



815 / 288-5511

**Sauk Valley  
Community  
College**

173 IL ROUTE 2  
DIXON, IL 61021-9112

Office of the Secretary to the  
SVCC Board of Trustees

June 16, 1998

**PUBLIC NOTICE OF MEETING**

This is to provide public notice of the following meeting associated with the Sauk Valley Community College Board of Trustees:

**WHO:** Board of Trustees, District #506

**WHEN:** \*Thursday, June 25, 1998 ✓

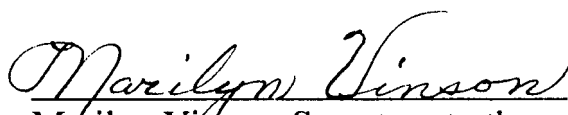
**TIME:** 7:00 p.m.

**WHERE:** Third Floor Board Room

**TYPE:** Open

**PURPOSE:** Regular Monthly Meeting

**AGENDA:** TBA

  
Marilyn Vinson, Secretary to the  
Board of Trustees, District #506

\*Regular meeting scheduled for  
June 22, 1998 has been canceled.

# SAUK VALLEY COMMUNITY COLLEGE

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

## MEMORANDUM

---

To: SVCC Board of Trustees

From: Marilyn - President's Office

Date: June 22, 1998

Subject: Confidential Memorandums

I have listed below the information that we have mailed to the Board since the last Board meeting. If you have not received all of these memorandums, please contact me and I will make sure you receive a copy before the June 25 meeting.

Please contact me if you have any questions:

<u>Date</u>	<u>Subject of Memorandums</u>
May 28, 1998	Support, Professional/Technical and Administrative Staff Raises (from Richard)
June 15, 1998	Collation of President Behrendt's Evaluation Ratings (from Dick Groharing)
June 16, 1998	Table showing president's evaluations for 12 years (from Richard)
June 18, 1998	Chart showing raises being given for administrators, support staff and faculty by 17 similar colleges (from Richard)
June 18, 1998	President's Contract (6 pages) sent by Richard

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

**June 25, 1998**

**7:00 p.m.**

**A. Call to Order**

**B. Roll Call**

**C. Communication from Visitors**

**D. Consent Agenda**

**1. Approval of Minutes**

**2. Treasurer's Report**

**3. Bills Payable**

<b>4. Payrolls</b>	<b>May 28, 1998</b>	<b>\$161,117.67</b>
	<b>June 15, 1998</b>	<b>\$135,876.81</b>

**5. Budget Report**

**6. Health/Life Insurance Report**

**7. Administrative Calendar Approval**

**8. Prevailing Wages Resolution**

**9. Sexual Harassment Policy Revisions (Second Reading)**

**10. Joint Educational Agreement Amendment - Highland Community College**

**E. President's Report**

**1. Monthly Policy Reviews - 114.01, 114.02, 114.03**

**2. Enrollment Updates (attached)**

**3. Illinois Virtual Campus (attached)**

**4. Board Elections Schedule (attached)**

**5. Position Updates**

<b>6. Endowment Challenge Grant I</b>	<b>\$1,076,833</b>	<b>(-\$14,014)</b>
<b>Endowment Challenge Grant II</b>	<b>\$1,080,460</b>	<b>(-\$11,458)</b>

**F. Financial Reports and Actions**

**1. Public Hearing: 1998-99 Budget**

**2. Revised 1998-99 Budget (Second Reading)**

**3. Van Bid**

**4. Protection, Health, and Safety Project - Tennis Courts**

**5. RAMP**

**G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, setting of a price for sale or lease of property owned by the public body, pending or threatening litigation)**

**H. Personnel**

- 1. Part-time Instructor/Coach**
- 2. Administrative, Professional/Technical, and Support Staff Compensation**
- 3. President's Contract**

**I. Reports**

- 1. Student Trustee**
- 2. ICCTA Representative**
- 3. Foundation Liaison**
- 4. Faculty Association**
- 5. Board Chair - Board Retreat Date**
- 6. Board Members Comments**

**J. Adjournment**

**Board of Trustees Meetings**

**ICCTA Monthly Meetings**

**July 27, 1998**

**Nothing Scheduled**

**August 24, 1998**

**Nothing Scheduled**

**September 28, 1998**

**September 12, Holiday Inn  
Mt. Vernon**

**October 27, 1998**

**Nothing Scheduled**



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

**June 25, 1998**

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on June 25, 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
Richard Groharing	Jeri Ann Hose

Absent: Thomas Jensen B.J. Wolf

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

Secretary Pro-tem: Due to the absence of Thomas Jensen, Secretary, Chair Groharing appointed William B. Yemm Secretary Pro-tem.

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

President's Report: President Behrendt reported on enrollment for the past year which is down 2.11% and what the College is planning to do to reverse this trend through retention and marketing, that the College had been invited by the University of Illinois to be a partner in the Illinois Virtual Campus, that the next Board of Trustees election will be held in April of 1999, that the College was still in the process of filling vacant positions, and that the balance in the Endowment Challenge Grant I Fund was \$1,076,833 (-\$14,014), and the balance in the Endowment Challenge Grant II Fund was \$1,080,460 (-\$11,458).

Public Hearing:	Chair Groharing noted that a Public Hearing would now be held on the 1998-99 budget which has been available for public review for the required 30 days. There were no questions or comments from those present.
1998-99 Budget:	It was moved by Member Yemm and seconded by Member Thompson that the Board adopt the 1998-99 budget for second reading. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
Van Bid:	It was moved by Member Andersen and seconded by Member Simpson that the Board approve the low bid of \$18,500 from Fisch Motors Inc. of Walnut for the purchase of a 1998 Ford Econoline E-350 Van with funds from the Auxiliary Fund (Booster Club and College Van Account). In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
Protection, Health, and Safety Project - Tennis Courts	It was moved by Member Yemm and seconded by Member Andersen that the Board adopt the attached resolution, budget, and certification statements for tennis court repairs in the amount of \$176,764 to be funded from accumulated interest earnings in the Protection, Health, and Safety Fund. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
RAMP:	It was moved by Member Andersen and seconded by Member Yemm that the Board approve the attached RAMP document which includes the renovation of the west wing of the College as well as the renovation of the T-1 building. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
Closed Session:	At 7:35 p.m., it was moved by Member Simpson and seconded by Member Andersen that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, setting of a price for sale or lease of property owned by the public body, and pending or threatening litigation. 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 10:10 p.m.

Part-time Instructor/Coach: It was moved by Member Andersen and seconded by Member Yemm that the Board approve the appointment of Mark Nelson of Dixon as part-time Cross Country Coach. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

Administrative, Professional/ Technical, and Support Staff Compensation: It was moved by Member Andersen and seconded by Member Yemm that the Board approve a 5% increase in compensation for all satisfactorily evaluated administrators, professional/ technical, and support staff, along with the fringe benefits of a Section 125 Plan and annual physical exams. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

President's Contract: Formal action on the President's contract will be taken at the July Board meeting.

Reports: Student Trustee Hose reported on summer classes and the College for Kids program.

Foundation Liaison Yemm updated the Trustees on the recent Foundation meeting, the status of student housing, and the presentation by Bob Eversman on an alternate investment plan for the Foundation.

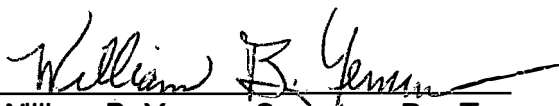
It was the consensus of the Board that the Retreat be held on August 21 and 22 at a place to be decided later.

Chair Groharing reported on the highlights of the Annual ICCTA Convention held in Springfield on June 19 and 20. Sauk attendees included Chair Groharing and wife, Rachel, President and Janice Behrendt, and Sauk's Teacher of the Year Award winner Judy Williamson and husband Dave.

Adjournment: Since the scheduled business was completed, it was moved by by Member Andersen and seconded by Member Yemm that the Board adjourn. The next regular meeting will be held on July 27, 1998 at 6:15 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

The Board adjourned at 10:25 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
William B. Yemm, Secretary Pro-Tem



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

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

**MEMORANDUM**

TO: Dr. Richard Behrendt

FROM: Jami V. Bradley

DATE: May 18, 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 May 1998</u>	<u>Plan Year To Date</u>
Revenue	\$55,322.62	\$500,180.94
Expenses:		
Medical claims	(45,216.13)	(586,998.40)
Fixed Costs	<u>(9,256.24)</u>	<u>(109,968.02)</u>
Revenue in excess of expenses	850.25	(196,785.48)
Beginning Accumulated Medical Insurance Pool at July 1, 1997		<u>459,880.38</u>
Ending Accumulated Medical Insurance Pool at May 31, 1998		<u>\$263,094.90</u>

n

cc: Insurance Advisory Committee  
Kris Murray

For Board Meeting of  
June 25, 1998

Agenda Item D-7

#### ADMINISTRATIVE CALENDAR APPROVAL

The attached administrative calendar for 1998-99 is presented for Board approval.

**RECOMMENDATION:** Board approval of the administrative calendar for 1998-99 as presented.

# Sauk Valley Community College

## Administrative Calendar

### 1998-99

#### **1998** **JULY**

- 1 RAMP due at ICCB
- 4 Independence Day - Saturday
- 9 Annual Reports due in President's Office
- 16 Mail Fall Class Schedule Reminder
- 20 Fall Corporate and Community Services class schedule to Vice President of Instructional Services
- 22 Fall Corporate and Community Services class schedule to Office of College Relations
- 22 Administrative Council
- 27 Telephone Registration begins

#### **1998** **AUGUST**

- 1 PQP due at ICCB
- 3 Final grades due in Admissions Office at 9 a.m.
- 5 Summer grades mailed to students
- 10 Last Four-Day Week
- 19 Fall Registration - 9 a.m. to 7 p.m.
- 20 Fall Registration - 9 a.m. to 4:30 p.m.
- 21 Fall In-service
- 24 Fall classes begin

**1998****SEPTEMBER**

- 1 Unit Cost due at ICCB
- 7 Labor Day - College closed
- 8 Mail Fall Corporate and Community Services Class Schedule
- 16 Free-For-Fall - Classes dismissed from 12 noon to 2:30 pm  
(Afternoon and evening classes beginning after 2:30 pm will  
be held as scheduled)
- 21 Deadline for Trustee approval of final FY99 budget
- 23 Administrative Council
- 24 Spring 1999 Class Schedule to Review Committee
- 28 Corporate and Community Services classes begin

**1998****OCTOBER**

- 2 Deficiency Notices to students
- 5 Spring 1999 Class Schedule to Office of College Relations
- 12 Columbus Day - College closed
- 30 Spring 1999 Class Schedule on campus and mailed

**1998****NOVEMBER**

- 2 Early Registration for Spring 1999
- 3 College Night
- 11 Veteran's Day - College closed
- 16 Telephone Registration begins
- 23 Spring 1999 Corporate and Community Services Class Schedule  
to Vice President of Instructional Services



- 25 Spring 1999 Corporate and Community Services Class Schedule to Office of College Relations
- 25 Administrative Council
- 25 College closes at 4:30 p.m. for Thanksgiving vacation (No evening classes)

**1998**

**DECEMBER**

- 14 Recommendation from Vice Presidents to President for tenured personnel appointments
- 14 Final exams begin
- 17 Final exams end
- 21 Final grades due in Admissions Office at 9 a.m.
- 23 Fall grades mailed to students
- 23 College closes for Christmas break at 4:30 p.m.

**1999**

**JANUARY**

- 4 College offices open at 8 a.m.
- 4 Corporate and Community Services Class Schedule on campus and mailed
- 6 Spring 1999 Registration 9 a.m. to 7 p.m.
- 7 Spring 1999 Registration 9 a.m. to 4:30 p.m.
- 8 Spring 1999 In-service
- 11 Spring 1999 Semester Classes Begin (Monday)
- 14 Official deadline for notice of reappointment to tenured personnel from President
- 18 Martin Luther King Day - Collège closed
- 20 Administrative Council

- 13 Graduates grades due by 12 noon in Admissions Office
- 17 All grades due in Admissions Office at 8:30 a.m.
- 17 Four-Day Week begins
- 17 Summer 1999 Intersession begins
- 19 Commencement
- 20 Spring 1999 Semester grades mailed to students
- 26 Administrative Council
- 31 Memorial Day - College closed

**1999**  
**JUNE**

- 1 Administrative self-evaluations to supervisors
- 2 Summer 1999 Session - Registration 9 a.m. to 7 p.m.
- 3 Summer 1999 Intersession ends
- 7 Summer 1999 Intersession grades due in Admissions Office at 8:30 a.m.
- 7 Summer 1999 Session classes begin
- 24 All administrative and classified evaluations  
to President

Office of the President  
June 1998  
ADMNCAL

For Board Meeting of  
June 25, 1998

Agenda Item D-8

**PREVAILING WAGES RESOLUTION**

By law, each community college must adopt a resolution establishing prevailing wages for their district during the month of June. Subsequent thereto, the College must publish a notice of Establishment of Prevailing Wages in the local newspaper. A certified copy of the adopted resolution establishing prevailing wages will then be forwarded to the Secretary of State in Springfield.

**RECOMMENDATION:** Board approval of the attached Resolution Establishing Prevailing Wages for Sauk Valley Community College District #506.

