424603	Hilbert Taylor, Alice A.	MODELING	10014502	01	322100	530200	1010		90.00
00009417	01/30/98	468545470	Hemuth, Mel	REF 2/17/98	10014501	050600	460301	530900	6050		65.00
00009418	01/30/98	HORMAN	Horace Mann Insurance Company	1/31/98 P/R	10014450	01		212080			157.50
00009419	01/30/98	349701686	Hose, Jeri A.		S0001279	01		230000			32.00
00009420	01/30/98	318522386	Hoyle, Christine	SPRINGFIELD TRA	10014508	101150	461415	590900	6090		130.27
00009421	01/30/98	ICCCA	ICCCA	REG BREED/ALFAN	10014497	01	441100	550100	3020		50.00
00009422	01/30/98	ICCCA	ICCCA	REG FEES	10014492	01	441100	550100	3020		40.00
00009423	01/30/98	ILLDEP	Illinois Department of Revenue	1/31/98 P/R	10014461	01		210200			6,494.08
00009424	01/30/98	ILLMUT	Illinois Mutual	1/31/98 P/R	10014459	01		211550			27.26
00009425	01/30/98	IMACC	IMACC	1997-98 MEMBER	10014500	01	335400	540120	1010		115.00
00009426	01/30/98	KAGJOE	Joel A. Kagann, Circuit Court	1/31/98 P/R	10014470	01		210900			216.67
00009427	01/30/98	325522953	Johannsen, Rick	2/7/98 GAME	10014517	050600	460201	530900	6050		15.00
00009428	01/30/98	357440163	Johnson, Gary W.	REFEREE 2/14/98	10014509	050600	460301	530900	6050		65.00
00009429	01/30/98	334704128	Johnson, Karl	REF 2/17/98	10014503	050600	460301	530900	6050		65.00

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

RUN DATE: 02/17/98  
TIME: 09:16 AM  
PAGE: 12

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
			VENDOR'S	INTERNAL						
00009430	01/30/98	526991555 Jonaway, Kole R.		S0001309	01		230000			799.60
00009431	01/30/98	321747631 Jurechka, Julie K.	ST LN 1/28/98	I0014479	051400		130905			150.00
00009432	01/30/98	327789761 Karrow, Keith A.		S0001310	01		230000			300.00
00009433	01/30/98	361589864 Kenney, James p.		S0001311	01		230000			200.00
00009434	01/30/98	326440053 Kerber, Joan E.		I0014475	01	411000	550100	8010		12.57
			STATUE-THOMPSON	I0014476	01	211000	550900	8010		183.44
CHECK TOTAL										196.01
00009435	01/30/98	331666757 Kinney, Mary J.		S0001280	01		230000			148.80
00009436	01/30/98	324543012 Klockenga, Kelly		S0001281	01		230000			105.60
00009437	01/30/98	341429223 Kostecki, Roger		S0001282	01		230000			113.60
00009438	01/30/98	323684456 Krok, Sheri L.		S0001312	01		230000			200.00
00009439	01/30/98	357724799 Kruse, Matthew R.		S0001283	01		230000			140.80
00009440	01/30/98	339523646 Lafever, Jane A.		S0001284	01		230000			105.60
00009441	01/30/98	344647592 Lasek, Tony	REFEREE 2/7/98	I0014512	050600	460201	530900	6050		65.00
00009442	01/30/98	358722010 Leesman, Jennifer A.		S0001285	01		230000			227.20
00009443	01/30/98	361627586 Lefler, Darcelle M.		S0001313	01		230000			150.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009444	01/30/98	354487012	Leseman, Jolene K.		I0014494	050600	460301	550900	6050	350.36
				GM WRKS 2/17/98	I0014505	050600	460301	530900	6050	70.00
				GM WRKS 2/14/98	I0014510	050600	460301	530900	6050	70.00
CHECK TOTAL										490.36
00009445	01/30/98	322608408	Limond, Linda S.		S0001314	01		230000		100.00
00009446	01/30/98	MEYLYD	Lydia S. Meyer, Trustee	1/31/98 P/R	I0014471	01		210900		125.00
00009447	01/30/98	MAISTA	Main Stay Funds	1/31/98 P/R	I0014451	01		212170		75.00
00009448	01/30/98	481962529	Mathiesen, Kenneth J.		S0001341	01		230000		528.00
00009449	01/30/98	355743622	Mazzarisi, Shelley	STD LN 1/28/98	I0014477	051400		130905		150.00
00009450	01/30/98	360741484	McBride, Patrick E.		S0001316	01		230000		792.00
					S0001342	01		230000		748.00
CHECK TOTAL										1,540.00
00009451	01/30/98	339465079	McElhiney, Susan L.		S0001286	01		230000		105.60
00009452	01/30/98	353725936	Medina, Arthur G.		S0001317	01		230000		300.00
00009453	01/30/98	346766753	Melton, Heather L.		S0001318	01		230000		1,075.00
00009454	01/30/98	361689013	Miller, Brenda K.		S0001319	01		230000		300.00
00009455	01/30/98	NCMPR	Nat'l Council for Marketing	OLMSTED-CONF	I0014483	01	212100	550100	8030	290.00

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 01/27/98 To 02/23/98

RUN DATE: 02/17/98

TIME: 09:16 AM

PAGE: 14

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009456	01/30/98	357625377	Neahrng, Derek R.		S0001320	01		230000			1,350.00
00009457	01/30/98	348647177	Newman, Peggy A.		S0001321	01		230000			300.00
00009458	01/30/98	NORLIF	Northern Life Insurance Compan	1/31/98 P/R	I0014452	01		212120			85.00
00009459	01/30/98	351488687	O'Connell, Patricia L.		S0001322	01		230000			300.00
00009460	01/30/98	OSCDRU	Osce Drug Store	651811	I0014490	01	363200	540410	2020		4.69
00009461	01/30/98	319722299	Pack, Mark		S0001323	01		230000			300.00
00009462	01/30/98	360446117	Pearson, Betty		S0001324	01		230000			300.00
00009463	01/30/98	334729876	Prater, Danielle E.		S0001287	01		230000			148.80
00009464	01/30/98	PROBEN	Professional Benefit Administr	1-21-98	I0014474	051000	520300	540830	6090		3,088.63
						051000	520300	540840	6090		2,407.34
						051000	520300	540850	6090		344.00
						051000	520300	540870	6090		1,720.00
						051000	520300	540880	6090		629.52
						051000	520300	540890	6090		1,612.23
INVOICE TOTAL											9,801.72
00009465	01/30/98	PRUMUT	Prudential Mutual Funds	1/31/98 P/R	I0014453	01		212140			100.00
00009466	01/30/98	PUTRET	Putnam Retirement Plan Service	1/31/98 P/R	I0014454	01		212030			500.00
00009467	01/30/98		Raddison Suite Hotel	02/26	I0014495	01	441100	550100	3020		275.28
00009468	01/30/98	323649577	Ramos, Fred		S0001325	01		230000			150.00

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009469	01/30/98	RAMCOU	Ramsey County Child Support	1/31/98 P/R	10014472	01		210900			269.80
00009470	01/30/98	348684916	Razo, Mark S.		S0001326	01		230000			300.00
00009471	01/30/98	337708077	Regalado, Anthony	HONORARIUM	10014513	050600	460701	540900	6050		75.00
00009472	01/30/98	334705101	Reynolds, Jessica L.		S0001327	01		230000			1,350.00
00009473	01/30/98	361787930	Rhodes, Sandra L.		S0001328	01		230000			352.00
00009474	01/30/98	583758212	Rodriguez, Angel L.		S0001329	01		230000			1,350.00
00009475	01/30/98	356601720	Satterfield, Trace L.		S0001330	01		230000			675.00
00009476	01/30/98	SCHEMP	School Employees Credit Union	1/31/98 P/R	10014464	01		210700			24,286.47
00009477	01/30/98	336821424	Schultz, Nick J.		S0001288	01		230000			258.40
00009478	01/30/98	330663561	Seto, Siu L.		S0001331	01		230000			507.00
00009479	01/30/98	325807795	Shehorn, Kristen L.		S0001289	01		230000			105.60
00009480	01/30/98	328743394	Shoemaker, Jennifer L.		S0001290	01		230000			262.40
00009481	01/30/98	352688636	Shuda, Stephen A.		S0001291	01		230000			147.00
00009482	01/30/98	346684956	Silva, Lydia		S0001332	01		230000			1,506.01
00009483	01/30/98	SPRIN	SPRINT	1/16/98 A	10014473	02	545000	570500	7060		2,382.13
00009484	01/30/98	STAUNI	State Universities Retirement	1/31/98 P/R	10014465	01		210500			18,490.77

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
00009485	01/30/98	321664830	Steder, Amy L.		S0001292	01		230000		117.60
00009486	01/30/98	349785032	Stephenitch, Brooke M.		S0001293	01		230000		1,153.00
00009487	01/30/98	354486184	Stephenitch, Karen M.		S0001294	01		230000		190.40
00009488	01/30/98	SAUFAC	SVCC Faculty Association	1/31/98 P/R	I0014462	01		210800		1,317.92
00009489	01/30/98	SAUFDU	SVCC Foundation	1/31/98 P/R	I0014463	01		211600		5.00
00009490	01/30/98	SYLPRE	Syllabus Press	HAMLIN	I0014499	01	311000	550100	8010	445.00
00009491	01/30/98	328423058	Taylor, Dianne L.		S0001333	01		230000		387.00
					S0001334	01		230000		-387.00
					S0001335	01		230000		387.00
CHECK TOTAL										387.00
00009492	01/30/98	354485145	Thrasher, Rebecca M.		S0001336	01		230000		100.00
00009493	01/30/98	TIACRE	TIAA/CREF	1/31/98 P/R	I0014455	01		212150		7,059.56
00009494	01/30/98	TRUMAR	Trustmark Insurance	1/31/98 P/R	I0014460	01		211500		817.53
00009495	01/30/98	255555270	Tugwell, Frank		S0001295	01		230000		105.60
00009496	01/30/98	TWICIT	Twin City Travel	24107	I0014482	01	212100	550100	8030	226.00
00009497	01/30/98	UNIWAYA	United Way of Amboy	1/30/98 P/R	I0014469	01		211100		7.50