SAUK VALLEY COMMUNITY COLLEGE, DIXON, ILLINOIS

**RESOLUTION**

**ESTABLISHING PREVAILING WAGES**

WHEREAS, Illinois Revised Statutes, Chapter 48, Section through 39S-12, Prevailing Wage Law, as amended, requires that the public body awarding any contract for construction of public works, exclusive of maintenance work, shall ascertain the general prevailing hourly rate of wages for employees engaged in such work; and

WHEREAS, the statutes further provide that said rate of pay be publicly posted and/or kept available for inspection by any interested party and certified copy thereof promptly filed in the Office of the Secretary of State;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Sauk Valley Community College, Lee County, Illinois, to the extent as required by AN ACT regulating wages of laborers, mechanics, and other workers employed in any public works by the State, county, city, or by any public body or political sub-division or by anyone under contract public works," as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the Board of Trustees is hereby ascertained to be the same as the prevailing rate of wage for construction work in Lee County area as determined by the Department of Labor of the State of Illinois as of June 1, 1998; a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the College. The definition of any terms appearing in this resolution which are also used in aforesaid Act shall be the same as in said Act.

BE IT FURTHER RESOLVED that nothing herein contained shall be construed to apply to the prevailing hourly rate of wages in the locality for employment other than public works construction as defined in the ACT; and

BE IT FURTHER RESOLVED that the Secretary to the Board of Trustees be and is hereby directed to file a certified copy of this Resolution with the Secretary of State and the Department of Labor of the State of Illinois;

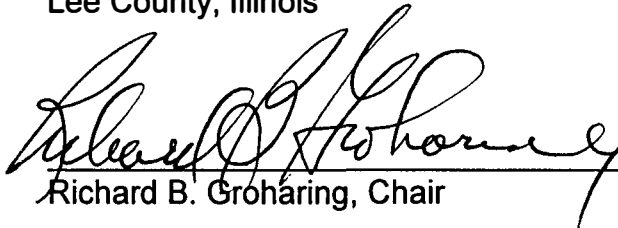
BE IT FURTHER RESOLVED that the Notice of this determination shall be published in the Dixon Telegraph in the City of Dixon, Illinois, a newspaper of general circulation within the area;

BE IT FURTHER RESOLVED that the Secretary shall publicly post or keep available for inspection by any interested party in the main office of the Board of Trustees this determination of such prevailing rate of wages; and


BE IT FURTHER RESOLVED that the Secretary to the Board of Trustees shall mail a copy of this determination to any employer and to any person or association of employees who have filed their names and addresses requesting copies of any determination stating the particular rates and the particular class of workmen whose wages will be affected by such rates.

Approved this 25th day of June, 1998.

Board of Trustees of Sauk Valley  
Community College District #506  
Lee County, Illinois

  
Richard B. Groharing, Chair

ATTEST:

  
Marilyn Vinson, Secretary to the  
Board of Trustees, District #506



ILLINOIS DEPARTMENT OF LABOR

Jim Edgar  
Governor

Shinae Chun  
Director

May 28, 1998

Marilyn Vinson  
Sauk Valley Community College  
173 IL Route 2  
Dixon, IL 61021-9112

Dear Ms. Vinson:

Pursuant to your request for prevailing wage rates for the County(ies) of Lee effective June 1, 1998, are enclosed for your information and use. IF YOU HAVE ACCESS TO THE INTERNET, PLEASE BE ADVISED THAT THE DEPARTMENT OF LABOR HAS A WEB SITE AT [HTTP://WWW.STATE.IL.US/AGENCY/IDOL](http://www.state.il.us/agency/idol). SELECT RULES AND RATES, SELECT PREVAILING WAGE, SELECT SAVE FILE. AFTER EXITING, UNZIP FILE. IF YOU PRINT THE INFORMATION YOU WILL HAVE TO PRINT LANDSCAPE STYLE AND/OR CHANGE THE FONT TO PREVENT THE INFORMATION FROM WRAPPING AROUND.

STATE OF ILLINOIS )  
DEPARTMENT OF LABOR )  
CONCILIATION AND MEDIATION DIVISION )

CERTIFICATE

I, Shinae Chun, Director, Division of Conciliation and Mediation, Illinois Department of Labor, do hereby certify that I am the keeper of the records and files of said office and that the attached is a true and complete copy of the prevailing rate of wages determined by this Department for the aforesaid county or counties.

Shinae Chun  
Director

## COUNTY

IFRS (SOUTH) - That part of the county South of Rt. 30.

WORKERS (SOUTH) - That part of the county South of Rt. 30.

DRIVERS (EAST) - That part of the county East of U.S. 251 and North of Rt. 30.

Following list is considered as those days for which holiday rates of wages for work performed apply:

Years Day, Memorial/Decoration Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day. Generally, any of these days which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration such as the day after Thanksgiving for Veterans Day. If in doubt, please check with IDOL.

## ANATION OF CLASSES

STOS - GENERAL - removal of asbestos material from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials from ductwork or pipes in a building when the building is to be demolished at any time or at some close future date.

STOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

## DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - WEST

1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by cars, vans, units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination trucks, and ticket writers.

3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working persons, and dispatchers. Five axle or more combination units.

4. Low Boy and Oil Distributors.

5. Drivers who require special protective clothing while employed on hazardous waste work.

## DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST

1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Forks and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Mower Tractors; Self-propelled Chip Shredder; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Dumpers; Unskilled dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Trailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Hopper Operator, and Winch Trucks, 2 Axles.

3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or Turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Mobile Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder Truck Painter.

4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

## ATING ENGINEERS - BUILDING

1. Assistant Craft Foreman; Craft Foreman; Mechanic; Asphalt Plant; Asphalt Spreader; Autograde; Batch Plant; Benoto (requires Two Men); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Gate Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver; Concrete Placer; Concrete Pump (Truck Mounted); Concrete Pump; Cranes, All; Cranes, Hammerhead, Creter Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, one, two and three Drum; Hoists, Two tigger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Motorized, All; Motor Patrol; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes; Squeeze Cretes-screw Type Pumps; Pump Bulker and Pump; Raised and Blind Hole Drill; Rock Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-form Paver; Straddle Loader; Tie Back Machine; Tractor with Book and Side Boom; Trenching Machines.

2. Bobcat (over 3/4 cu. yd.); Boilers; Brick Forklift; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Compactor, Portable; Fortlift Trucks; Greaser Engineer; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Sewer Cleaning Machine; Hoists, Tigger Single Drum; Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks "A" Frame.

Class 3. Air Compressor; Asphalt Spreader; Combination - Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (Rheostat Manual Controlled); Hydraulic Power Units (Pile Driving and Extracting); Pumps, over 3" (1 to 3 not to exceed a total of 300 cu. ft.); Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 small Electric Drill Winches; Bobcat (up to and including 3/4 cu. yd.).

Class 4. Hoists, Inside Elevators, Push Button with Automatic Doors; Oilers; Brick Forklift.

#### OPERATING ENGINEERS - HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Craft Foreman; Asphalt Plant, Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Silo Tender; Asphalt Spreader; Motor Grader; ABG Paver; Backhoes with Caisson attachment; Ballast Regulator, Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Backhoe w/shear attachments; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Hammerhead, Linden, Peco & Machines of a like nature; Crete Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Directional Boring Machine over 12"; Dredges; Field Mechanic-Welder; Formless Curb and Gutter Machine; Gradall and Machines of a like nature; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Mounted; Hoists, One, Two and Three Drum; Hydraulic Backhoes; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Soil Test Drill Rig (Truck Mounted); Tractor Buggies; GCI Crane; Hydraulic Telescoping form (Tunnel); Tie Back Machine; Tractor Drawn Belt Loader; Tractor with Boom; Tractor-aire with Attachments; Traffic Barrier conveyor machine; Raised or Blind Hole; Trenching Machine; Truck Mounted Concrete Pump with Boom; Truck Mounted Concrete Conveyor; Underground Boring and/or Mining Machines; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (2); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Preader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Greaser Engineer; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro Blaster; Laser Screed; All Locomotives, Dinky; Pump Cretes; Squeeze Cretes-Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Scoops - Tractor Drawn; Self-Propelled Compactor; Preader - Chip - Stone, etc.; Scraper; Scraper - Prime Mover in Tandem (Regardless of Size); Tank Car Heater; Tractors, Push, Pulling Sheep; Dot, Disc, Compactor, etc. Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Fireman on Boilers; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers, Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" frame; Work Boats; Tamper - Form-Motor Driven.

Class 4. Air Compressor - Small and Large; Asphalt Spreader, Backend Man; Bobcat (Skid Steer) all; Combination - Small Equipment Operator; Directional Boring Machine up to 12"; Generators - Small 50kw and Under; Generators - Large over 50kw; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Hydro-Blaster; Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Tractor-aire; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. Oilers and Directional Boring Machine Locator.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If there is no such definition on file, the Bureau of Labor Statistics SIC list will be used. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. Further, if no such neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 618/993-7271 for wage rates or classifications.

#### LANDSCAPING

Landscape work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.



IL. DEPT. OF LABOR PREVAILING WAGES FOR LEE COUNTY EFFECTIVE 06/01/1998  
DIVISION of CONCILIATION & MEDIATION PH(618-993-7271)

NAME OF TRADE	RGN	TYP	C L S	HOURLY-RATES		OVERTIME-RATES			HRLY-FRINGER-RATES		
				BASIC	FORMN	M-F>8	SAT	SU&HO	WLFR	PENSIN	VACTN
BESTOS ABT-GEN		BLD		17.640	18.380	1.5	1.5	2.0	2.700	6.500	0.000
BESTOS ABT-MEC		BLD		23.300	24.800	1.5	1.5	2.0	3.640	5.520	0.000
PLUMBER		BLD		22.700	24.700	2.0	2.0	2.0	3.550	4.500	0.000
ROCK MASON		BLD		21.190	22.590	1.5	1.5	2.0	3.150	4.500	0.000
ROOFER		BLD		19.000	20.750	1.5	1.5	2.0	3.750	4.110	0.000
ROOFER		HWY		20.740	21.990	1.5	1.5	2.0	3.750	3.500	0.000
ROOF MASON		ALL		19.680	20.180	1.5	1.5	2.0	3.150	4.900	0.000
ELECTRIC PWR EQMT OP		ALL		22.750	28.370	1.5	1.5	2.0	2.000	4.430	0.000
ELECTRIC PWR GRNDMAN		ALL		17.860	28.370	1.5	1.5	2.0	2.000	3.490	0.000
ELECTRIC PWR LINEMAN		ALL		26.880	28.370	1.5	1.5	2.0	2.000	5.250	0.000
ELECTRIC PWR TRK DRV		ALL		18.410	28.370	1.5	1.5	2.0	2.000	3.590	0.000
ELECTRICIAN		BLD		26.000	28.400	1.5	1.5	2.0	2.600	5.980	0.000
ELEVATOR CONSTRUCTOR		BLD		26.585	29.910	2.0	2.0	2.0	3.845	2.190	1.600
PAINTER	N	BLD		20.720		1.5	1.5	2.0	3.170	3.600	0.000
PAINTER	S	BLD		19.720	20.470	1.5	1.5	2.0	2.200	4.550	0.000
GLASS/FRONT INSULATOR		BLD		25.600	27.100	1.5	1.5	2.0	4.290	6.220	0.000
IRON WORKER	N	ALL		24.000	25.200	2.0	2.0	2.0	3.530	7.545	0.000
IRON WORKER	S	ALL		21.100	22.600	1.5	1.5	2.0	3.390	6.360	0.000
IRON BORER		BLD		17.640	18.380	1.5	1.5	2.0	2.700	6.500	0.000
IRON BORER		HWY		17.190	17.440	1.5	1.5	2.0	2.700	6.300	0.000
IRON THER		BLD		19.000	20.750	1.5	1.5	2.0	3.750	4.110	0.000
IRON CHINIST		BLD		25.400	26.400	2.0	2.0	2.0	3.000	1.300	1.750
IRON RBLE MASON		BLD		19.580	19.830	1.5	1.5	2.0	3.150	3.500	0.000
IRON LLWRIGHT		BLD		24.850	27.340	1.5	1.5	2.0	3.750	6.200	0.000
IRON ERATING ENGINEER		BLD	1	27.150	27.700	2.0	2.0	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		BLD	2	26.450	27.700	2.0	2.0	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		BLD	3	24.000	27.700	2.0	2.0	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		BLD	4	22.000	27.700	2.0	2.0	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		HWY	1	27.000	27.500	1.5	1.5	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		HWY	2	26.450	27.500	1.5	1.5	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		HWY	3	25.150	27.500	1.5	1.5	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		HWY	4	23.600	27.500	1.5	1.5	2.0	4.100	3.150	1.400
IRON ERATING ENGINEER		HWY	5	22.250	27.500	1.5	1.5	2.0	4.100	3.150	1.400
IRON INTER		ALL		22.500	23.500	1.5	1.5	1.5	3.350	2.500	0.000
IRON LEDRIVER		BLD		19.500	21.250	1.5	1.5	2.0	3.750	4.110	0.000
IRON LEDRIVER		HWY		20.740	21.990	1.5	1.5	2.0	3.750	3.500	0.000
IRON PEFITTER		ALL		24.050	26.460	1.5	1.5	2.0	3.500	5.100	0.000
IRON MASTERER		BLD		17.930	18.430	2.0	2.0	2.0	2.800	4.700	0.000
IRON UMBER		ALL		24.050	26.460	1.5	1.5	2.0	3.500	5.100	0.000
IRON OFER		BLD		26.250	28.250	1.5	1.5	2.0	3.050	1.850	0.000
IRON EETMETAL WORKER		BLD		24.030	25.860	1.5	1.5	2.0	2.250	5.640	0.520
IRON RINKLER FITTER		BLD		23.870	25.370	1.5	1.5	2.0	3.400	2.750	0.000
IRON ONE MASON		BLD		21.190	22.590	1.5	1.5	2.0	3.150	4.500	0.000
IRON LECOM WORKER		BLD		21.900	23.400	1.5	1.5	2.0	3.000	2.650	1.430
IRON RRAZZO MASON		BLD		19.580	19.830	1.5	1.5	2.0	3.150	3.500	0.000
IRON LE LAYER		BLD		19.000	20.750	1.5	1.5	2.0	3.750	4.110	0.000
IRON UCK DRIVER	E	ALL	1	22.450	23.000	1.5	1.5	2.0	3.675	2.175	0.000
IRON UCK DRIVER	E	ALL	2	22.600	23.000	1.5	1.5	2.0	3.675	2.175	0.000
IRON UCK DRIVER	E	ALL	3	22.800	23.000	1.5	1.5	2.0	3.675	2.175	0.000
IRON UCK DRIVER	E	ALL	4	23.000	23.000	1.5	1.5	2.0	3.675	2.175	0.000
IRON UCK DRIVER	W	ALL	1	19.465		1.5	1.5	2.0	4.360	2.125	0.000
IRON UCK DRIVER	W	ALL	2	19.865		1.5	1.5	2.0	4.360	2.125	0.000
IRON UCK DRIVER	W	ALL	3	20.065		1.5	1.5	2.0	4.360	2.125	0.000
IRON UCK DRIVER	W	ALL	4	20.315		1.5	1.5	2.0	4.360	2.125	0.000
IRON UCK DRIVER	W	ALL	5	21.065		1.5	1.5	2.0	4.360	2.125	0.000
IRON CKPOINTER		BLD		21.190	22.590	1.5	1.5	2.0	3.150	4.500	0.000

\* PLEASE SEE ATTACHED FOR OVERTIME SPECIFICATIONS NOT LISTED.

For Board Meeting of  
June 25, 1998

Agenda Item D-9

**SEXUAL HARASSMENT POLICY REVISIONS**

**(SECOND READING)**

The attached proposed policy on Sexual Harassment was approved for first reading by the Board at the May meeting. We are presenting it at this time for second reading.

**RECOMMENDATION:** Board approval for second reading of the proposed revised Board Policy 427.01 Sexual Harassment.

427.01 Sexual Harassment Policy

The College shall provide its employees and students an educational and employment environment free from unwelcome sexual advances by employees of the College, free from requests for sexual favors by employees of the College and free from other verbal or physical conduct by employees constituting sexual harassment as herein defined and as is otherwise prohibited by state and federal law.

1. Definitions - "Sexual harassment" or "sexually harass" shall mean that term as defined by federal and state law, and, to the extent not inconsistent with federal or state law, shall mean:

A. Unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

-Submission to or participation in such conduct is made, whether explicitly or implicitly, a term or condition of the individual's employment at the College;

-Submission to or rejection of such advances is used as a basis for employment decisions affecting such individual's employment at the College; and

-Submission to or rejection of such advances is used as a basis for grades to be given a student for course work.

B. Where unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature has the purpose or effect of substantially interfering with an individual's work performance or creates an intimidation, hostile, or offensive working environment.

"Aggrieved Party" shall mean any employee or student who believes he or she has been the victim of sexual harassment.

2. Implementation - All levels of administration shall be responsible to implement practices for persons under their supervision which shall avoid sexual harassment. All members of administration shall correct any sexual harassment which occurs under their supervision and shall report any sexual harassment which they observe in other areas of the College to the Affirmative Action Officer or appointed alternate.

3. Violations of Policy - It shall be a violation of this policy for any person employed by the College who is authorized to recommend or to take personnel actions affecting an employee, or who is otherwise authorized to transact business or to perform acts or services on behalf of the College to do any of the following:

- A. To sexually harass any student or employee of the College;
- B. To make sexual advances or to request sexual favors when submission to or rejection of such conduct is, either explicitly or implicitly, the basis for recommending, imposing, granting, withholding, or refusing terms and conditions that either favor or adversely affect an employee's condition of employment or a student's status;
- C. To recommend, impose, grant withhold or refuse to take any personnel action consistent with his or her duties and responsibilities either because of sexual favors, or as a reprisal against an employee or student who has rejected or reported sexual advances or sexual harassment;
- D. To fail to take immediate corrective action in the event sexual harassment has occurred; and/or
- E. To create an intimidating, hostile, or offensive working environment by continuing to make unwelcome sexual remarks, unwelcome advances, unwelcome requests for sexual favors, or exposure of sexual organs, regardless of whether the person committing such conduct is in a position to adversely affect an employee's position of employment with the College.

4. Effect of Violation - Violation of this policy may result in the discipline of the employee or employees who have committed the act or acts of sexual harassment. Discipline may include discharge.

5. Responsibility of the College and of the Person Allegedly Affected by Sexual Harassment - An employee, student, or other individual who is an aggrieved person shall take the following steps:

- A. An aggrieved person who feels comfortable in doing so should immediately inform the person engaging in sexual harassment that such conduct or communication is offensive unless stopped.
- B. If an aggrieved individual does not wish to communicate directly with the person whose conduct is offensive, or if an aggrieved individual has had direct communication with the offending party but that communication has been unavailing, then such aggrieved party should contact the Sauk Valley Community College Affirmative Action Officer or appointed alternate. An aggrieved person alleging sexual harassment by the Affirmative Action Officer or appointed alternate or a failure of the Affirmative Action Officer or appointed alternate to take immediate action on the aggrieved person's complaint, shall contact the President of the College. In the

event that the aggrieved person alleges that the President of the College is the person committing acts of sexual harassment, the aggrieved party shall contact the Chairman of the Board of Trustees.

C. Complaints of sexual harassment made to the Affirmative Action Officer or appointed alternate, to the President of the College, or to the Chairman of the Board of Trustees shall be handled in accordance with the grievance procedures provided under the Affirmative Action Policy of Sauk Valley Community College.

D. Within ten (10) days of the date that any complaint of sexual harassment is first filed with or made to the Affirmative Action Officer or appointed alternate, the Affirmative Action Officer or appointed alternate shall furnish a report to the President of the College. Such report shall contain, at minimum:

- The date of the receipt of the complaint;
- Identification of the complainant;
- Identification of the party or parties and the action complained of including relevant background facts and circumstances;
- A statement detailing the scope of the investigation that has been undertaken and the result thereof;
- In the event the investigation reveals that corrective measures need to be taken, a statement of the corrective measures pursued, the date such measures were undertaken and the results achieved; and
- Where possible, a written statement signed by the complainant detailing the conduct about which complaint is made.

#### 6. Non-Retaliation

A. Initiation of a complaint of sexual harassment will not adversely affect the aggrieved person's employment, compensation, or work assignments, or position as a student.

B. The College will not retaliate against any employee for utilizing the charge provisions of the Illinois Department of Human Rights, Illinois Human Rights Commission or Equal Employment Opportunity Commission.

7. A charge of discrimination may be filed with the Illinois Department of Human Rights. The Illinois Department of Human Rights investigates complaints of discrimination. If charges are found to have merit, a complaint of discrimination may be issued, leading to a hearing before an administrative law judge of the Illinois Human Rights Commission. A charge of discrimination, to be timely under Illinois law, must be filed within 180 days of the event complained of.

The Department of Human Rights can be contacted at the following addresses and phone numbers:

Illinois Department of Human Rights  
100 West Randolph Street, Suite 5-100  
State of Illinois Building  
Chicago IL 60601  
(312) 814-6200

Illinois Department of Human Rights  
222 South College, Room 101-A  
Springfield, IL 62704  
(217) 785-5100

The Illinois Human Rights Commission can be contacted at the following addresses and phone numbers:

Illinois Human Rights Commission  
William G. Stratton Office Building  
Room 404-A  
Springfield, IL 62706  
(217) 785-4350

Illinois Human Rights Commission  
32 West Randolph Street, Suite 5-100  
State of Illinois Building  
Chicago, IL 60601  
(312) 814-6269

08/26/91  
11/22/93  
11/28/94

427.01 Sexual Harassment Policy

The College shall provide its employees and students an educational and employment environment free from unwelcome sexual advances by employees of the College, free from requests for sexual favors by employees of the College and free from other verbal or physical conduct by employees constituting sexual harassment as herein defined and as is otherwise prohibited by state or federal law.

1. Definitions -

A. "Sexual harassment" or "sexually harass" shall mean that term as defined by federal and state law, and, to the extent not inconsistent with federal or state law, shall mean:

(1) Unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when one or more of the following is present:

-Submission to or participation in such conduct is made, whether explicitly or implicitly, a term or condition of the individual's employment at the College;

-Submission to or rejection of such advances is used as a basis for employment decisions affecting such individual's employment at the College;

-Submission to or rejection of such advances is used as a basis for grades to be given a student for course work or for the extent or nature of work necessary to successfully complete course work;

-Submission to or rejection of such advances is used as a basis for a student's selection or participation in any College extracurricular activity.

- (2) Where unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature has the purpose or effect of substantially interfering with an individual's work performance or creates an intimidation, hostile, or offensive working environment.

B. "Aggrieved Party" shall mean any employee or student who believes he or she has been the victim of sexual harassment by an employee or at an employee's behest.

2. Sexual Harassment Officers (SHO) - The College shall designate two Sexual Harassment Officers (SHO). The Affirmative Action Officer shall be designated as one and the President shall appoint the other. There shall be equal gender representation. SHO shall have the responsibility to observe compliance with this policy, shall have such further responsibilities as are provided herein, and shall have such other related duties as may be assigned from time to time.

3. Sexual Harassment Committee (SHC) - The SHC shall include the members of the members of the Affirmative Action Committee , both Sexual Harassment Officers and the Coordinator of Personal Services.

A. Function -

1. The SHC shall monitor procedures and policies pertaining to sexual harassment.



2. The SHC shall monitor/provide an educational awareness program pertaining to sexual harassment.
- B. Frequency of Meetings - the SHC shall meet at least once a year.
4. Violations of Policy - It shall be a violation of this policy for any person employed by the College who is authorized to recommend or to take personnel actions affecting an employee, or who is otherwise authorized to transact business or to perform acts or services on behalf of the College to do any of the following:
  - A. To sexually harass any student or employee of the College;
  - B. To make sexual advances or to request sexual favors when submission to or rejection of such conduct is, either explicitly or implicitly, the basis for recommending, imposing, granting, withholding, or refusing terms and conditions that either favor or adversely affect an employee's condition of employment or a student's status;
  - C. To recommend, impose, grant, withhold or refuse to take any personnel action consistent with his or her duties and responsibilities either because of sexual favors, or as a reprisal against an employee or student who has rejected or reported sexual advances or sexual harassment;
  - D. To fail to take immediate corrective action in the event sexual harassment has occurred; and/or
  - E. To create an intimidating, hostile, or offensive working environment by continuing to make unwelcome sexual remarks, unwelcome advances, unwelcome requests for sexual favors, or exposure of sexual organs,

regardless of whether the person committing such conduct is in a position to adversely affect an employee's position of employment with the College.

5. Effect of Violation - Violation of this policy may result in the discipline of the employee or employees who have committed the act or acts of sexual harassment. Discipline may include discharge.
6. Responsibility of the College and of the Person Allegedly Affected by Sexual Harassment - An employee, student, or other individual who is an aggrieved person shall take the following steps:
  - A. An aggrieved person who feels comfortable in doing so should immediately inform the person engaging in sexual harassment that such conduct or communication is offensive unless stopped.
  - B. If an aggrieved individual does not wish to communicate directly with the person whose conduct is offensive, or if an aggrieved individual has had direct communication with the offending party but that communication has been unavailing, then such aggrieved party should contact a SHO. In the absence of both SHO's, the aggrieved individual shall contact a member of the SHC. An aggrieved person alleging sexual harassment by the SHO or a failure of the SHO to take immediate action on the aggrieved person's complaint, shall contact the President of the College. In the event that the aggrieved person alleges that the President of the College is the person committing acts of sexual harassment, the aggrieved party shall contact the Chairperson of the Board of Trustees.

- C. Complaints of sexual harassment made to the SHO of a member of the SHC, or to the President of the College, or to the chairperson of the Board of Trustees shall be handled as follows:

1. Investigation - The person receiving the report shall cause an investigation to be initiated within 24 hours. The investigation shall be conducted diligently and shall include at least the following:

a. Interview of the person making the complaint to determine facts, circumstances, and identity of witness.

b. Interview of the person who allegedly committed the harassment and, as necessary and appropriate, interview of any witness to the events alleged.

2. Confidentiality - The matters learned in the investigation shall be kept confidential only to the extent consistent with needs to make disclosure to effect remediation or to protect the interests of the College.