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009498	01/30/98	UNIWAY1	United Way of Dixon	1/31/98 P/R	10014468	01		211100			51.50
00009499	01/30/98	UNIWAY	United Way of Sterling-Rock Fa	1/31/98 P/R	10014466	01		211100			75.60
00009500	01/30/98	375442519	VanderWege, Robertus J.	ART 250 SUPP	10014504	01	322100	540120	1010		26.26
				1/23/98 TRAVE	10014506	01	322100	550100	1010		1.40
CHECK TOTAL											27.66
00009501	01/30/98	VANGU	Vanguard Fiduciary Trust Compa	1/31/98 P/R	10014457	01		212190			500.00
00009502	01/30/98	VALIC	Variable Annuity Life Insuranc	1/31/98 P/R	10014456	01		212200			75.00
00009503	01/30/98	337624413	VonHolten, Gerad K.	HONORARIUM	10014511	050600	460701	540900	6050		75.00
00009504	01/30/98	WADREE	Waddell & Reed, Inc	1/31/98 P/R	10014458	01		212160			175.00
00009505	01/30/98	345743113	Wade, Anthony N.		S0001296	01		230000			117.60
00009506	01/30/98	357605563	White, Dawn M.		S0001337	01		230000			300.00
00009507	01/30/98	318769656	Winters, Veronica S.		S0001338	01		230000			994.00
00009508	01/30/98	XEROX	Xerox Corporation	059952366	10014486	050200	362200	530400	6090		260.00
00009511	02/06/98	325423837	Alhorn, Ron	REFEREE 2/19	10014637	050600	460301	530900	6050		65.00
00009512	02/06/98	AMEEXP	American Express		10014612	01	211000	550100	8010		684.00
						01	110000	550100	8050		175.39
INVOICE TOTAL											859.39

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

TIME: 09:16 AM  
PAGE: 18

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009513	02/06/98	AMOOIL	Amoco Oil Company	JAN	10014609	050800	415000	540150	6050		28.00
00009514	02/06/98	339541358	Anderson, Kevin	GM WRKR 2/17	10014618	050600	460201	530900	6050		10.00
00009515	02/06/98	339541358	Anderson, Kevin	GM WRKR 2/19	10014635	050600	460201	530900	6050		10.00
00009516	02/06/98		Angie Thompson		10014607	050110	343100	450420	4010		35.00
00009517	02/06/98	346369056	Antolik, Norm	REFEREE 2/17	10014627	050600	460201	530900	6050		65.00
00009518	02/06/98	ASHGAZ	Ashton Gazette		10014598	01	212100	540600	8030		15.00
00009519	02/06/98	ATTGRE	AT&T Credit Corporation	FEB 98	10014614	01	513000	560300	8060		2,628.75
						01	513000	560400	8060		516.46
										INVOICE TOTAL	3,145.21
00009520	02/06/98	340608559	Bardo, Renate D.		50001347	01		230000			28.00
00009521	02/06/98	205329509	Behrendt, Richard		10014592	01	211000	520920	8010		11.00
00009522	02/06/98	331469307	Blackburn, Jan	GM WRKR 2/17	10014621	050600	460201	530900	6050		15.00
00009523	02/06/98	331469307	Blackburn, Jan	GM WRKR 2/19	10014633	050600	460201	530900	6050		15.00
00009524	02/06/98	371760774	Breed, Thomas	CRYSTAL LAKE	10014617	01	441100	550100	3020		70.00
00009525	02/06/98	GENCON	Center for Conferences and Ins		10014601	01	511000	550100	8010		115.00
00009526	02/06/98	567648349	Cottrell, Harry s.		10014599	01	214000	550100	8070		311.58
00009527	02/06/98	483908003	Cox, Terry J.		10014647	02	545000	570500	7060		99.28

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PRG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00009528	02/06/98	GREMAN	Credit Management Services	S RIVERA	I0014611	01	520100	590400	8020		135.50
00009529	02/06/98	350660833	Dambman, Chad A.		S0001356	01		230000			37.60
00009530	02/06/98	339541938	Damhoff, Bill	GM WRKR 2/17	I0014620	050600	460201	530900	6050		15.00
00009531	02/06/98	339541938	Damhoff, Bill	GM WRKR 2/19	I0014634	050600	460201	530900	6050		15.00
00009532	02/06/98	346488543	Damhoff, Russ K.	JAN TRAVEL	I0014642	050600	460201	550900	6050		379.40
00009533	02/06/98	342802696	Damhoff, Tom	GM WRKR 2/17	I0014622	050600	460201	530900	6050		10.00
00009534	02/06/98	342802696	Damhoff, Tom	GM WRKR 2/19	I0014632	050600	460201	530900	6050		10.00
00009535	02/06/98	341807688	Day, Andrea J.		S0001348	01		230000			626.00
00009536	02/06/98	326726715	Devers, Jennifer M.		S0001350	01		230000			39.20
00009537	02/06/98	324509115	Drane, Paula		I0014608	050500	414000	540190	6030		97.92
00009538	02/06/98	339746662	Dunphy, Dawn S.		S0001349	01		230000			15.00
00009539	02/06/98	393349175	Farrey, Raymond	REFEREE 2/19	I0014636	050600	460301	530900	6050		65.00
00009540	02/06/98	415396156	Fortener, Michelle F.		S0001359	01		230000			200.00
00009541	02/06/98	354340409	Gover, Phil	INDSTRCT TRAV	I0014645	01	311000	550100	8010		48.21
00009542	02/06/98	GRADIM	Graphik Dimensions Ltd		I0014644	01		130903			75.80
00009543	02/06/98	340520861	Hansen, Steve	REFEREE 2/17	I0014626	050600	460201	530900	6050		65.00

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

TIME: 09:16 AM  
PAGE: 20

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009544	02/06/98	343664523	Highland, Sarah		S0001360	01		230000			400.00
00009545	02/06/98	328424603	Hilbert Taylor, Alice A.		10014604	01	322100	530200	1010		90.00
				2/4/98	10014610	01	322100	530200	1010		90.00
CHECK TOTAL											180.00
00009546	02/06/98	349701686	Hose, Jeri A.		S0001346	01		230000			100.00
00009547	02/06/98	333805314	Hummel, Ranae E.		S0001345	01		230000			15.00
00009548	02/06/98	ICCHE	ICCHE		10014603	01	341000	550100	2080		100.00
00009549	02/06/98	ILLENE	Illinova Energy Partners	1/30/98	10014641	03	512030	580400	8020		182,147.14
00009550	02/06/98	325522953	Johannsen, Rick	GM WRKR 2/17	10014623	050600	460201	530900	6050		15.00
00009551	02/06/98	325522953	Johannsen, Rick	GM WRKR 2/19	10014631	050600	460201	530900	6050		15.00
00009552	02/06/98	341348515	Johnson, Rosemary		10014600	01	351000	550100	1040		144.75
00009553	02/06/98	339769533	Kerber, Angela J.		S0001366	01		230000			88.00
00009554	02/06/98	326440053	Kerber, Joan E.		10014639	01	411000	550100	8010		116.55
00009555	02/06/98	329421352	King, Don	REFEREE 2/19	10014630	050600	460201	530900	6050		65.00
00009556	02/06/98	321802267	Kuhfus, Tera M.		S0001361	01		230000			325.00
00009557	02/06/98	330304023	Lamps, Darryl	REFEREE 2/17	10014625	050600	460201	530900	6050		65.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009558	02/06/98	354487012	Leseman, Jolene K.	GM WRKR 2/2	I0014616	050600	460301	530900	6050		30.00
				GM WRKR 2/19	I0014638	050600	460301	530900	6050		70.00
				1/11-15 TRAV	I0014640	050600	460303	550900	6050		136.71
				RECRUITING	I0014643	050600	460301	550900	6050		247.51
CHECK TOTAL											484.22
00009559	02/06/98	351780358	Loos, Suzanne M.		S0001362	01		230000			200.00
00009560	02/06/98	341602549	Mickelson, Linda	ST LN	I0014615	051400		130905			300.00
00009561	02/06/98	329447971	Mongan, Connie		I0014591	050130	345100	530200	4020		275.00
					I0014596	050130	345100	540120	4020		48.00
CHECK TOTAL											323.00
00009562	02/06/98	065544852	Nafziger, Jane L.		S0001355	01		230000			47.20
00009563	02/06/98	NILS	Northern Illinois Library Syst JAN		I0014605	01	362100	540600	2010		255.00
00009564	02/06/98	344569937	Olmsted, Brian T.		S0001354	01		230000			9.00
00009565	02/06/98	319747273	Pollom, Kristy A.		S0001363	01		230000			325.00
00009566	02/06/98	PRAEAR	Prairie Earth Collectors & Fra		I0014646	01		130903			248.82
00009567	02/06/98	324267321	Raley, Joan		S0001353	01		230000			20.50
00009568	02/06/98	326748274	Reuter, Jamie		S0001358	01		230000			200.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009569	02/06/98	341467225	Riggen, Lynne A		50001352	01		230000			132.00
00009570	02/06/98	396841070	Roath, Lynda K.		10014613	051400		130905			300.00
00009571	02/06/98	318782694	Rodefer, Joy M.		50001364	01		230000			700.00
00009572	02/06/98	326682101	Schaefer, Janda S.		50001365	01		230000			300.00
00009573	02/06/98	357408100	Seagren, Catherine	2/7-TICKETS	10014590	050600	460201	530900	6050		15.00
00009574	02/06/98	398402869	Seguin, Michael		10014593	01	321000	550100	2080		25.00
				2/3/98 TRAV	10014624	01	321000	550100	2080		99.57
CHECK TOTAL											124.57
00009575	02/06/98	345563027	Smith, Brad W.		10014594	01	311000	550100	8010		144.48
00009576	02/06/98	321485091	Smith, William	REFEREE 2/19	10014629	050600	460201	530900	6050		65.00
00009577	02/06/98	341784961	Smither, Renae A.		50001357	01		230000			105.60
00009578	02/06/98	347409969	Street, Jim	REFEREE 2/19	10014628	050600	460201	530900	6050		65.00
00009579	02/06/98	318401202	Thomas, Robert		10014606	01	362100	540500	2010		99.46
00009580	02/06/98	484705603	Ullrick, Steve	JAN RECRUIT	10014619	01	420000	550100	3010		107.42
00009581	02/06/98	VALCOM	Valencia Community College		10014648	01	411000	550100	8010		524.00
00009582	02/06/98	355243095	Vinson, Marilyn		10014595	01	110000	550100	8050		22.05