3. Remedy

a. If in the judgement of the SHO, (or other person responsible for the investigation) it is more probably true than not true that the claimed sexual harassment occurred, the SHO or other responsible person shall, individually or with the SHC, as appropriate, promptly formulate and effect a proposed plan to remedy the harassment.

b. If the SHO or other person responsible for the investigation does not have the authority to effect the recommended resolution,

the SHO shall make prompt report of the findings and of the recommended action to the President or, as appropriate, to the chairperson of the Board of Trustees. The appropriate officer or the Board of Trustees shall consider the proposed remedy, and shall impose discipline in accordance with the disciplinary policies of the College and take such other steps as are reasonably necessary to correct problems created by the sexual harassment.

- D. When a complaint of sexual harassment does or will likely result in discipline of an employee, the SHO shall furnish a written report to the President of the College within ten days of the date the complaint of sexual harassment is first made to the SHO or appointed alternate, or to the SHC. Such report shall contain, at minimum:

-The date of the receipt of the complaint;

-Identification of the complainant;

- Identification of the party or parties and the action complained of including relevant background facts and circumstances;

-A statement detailing the scope of the investigation that has been undertaken and the result thereof;

-A statement of the corrective measures pursued including discipline imposed, the date such measures were undertaken and the results achieved; and

- Where possible, a written statement signed by the complainant detailing the conduct about which complaint is made.

E. Quarterly a report will be communicated by the SHOs to the President concerning the status of any complaints made of a sexual harassment nature.

7. Implementation - All levels of administration are responsible to implement practices for persons under their supervision which shall avoid sexual harassment. All members of administration shall correct and notify one of the SHO of any sexual harassment which occurs under their supervision. In addition, all members of the administration shall report any sexual harassment which they observe in other areas of the College to either SHO or to a member of the SHC. In the absence of both SHO and all members of SHC, the report shall be made to the President.

8. Non-Retaliation

A. Initiation of a complaint of sexual harassment will not adversely affect the aggrieved person's employment, compensation, or work assignments, or position as a student.

B. The College will not retaliate against any employee for utilizing the charge provisions of the Illinois Department of Human Rights, Illinois Human Rights Commission or Equal Employment Opportunity Commission.

9. Consensual Relationships

A. Perceived sexual harassment frequently occurs in a situation where there is a superior/subordinate relationship between the parties to the

relationship. Such relationships exist between administrator and faculty or staff, between faculty member and staff member, between staff and students, or between faculty and students.

- B. In evaluating whether sexual harassment has occurred, the superior employee's perception of consent shall not be given greater weight than the student's or subordinate's assertion that the relationship was not one of mutual or voluntary consent simply because of the superior employee's position or status.
  - C. College employees who enter into a sexual or amorous relationship with a student or subordinate where a professional relationship exists shall recognize that, if a charge of sexual harassment is subsequently made, the student or subordinate will assert the relationship was not one of mutual or voluntary consent.
  - D. If an employee enters or seeks to enter into a sexual relationship with a student or subordinate when a professional relationship exists, and the student or subordinate brings any complaint or action against the College claiming sexual harassment, the College shall utilize all appropriate legal recourse against the employee to recover all costs, expenses, settlements, judgments, awards and attorneys fees incurred by the College in any way arising out of such claim or action.
10. A charge of discrimination may be filed with the Illinois Department of Human Rights. The Illinois Department of Human Rights investigates complaints of discrimination. If charges are found to have merit, a complaint of discrimination may be issued, leading to a hearing before an administrative law judge of the

Illinois Human Rights Commission. A charge of discrimination, to be timely under Illinois law, must be filed within 180 days of the event complained of.

The Department of Human Rights can be contacted at the following addresses and phone numbers:

Illinois Department of Human Rights  
222 South College, Room 101-A  
Springfield, IL 62704  
(217) 785-5100

Illinois Department of Human Rights  
100 West Randolph Street, Suite 5-100  
State of Illinois Building  
Chicago, IL 60601  
(312) 814-6200

The Illinois Human Rights Commission can be contacted at the following addresses and phone numbers:

Illinois Human Rights Commission  
William G. Stratton Office Building  
Room 404-A  
Springfield, Il. 62706  
(217) 785-4350

Illinois Human Rights Commission  
32 West Randolph Street, Suite 5-100  
State of Illinois Building  
Chicago, Il. 60601  
(312) 814-6269

08/26/91

11/22/93

11/28/94

For Board Meeting of  
June 25, 1998

Agenda Item D-10

JOINT EDUCATIONAL AGREEMENT AMENDMENT

HIGHLAND COMMUNITY COLLEGE

Attached is a proposed amendment to the Joint Educational Agreement between Sauk Valley and Highland Community College. We are asking Board approval to add Highland's new Graphic Design Program to the Cooperative Agreement we have had with them since 1989.

RECOMMENDATION: Board approval to add Highland's new Graphic Design Program to the Cooperative Agreement between Sauk Valley and Highland.




SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES  
MEMORANDUM

---

DATE: 6-18-98

TO: Richard Behrendt

FROM: Phil Gover 

SUBJECT: Addition to the Joint Educational Agreement  
with Highland Community College.

I recommend that the College add Highland's new Graphic Design Program to our Joint Educational Agreement.

ADDENDUM TO A JOINT AGREEMENT  
BETWEEN  
HIGHLAND COMMUNITY COLLEGE  
AND  
SAUK VALLEY COMMUNITY COLLEGE

This amendment to the Joint Educational Agreement between Highland Community College and Sauk Valley Community College is entered into this 1st day of August, 1998.

By: Highland Community College

**Graphic Design, AAS**

Current conditions, agreement, and other exigencies covered within the Agreement shall be in effect for this addendum agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date and year first above written.

BOARD OF TRUSTEES  
HIGHLAND COMMUNITY COLLEGE  
DISTRICT NO. 519

\_\_\_\_\_  
Chairman of the Board of Trustees

\_\_\_\_\_  
President

Date: \_\_\_\_\_

BOARD OF TRUSTEES  
SAUK VALLEY COMMUNITY COLLEGE  
DISTRICT NO. 506

\_\_\_\_\_  
Chairman of the Board of Trustees

\_\_\_\_\_  
President

Date: \_\_\_\_\_

114.01 Board Meeting Agenda

A. The President of the College will prepare the agenda of meetings for the Board of Trustees after conferring with the Chair of the Board. The Trustees may introduce agenda items through the Board Chair or the President of the College.

B. The Trustees will receive copies of the agenda of regular and special meetings and any available supporting materials, at least 48 hours prior to each meeting. These materials will be hand-delivered or sent by mail.

C. Copies of the agenda for each public meeting of the Board of Trustees will be sent to all news media who have requested notice of meetings pursuant to the Illinois Open Meetings Act and will be placed on file in the President's office for public inspection prior to regular and special meetings.

D. The Board agenda shall contain an item called "Communications from Visitors." At this time on the agenda, subject to policy 114.02, members of the public and employees of the College may be heard on petitions previously filed, or requests to be heard on specific agenda items, or to comment or ask questions of the Board. Any written communications for the Board not previously delivered to the Board shall be furnished to it at this place on the agenda. In the Chair's discretion, any written communication to the Board may be read aloud by the Chair, by a member of the Board, by the President or by other designees.

Chapter 102 Par. 42.02 (b) Chapter 122 Par. 103-8

10/23/89

#### 114.02 Conduct of Meeting

Roberts Rules of Order shall be used as a guide in the conduct of all meetings of the Board of Trustees or its committees.

Presentation of items of business shall follow the Agenda, unless varied by the Chair.

The Board welcomes attendance at its meetings by members of the public and College employees and encourages their interest in the conduct of the affairs of the College. The Board also welcomes the orderly expression of concerns by members of the public or organizations relating to the welfare of the College, and welcomes questions or comments from members of the public and employees. In order that Board meetings may be orderly and serve the purposes of the College, the following additional rules shall govern visitors' participation in Board meetings:

1. Citizens or organizations wishing to present written or oral proposals or petitions regarding matters of interest to the citizens, organizations, or the Board, shall summarize such proposals in writing and furnish them to the Secretary of the Board 7 days prior to the meeting. Such proponents or petitioners shall be assigned a period not to exceed 10 minutes on the meeting agenda during the period for "Communications From Visitors" for any comments or additional oral materials the proponent or petitioner wishes to furnish in regard to the proposals. In the event an opponent to the proposal or petition is present, such opponent shall be given a like period of time to address the Board. The Chair may limit the number of citizen petitions to be heard at a particular meeting in the interest of time, but shall cause any petition not heard to be placed on the agenda for the next meeting.

2. Members of the public and employees of the College may be heard without prior written notice on matters on the agenda, may make comments, or may ask questions of the Board by requesting permission of the Chair during the "Communication From Visitors" portion of the meeting.

### Agenda

1) The Chair shall, during "Communication From Visitors" on the agenda, ask whether any members of the public wish to be heard on any agenda item. At the commencement of consideration of that item on the agenda during the course of the meeting, the citizen shall be called upon and permitted to address the Board on such item. Speakers for or against an item on the agenda shall be limited to a total of 5 minutes of meeting time for his, her, or their statement. If more than one person wishes to address the Board, the time shall be divided among them. If there are proponents and opponents present, each side shall have a total of 5 minutes available for a statement of their position.

2) Although citizens may address the Board on agenda items (pursuant to Paragraph 2 a.1), it is usually beneficial to the Board and citizen (or Board and citizen or organization) to inform the Secretary of the Board of the citizen's or organization's desire to speak and to give a general outline of concerns at least twenty-four hours in advance of the meeting. The advance notice permits the administration to solicit further helpful information and may avoid delay in acting on or responding to the item or concern.

### Persons Addressing the Board

Persons addressing the Board shall address the Board as a whole or shall address the Chair. No more than two persons shall address the Board on the same topic on the same side of an issue.

### Questions

1) All questions to the Board shall be directed to the Chair. The Chair, (in consultation with the President if desired) shall determine whether the question will be answered at the Board meeting, and if so, whether by the Chair or by a member of administration.

2) Questions directed to individual Trustees shall be deemed out of order and are not permitted. Individual Trustees may pose questions to the citizen speaking. Presentations by the citizen and citizen response to any questions by the Board shall be orderly. After the citizen or citizens' allotted time has lapsed, the citizen shall not further address the Board unless requested to do so by the Chair. The Board shall not respond to questions asked during the course of the meeting except as permitted herein. Persons attending the meeting shall not be permitted to interject comments or questions during the Board's discussion of the matter. The Board is not obligated to act upon items presented by members of the public, employees, or organizations, or to answer questions at the time such question is presented. The Board will make a good faith effort to respond to questions within a reasonable time.

In order to permit time to consider other items on the Board's agenda, the time allowed under "Communication From Visitors" shall not exceed twenty minutes. The Chair may, for good cause, extend the time limitations provided. The Chair may terminate the privilege of addressing the Board of any speaker who does not conduct himself or herself in an orderly, decorous and respectful manner.

The Chair shall serve as spokesperson for the full Board at all meetings of the Board.

The rules shall apply to committee meetings, to the extent they are germane.

114.03 Recording, Photographing and Televising Board and Committee Meetings, News Media

Recordation - Any person may record proceedings at meetings of the Board or committees open to the public. Such recordation may be by tape, film, videotape, or other means. Such recordation shall not be done in such manner as to distract, disrupt or otherwise interfere with the operation of the meeting by the Board or the committee.

The Board shall provide a central location for microphones. The location shall be such that microphones of good quality and recording equipment of good quality will be able to pick up the voices of the Board member speaking in customary and ordinary tones used at Board meetings, and shall not be further than fifteen feet from any Board member. Unless the College shall provide a pooled microphone with leads, any person seeking to use the provided central location for microphones shall provide their own microphone and cable to connect such microphone to the recorder away from the Board table. Placement of any wires or cables shall be done in such manner as to minimize any safety hazard. Except for the central location, no recording microphones or other recording devices shall be allowed on the Board table, except as may be provided by the College.

Lights and Flash Bulbs - During the meetings of the Board or any committee, no flash bulbs, or lights other than normal room lighting shall be used.

Television Cameras - During any meeting of the Board or committee, television cameras shall not be placed where they impede the view of the Trustees by any persons in attendance. Television cameras shall not be closer to the meeting table than the table or other location provided for members of the news media.

Location for News Media - A place, in reasonable proximity to the Board's meeting table, shall be provided for members of the news media. If reasonably possible, a table will be provided for the convenience of the members of the news media. Chapter 102 Par. 42.05

## SVCC ENROLLMENT

	Headcount			Credit Hours		
	FY 97	FY 98	% change	FY 97	FY 98	% change
Summer	1,223	1,259	+2.94	4,240.5	4,451.5	+4.98
Fall	3,016	2,972	-1.46	21,059.5	20,897.0	-0.77
Spring	2,886	2,866	-0.69	19,265.5	18,274.5	-5.14
<b>Totals</b>	---	---	---	<b>44,565.5</b>	<b>43,623.0</b>	<b>-2.11</b>

6/17/98


c:\temp2\enroll.tbl



**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES  
MEMORANDUM**

DATE: 6-18-98

TO: Richard Behrendt

FROM: Phil Gover 

SUBJECT: Illinois Virtual Campus

The University of Illinois has asked Sauk Valley Community College, Waubesa Community College, and the College of Lake County to be inaugural partners with the University of Illinois in the Illinois Virtual Campus which is being designed to meet the needs of students who complete associate degrees at community colleges and then are unable to continue their education due to limitations imposed by family or employment responsibilities. The goal of the Illinois Virtual Campus is to utilize networked information technologies, enhanced interinstitutional collaboration, and specialized local support structures to remove the final barriers to true, universal access to higher education in Illinois: place and time. The University is applying for a HECA grant to provide funding to support this project.

The Virtual Campus is designed to provide individuals with four-year degree completion and graduate education opportunities. With the help of networked information and communication technologies, the Illinois Virtual Campus will provide all Illinois citizens access to diverse higher education resources for baccalaureate completion, graduate study, and professional development.

The Illinois Virtual Campus will utilize the combined programming resources of multiple Illinois colleges and universities, delivered primarily by Internet-based distance learning technologies, and will combine these resources with network access and critical instructional, technical, and student support available at community colleges statewide.

Participating **community colleges** will provide access, instructional support (e.g., proctoring exams, library access), and continued counseling for their graduates enrolled in online programs. In some instances, the Illinois Virtual Campus will facilitate existing or expanded reciprocity programming among the community colleges. Illinois's **four-year colleges and universities** provide much of the online programming (four-year institutions will not duplicate community college offerings). A **central office** will provide coordination and leadership, disseminating information regarding available program and degree options, facilitating critical communication among the participating institutions, and identifying new areas for program development.

## ELECTION SCHEDULE COMMUNITY COLLEGE TRUSTEES

The following dates have been confirmed by the State Board of Elections.

November 3, 1998	First day to circulate petitions.
January 25 - February 1, 1999	Period for filing nominating petitions.
February 11, 1999	Last day for board secretary to certify candidates to the election authority.
April 13, 1999	Election of community college board members at the consolidated election.
April 20, 1999	Last day for the community college board to canvass the election returns and declare winners.
November 2, 1999	The former "Non-Partisan" election date (11/2/99) has been eliminated. Persons elected on April 13, 1999 must be seated for the new board's organizational meeting. The organizational meeting must take place no more than 14 days after when the "Non-Partisan" election <u>would have been</u> -- or
- November 16	by November 16.

### The New Law PA 90-358 (HB 652)

The term of office of a person elected at a nonpartisan election whose term begins before the effective date of this amendatory Act of 1997 shall expire on the date that his or her term would have expired had this amendatory Act of 1997 not been enacted. The term of office of a person elected at a consolidated election held on or after the effective date of this amendatory Act of 1997 to succeed the to a term of office of a person elected a nonpartisan election shall begin upon the termination of the predecessor's term of office. The term of office of a person elected to succeed to a term of office of a person elected at a nonpartisan election shall end after the next consolidated election at which a successor is elected and at the regularly scheduled time for the ending of terms of office as provided in the Act or Acts creating or governing that unit of local government or school districts.



**ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION**

For Board Meeting of  
June 25, 1998

Agenda Item F-1

**PUBLIC HEARING: 1998-99 BUDGET**

The tentative 1998-99 budget was approved for first reading at the May meeting and has been available for public review for the required 30 days.

A period of time shall be set aside at this meeting for a Public Hearing at which time the Board will receive comments or inquiries from any citizen present.

For Board Meeting of  
June 25, 1998

Agenda Item F-2

REVISED 1998-99 BUDGET (SECOND READING)

The FY 99 budget is presented for final approval. Attached is a one page summary of adjustments made to the tentative budget that are now included in the final document.

RECOMMENDATION: Board approval of the FY99 budget as presented.

budget

**Sauk Valley Community College**  
**Changes to Tentative Budget**  
**FY 1998-1999**  
**Sauk Valley Community College**  
**Changes to Tentative Budget**  
**FY 1998-1999**

**Fund 1 - Education Fund**

<b>Revenues</b>		<b>Description</b>	<b>Tentative</b>	<b>Final</b>	<b>Change</b>
Tuition & Fees	Resident	Adjust to FY 98 actual enrollment	(1,798,500)	(1,742,500)	56,000
Tuition & Fees	Out-of-District	Adjust to FY 98 actual	(11,000)	(13,000)	(2,000)
Tuition & Fees	Course Fees	Adjust to FY 98 actual	(112,000)	(115,000)	(3,000)
Tuition & Fees	Graduation Fees	Adjust to FY 98 actual	(6,000)	(7,000)	(1,000)
Pub Serv, Comm Ed, Cust Train		Estimated increase per Tom G.	(135,250)	(162,450)	(27,200)
Investment Revenue		Adjust to FY 98 actual	(65,000)	(67,000)	(2,000)

**Expenditures**

Honors	Faculty - overload	Adjust to FY 98 actual	5,000	6,000	1,000
Other Instructional	Sabbatical Leave	Budgeted in Psychology dept.	20,000	0	(20,000)
English	Faculty - part-time	Adjust to FY 98 actual	25,400	22,400	(3,000)
Music	Faculty - overload	Adjust to FY 98 actual	12,000	9,750	(2,250)
Philosophy	Faculty - part-time	Adjust to FY 98 actual	9,000	7,000	(2,000)
Speech	Faculty - part-time	Over budgeted p-t to replace Barber	27,570	22,570	(5,000)
Physical Education	Admin - full-time	Correct coding of R. Damhoff	0	12,967	12,967
Physical Education	Faculty - full-time	Correct coding of R. Damhoff	42,271	29,304	(12,967)
Physical Education	Faculty - part-time	Adjust to FY 98 actual	9,000	6,400	(2,600)
Economics	Faculty - part-time	Adjust to FY 98 actual	7,000	4,500	(2,500)
Economics	Faculty - summer	Adjust to FY 98 actual	0	1,200	1,200
Psychology	Faculty - part-time	Coverage during Sabbatical leave	4,425	11,000	6,575
Sociology	Faculty - part-time	Adjust to FY 98 actual	1,500	1,000	(500)
Academic skills	Prof/Tech	Change in Employee Classific.	0	28,000	28,000
Academic skills	Faculty - part-time	Change in Employee Classific.	35,000	12,000	(23,000)
Dean of Bus. Tech. & Scie.	Administrative Salary	Prorated to 8/15 date of hire	54,000	47,250	(6,750)
Agriculture	Faculty - part-time	Adjust to FY 98 actual	1,400	1,050	(350)
Biology	Faculty - part-time	Under budgeted	8,000	9,200	1,200
Biology	Faculty - overload	Under budgeted	8,000	9,200	1,200
Mathematics	Faculty - part-time	Under budgeted	22,000	24,000	2,000
Physics	Faculty - full-time	Adjust to salary of new hire	52,450	60,433	7,983
Dean of C & CS	Administrative	Increased allocation to grant	11,851	11,288	(563)
Bac.Oriented Transfer	Faculty - part-time	Under budgeted part-time faculty	28,000	30,000	2,000
Bus. Occupational	Faculty - part-time	Change requested by Tom G.	8,500	7,000	(1,500)
Tech. Occupational	Faculty - part-time	Change requested by Tom G.	7,685	5,100	(2,585)
Computer Courses	Faculty-Part-time	Change requested by Tom G.	19,000	3,000	(16,000)
Company Training	Consultant	Change requested by Tom G.	0	4,250	4,250
Company Training	Instructional Supplies	Change requested by Tom G.	0	500	500
Company Training	Conf./ Meeting Expense	Change requested by Tom G.	0	250	250
Administration	Prof/Tech - Part-time	Change requested by Tom G.	12,309	20,000	7,691
Administration	Materials and Supplies	Change requested by Tom G.	6,300	0	(6,300)
Instruc. Tech. Center	Instructional Tech. Mat.	Adjusted to FY 98 actual	9,000	10,500	1,500
Instruc. Tech. Center	Conf./Meeting Expense	Adjusted to FY 98 actual	2,000	1,000	(1,000)
Admin. Data Proc.	Prof/ Tech - full-time	Prorated to 9/1 date of hire	136,779	130,279	(6,500)
Admin. Data Proc.	Maintenance Services	Change requested by W. Clevenger	10,000	12,000	2,000
Other Stdnt Sup. Serv.	Prof/Tech full-time	Prorated to 8/1 date of hire	25,813	23,662	(2,151)
Business Office	clerical part-time	Not budgeted	0	10,000	10,000
Transf. to Other Funds		Adjust transfer to O&M fund	95,600	102,000	6,400

**Fund 2 - Operations & Maintenance Fund**

Tuition and Fees	Tuition	Adjust to FY 98 actual enrollment	(220,200)	(213,800)	(6,400)
Transfers from Other Funds		Adjust transfer to Ed fund	(52,600)	(59,000)	6,400
					(0)

**SAUK VALLEY COMMUNITY COLLEGE  
COMPARATIVE BUDGET SUMMARY  
FOR THE TWO FISCAL YEARS ENDING JUNE 30, 1999**

<b>REVENUE</b>	<b>FY 98 BUDGET</b>	<b>FY 99 BUDGET</b>	<b>DIFFERENCE</b>
Education Fund	\$6,461,500	\$6,962,400	7.75%
Operation & Maintenance Fund	814,200	853,240	4.79%
<b>TOTAL REVENUE</b>	<b>7,275,700</b>	<b>7,815,640</b>	<b>7.42%</b>
Surplus Funds for Technology	100,000	100,000	
<b>TOTAL FUNDS AVAILABLE</b>	<b>7,375,700</b>	<b>7,915,640</b>	
<b>EXPENDITURES &amp; TRANSFERS</b>			
Education Fund	\$6,561,500	\$7,062,400	7.63%
Operation & Maintenance Fund	814,200	853,240	4.79%
<b>TOTAL EXPENDITURES</b>	<b>7,375,700</b>	<b>7,915,640</b>	<b>7.32%</b>
<b>REVENUES OVER EXPENDITURES</b>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	

Sauk Valley Community College  
Operating Funds Revenue Comparison  
For the Two Fiscal Years Ending June 30, 1999

	FY 98 Budget	FY 99 Budget	% of Increase (Decrease)
Local Government			
Taxes - Current Year	\$2,695,000	\$2,864,700	6.30%
Total Local Government	2,695,000	2,864,700	6.30%
State Government			
ICCB Credit Hour Grants	1,536,500	1,563,400	1.75%
ICCB Square Footage Grant		27,775	100.00%
ICCB Equalization Grant	503,300	483,276	-3.98%
ICCB Adverse Court Decision		53,039	100.00%
ISBE - Vocational Education	84,000	84,000	0.00%
Corporate Personal Property Replacement Taxes	288,500	315,500	9.36%
Total State Government	2,412,300	2,526,990	4.75%
Federal Government			
Other Federal Revenue	47,500	45,000	-5.26%
Total Federal Government	47,500	45,000	-5.26%
Student Tuition and Fees			
Tuition	1,920,200	1,970,500	2.62%
Fees	122,700	127,000	3.50%
Total Student Tuition and Fees	2,042,900	2,097,500	2.67%
Other Sources			
Sales and Services	--	168,450	100.00%
Facilities Revenue	16,000	22,000	37.50%
Investment Income	52,000	74,000	42.31%
Other Revenue	10,000	17,000	70.00%
Total Other Sources	78,000	281,450	260.83%
Total Revenues	<u>\$7,275,700</u>	<u>\$7,815,640</u>	<u>7.42%</u>

**Sauk Valley Community College**  
**Operating Fund Expenditures Comparison**  
**For the Two Fiscal Years Ending June 30, 1999**

	<u>FY 98 Budget</u>	<u>FY 99 Budget</u>	<u>% of Increase (Decrease)</u>
<b>By Program</b>			
Instruction	\$3,302,520	\$3,341,130	1.17%
Academic Support	682,346	700,235	2.62%
Student Services	658,526	664,494	0.91%
Public Service	41,017	201,267	390.69%
Operation & Maintenance of Plant	883,500	912,240	3.25%
Institutional Support	1,630,791	1,899,774	16.49%
Scholarship, Student Grants, Waivers	236,000	276,000	16.95%
<b>Total Budgeted Expenditures</b>	<b>7,434,700</b>	<b>7,995,140</b>	<b>7.54%</b>
<b>Transfers</b>	<u><b>(59,000)</b></u>	<u><b>(79,500)</b></u>	<u><b>34.75%</b></u>
<b>Adjusted Expenditures</b>	<u><b>\$7,375,700</b></u>	<u><b>7,915,640</b></u>	<u><b>7.32%</b></u>
 <b>By Object</b>			
Salaries	\$5,273,877	5,359,705	1.63%
Employee Benefits	458,003	488,215	6.60%
Contractual Services	119,900	195,082	62.70%
General Materials & Supplies	637,900	681,870	6.89%
Conference & Meeting Expense	130,850	149,150	13.99%
Fixed Charges	9,470	82,558	771.78%
Utilities	302,700	298,200	-1.49%
Capital Outlay	261,000	273,000	4.60%
Other	241,000	290,560	20.56%
Provision for Contingency	0	176,800	100.00%
<b>Total Budgeted Expenditures</b>	<b>7,434,700</b>	<b>7,995,140</b>	<b>7.54%</b>
<b>Transfers</b>	<u><b>(59,000)</b></u>	<u><b>(79,500)</b></u>	<u><b>34.75%</b></u>
<b>Adjusted Expenditures</b>	<u><b>\$7,375,700</b></u>	<u><b>\$7,915,640</b></u>	<u><b>7.32%</b></u>