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009583	02/06/98	357403375	Wardell, John		10014602	01	333100	540120	1030		39.95
00009584	02/06/98	357344585	Weaver, William E.		50001351	01		230000			2.20
00009585	02/06/98	318402940	White, Peggy		10014597	01	352100	550100	1040		35.60
00009586	02/06/98	334688409	Wiersema, Aaron D.		50001344	01		230000			15.00
00009587	02/06/98	8AUB80	SVCC Bookstore	INTERFUND	10014649	01		130906			25,000.00
00009592	02/13/98	AMEEXP1	American Express Financial Adv	2/15/98 P/R	10014819	01		212010			340.00
00009593	02/13/98	BESWES	Best Western Brandywine Lodge	6816	10014811	050600	460900	540900	6050		7,760.79
00009594	02/13/98	318503847	Blanchard, Teresa K.		50001370	01		230000			36.59
00009595	02/13/98	361286139	Boatwright, Frank		50001373	01		230000			88.00
00009596	02/13/98	371760774	Breed, Thomas		10014803	01	441100	550100	3020		108.05
00009597	02/13/98	CAPGUA	Capital Guardian Trust Company	2/15/98 P/R	10014820	01		212180			375.00
00009598	02/13/98	339540690	Castelein, Karen J		10014848	050120	343200	590900	4040		50.00
00009599	02/13/98	345345801	Clevenger, Walter		10014796	01	361000	550100	2080		5.00
00009600	02/13/98	324544598	Collins, Stuart C.	STD LN 2/11/98	10014814	051400		130905			205.00
00009601	02/13/98	324509115	Drane, Paula		10014804	050500	414000	540190	6030		75.93
00009602	02/13/98	EMPASS	Employers' Association of Illi	WAGE/SALARY RE	10014799	01	511000	540600	8010		75.00

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

DATE: 02/17/98  
TIME: 09:16 AM  
PAGE: 24

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME	INVOICE NUMBER VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00009603	02/13/98	EQU LIF Equitable Life Assurance	2/15/98 P/R 10014821	01		212020			132.00
00009604	02/13/98	FACCBN Fact Conference	CONF/NAYLON 10014815	01	323200	550100	1010		299.00
00009605	02/13/98	FARNEW Farmers New World Life Insuran	2/15/98 P/R 10014822	01		212040			25.00
00009606	02/13/98	FEDEXP Federal Express Corp	4-405-06357 10014793	01	513000	540430	8060		30.25
00009607	02/13/98	FEDLIF Federal Life Insurance Company	2/15/98 P/R 10014823	01		212050			12.30
00009608	02/13/98	FRALIF Franklin Life Insurance Compan	2/15/98 P/R 10014824	01		212060			512.50
00009609	02/13/98	GRERIV Green River Lines Inc	5246 10014787	01	322600	550100	1010		435.00
00009610	02/13/98	349244872 Hall, Zollie W.	10014795	01	331000	550100	2080		179.82
00009611	02/13/98	325782625 Herren, Michael D	PAINTING 10014813	050600 101010	460401 461401	540900 590900	6050 6090		500.00 500.00
INVOICE TOTAL									1,000.00
00009612	02/13/98	484502613 Holtam, Richard	10014786	01	420000	540110	3010		14.66
00009613	02/13/98	HORMAN Horace Mann Insurance Company	2/15/98 P/R 10014825	01		212080			157.50
00009614	02/13/98	318522386 Hoyle, Christine	10014802	101150	461415	590900	6090		144.10
00009615	02/13/98	340640914 Hughey, Mark	OPEN STAGE 2/11 10014818	050600	460500	540900	6050		150.00
00009616	02/13/98	ILASFA Illinois Association of Studen	98 MEMBERSHIP 10014806	01	430100	540120	3040		35.00
00009617	02/13/98	ILLDEP Illinois Department of Revenue	2/15/98 P/R 10014836	01		210200			6,801.35



CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
00009618	02/13/98	ILLMUT	Illinois Mutual	2/15/98 P/R	I0014834	01		211550		27.26
00009619	02/13/98	INTREV	Internal Revenue Service	2/15/98 P/R	I0014845	01		210900		68.77
00009620	02/13/98	KAGJOE	Joel A. Kagann, Circuit Court	2/15/98 P/R	I0014844	01		210900		216.67
00009621	02/13/98	331722848	Johnson, Kerri A.		S0001372	01		230000		176.00
00009622	02/13/98	326440053	Kerber, Joan E.		I0014800	01	314000	530200	1090	23.70
					I0014805	01	411000	550100	8010	15.64
CHECK TOTAL										39.34
00009623	02/13/98	354487012	Leseman, Jolene K.		I0014816	050600	460303	550900	6050	183.64
					I0014817	050600	460301	550900	6050	213.61
CHECK TOTAL										397.25
00009624	02/13/98	MEYLYD	Lydia S. Meyer, Trustee	2/15/98 P/R	I0014846	01		210900		125.00
00009625	02/13/98	MAISTA	Main Stay Funds	2/15/98 P/R	I0014826	01		212170		75.00
00009626	02/13/98	711032739	Marlier, Ronald		I0014801	01	430100	550100	3040	75.25
00009627	02/13/98	413295930	Martin, Kerry	OPEN STAGE 2/11	I0014852	050600	460500	540900	6050	75.00
00009628	02/13/98	356684397	McGuire, Earl M.		S0001371	01		230000		59.00
00009629	02/13/98	MICBUL	Michigan Bulb Company		I0014797	02	543000	540140	7030	98.10

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009630	02/13/98	357625377	Neahrng, Derek R.		S0001368	01		230000			20.00
00009631	02/13/98	NORLIF	Northern Life Insurance Compan	2/15/98 P/R	I0014827	01		212120			85.00
00009632	02/13/98	354425235	Pfeifer, Alan		I0014790	01	361000	550100	2080		5.00
00009633	02/13/98	322745567	Podkulski, Kevin		S0001369	01		230000			144.60
00009634	02/13/98	PRUMUT	Prudential Mutual Funds	2/15/98 P/R	I0014828	01		212140			100.00
00009635	02/13/98	PUTRET	Putnam Retirement Plan Service	2/15/98 P/R	I0014829	01		212030			500.00
00009636	02/13/98	352645532	Rampenthal, Ben	OPEN STAGE 1/11	I0014851	050600	460500	540900	6050		50.00
00009637	02/13/98	RAMCOU	Ramsey County Child Support	2/15/98 P/R	I0014849	01		210900			267.80
00009638	02/13/98	RCPRI	RC Printing of Northwestern Il	9669	I0014792	050600	460201	540120	6050		26.00
						050600	460301	540120	6050		20.00
INVOICE TOTAL											46.00
00009639	02/13/98	SGHEMP	School Employees Credit Union	2/15/98 P/R	I0014839	01		210700			23,926.47
00009640	02/13/98	348506270	Shelley, Chris	5 TUIT REIMB	I0014853	01	363100	520720	2040		489.00
00009641	02/13/98	356789098	Smith, Kory A.		S0001367	01		230000			66.00
00009642	02/13/98	STAUNI	State Universities Retirement	2/15/98 P/R	I0014840	01		210500			20,143.92
00009643	02/13/98	SUMGRD	Summit Group	SEVEN STEPS	I0014798	050130	345100	530200	4020		225.00
00009644	02/13/98	SAUFAC	SVCC Faculty Association	2/15/98 P/R	I0014837	01		210800			1,317.92