	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Sauk Valley Community College</b>				
<b>Comparative Operating Budget</b>				
<b>For the Two Years Ending June 30, 1999</b>				
<b>Education Fund</b>				
<b>Revenue Source</b>				
<b>Local Governmental Sources</b>				
Local Taxes				
Current	(2,379,862)	(2,401,000)	(2,552,800)	6.3%
<b>State Governmental Sources</b>				
ICCB Grants				
ICCB Credit Hour Grants	(1,368,900)	(1,368,900)	(1,392,850)	1.7%
ICCB Equalization Grants	(448,400)	(448,400)	(430,550)	-4.0%
ICCB Adverse Court Decision Grant			(47,250)	100.0%
Illinois State Board of Education				
Vocational Education	(84,000)	(84,000)	(84,000)	0.0%
CPPRT	(270,000)	(257,000)	(281,000)	9.3%
<b>Federal Governmental Sources</b>				
Other Federal Governmental Sources	(45,000)	(13,500)	(45,000)	233.3%
<b>Student Tuition and Fees</b>				
Tuition				
Resident	(1,656,146)	(1,700,000)	(1,742,500)	2.5%
Corporate & Community Services	(2,702)			
Out-of-District	(13,768)	(11,000)	(13,000)	18.2%
Out-of-State	(863)			
<b>Student Fees</b>				
Course Fees	(117,385)	(112,000)	(115,000)	2.7%
Other Fees-Graduation	(7,255)	(6,000)	(7,000)	16.7%
Other Student Tuition and Fees-Transcript	(4,824)	(4,700)	(5,000)	6.4%
<b>Corporate &amp; Community Services</b>				
Pub Serv, Comm Ed, Cust Train			(162,450)	100.0%
<b>Investment Revenue</b>	(81,662)	(45,000)	(67,000)	48.9%
<b>Other Revenue</b>	(17,000)	(10,000)	(17,000)	70.0%
<b>Total Revenue</b>	(6,497,767)	(6,461,500)	(6,962,400)	7.8%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Expenditures</b>				
<b>Board of Trustees</b>				
Contractual Services				
Legal fees	17,000	12,000	12,000	0.0%
General Materials and Supplies				
Office Supplies	2,900	2,500	2,500	0.0%
Publications & Dues	8,000	6,800	6,800	0.0%
Advertising (legal notices)	1,200	1,500	1,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	6,000	7,000	7,000	0.0%
<b>President</b>				
Salaries				
Administrative staff - full-time	108,594	108,594	108,594	0.0%
Clerical - full-time	36,844	36,844	36,844	0.0%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	619	619	619	0.0%
SVCC waivers	82	0	0	0.0%
Retirement Health Ins. Emp. Match			380	100.0%
Other Employee Benefits	11,574	11,574	11,574	0.0%
Contractual				
maintenance Services	137			
General Materials and Supplies				
Office Supplies	2,000	3,000	2,300	-23.3%
Publications & Dues	500	500	500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	5,985	3,500	3,500	0.0%
Other Conf /Meeting (Special Aff)	5,000	5,000	5,000	0.0%
<b>College Relations</b>				
Salaries				
Administrative staff - full-time	48,057	48,057	47,610	-0.9%
Prof/Tech - full-time	49,255	49,255	49,255	0.0%
Clerical - full-time	25,443	25,443	25,443	0.0%
Clerical - overtime		0	0	0.0%
Employee Benefits				
Medical	9,667	9,667	9,667	0.0%
Life	561	561	561	0.0%
SVCC waivers	82	0	0	0.0%
Retirement Health Ins. Emp. Match			320	100.0%
Contractual Services				
Consultants	63	4,000	4,000	0.0%
Maintenance	3,050	3,100	3,100	0.0%
General Materials and Supplies				
Office Supplies	1,106	3,000	3,000	0.0%
Other Supplies				
Publications & Dues	1,500	1,500	1,600	6.7%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Advertising	103,400	103,400	103,300	-0.1%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	4,000	4,000	2,500	-37.5%
Other Office Equipment	4,289	0	0	0.0%
<b>Information Center/Faculty Office</b>				
Salaries				
Clerical - full-time	51,662	51,662	51,662	0.0%
Clerical - overtime		0	0	0.0%
Employee Benefits				
Medical	4,833	4,833	4,833	0.0%
Life	227	227	227	0.0%
SVCC waivers	82	0	0	0.0%
Retirement Health Ins. Emp. Match			135	100.0%
Contractual				
Maintennance	857		330	100.0%
General Materials and Supplies				
Office Supplies	3,800	3,000	3,000	0.0%
Instructional Supplies	300	700	400	-42.9%
Equipment				
Office Computer Equipment		0	0	0.0%
Office Other Equipment		0	0	0.0%
<b>Institutional Research</b>				
Director of Grants, Planning & Research				
Salaries				
Administrative staff - full-time	47,040	47,040	47,040	0.0%
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	216	216	216	0.0%
Retirement Health Ins. Emp. Match			123	100.0%
General Materials and Supplies				
Office Supplies	700	1,000	900	-10.0%
Publication & Dues	300	500	100	-80.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	2,000	2,000	2,000	0.0%
Equipment				
Office Computer Equipment		0	0	0.0%
<b>VP- Instructional Services</b>				
Salaries				
Administrative staff - full-time	74,746	74,746	74,746	0.0%
Clerical - full-time	31,292	31,292	31,292	0.0%
Employee Benefits				
Medical	4,833	4,833	4,833	0.0%
Life	466	466	466	0.0%
SVCC waivers	0	300	300	0.0%
Retirement Health Ins. Emp. Match			277	100.0%
General Materials and Supplies				
Office Supplies	1,600	2,000	2,000	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Publications & Dues	1,000	1,000	1,000	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	3,700	4,000	3,500	-12.5%
Capital outlay				
Office Computer Equipment	2,975			
<b>Honors</b>				
Salaries				
Faculty-part-time	842			
Faculty - overload	5,952	7,000	6,000	-14.3%
Employee Benefits				
Medical				
Life				
Retirement Health Ins. Emp. Match			18	100.0%
General Materials and Supplies				
Instructional Supplies	58	200	100	-50.0%
Publications & Dues	335	300	350	16.7%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	300	300	300	0.0%
<b>Other Instructional</b>				
Student Employee				
Employee Benefits				
Medical Insurance				
Life Insurance				
Sabbatical Leave				
SVCC waivers		7,000	7,300	4.3%
Tuition Reimbursement	10,500	10,500	10,500	0.0%
Early Retirement	48,786	42,168		-100.0%
Contractual Services				
Consultants	1,000	7,000	7,000	0.0%
maintenance			1,462	100.0%
General Materials and Supplies				
Instructional Supplies (in-service)	8,280	4,500	4,500	0.0%
Publications & Dues	500	800	800	0.0%
Other Supplies (Faculty Assoc.)	100	200	200	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense				
Other Conf/ Mtng Exp (staff dev)	7,000	2,000	2,000	0.0%
Distance Learning Line Charges				
Capital Outlay				
Equipment				
Equip Office-Other		10,000	0	-100.0%
Equip Instructional-Computer	1,083	0	0	0.0%
Equip Instructional-Other	515	40,000	40,000	0.0%
<b>Curriculum Development</b>				
Salaries				
Faculty - overload	5,610	7,500	9,375	25.0%
Employee Benefits				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
medical				
life				
Retirement Health Ins. Emp. Match			27	100.0%
General Materials and Supplies				
Instructional Supplies	600	600	600	0.0%
<b>Dean of Arts, Social Sciences &amp; P. E.</b>				
Salaries				
Administrative staff - full-time	61,620	61,620	61,620	0.0%
Clerical - full-time	24,823	24,823	24,823	0.0%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	384	384	384	0.0%
SVCC waivers	615	0	0	0.0%
Retirement Health Ins. Emp. Match			226	100.0%
Contractual Services				
Consultants	1,500	1,500	500	-66.7%
General Materials and Supplies				
Office Supplies	800	1,200	1,200	0.0%
Instructional Supplies		0	0	0.0%
Printing		0	0	0.0%
Publication & Dues		100	100	0.0%
Travel and Conference/Meeting Expense				0.0%
Conference/Meeting Expense	2,466	2,000	2,000	0.0%
<b>Humanities - Pooled Budget</b>				
Salaries				
Faculty - full-time		0		
Faculty - part-time		0		
Faculty - temporary		0		
Faculty - overload		0		
Faculty - summer		0		
Employee Benefits				
Medical		0		
Life		0		
Contractual Services				
Consultants		0		
General Materials and Supplies				
Instructional supplies		0		
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense		0		
<b>Humanities</b>				
<b>Art</b>				
Salaries				
Faculty - full-time	30,610	30,610	30,610	0.0%
Faculty - part-time	10,325	5,400	8,500	57.4%
Faculty - overload	0	1,170	1,170	0.0%
Employee Benefits				
Medical	3,042	3,042	3,042	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Life	162	162	162	0.0%
SVCC waivers	369	0	0	0.0%
Retirement Health Ins. Emp. Match			97	100.0%
Contractual Services				
Other Contractual Services	857	700	700	0.0%
General Materials and Supplies				
Instructional supplies	3,739	1,300	2,000	53.8%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	300	300	300	0.0%
<b>English</b>				
Salaries				
Faculty - full-time	176,544	176,544	176,544	0.0%
Faculty - part-time	22,347	25,400	22,400	-11.8%
Faculty - overload	5,150	3,200	4,000	25.0%
Faculty -summer	2,400	4,800	4,000	-16.7%
Employee Benefits				
Medical	16,001	16,001	16,001	0.0%
Life	851	851	851	0.0%
SVCC waivers	410	0	0	0.0%
Retirement Health Ins. Emp. Match			548	100.0%
Early Retirement			8,363	100.0%
General Materials and Supplies				
Instructional supplies	3,500	3,000	3,000	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	1,107	1,500	1,500	0.0%
Equipment				
Instructional Computer Equipment	7,167	0	0	0.0%
<b>Foreign Language</b>				
Salaries				
Faculty - part-time	18,822	18,000	18,000	0.0%
Employee benefits				
Retirement Health Ins. Emp. Match			47	100.0%
General Materials and Supplies				
Instructional supplies	773	600	600	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	0	0	0.0%
<b>Humanities</b>				
Salaries				
Faculty - full-time	20,804	20,804	21,779	4.7%
Faculty - part-time	0	0	0	0.0%
Faculty - overload	3,803		2,400	100.0%
Faculty -summer	3,424	1,125	1,125	0.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	118	118	118	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			60	100.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>General Materials and Supplies</b>				
Instructional supplies	300	900	500	-44.4%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	200	300	300	0.0%
<b>Music</b>				
<b>Salaries</b>				
Faculty - full-time	48,564	48,564	48,889	0.7%
Faculty - part-time	16,534	16,000	16,000	0.0%
Faculty - overload	8,985	15,000	9,750	-35.0%
Faculty - summer	2,072	750	750	0.0%
<b>Employee Benefits</b>				
Medical	1,792	1,792	1,792	0.0%
Life	176	176	176	0.0%
Retirement Health Ins. Emp. Match			211	100.0%
<b>Contractual Services</b>				
Consultants	944	700	700	0.0%
<b>General Materials and Supplies</b>				
Instructional supplies	2,150	2,700	2,700	0.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	945	600	600	0.0%
Other Conference/Meeting(Field trips)	0	0	0	0.0%
<b>Fixed Charges</b>				
Rental-Equipment			3,100	100.0%
<b>Equipment</b>				
Instructional Equipment				
<b>Philosophy</b>				
<b>Salaries</b>				
Faculty - full-time	9,293	9,293	9,293	0.0%
Faculty - part-time	7,633	6,700	7,000	4.5%
<b>Employee Benefits</b>				
medical	320			
life	19			
Retirement Health Ins. Emp. Match			42	100.0%
Early Retirement			2,091	100.0%
<b>General Materials and Supplies</b>				
Instructional supplies	300	300	300	0.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	0	300	300	0.0%
<b>Speech</b>				
<b>Salaries</b>				
Faculty - full-time	121,970	121,970	95,839	-21.4%
Faculty - part-time	17,868	9,570	22,570	135.8%
Faculty - overload	1,932	1,180	1,180	0.0%
Faculty -summer	1,347	2,400	2,400	0.0%
<b>Employee Benefits</b>				
Medical	8,668	8,668	5,627	-35.1%
Life	516	516	290	-43.8%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
SVCC waivers	287	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			332	100.0%
General Materials and Supplies				
Instructional supplies	2,300	2,500	2,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	500	1,200	1,200	0.0%
<b>Physical Education</b>				
<b>Physical Education - Pooled Budget</b>				
General Materials and Supplies				
Instructional supplies	0	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	0	0	0.0%
<b>Physical Education</b>				
Salaries				
Admin - full-time	6,484		12,967	100.0%
Faculty - full-time	33,065	42,271	29,304	-30.7%
Faculty - part-time	6,350	9,000	6,400	-28.9%
Faculty - overload	928	1,230	1,230	0.0%
Faculty - summer	1,884	1,535	1,535	0.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	122	122	122	0.0%
SVCC waivers	41	0	0	0.0%
Retirement Health Ins. Emp. Match			141	100.0%
Contractual Services				
Consultants	1,800	1,800	1,800	0.0%
General Materials and Supplies				
Instructional supplies	250	2,500	500	-80.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	12	300	300	0.0%
<b>Fitness Center</b>				
Salaries				
Admin - full-time	0	0	0	0.0%
Prof/Tech - full-time	21,765	21,765	27,500	26.3%
Prof/Tech - part-time	33,000	25,000	28,500	14.0%
Employee Benefits				
Medical	299	1,493	0	-100.0%
Life	95	95	95	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			133	100.0%
Contractual Services				
Consultants	720	0	0	0.0%
General Materials and Supplies				
Instructional supplies	1,710	2,500	2,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	500	300	500	66.7%