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009645	02/13/98	SAUF00	SVCC Foundation	2/15/98 P/R	I0014838	01		211600		5.00
00009646	02/13/98	354567590	Swarthout, Rhonda L	STDT LN 2/10/98	I0014791	051400		130905		150.00
					I0014812	01	520100	550100	8020	13.32
CHECK TOTAL										163.32
00009647	02/13/98	343285833	Sweeney, Marcia L	SKIRTING SPLY	I0014788	02	542000	540140	7020	106.56
				LABOR/SKIRTING	I0014789	02	542000	540140	7020	40.00
CHECK TOTAL										146.56
00009648	02/13/98	333626251	Thompson, Robert J.		I0014794	01	110000	550100	8050	68.73
00009649	02/13/98	TIACRE	TIAA/CREF	2/15/98 P/R	I0014830	01		212150		7,059.56
00009650	02/13/98	TRUMAR	Trustmark Insurance	2/15/98 P/R	I0014835	01		211500		817.54
00009651	02/13/98	UNIWAYA	United Way of Amboy	2/15/98 P/R	I0014843	01		211100		7.50
00009652	02/13/98	UNIWAY1	United Way of Dixon	2/15/98 P/R	I0014842	01		211100		51.50
00009653	02/13/98	UNIWAY	United Way of Sterling-Rock Fa	2/15/98 P/R	I0014841	01		211100		75.60
00009654	02/13/98	VANGU	Vanguard Fiduciary Trust Compa	2/15/98 P/R	I0014832	01		212190		500.00
00009655	02/13/98	VALIC	Variable Annuity Life Insuranc	2/15/98 P/R	I0014831	01		212200		75.00
00009656	02/13/98	WADREE	Waddell & Reed, Inc	2/15/98 P/R	I0014833	01		212160		175.00

GR: PARHAM  
FISCAL YEAR 1998  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

TIME: 09:16 AM  
PAGE: 28

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME	INVOICE NUMBER VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00009657	02/13/98	WHICDUS Whiteside County Schools	CHALLENGE VIII 10014850	01	321000	530200	2080	500.00
00009658	02/11/98	329461846 Paulsen, Carmel	FAX REPAIR A 10014855	02	546000	530200	7080	215.70
00009659	02/13/98	USPOB US Postmaster	PERMIT 254 2/13 10014856	01	513000	540430	8060	500.00
00009672	02/23/98	ABGCLI ABC-GLID Inc	E82694 10014935	01	362100	540500	2010	31.60
			E83399 10014936	01	362100	540500	2010	31.60
			E83939 10014937	01	362100	540500	2010	31.60
CHECK TOTAL								94.80
00009673	02/23/98	ACCCDN Access Control Solutions	185456 10014946	12	544000	540190	7040	29.21
00009674	02/23/98	ACEHAR Ace Hardware	00334879 10014538	02	543000	540140	7030	30.01
			00334877 10014580	050800	415000	540150	6050	5.61
			00334878 10014668	02	543000	540140	7030	32.08
			00346980 10014904	02	543000	540140	7030	40.94
			00344000 10014906	02	543000	540140	7030	10.36
CHECK TOTAL								119.00
00009675	02/23/98	ADCPRI Adcraft Printwear Co	5961 10014582	01	419000	540190	3090	943.09
00009676	02/23/98	AIRCDN Airtite Contractors Inc	D37224 10014907	02	541000	580400	7010	10,415.00
00009677	02/23/98	ALADET Alarm Detection Systems Inc	15470 10014657	12	544000	530400	7040	252.00
00009678	02/23/98	AMMUL AM Multigraphics	1534170 10014767	12		130907		379.10

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009678	02/23/98	AMMUL	AM Multigraphics	1531817	I0014771	12		130907		184.00
				2514058	I0014783	12		130907		54.20
CHECK TOTAL										617.30
00009679	02/23/98	AAUW	American Association of Univer	1998	I0014666	01	511000	540600	8010	35.00
00009680	02/23/98	ASTD	American Society for Training	00201852 1262	I0014664	050130	345400	540600	4090	150.00
00009681	02/23/98	AMETIM	American Time & Signal Co	11240133	I0014990	02	541000	530400	7010	178.30
00009682	02/23/98	ANDBOL	Andrew Bollman Photography	72	I0014895	01	212100	540700	8030	233.10
00009683	02/23/98	ARAUNI	Aramark Uniform Services Inc	1/30/98	I0014975	01	323100	530200	1010	75.12
00009684	02/23/98	ARTDRA	Art Drapery Studios	11686	I0014419	03	512030	580400	8020	13,976.00
00009685	02/23/98	ASHGAZ	Ashton Gazette	1/08/98	I0014749	01	212100	540700	8030	18.30
00009686	02/23/98	ATTCRE	AT&T Credit Corporation	2/28/98	I0014908	13	512130	560300	8020	2,407.89
						13	512130	560400	8020	531.76
						01	513000	560300	8060	1,052.15
						01	513000	560400	8060	232.42
INVOICE TOTAL										4,224.22
00009687	02/23/98	AUGFOR	Augsburg Fortress	87714469	I0014650	01	322600	540120	1010	20.00
				87888807	I0014651	01	322600	540120	1010	20.00
CHECK TOTAL										40.00
00009688	02/23/98	BAKTAY	Baker & Taylor	L25 6527	I0014859	01	362100	540500	2010	97.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER							
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00009688	02/23/98	BAKTAY	Baker & Taylor	M09 0936	10014860	01	362100	540500	2010		37.72
				M23 5156	10014861	01	362100	540500	2010		381.92
				2002359718	10014940	01	362100	540500	2010		52.76
CHECK TOTAL											569.40
00009689	02/23/98	BAUSIG	Baum Sign. Inc	B2776	10014858	050600	460401	530900	6050		858.00
00009690	02/23/98	BESWES	Best Western Brandywine Lodge	051576	10014560	01	411000	550100	8010		164.60
				22448/22440	10014864	050600	463030	550900	6050		638.57
CHECK TOTAL											803.17
00009691	02/23/98	BLACK	Blackbaud	122788	10014581	01	212100	530400	8030		2,400.00
00009692	02/23/98	BLAMAI	Blackboard Maintenance Co Inc	98003	10014915	02	542000	540140	7020		217.18
00009693	02/23/98	BLAFS	Blackhawk FS Inc	87820	10015003	02	543000	540140	7030		328.20
00009694	02/23/98	BROMUS	Broadcast Music Inc	0306010	10014576	050600	460800	540900	6050		446.94
00009695	02/23/98	BROFER	Browning-Ferris Industries	980100-0005868	10014997	02	545000	570700	7060		335.00
00009696	02/23/98	BURCOU	Bureau County Republican	12/31/97	10014747	01	212100	540700	8030		66.60
				11/30/97	10014752	01	212100	540700	8030		60.80
				A5251710	10014954	101010	461401	590900	6090		17.80
CHECK TOTAL											145.20

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009697	02/23/98	CNSUP	C & N Supply	8737A	10015008	01	333300	540120	1030		35.18
00009698	02/23/98	CBKRA	C-B-Kramer Sales & Service	012390	10014909	02	541000	530400	7010		419.00
00009699	02/23/98	CARBIO	Carolina Biological Supply Co	OE 1029420	10014931	01	335100	540120	1010		25.95
				OE 1020055	10014934	01	335100	540120	1010		91.76
				OE 1010470	10014970	01	335100	540120	1010		95.32
CHECK TOTAL											213.03
00009700	02/23/98	CARPUB1	Carpac Publishing	29269/29612	10014955	101010	461401	570700	6090		100.80
00009701	02/23/98	CARCOU	Carroll County Review	12/31/97	10014751	01	212100	540700	8030		33.00
00009702	02/23/98	CATDIS	Cataloging Distribution Servic	199968-001	10014928	01	362100	540600	2010		25.00
00009703	02/23/98	CATENG	Caterpillar-Engine Protection	105414	10014683	02	545000	570900	7060		412.41
00009704	02/23/98	CGHMED	CGH Medical Center	DEC 97	10014561	01	352400	540120	1040		26.60
00009705	02/23/98	CHAKRI	Charles Kriston Enterprises	6783	10014684	050600	460201	540120	6050		39.10
00009706	02/23/98	COACOM	Coastline Community College	9204	10014780	01	324800	540120	1010		23.00
00009707	02/23/98	COLENE	Columbia Energy Services	199712-INV-0235	10014425	02	545000	570100	7060		9,538.08
				101997.090572	10014886	02	545000	570100	7060		7,611.12
CHECK TOTAL											17,149.20
00009708	02/23/98	COMEDI	Commonwealth Edison	49345 1/2/98	10014702	02	545000	570300	7060		14.62

REPORT FARCHKR  
FISCAL YEAR 1998

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

RUN DATE: 02/17/98  
TIME: 09:16 AM  
PAGE: 32

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009708	02/23/98	COMEDI	Commonwealth Edison	13655	1/9/98	02	545000	570300	7060		8,205.46
				3088	12/31/97	02	545000	570300	7060		24.88
CHECK TOTAL											8,244.96
00009709	02/23/98		Voided Check								
00009710	02/23/98	CONMAN	Consolidated Management Co	87359	I0014423	050130	345100	550100	4020		116.45
				89051	I0014530	01	351000	550100	1040		17.90
				87365	I0014532	01	530010	550900	8040		73.00
				87364	I0014533	01	321000	550100	2080		72.50
				89052	I0014534	01	110000	550100	8050		287.50
				87371	I0014535	01	211000	550900	8010		97.55
				87351	I0014551	01	342200	540120	1020		58.00
				87350	I0014564	101010	461401	590900	6090		17.95
				87361	I0014578	01	314000	540120	1090		956.25
				87349	I0014663	050600	460201	540120	6050		20.25
				89054	I0014667	01	351000	550100	1040		27.00
				87310	I0014670	01	411000	550100	8010		41.30
				87321	I0014671	01	411000	550100	8010		90.83
				87368	I0014896	050600	460500	540900	6050		33.06
						050600	460500	540900	6050		29.88
						101010	461401	590900	6090		33.06
INVOICE TOTAL											96.00
				87367	I0014898	050600	460500	540900	6050		85.00
				87358	I0014921	01	211000	550900	8010		152.10



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009710	02/23/98	CONMAN	Consolidated Management Co	87375	I0014922	050130	345100	550100	4020		39.95
				87373	I0014923	050130	345300	550100	4020		23.75
				87372	I0014924	050130	345100	550100	4020		47.75
				89056	I0014945	01	311000	550100	8010		53.10
				87322	I0014947	101120	461412	590900	6090		9.00
				87369	I0014948	101010	461401	590900	6090		407.02
				87362	I0014951	050600	460500	540900	6050		8.59
				87344	I0014952	050600	460500	540900	6050		36.37
				87358A	I0014958	01	361000	550100	2080		53.10
CHECK TOTAL											2,888.21
00009711	02/23/98	CONPLA	Consolidated Plastics	3132567	I0014694	01	352400	540120	1040		46.35
00009712	02/23/98	CUSMON	Custom Monogram	8121	I0014776	050600	460305	540120	6050		38.25
00009713	02/23/98	DALCHA	Dale's Charter Service	978893	I0014925	050600	460201	550900	6050		450.00
				978900	I0014927	050600	460301	550900	6050		450.00
					I0014930	050600	460201	550900	6050		1,032.50
					050600	460301	550900	6050			1,032.50
INVOICE TOTAL											2,065.00
CHECK TOTAL											2,965.00
00009714	02/23/98	DAYTI	Daytimers, Inc	27956269	I0014536	01	351000	540110	1040		5.95
				28532648	I0014999	050600	460500	540900	6050		35.90
CHECK TOTAL											41.85

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

DATE: 02/17/98  
TIME: 09:16 AM  
PAGE: 34

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009715	02/23/98	DECMOR	Decor N More	31217	10014537	02	541000	540140	7010	17.86
00009716	02/23/98	DEKMET	DeKroft-Metz and Co, Inc	11124	10014768	01	352200	540120	1040	58.12
				10658	10014933	01	352400	540120	1040	71.88
CHECK TOTAL										130.00
00009717	02/23/98	DIAIMA	Diagnostic Imaging Inc	534421	10014553	12		130907		60.00
				135718	10014718	01	352500	540120	1040	789.71
				136684	10014772	01	352500	540120	1040	15.75
CHECK TOTAL										865.46
00009718	02/23/98	DIGMIC	Digital Microtest, Inc	1/12/98	10014963	01	333100	540120	1030	160.00
00009719	02/23/98	DOALL	De All Rockford	024087919	10014695	01	333300	540120	1030	58.06
00009720	02/23/98	DOVAL	Dovalco	012150	10014976	02	541000	540140	7010	219.69
00009721	02/23/98	ECHO	Eche	12/23/97	10014681	01	212100	540700	8030	18.00
00009722	02/23/98	ECOLAB	ECOLAB	5160495	10014698	02	541000	530400	7010	169.00
				5211550	10014996	02	541000	530400	7010	169.00
CHECK TOTAL										338.00
00009723	02/23/98	FAXILL	Faxon Illinois Service Center	608880	10014941	01	362100	540600	2010	125.50
				610869	10014942	01	362100	540600	2010	35.00
CHECK TOTAL										160.50

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009724	02/23/98	FISSCI	Fisher Scientific	0416656	10014757	01	352100	540120	1040		109.74
00009725	02/23/98	FLOWE	Flowers Etc	5097	10014548	01	211000	550900	8010		32.50
00009726	02/23/98	FLUAIR	Fluid Air Products	44710	10014993	03	548000	540140	7090		406.36
00009727	02/23/98	FULPRE	Fulton Press Inc	12/31/97	10014750	01	212100	540700	8030		30.00
00009728	02/23/98	GLPRO	G & L Professional Services, I	970811	10014658	01	352100	530400	1040		332.38
00009729	02/23/98		Voided Check								
00009730	02/23/98	GALRES	Gale Research	7611489	10014866	01	362100	540500	2010		81.24
				7616084	10014867	01	362100	540500	2010		139.62
				7617585	10014868	01	362100	540500	2010		24.81
				7667200	10014869	01	362100	540500	2010		318.79
				7669814	10014870	01	362100	540500	2010		139.21
				7672708	10014871	01	362100	540500	2010		105.81
				7673892	10014872	01	362100	540500	2010		99.70
				7674338	10014873	01	362100	540500	2010		78.39
				7676976	10014874	01	362100	540500	2010		139.21
				7680225	10014875	01	362100	540500	2010		139.62
				7688957	10014876	01	362100	540500	2010		145.07
				7717669	10014877	01	362100	540500	2010		139.21
				7722850	10014878	01	362100	540500	2010		139.21
				7725121	10014879	01	362100	540500	2010		139.21
				7727949	10014880	01	362100	540500	2010		139.62

## REPORT FARGHAR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 01/27/98 To 02/23/98

RUN DATE: 02/17/98

TIME: 09:16 AM

PAGE: 36

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009730	02/23/98	0ALRES	Gale Research	7740471	10014881	01	362100	540500	2010		588.55
				7758519	10014882	01	362100	540500	2010		59.67
CHECK TOTAL											2,616.94
00009731	02/23/98	GOLMED	Gold Medal-Chicago	89173	10014932	050600	460500	540900	6050		133.25
00009732	02/23/98	GRAIN	Grainger	937-680471-3	10014550	02	541000	540140	7010		30.46
				937-700491	10014949	02	541000	540140	7010		55.52
CHECK TOTAL											85.98
00009733	02/23/98	GRAELE	Graybar Electric Company Inc.	116-435273	10014883	051500	362100	540120	6090		723.94
00009734	02/23/98	GRELAK	Great Lakes Airgas Inc	810535	10014678	01	352100	530400	1040		8.70
00009735	02/23/98	GRUTRU	Grummert's True Value	012002-0060	10014579	02	541000	540140	7010		21.96
				020602	10014900	02	541000	540140	7010		79.11
				020403	10014957	02	542000	540140	7020		207.98
CHECK TOTAL											309.05
00009736	02/23/98	GTEDIR	GTE Directories		10014545	01	212100	540700	8030		351.60
00009737	02/23/98	HARCOMM	Harris Communications	098005896	10014763	050110	343100	540120	4010		295.50
00009738	02/23/98	HASOFF1	Haskells Office City	22013-0	10014525	01	441100	540110	3020		39.95
				74653-0	10014528	12		130907			179.12
				23429-1	10014766	01	212300	540120	2090		15.68

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->			ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND					
G0009738	02/23/98	HASOFF1	Haskells Office City	22977	I0014775	01	326000	540120	1050		29.25
				23415	I0014777	01	430100	540110	3040		95.71
				23043-0	I0014966	01	211000	540110	8010		60.27
				23429	I0014968	01	441100	540110	3020		5.64
				21626-0	I0015004	01		130904			15.60
CHECK TOTAL											441.22
G0009739	02/23/98	HERMUS	Heritage Music Center Inc	2915	I0014570	01	322600	540120	1010		79.90
G0009740	02/23/98	HEWPAC	Hewlett-Packard	69G3C76	I0014687	01	369000	540420	8080		253.00
				62R3C95	I0014714	01	369000	540420	8080		564.00
CHECK TOTAL											817.00
G0009741	02/23/98	HILELE	Hill's Electric Motor Service	12380	I0014549	02	541000	540140	7010		213.00
				F4507	I0014577	02	541000	530400	7010		646.30
				F4638	I0014914	02	541000	530400	7010		175.25
CHECK TOTAL											1,034.55
G0009742	02/23/98	HONEY	Honeywell Inc	639PT579	I0014539	03	548000	540140	7090		249.79
				634PT688	I0014558	03	548000	540140	7090		76.77
CHECK TOTAL											326.56
G0009743	02/23/98	IDNS	Illinois Department of Nuclear	9125261 A	I0014542	01	352500	530400	1040		30.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009744	02/23/98	ILLLIB	Illinois Library Association	100829	10014944	01	362100	540600	2010		120.00
00009745	02/23/98	INTBUS	International Business Machine	270201S	10014583	12		130907			532.44
				18K5193	10014706	01	369000	540420	8080		1,232.00
CHECK TOTAL											1,764.44
00009746	02/23/98	INTTES	International Test and Balance	107657	10014655	02	546000	530300	7080		2,000.00
00009747	02/23/98	INTTHD	Intl Thomson Publishing	21227844SO	10014744	050110	343100	540120	4010		455.81
		COUtec	Course Technology Inc	21106178SO	10014764	050110	343100	540120	4010		304.59
CHECK TOTAL											760.40
00009748	02/23/98	LOOJOH	John A Loos Sons Inc	972592	10014584	03	548000	530400	7090		4,333.86
00009749	02/23/98	JOSTE	Josten's Inc	519735	10014705	01	418000	540190	3090		540.08
				522707	10014770	01	418000	540190	3090		3.74
				520007	10014994	01	418000	540190	3090		188.38
				527311	10014995	01	418000	540190	3090		29.71
				527614	10015006	01	418000	540190	3090		10.11
CHECK TOTAL											772.02
00009750	02/23/98	KAHLO	Kahlon Inc	13084	10014743	12		130907			289.00
				13277	10014760	12		130907			120.00
				13093	10014765	12		130907			105.00
				13121	10014784	12		130907			104.00
CHECK TOTAL											618.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009751	02/23/98	KIDMUS	Kidder Music	142372	10014699	01	322600	540120	1010		39.75
				53425	10014985	02	546000	580400	7080		28.72
CHECK TOTAL											68.47
00009752	02/23/98	KIPWAS	Kiplinger Washington Letter	1998	10014669	01	511000	540600	8010		76.00
00009753	02/23/98	LEARES	Learning Resources Network	20238	10014556	01	341000	540600	2080		95.00
00009754	02/23/98	LESCD	Lesco, Inc	96HB12	10014656	02	543000	540140	7030		100.94
00009755	02/23/98	LUCTEC	Lucent Technologies	0184513101	10014415	12		130907			1,802.00
00009756	02/23/98	LUCTEC	Lucent Technologies	0183750628	10014416	12		130907			125.00
00009757	02/23/98	LUCTEC	Lucent Technologies	0184840955	10014417	12		130907			4,061.00
00009758	02/23/98	LUCTEC	Lucent Technologies	0184645383	10014418	12		130907			792.00
00009759	02/23/98	LUCTEC	Lucent Technologies	0184341582	10014774	01	520100	540900	8020		397.00
00009760	02/23/98	LUNDG	Lundgren's Inc	323884	10014910	01	212300	540110	2090		10.99
				322876	10014911	01	212300	540110	2090		69.80
				323333	10014912	01	212300	540110	2090		35.56
CHECK TOTAL											116.35
00009761	02/23/98	MACWAR	Mac Warehouse	B3022506	10014983	12		130907			89.94
00009762	02/23/98	MACPUB	Macmillan Publishing	18-95-7013	10014971	050110	343100	540120	4010		395.98