	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Other Conf/meeting(wellness)	1,340	2,000	2,000	0.0%
Equipment				
Instructional Other Equipment	0	0	0	0.0%
<b>Social Sciences</b>				
<b>Social Sciences-Pooled Budget</b>				
Salaries				
Faculty - full-time		0		
Faculty - part-time		0		
Faculty - overload		0		
Faculty - summer		0		
Employee Benefits				
Medical		0		
Life		0		
General Materials and Supplies				
Instructional supplies		0		
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense		0		
<b>Anthropology</b>				
Salaries				
Faculty - full-time	8	0		
General Materials and Supplies				
Instructional supplies				
<b>Criminal Justice</b>				
Salaries				
Faculty - full-time	37,097	37,097	37,097	0.0%
Faculty - part-time	19,589	18,000	19,125	6.3%
Faculty - overload	8,276	8,000	8,000	0.0%
Faculty -summer	147	4,600	0	-100.0%
Employee Benefits				
Medical	3,516	3,180	3,180	0.0%
Life	161	161	161	0.0%
Retirement Health Ins. Emp. Match			177	100.0%
General Materials and Supplies				
Instructional supplies	2,200	3,000	3,000	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	443	300	300	0.0%
<b>Economics</b>				
Salaries				
Faculty - part-time	4,499	7,000	4,500	-35.7%
Faculty - summer	1,275	0	1,200	100.0%
Employee Benefits				
medical	11			
life	0			
Retirement Health Ins. Emp. Match			18	100.0%
General Materials and Supplies				
Instructional supplies	128	100	100	0.0%
Travel and Conference/Meeting Expense				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Conference/ Meeting Expense	150	0	0	100.0%
<b>Geography</b>				
Salaries				
Faculty - part-time	1,125	1,125	1,125	0.0%
Employee enefits				
Retirement Health Ins. Emp. Match			3	
General Materials and Supplies				
Instructional supplies	4			
<b>History</b>				
Salaries				
Faculty - full-time	25,534	25,534	25,534	0.0%
Faculty - part-time	13,106	10,900	10,900	0.0%
Faculty - overload	1,971	3,300	3,300	0.0%
Faculty - summer	2,400	2,550	2,550	0.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	176	176	176	0.0%
Retirement Health Ins. Emp. Match			110	100.0%
General Materials and Supplies				
Instructional supplies	740	900	900	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	0	300	300	0.0%
<b>Human Services</b>				
Salaries				
Faculty - full-time	30,959	30,959	30,959	0.0%
Faculty - part-time	8,263	7,800	8,000	2.6%
Faculty - overload	1,785	1,000	1,785	78.5%
Faculty - summer	589	1,000	1,000	0.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	130	130	130	0.0%
Retirement Health Ins. Emp. Match			106	100.0%
Contractual Services				
Consultants	745	0	0	0.0%
General Materials and Supplies				
InstructiInstructional supplies	700	1,100	800	-27.3%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	300	300	0.0%
<b>Political Science</b>				
Salaries				
Faculty - full-time	17,023	17,023	17,023	0.0%
Faculty - part-time	1,125	1,125	1,125	0.0%
Faculty - overload	1,314			
Faculty - summer	1,200	1,350	1,350	0.0%
Employee Benefits				
medical	450			
Life	40			

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Retirement Health Ins. Emp. Match			51	100.0%
General Materials and Supplies				
Instructional supplies	400	400	400	0.0%
<b>Psychology</b>				
Salaries				
Faculty - full-time	92,054	92,054	92,054	0.0%
Faculty - part-time	7,162	3,300	11,000	233.3%
Faculty - overload	11,458	11,750	11,750	0.0%
Faculty - summer	6,372	7,800	7,800	0.0%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	397	397	397	0.0%
Retirement Health Ins. Emp. Match			300	100.0%
General Materials and Supplies				
Instructional supplies	2,224	1,500	1,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	127	600	600	0.0%
<b>Sociology</b>				
Salaries				
Faculty - full-time	52,261	52,261	52,261	0.0%
Faculty - part-time	892	2,000	1,000	-50.0%
Faculty - overload	3,659	3,500	3,500	0.0%
Faculty - summer	2,550	1,250	2,500	100.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	218	218	218	0.0%
Retirement Health Ins. Emp. Match			154	100.0%
Early Retirement			9,466	100.0%
General Materials and Supplies				
Instructional supplies	800	800	800	0.0%
Conference/Meeting Expense	215	300	300	0.0%
<b>Library Science</b>				
Salaries				
Faculty- Full- Time	10,743	10,743	10,743	0.0%
Faculty-Part-Time	1,125			
Employee Benefits				
medical	182			
life	21			
Retirement Health Ins. Emp. Match			28	100.0%
<b>Academic skills</b>				
Salaries				
Prof/Tech	16,187		28,000	100.0%
Faculty - full-time	89,220	89,220	89,220	0.0%
Faculty - part-time	22,600	33,890	12,000	-64.6%
Faculty - overload	7,488	7,800	7,800	0.0%
Faculty - summer	5,525	3,825	4,950	29.4%
Employee Benefits				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Medical	4,833	4,833	4,833	0.0%
Life	411	411	411	0.0%
SVCC waivers	1,353	0	0	0.0%
Retirement Health Ins. Emp. Match			352	100.0%
General Materials and Supplies				
Instructional supplies	5,600	5,800	5,800	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	600	600	600	0.0%
<b>Phi Theta Kappa</b>				
General Materials and Supplies				
Office Supplies	300	1,200	1,200	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	600	1,200	1,200	0.0%
<b>Learning Assistance Center</b>				
Salaries				
Faculty-summer	3,200	3,200	3,200	0.0%
Academic Support- Full-time	34,164	34,164	34,164	0.0%
Clerical-Part-Time	12,898	12,898	12,898	0.0%
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	153	153	153	0.0%
SVCC waivers	246	0	0	0.0%
Retirement Health Ins. Emp. Match			131	100.0%
General Materials and Supplies				
Instructional supplies	100	100	100	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	200	300	300	0.0%
<b>Adult Basic and Adult Secondary Education</b>				
Salaries				
Faculty - part-time	47,475	40,680	40,680	0.0%
Employee Benefits				
Medical	0			
Life	0			
Retirement Health Ins. Emp. Match			106	100.0%
<b>Dean of Business, Technology &amp; Natural Science</b>				
Salaries				
Administrative staff - full-time	66,791	66,791	47,250	-29.3%
Clerical - full-time	20,979	20,979	20,979	0.0%
Employee Benefits				
Medical	4,833	4,833	4,833	0.0%
Life	390	390	335	-14.1%
SVCC waivers	246	0	0	0.0%
Retirement Health Ins. Emp. Match			196	100.0%
General Materials and Supplies				
Office Supplies	1,100	1,100	1,100	0.0%
Publication & Dues	100	100	100	0.0%
Travel and Conference/Meeting Expense				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Conference/Meeting Expense	1,000	1,500	1,500	0.0%
<b>Business Occupational</b>				
<b>Business - Pooled Budget</b>				
Salaries				
Faculty - full-time		0		
Faculty - part-time		0		
Faculty - overload		0		
Faculty - summer		0		
Employee Benefits				
Medical		0		
Life		0		
Contractual Services				
Consultants		0		
General Materials and Supplies				
Instructional supplies		0		
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense		0		
<b>Business</b>				
<b>Accounting</b>				
Salaries				
Faculty - full-time	64,116	64,116	64,116	0.0%
Faculty - part-time	1,400	3,900	2,775	-28.8%
Faculty - overload	17,772	19,100	17,900	-6.3%
Faculty - summer	4,793	5,100	4,750	-6.9%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	371	371	371	0.0%
SVCC waivers	246	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			241	100.0%
General Materials and Supplies				
Office Supplies	2			
Instructional supplies	1,254	1,250	1,250	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	600	600	0.0%
<b>Business</b>				
Salaries				
Faculty - full-time	50,846	50,846	50,846	0.0%
Faculty - part-time	13,649	15,600	13,500	-13.5%
Faculty - overload	3,283	4,300	3,500	-18.6%
Faculty - summer		1,080	1,080	0.0%
Employee Benefits				
Medical	3,042	3,042	3,042	0.0%
Life	224	224	224	0.0%
SVCC waivers	246	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			188	100.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>General Materials and Supplies</b>				
Instructional supplies	500	500	500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	300	300	0.0%
<b>Computer Information Systems</b>				
Salaries				
Faculty - full-time	80,916	80,916	80,916	0.0%
Faculty - part-time	10,838	11,400	8,000	-29.8%
Faculty - overload	11,747	4,600	8,000	73.9%
Faculty - summer	4,431	5,300	5,300	0.0%
Employee Benefits				
Medical	7,670	7,670	7,670	0.0%
Life	268	268	268	0.0%
SVCC waivers	123	0	0	0.0%
Tuition Reimbursement	2,185	0	0	0.0%
Retirement Health Ins. Emp. Match			267	100.0%
<b>General Materials and Supplies</b>				
Office supplies				
Instructional supplies	8,000	8,000	8,000	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	300	600	600	0.0%
<b>Office &amp; Administrative Services</b>				
Salaries				
Faculty - full-time	50,846	50,846	50,846	0.0%
Faculty - part-time	20,695	20,000	21,000	5.0%
Faculty - temporary	106	0	0	0.0%
Faculty - overload	12,405	10,100	11,000	8.9%
Faculty - summer	6,918	2,600	3,800	46.2%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	214	214	214	0.0%
SVCC waivers	123	0	0	0.0%
Retirement Health Ins. Emp. Match			218	100.0%
Early Retirement			11,109	100.0%
<b>General Materials and Supplies</b>				
Office supplies	158			
Instructional supplies	2,093	3,250	3,250	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	13	300	300	0.0%
<b>Technology</b>				
<b>Technology - Pooled Budget</b>				
Salaries				
Faculty - full-time		0		
Faculty - part-time		0		
Faculty - temporary		0		
Faculty - overload		0		
Faculty - summer		0		

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Employee Benefits</b>				
Medical		0		
Life		0		
SVCC waivers		0		
Tuition Reimbursement		0		
<b>Contractual Services</b>				
Consultants		0		
<b>General Materials and Supplies</b>				
Instructional supplies		0		
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense		0		
<b>Electronics</b>				
<b>Salaries</b>				
Faculty - full-time	88,947	88,947	88,947	0.0%
Faculty - part-time	4,418	0	0	0.0%
Faculty - overload	8,372	10,000	10,000	0.0%
Faculty - summer	629	930	930	0.0%
<b>Employee Benefits</b>				
Medical	6,083	6,083	6,083	0.0%
Life	394	394	394	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			261	100.0%
<b>General Materials and Supplies</b>				
Office supplies	292			
Instructional supplies	7,658	8,000	10,000	25.0%
Publications and Dues	79			
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	694	600	600	0.0%
<b>Equipment</b>				
Instructional Other Equipment	0	0	0	0.0%
<b>HVAC</b>				
<b>Salaries</b>				
Faculty - full-time	50,846	50,846	50,846	0.0%
Faculty - part-time	11,875	19,250	19,250	0.0%
Faculty-Temporary	115			
Faculty - overload	22,423	13,000	13,000	0.0%
Faculty - summer	0	0	0	0.0%
<b>Employee Benefits</b>				
Medical	3,042	3,042	3,042	0.0%
Life	224	224	224	0.0%
SVCC waivers	250	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			217	100.0%
<b>General Materials and Supplies</b>				
Office supplies	15			
Instructional supplies	4,445	4,500	4,500	0.0%
<b>Travel and Conference/Meeting Expense</b>				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Conference/ Meeting Expense	482	300	300	0.0%
<b>Machine Tool</b>				
Salaries				
Faculty - full-time	40,283	40,283	40,283	0.0%
Faculty - part-time	2,212	2,370	2,370	0.0%
Faculty - overload	9,527	6,000	8,000	33.3%
Faculty - summer	3,347			
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	178	178	178	0.0%
SVCC waivers	410	0	0	0.0%
Retirement Health Ins. Emp. Match			127	100.0%
General Materials and Supplies				
Instructional supplies	2,200	2,500	2,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	300	300	0.0%
<b>Manufacturing Technology</b>				
Salaries				
Faculty - full-time	24,853	24,853	24,853	0.0%
Faculty - overload	8,005		4,000	100.0%
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	115	115	115	0.0%
Retirement Health Ins. Emp. Match			65	100.0%
General Materials and Supplies				
Instructional supplies	80	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	1,200	1,200	0.0%
Fixed Charges				
Rental - Facilities	9,136	0	0	0.0%
<b>Mechanical Design</b>				
Salaries				
Faculty - full-time	0	14,246	14,246	0.0%
Faculty - part-time	2,563	6,000	4,000	-33.3%
Faculty-Temporary	42			
Faculty - overload	1,411	6,000	2,000	-66.7%
Faculty - summer	2,017	0	2,000	0.0%
Employee Benefits				
Medical	30	896	896	0.0%
Life	(1)	57	57	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			69	100.0%
General Materials and Supplies				
Office supplies				
Instructional supplies	840	2,500	2,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	300	300	0.0%