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

Sauk Valley Community College  
Check Register  
From 01/27/98 To 02/23/98

TIME: 09:16 AM  
PAGE: 48

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009763	02/23/98	MAGPUB	Magna Publications	R000177307	I0014543	01	420000	540110	3010		119.00
00009764	02/23/98	MAIPRO	Maintenance Products, Inc	00245002	I0014573	02	541000	540140	7010		128.18
00009765	02/23/98	MANNEW	Manufacturers News, Inc	740857	I0014939	01	362100	540500	2010		361.90
00009766	02/23/98	MCCBR	McCormick's	16696	I0014424	050600	460900	540900	6050		54.63
00009767	02/23/98	MCMCAR	McMaster Carr Supply Company	4297802	I0014559	02	541000	540140	7010		10.76
00009768	02/23/98	MENAR	Menards	26984	I0014531	02	541000	540140	7010		134.62
				25207	I0014557	02	541000	540140	7010		41.55
				25009	I0014568	02	541000	540140	7010		64.98
				24494	I0014569	02	541000	540140	7010		12.05
				26802	I0014661	02	543000	540140	7030		333.21
				25139	I0014686	050600	460701	540900	6050		59.40
				26242	I0014974	050600	460701	540900	6050		34.76
				26944	I0014984	050600	460701	540900	6050		73.85
CHECK TOTAL											754.42
00009769	02/23/98	MONKON	Montgomery Kone Inc	629786	I0014905	02	541000	530400	7010		585.91
00009770	02/23/98	MORSER	Morgan Services Inc.	52425	I0014965	02	542000	530400	7020		110.60
				56277	I0015002	02	542000	530400	7020		110.60
CHECK TOTAL											221.22



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009771	02/23/98	MOTBRO	Mott Bros Company	4190406	I0014903	03	548000	540140	7090		1,564.83
00009772	02/23/98	MUEAUD	Mueller Audio Visual	10104	I0014673	01	363200	540410	2020		348.96
				6550	I0014674	01	363200	530400	2020		94.00
				6580	I0014675	01	363200	530400	2020		43.55
				6569	I0014676	01	363200	530400	2020		145.00
				10103	I0014759	01	363200	540410	2020		159.00
CHECK TOTAL											790.51
00009773	02/23/98	NAEIR	NAEIR	F384501	I0014554	01	513000	540600	8060		99.00
				F392165	I0014919	01	513000	540600	8060		30.00
CHECK TOTAL											129.00
00009774	02/23/98	NALCHE	Nalco Chemical Company	AK336	I0014709	02	541000	540140	7010		855.00
				LL059	I0014713	02	541000	540140	7010		253.00
				AG358	I0014967	02	541000	540140	7010		147.97
CHECK TOTAL											1,255.97
00009775	02/23/98	NAPAUT	Napa Auto Parts	180405	I0014586	02	543000	540150	7030		7.48
				180130	I0014587	02	543000	540150	7030		88.48
				180869	I0014913	02	543000	540140	7030		22.99
CHECK TOTAL											118.95
00009776	02/23/98	NATGENH	National Center for Health Car	104531	I0014679	01	352200	540420	1040		414.40

DATE: 06/17/70  
TIME: 09:16 AM  
PAGE: 42

CHECK		PAYEE/VENDOR		INVOICE NUMBER							
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00009777	02/23/98	NATCOM	National Computer Systems Inc	314917	10014894	01	430100	540110	3040		14.96
00009778	02/23/98	NORILL	Northern Illinois Gas Company	1292 12/26/97	10014697	02	545000	570100	7060		139.24
				6390 12/26/97	10014701	02	545000	570100	7060		211.97
				1270 12/26/97	10014715	02	545000	570100	7060		86.64
				1292 1/27/98	10014991	02	545000	570100	7060		184.59
CHECK TOTAL											622.44
00009779	02/23/98	PAPDIR	Paper Direct Inc	200862280101	10014693	050130	345100	540120	4020		51.85
				313906590001	10014769	01	420000	540110	3010		26.80
CHECK TOTAL											78.65
00009780	02/23/98	PAPSHO	Paper Showcase	1546997	10014421	01	322100	540120	1010		57.34
						050110	343100	540700	4010		57.36
INVOICE TOTAL											114.70
00009781	02/23/98	PEABU	Peabody's Inc	015309	10014659	02	543000	540140	7030		37.20
00009782	02/23/98	PERSTU	Persona Studio	16919	10014956	01	212100	540700	8030		136.00
00009783	02/23/98	PETOFF	Peterson Office Service Inc	76135	10014916	01	430100	540110	3040		152.75
00009784	02/23/98	PUBBRO	Public Broadcasting Service	A76114	10014544	050130	345300	540120	4020		25.00
				A76570	10014902	01	342100	540120	1010		200.00
CHECK TOTAL											225.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009785	02/23/98	QUILL	Quill Corporation	6292479	10014703	050130 01	345400 341000	540110 540110	4090 2080	15.38	15.39
INVOICE TOTAL										30.77	
				6323105	10014989	050130 01	345400 341000	540110 540110	4090 2080	17.79	17.79
INVOICE TOTAL										35.58	
				6260127	10015005	050130 01	345400 341000	540110 540110	4090 2080	22.93	22.94
INVOICE TOTAL										45.87	
				6201258	10015007	050130	345400	540110	4090	63.16	
CHECK TOTAL										175.38	
00009786	02/23/98	RGRA	R-Graphics	324060	10014977	050300	212200	540810	6090	427.48	
00009787	02/23/98	RADLAN	Radio Ranch Inc	11629	10014566	12	544000	530400	7040	30.00	
00009788	02/23/98	RADSHA	Radio Shack	057788	10014773	01	363200	540410	2020	98.78	
00009789	02/23/98	RCPRI	RC Printing of Northwestern Il	6526	10014546	050600	460701	540900	6050	68.00	
00009790	02/23/98	REMEL	Remel L. P.	3516145	10014746	01	352100	540120	1040	338.80	
				8312446	10014756	01	352100	540120	1040	231.59	
CHECK TOTAL										570.39	
00009791	02/23/98	ROCFAL	Rock Falls Chamber of Commerce	2/2 DINNER	10014953	01	211000	550100	8010	25.00	
00009792	02/23/98	ROCISL	Rock Island Argus	1-15-98	10014677	101010	461401	590900	6090	77.28	

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 01/27/98 To 02/23/98

RUN DATE: 02/27/98

TIME: 09:16 AM

PAGE: 44

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PRDG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009793	02/23/98	ROCRE0	Rockford Register Star	751187	I0014986	01	513000	550400	8060		294.38
00009794	02/23/98	SAUVALN	Sauk Valley Newspapers	1087	I0015001	01	110000	540700	8050		40.95
00009795	02/23/98	SAUVALN	Sauk Valley Newspapers	1180 12/7	I0014662	050110	343600	540700	4040		59.65
				12/31/97 RECRUI	I0014782	01	513000	550400	8060		20.35
				1239 HOLIDAYS	I0014897	050600	460500	540900	6050		101.50
				1239 GLOBAL	I0014899	050600	460500	540900	6050		170.00
						050600	463030	550900	6050		170.00
							INVOICE TOTAL				340.00
				1180 12/03	I0014926	050600	461200	540900	6050		303.37
				1239 FOOTLOOSE	I0014950	050600	460500	540900	6050		128.00
				12/7 SNOW QUEEN	I0014960	050600	460500	540900	6050		59.65
				12/31/97	I0014978	01	212100	540700	8030		280.00
							CHECK TOTAL				1,292.52
G0009796	02/23/98	SBMBUS	SBM Business Equipment Center	142202	I0014552	12		130907			76.15
				222287	I0014700	01	322100	540120	1010		290.00
							CHECK TOTAL				366.15
G0009797	02/23/98	SCISUP	Scientific Supply Company	30012254-00-10	I0014887	01		130903			9,850.10
G0009798	02/23/98	SEAD00	Sealeze Door	103794	I0014981	02	541000	540140	7010		148.70
G0009799	02/23/98	SESAC	Sesac	3617	I0014785	050600	460800	540900	6050		116.48





CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00009818	02/23/98	UNISO	Unisource	138016 00	10014888	050300	212200	540810	6090	950.60
00009819	02/23/98	UNIPAR	United Parcel Service	000618470-068	10014998	01	513000	540430	8060	211.48
00009820	02/23/98	UPBEAT	Upbeat Inc	225027	10014685	101010	461401	590900	6090	388.68
00009821	02/23/98	USPOS	US Postmaster	FEBURARY 98	10014710	01	513000	540430	8060	3,000.00
00009822	02/23/98	VISCOM	Visible Computer Supply	U11317	10014688	01	520100	540110	8020	98.60
				F20429	10014969	01	352400	540120	1040	32.16
CHECK TOTAL										130.76
00009823	02/23/98	VOLONE	Volleyball One Sales	46417	10014779	050600	460305	540120	6050	429.23
00009824	02/23/98	VONIND	Vonachen Industrial Supplies	039965	10014691	02	542000	540140	7020	925.29
				051671	10014745	02	542000	540140	7020	335.36
				051695	10014761	02	542000	540140	7020	159.81
CHECK TOTAL										1,420.46
00009825	02/23/98	WALBOB	Walden Book Company, Inc	3669895 9	10014884	01	362100	540500	2010	583.08
00009826	02/23/98	WALLC	Wallcur, Inc	28241	10014758	01	352400	540120	1040	59.04
00009827	02/23/98	WALLEA	Walnut Leader	12/29/97	10014753	01	212100	540700	8030	13.80
00009828	02/23/98	WARMUR	Ward, Murray, Pace, & Johnson	DEC 97	10014422	01	110000	530500	8050	312.50
						12	512120	530500	8020	550.00
						12	512120	530500	8020	90.00
INVOICE TOTAL										952.50

**...FISCAL YEAR 1998**

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

Sauk Valley Community College

### Check Register

From 01/27/98 To 02/23/98

TIME: 09:16 AM

PAGE: 48

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00009829	02/23/98	328423343	Warrenfeltz, Roger	FEBRUARY 98	10014762	02	541000	530400	7010		400.00
00009830	02/23/98	WESPUB	West Publishing Company	00231170	10014652	01	324200	540120	1020		58.85
				00231063	10014929	01	362100	540500	2010		58.85
CHECK TOTAL											117.70
00009831	02/23/98	WILLOW	Wilkins-Lowe and Company	14118	10014690	12	512120	520200	8020		3,803.00
00009832	02/23/98	WILHOF	Willett, Hofmann & Associates	1/8/98	10014720	02	546000	530300	7080		793.80
00009833	02/23/98	WISTUR	Wisconsin Turf Equipment Corpo	680930	10014660	02	543000	540150	7030		32.90
00009834	02/23/98	WIXFM	WIXN FM - WIXN AM	1/2/98	10014980	01	212100	540700	8030		450.00
00009835	02/23/98	WNSPUB	WNS Pub. News-Sentinel/The Rev	261	10014682	01	212100	540700	8030		33.90
00009836	02/23/98	WSDAM	WSDR-AM	12/28/97	10014754	01	212100	540700	8030		550.00
				1/25/98	10014892	01	212100	540700	8030		550.00
CHECK TOTAL											1,100.00
00009837	02/23/98	WSSFm	WSSQ-FM	12/28/97	10014755	01	212100	540700	8030		500.00
				1/25/98	10014891	01	212100	540700	8030		500.00
CHECK TOTAL											1,000.00
00009838	02/23/98	WXLFM	WXLp-FM-97X	126050	10014889	01	212100	540700	8030		504.00
				16057	10014972	01	212100	540700	8030		252.00
CHECK TOTAL											756.00





YEAR 1998  
BANK: 2 Sterling Federal Bank- Re

Check Register  
From 01/23/98 To 01/23/98

TIME: 09:11 AM  
PAGE: 50

2012 # 3123 - 3124

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003125	01/23/98	DAHCOM	Dahlstrom and Company	74542	I0014369	063030	336500	590900	1030	2,021.00	
						063030	336500	540120	1030	564.00	
INVOICE TOTAL										2,585.00	
00003126	01/23/98	349244872	Hall, Zollie W.	FLORIDA	I0014371	062073	336300	550100	1020	742.14	
00003127	01/23/98	533466182	Kim, Linda A.	1/20/98 TRAVEL	I0014404	062060	329100	550100	1060	57.92	
00003128	01/23/98	ROBMOR	Robert Morris Associates	484109	I0014390	062050	347200	540190	4090	125.00	
00003129	01/23/98	SPRIN	SPRINT	1/16/98	I0014387	062050	347200	570500	4090	77.70	
00003130	01/23/98	TELTRA	Tel-A-Train	67494	I0014370	062022	336102	580620	1090	5,795.00	
00003131	01/23/98	THOCOM	Thomson Community Unit School	CLAIM 3	I0014372	063030	336500	590900	1030	1,045.35	

7	2422	473132-3135										
8	CHECK		PAYEE/VENDOR		INVOICE NUMBER							
9	NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
10	00003136	01/30/98	BURVAL	Bureau Valley High School	CLAIM 2	I0014443	063030	336500	590900	1030		226.15
11	00003137	01/30/98	CENCO	CENCO	7338-002-0	I0014438	062022	336102	580620	1090		1,133.55
12	00003138	01/30/98	CONMAN	Consolidated Management Co	87360	I0014435	062073	336300	550100	1020		320.00
13					87343A	I0014436	062022	336102	550100	1090		63.75
14					87343B	I0014437	063020	336400	550100	1030		85.00
15	CHECK TOTAL											468.75
16	00003139	01/30/98	332260133	Cox, Doris	FLORIDA TRAVEL	I0014434	063044	329600	550100	1060		141.70
17	00003140	01/30/98	HASOFF1	Haskells Office City	22063-0A	I0014433	062073	336300	540120	1020		105.28
18	00003141	01/30/98	J0BFUT	Jobs for the Future	P01845	I0014442	063030	336500	540120	1030		50.00
19	00003142	01/30/98		Radisson Inn Madison	T SIMPSON	I0014429	062023	417000	550100	3020		83.99
20	00003143	01/30/98	351742138	Simpson, Tracey A.	1/22/98 TRAVEL	I0014427	062023	417000	550100	3020		49.10
21					TRAVEL ADVANCE	I0014428	062023	417000	550100	3020		86.04
22	CHECK TOTAL											135.14
23	00003144	01/30/98	STAUNI	State Universities Retirement	01/31/98 PR	I0014426	063020	336400	529990	1030		101.59
24							063011	451000	529990	3020		290.89
25							062050	347200	529990	4090		66.72
26	INVOICE TOTAL											459.20
27	00003145	01/30/98	322323721	Stevens, Shirley A.	SPRINGFIELD	I0014430	063044	329600	550100	1060		183.30

## REPORT FARGHAR

FISCAL YEAR 1998

BANK: 2 Sterling Federal Bank- Re (cont.)

Sauk Valley Community College

Check Register

From 01/27/98 To 02/23/98

RUN DATE: 02/17/98

TIME: 09:16 AM

PAGE: 52

CHECK		PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003146	01/30/98	SAVEDU	SVCC Educational Fund	JAN INTER	I0014467	062010		250001			3,553.35
						062022		250001			666.67
						062023		250001			991.45
						062060		250001			3,603.63
						062140		250001			7,051.85
						062160		250001			46.34
						063012		250001			4,666.77
						063041		250001			246.38
						063042		250001			604.21
						063043		250001			894.87
						063044		250001			3,237.18
INVOICE TOTAL											25,562.70
00003147	01/30/98	UNICOM	Unique Computer	431606	I0014439	062100	547000	580610	7020		6,075.00
				43488 S	I0014440	062031	336100	580620	1030		16,520.00
				43206 S	I0014441	062050	347200	540190	4090		95.87
CHECK TOTAL											22,690.87
00003150	02/06/98	CENCO	CENCO	7338-002-1	I0014526	062022	336102	580620	1090		403.93
00003151	02/06/98	GREEDU	Greystone Educational Material	19695	I0014572	063042	329400	540110	1060		405.00
00003152	02/06/98	JOBFUT	Jobs for the Future		I0014562	063030	336500	540120	1030		64.00
00003153	02/06/98	KMART	Kmart	9666-9666	I0014589	063030	336500	540120	1030		160.00
00003154	02/06/98	MORHIG	Morrison High School	CLAIM 3	I0014567	063030	336500	590900	1030		250.70
00003155	02/06/98	348547510	Petitt, Richard	TP LEAD FACIL	I0014527	062073	336300	530900	1020		75.00
00003156	02/06/98	322323721	Stevens, Shirley A.		I0014588	063042	329400	540190	1060		55.46

note # 3148-3149

note # 3157-3161

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003162	02/13/98	345386726	Armstrong, Carol	2/10/98	I0014740	062073	336300	550100	1020		14.49
00003163	02/13/98	BESWES	Best Western Brandywine Lodge	12/10-11/97	I0014726	062220	329910	550100	4090		213.64
				11/22/97	I0014727	062220	329910	550100	4090		159.14
CHECK TOTAL											372.78
00003164	02/13/98	482803780	Bumsted, Jeff	2/10/98	I0014732	062073	336300	550100	1020		11.34
00003165	02/13/98	FULHIG	Fulton High School	CLAIM 4	I0014721	063030	336500	590900	1030		745.15
00003166	02/13/98	350466006	Hahne, Connie	2/10/98	I0014734	062073	336300	550100	1020		28.35
00003167	02/13/98	532807714	Hammack, Jim	2/10/98	I0014725	062073	336300	550100	1020		5.36
00003168	02/13/98	344387179	Holland, Kevin	2/10/98	I0014730	062073	336300	550100	1020		15.12
00003169	02/13/98	337604956	Hurd, Mary Ann	2/10/98	I0014733	062073	336300	550100	1020		3.78
00003170	02/13/98	352487898	Hutchins, Diane	2/10/98	I0014737	062073	336300	550100	1020		4.41
00003171	02/13/98	342627521	Landherr, Mary E.	2/10/98	I0014735	062073	336300	550100	1020		15.75
00003172	02/13/98	472507439	Lindahl, Sharon	2/10/98	I0014738	062073	336300	550100	1020		17.96
00003173	02/13/98	387425717	Lipscomb, Lyle	2/10/98	I0014736	062073	336300	550100	1020		13.55
00003174	02/13/98	322381877	Longfellow, Richard	2/10/98	I0014739	062073	336300	550100	1020		4.73
00003175	02/13/98	480508581	Luker, Neal	2/10/98	I0014741	062073	336300	550100	1020		20.79

REPORT FARGHUR

Sauk Valley Community College

RUN DATE: 02/17/98

FISCAL YEAR 1998

Check Register

TIME: 09:16 AM

BANK: 2 Sterling Federal Bank- Re (cont.)

From 01/27/98 To 02/23/98

PAGE: 54

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00003176	02/13/98	333443764	Mathey, Barbara	2/10/98	I0014729	062073	336300	550100	1020	12.60
00003177	02/13/98	NILRC	NILRC	1910	I0014809	062032	366000	540420	1030	5,040.00
00003178	02/13/98	PEGCIV	Peoria Civic Center	06534	I0014810	063011	451000	550900	3020	1,054.00
00003179	02/13/98	348547510	Petitt, Richard	2/10/98	I0014731	062073	336300	550100	1020	12.60
00003180	02/13/98	PRATT	Pratt	805981	I0014728	062240	315200	540110	2090	80.64
00003181	02/13/98	ROCLIO	Rockford Lightning	3541	I0014807	063011	451000	550900	3020	285.00
00003182	02/13/98	SBMBUS	SBM Business Equipment Center	222285	I0014808	062022	336102	580620	1090	2,625.00
00003183	02/13/98	STAUNI	State Universities Retirement	2/15/98 PR	I0014742	063020	336400	529990	1030	101.59
						063011	451000	529990	3020	290.89
						062050	347200	529990	4090	66.72
INVOICE TOTAL										459.20

BANK TOTAL

73,925.43

Jan 31, 1998  
4:53 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: January 1, 1998 to January 31, 1998)

Page 55

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
01/09/98	C/D	CHK6029	ACT CAREER PLANMING		
			548.01 Textbook Purchases	62.50	
			111.00 Cash in Bank		62.50
01/09/98	C/D	CHK6030	ADDISON WESLEY		
			548.01 Textbook Purchases	5,482.55	
			111.00 Cash in Bank		5,482.55
01/09/98	C/D	CHK6031	DEARBORN PUB		
			548.01 Textbook Purchases	250.40	
			549.01 Textbook Transportation	18.99	
			111.00 Cash in Bank		269.39
01/09/98	C/D	CHK6032	HARCOURT BRACE		
			548.01 Textbook Purchases	4,132.58	
			549.01 Textbook Transportation	12.59	
			111.00 Cash in Bank		4,145.17
01/09/98	C/D	CHK6033	VOID		
			111.00 Cash in Bank	0.00	
01/09/98	C/D	CHK6034	HOUGHTON MIFFLIN		
			548.01 Textbook Purchases	16,826.73	
			549.01 Textbook Transportation	3.78	
			111.00 Cash in Bank		16,830.51
01/09/98	C/D	CHK6035	JBH TECHNOLOGIES		
			548.01 Textbook Purchases	362.50	
			549.01 Textbook Transportation	14.95	
			111.00 Cash in Bank		377.45
01/09/98	C/D	CHK6036	ITP EDUCATION		
			548.01 Textbook Purchases	23,052.50	
			548.21 Computer Software Purchases	55.00	
			549.01 Textbook Transportation	9.42	
			549.21 Computer Software Transport	3.02	
			111.00 Cash in Bank		23,119.94
01/09/98	C/D	CHK6037	LOGIN BROS		
			548.01 Textbook Purchases	2,558.03	
			548.04 Paperback Purchases	57.60	
			549.01 Textbook Transportation	48.16	
			549.04 Paperback Transportation	3.00	
			111.00 Cash in Bank		2,666.79
01/09/98	C/D	CHK6038	MACMILLAN		
			548.01 Textbook Purchases	466.96	
			549.01 Textbook Transportation	34.26	
			111.00 Cash in Bank		501.22
01/09/98	C/D	CHK6039	MCGRAW HILL		
			548.01 Textbook Purchases	32,682.37	
			549.01 Textbook Transportation		103.42
			111.00 Cash in Bank		32,578.95

Jan 31, 1998  
4:53 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: January 1, 1998 to January 31, 1998)

Page 56

Date	Jnl	Ref. No	Description / Accounts	Debits	Credit
01/09/98	C/D	CHK6040	MCGRAW HILL		
			548.01 Textbook Purchases	3,836.81	
			111.00 Cash in Bank		3,836
01/09/98	C/D	CHK6041	MOSBY YEAR BOOK		
			548.01 Textbook Purchases	1,737.96	
			111.00 Cash in Bank		1,737
01/09/98	C/D	CHK6042	WW NORTON		
			548.01 Textbook Purchases	360.00	
			549.01 Textbook Transportation	9.63	
			111.00 Cash in Bank		369
01/09/98	C/D	CHK6043	PRENTICE HALL		
			548.01 Textbook Purchases	14,879.26	
			549.01 Textbook Transportation	71.91	
			111.00 Cash in Bank		14,951
01/09/98	C/D	CHK6044	SIMON & SCHUSTER		
			548.01 Textbook Purchases	1,656.00	
			549.01 Textbook Transportation	40.88	
			111.00 Cash in Bank		1,696
01/09/98	C/D	CHK6045	JOHN WILEY		
			548.01 Textbook Purchases	4.25	
			549.01 Textbook Transportation	34.43	
			111.00 Cash in Bank		38
01/09/98	C/D	CHK6046	AMER ACADEMY PED		
			548.04 Paperback Purchases	71.95	
			549.04 Paperback Transportation	8.95	
			111.00 Cash in Bank		80
01/09/98	C/D	CHK6047	NEBRASKA BOOK		
			585.00 Equipment Purchases	4,461.10	
			111.00 Cash in Bank		4,46
01/09/98	C/D	CHK6048	TOPPERS		
			548.03 Miscellaneous Purchases	89.40	
			549.03 Miscellaneous Transportation	6.28	
			111.00 Cash in Bank		9
01/09/98	C/D	CHK6049	SPRINGHOUSE		
			548.04 Paperback Purchases	40.11	
			549.04 Paperback Transportation	4.82	
			111.00 Cash in Bank		4
01/16/98	C/D	CHK6050	ILL DEPART OF REV		
			235.00 Accrued Sales Tax Payable	1,349.00	
			111.00 Cash in Bank		1,34
01/30/98	C/D	CHK6051	PRESTON TRUCKING		
			549.01 Textbook Transportation	46.65	
			111.00 Cash in Bank		



Jan 31, 1998  
4:53 pm

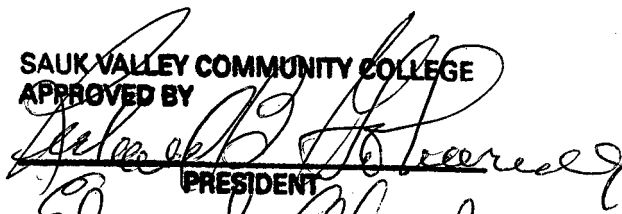
SVCC Bookstore  
Journal Detail Report  
(Report period: January 1, 1998 to January 31, 1998)

Page 57

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
=====	===	=====	=====	=====	=====
01/30/98	C/D	CHK6052	CONSOLIDATED FREIGHT		
			549.01 Textbook Transportation	87.76	
			111.00 Cash in Bank		87.76
				=====	=====
			***** Report Total	\$114,728.20	\$114,728.20
				=====	=====

**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 Il Twp	5.00	12-01-03	581,130.82
Liability, Protection & Settlement	Seattle WA L&P	4.70	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**\$11,020,064.84**SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY**  
**PRESIDENT**  
**SECRETARY****DATE** 1-23-98

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES - TREASURER'S REPORT  
February 16, 1998

CHECKING ACCOUNTS

<u>INTEREST BEARING ACCOUNTS</u>		<u>FINANCIAL INSTITUTION</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>
General Account		Sterling Federal, Sterling	4.58	\$607,478.77
Bookstore Account		Sterling Federal, Sterling	4.63	107,463.63
Illinois Public Treasurers		First of America Bank,		
Investment Pool		Springfield	5.53	<u>689,148.72</u>
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS				1,404,091.12
<u>NON-INT. BEARING ACCOUNTS</u>		<u>FINANCIAL INSTITUTION</u>		
Restricted		Sterling Federal, Sterling		148,813.46
Insurance Account		Sterling Federal, Sterling		<u>0.00</u>
SUBTOTAL NON-INTEREST BEARING CHECKING ACCOUNTS				148,813.46
<u>MONEY MARKET</u>				
ABN-AMRO Investment Services, Inc.			5.15	<u>7.24</u>
SUBTOTAL MONEY MARKET FUNDS				7.24
TOTAL CHECKING ACCOUNTS				<u>\$1,552,911.82</u>

INVESTMENTS

<u>FUND</u>	<u>FINANCIAL INSTITUTION</u>	<u>INTEREST RATE</u>	<u>RENEWAL DATE</u>	<u>AMOUNT</u>
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	Union Bank, Tampico	5.66	02-24-98	300,000.00
Protection, Health & Safety	Sterling Federal Bank	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 Bank, Sterling	5.61	02-20-98	100,000.00
Working Cash	Community State Bk, Rock Falls	6.00	03-03-98	800,000.00
Working Cash	HomeBanc, Dixon	5.65	03-10-98	200,000.00
Working Cash	HomeBanc, Dixon	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	5.72	10-24-98	100,000.00
Building Bond Proceeds	HomeBanc, Dixon	5.65	02-16-98	300,000.00
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	<u>200,000.00</u>
SUBTOTAL INVESTMENTS				\$6,000,000.00