	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Agriculture</b>				
Salaries				
Faculty - part-time	1,050	2,400	1,050	-56.3%
Employee Benefits				
Retirement Health Ins. Emp. Match			6	
General Materials and Supplies				
Instructional supplies	160	400	400	0.0%
<b>Natural Science</b>				
<b>Math/Science - Pooled Budget</b>				
Salaries				
Prof/Tech staff - full-time	26,960	26,960	26,960	0.0%
Faculty - full-time				
Faculty - part-time				
Faculty - overload				
Faculty -summer				
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	123	123	123	0.0%
Retirement Health Ins. Emp. Match			70	100.0%
Contractual Services				
Consultants	0	400	400	0.0%
General Materials and Supplies				
Instructional supplies	0	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	0	0	0.0%
<b>Biology</b>				
Salaries				
Faculty - full-time	87,840	87,840	90,440	3.0%
Faculty - part-time	19,472	6,700	9,200	37.3%
Faculty - overload	12,078	9,200	9,200	0.0%
Faculty - summer	5,463	1,700	4,000	135.3%
Employee Benefits				
Medical	7,419	7,419	7,419	0.0%
Life	384	384	384	0.0%
SVCC waivers	718	0	0	0.0%
Tuition Reimbursement	345			
Retirement Health Ins. Emp. Match			282	100.0%
General Materials and Supplies				
Office Supplies	254			
Instructional supplies	9,990	7,750	7,750	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	545	900	900	0.0%
Equipment				
Instructional Other Equipment	12,342			
<b>Chemistry</b>				
Salaries				
Faculty - full-time	82,871	82,871	84,171	1.6%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Faculty - part-time		3,130	3,130	0.0%
Faculty - overload	9,028	9,570	9,570	0.0%
Faculty - summer	5,332	3,130	3,130	0.0%
Employee Benefits				
Medical	4,833	4,833	4,833	0.0%
Life	359	359	359	0.0%
SVCC waivers	308	0	0	0.0%
Retirement Health Ins. Emp. Match			261	100.0%
General Materials and Supplies				
Office supplies	74			
Instructional supplies	5,113	5,400	5,400	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	294	600	600	0.0%
Equipment				
Instructional Other Equipment	767			
<b>Earth Science</b>				
Salaries				
Faculty - overload	0			
General Materials and Supplies				
Instructional supplies	30	300	0	-100.0%
<b>Mathematics</b>				
Salaries				
Faculty - full-time	128,749	128,749	130,049	1.0%
Faculty - part-time	29,421	19,220	24,000	24.9%
Faculty - overload	3,702	1,120	2,200	96.4%
Faculty - summer	1,400	1,520	1,520	0.0%
Employee Benefits				
Medical	7,875	7,875	7,875	0.0%
Life	491	491	491	0.0%
SVCC waivers	1,599			
Tuition Reimbursement	345			
Retirement Health Ins. Emp. Match			397	100.0%
General Materials and Supplies				
Office Supplies	8			
Instructional supplies	2,108	1,500	1,500	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	399	900	900	0.0%
<b>Physics</b>				
Salaries				
Faculty - full-time	60,840	60,840	60,433	-0.7%
Faculty - part-time	0	1,020	1,020	0.0%
Faculty - overload	1,278	0	0	0.0%
Faculty - summer	1,800	1,020	1,020	0.0%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	339	339	297	-12.4%
Retirement Health Ins. Emp. Match			142	100.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>General Materials and Supplies</b>				
Office Supplies	21			
Instructional supplies	612	1,500	1,500	0.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	0	600	600	0.0%
<b>Dean of Corporate &amp; Community Service</b>				
<b>Salaries</b>				
Administrative staff - full-time	11,851	11,851	11,288	-4.8%
Clerical - full-time	4,220	4,220	4,220	0.0%
<b>Employee Benefits</b>				
Medical	959	959	959	0.0%
Life	70	70	70	0.0%
SVCC Waivers	3,014			
Retirement Health Ins. Emp. Match			42	100.0%
<b>General Materials and Supplies</b>				
Office Supplies	2,239	2,800	2,800	0.0%
Publications & Dues	435	300	300	0.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	2,074	1,500	1,500	0.0%
<b>Equipment</b>				
Office Computer Equipment				
<b>Baccalaureate-Oriented Transfer</b>				
<b>Salaries</b>				
Faculty - part-time	28,927	30,000	30,000	0.0%
Faculty - Overload	4,210	0	4,000	100.0%
Faculty-Summer	3,752			
<b>Contractual Services</b>				
Consultants	0			
<b>General Materials and Supplies</b>				
Office Supplies	2			
Instructional supplies	3,008	2,150	2,150	0.0%
<b>Business Occupational</b>				
<b>Salaries</b>				
Faculty - part-time	5,972	5,300	7,000	32.1%
<b>Contractual Services</b>				
Consultants	350			
<b>General Materials and Supplies</b>				
Instructional supplies	800	600	600	0.0%
<b>Technical Occupational</b>				
<b>Salaries</b>				
Faculty - part-time	6,248	4,635	5,100	10.0%
<b>Contractual Services</b>				
Consultants	225	500	500	0.0%
<b>General Materials and Supplies</b>				
Instructional supplies	1	1,000	1,000	0.0%
<b>Remedial Servies</b>				
<b>Salaries</b>				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Faculty - part-time	2,000	0	1,600	100.0%
Employee Benefits				
<b>Adult Basic &amp; Adult Secondary</b>				
Salaries				
Faculty -Part-time	3,350	0	1,800	100.0%
Employee Benefits				
<b>Community Services</b>				
<b>Community Educational (Noncredit Instructional)</b>				
<b>Leisure</b>				
Refund-Public Service				
Faculty- Part time			2,000	100.0%
Prof/ Tech- Part time				
Medical Insurance				
Life Insurance				
Consultant			5,500	100.0%
Instructional Supplies			1,700	100.0%
Advertising			600	100.0%
Conference/ Meeting Expense			600	100.0%
Facility Rental			600	100.0%
<b>Trips &amp; Tours</b>				
Consultant			1,000	100.0%
Advertising			1,500	100.0%
Instructional Supplies			500	100.0%
Conference/ Meeting Expense			500	100.0%
Facility Rental				
Other			11,500	100.0%
<b>Senior Programs</b>				
Consultant			3,300	100.0%
Instructional Supplies			600	100.0%
Advertising			1,200	100.0%
Conference/ Meeting Expense			600	100.0%
Facility Rental			300	100.0%
<b>College for Kids</b>				
Faculty-Part-time			700	100.0%
Retirement Health Ins. Emp. Match				
Consultant			9,300	100.0%
Instructional Supplies			4,000	100.0%
Advertising			2,500	100.0%
Conference/ Meeting Expense			500	100.0%
Facility Rental				
Transfers from Other Funds				
<b>Public Service</b>				
<b>Salaries</b>				
Administrative staff-full-time	0			
Administrative staff - part-time	18,205	18,205	18,205	0.0%
Professional/Technical - Full-time	0	0	0	0.0%
Professional/Technical - part-time	1,000	0	0	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Faculty-part-time	1,646			
Clerical - full-time (80% SA)	16,878	16,878	16,878	0.0%
Clerical-part-time	860			
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	99	99	99	0.0%
SVCC Waivers	62			
Contractual Services				
Consultants	550	2,000	2,000	0.0%
<b>Professional Development</b>				
Refund-Public Service				
Faculty-Part-time			1,500	100.0%
Consultants			3,500	100.0%
Instructional Supplies			1,000	100.0%
Advertising			300	100.0%
Conference/Meeting			700	100.0%
Other				
<b>Computer Courses</b>				
Faculty-Part-time			3,000	100.0%
Consultants			7,500	100.0%
Instructional Supplies			2,000	100.0%
Software				
Advertising			1,000	100.0%
Conference/Meeting			1,000	100.0%
Facility Rental			500	100.0%
Computer Equipment			4,000	100.0%
<b>Health &amp; Personal Development</b>				
Faculty-Part-time			500	100.0%
Faculty-Overload				
Consultant			4,000	100.0%
Instructional Supplies			1,000	100.0%
Advertising			350	100.0%
Conference/Meeting			500	100.0%
Facility Rental			150	100.0%
<b>Corporate Services</b>				
<b>Customized Training (instructional)</b>				
<b>Training/ Projects</b>				
Refund-Public Service				
Faculty-Part-Time			500	100.0%
Faculty-Overload			500	100.0%
Consultant			10,000	100.0%
Office Supplies				
Instructional Supplies			6,000	100.0%
Conference/ Meeting Expense			6,000	100.0%
Other Fixed Charges			750	100.0%
Facility Rental				
Office Equipment-Computer				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Seminars</b>				
Refund-Public Service				
Faculty-Part-time			2,000	100.0%
Faculty-Overload			2,000	100.0%
Consultant			10,000	100.0%
Instructional Supplies			6,000	100.0%
Software				
Conference/ Meeting Expense			6,000	100.0%
Facility Rental				
Equipment			4,000	100.0%
<b>Company Training</b>				
Consultant			4,250	100.0%
Instructional Supplies			500	100.0%
Conference/ Meeting Expense			250	100.0%
<b>Administration</b>				
Prof/Tech - Part-time			20,000	100.0%
Supplies & Materials			0	
<b>Health Occupational</b>				
<b>Department Director</b>				
Salaries				
Administrative staff - full-time	46,950	46,950	46,950	0.0%
Clerical - full-time	24,353	24,353	24,353	0.0%
Clerical - overtime	510	500	500	0.0%
Employee Benefits				
Medical Insurance	6,083	6,083	6,083	0.0%
Life Insurance	328	328	328	0.0%
SVCC Waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			188	100.0%
Contractual Services				
Consultants	0	0	0	0.0%
Maintenance Services	0	300	300	0.0%
General Materials and Supplies				
Office Supplies	770	1,000	1,000	0.0%
Instructional Supplies	600	700	700	0.0%
Instructional Technology Center	0	0	0	0.0%
Software	0	0	0	0.0%
Publication & Dues	790	500	500	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	1,500	2,000	2,000	0.0%
Capital Outlay				
Equipment	1,948			
<b>Health Careers - Pooled Budget</b>				
Salaries				
Prof/Tech - full-time	29,203	29,203	29,203	0.0%
Faculty - part-time		0	2,500	100.0%
Faculty - temporary				
Faculty - overload				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Faculty - summer				
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	133	133	133	0.0%
SVCC waivers	41	0	0	0.0%
Retirement Health Ins. Emp. Match			83	100.0%
General Materials and Supplies				
Office Supplies	32	100	100	0.0%
Instructional supplies	386	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	118	300	300	0.0%
Equipment				
Instructional Other Equipment	1,490			
<b>Clinical Laboratory Science</b>				
Salaries				
Faculty - full-time	34,350	34,350	34,350	0.0%
Faculty - part-time	2,428	3,700	2,600	-29.7%
Faculty - overload	5,840	5,840	3,840	-34.2%
Faculty - summer	1,200	1,200	1,200	0.0%
Employee Benefits				
Medical	1,792	1,792	1,792	0.0%
Life	143	143	143	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			110	100.0%
Contractual Services				
Consultants	514	0	0	0.0%
Maintenance Services	2,500	4,000	4,000	0.0%
General Materials and Supplies				
Office Supplies	500	700	700	0.0%
Instructional supplies	8,900	9,500	9,500	0.0%
Instructional Technology Center	0			
Software	0			
Publications and Dues	90			
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	2,000	2,500	2,500	0.0%
Equipment				
Instructional Other Equipment	0			
<b>Associate Degree Nursing</b>				
Salaries				
Prof/Tech-part-time				
Faculty - full-time	152,829	152,829	152,829	0.0%
Faculty - part-time	2,026	1,500	2,400	60.0%
Faculty - temporary	693	500	500	0.0%
Faculty - overload	4,407	5,000	5,000	0.0%
Faculty - summer	0	0	0	0.0%
Employee Benefits				
Medical	13,297	13,297	13,297	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Life	669	669	669	0.0%
Retirement Health Ins. Emp. Match			420	100.0%
Early Retirement			18,943	100.0%
Contractual Services				
Consultants	0	100	100	0.0%
Maintenance Services	100	500	500	0.0%
General Materials and Supplies	0			
Office Supplies	250	800	800	0.0%
Instructional supplies	6,735	5,000	5,000	0.0%
Instructional Technology Center	255	0	0	0.0%
Software	780	0	1,500	100.0%
Publications & Dues	0	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	1,540	1,400	1,400	0.0%
<b>Nurse Assistant</b>				
Salaries				
Faculty - part-time	15,807	14,000	15,500	10.7%
Faculty - temporary	0	0		
Employee Benefits	0			
Retirement Health Ins. Emp. Match			40	100.0%
Contractual Services				
Consultants	490		400	100.0%
General Materials and Supplies				
Office Supplies	3	100	100	0.0%
Instructional supplies	268	900	500	-44.4%
Instructional Technology Center	0	0	0	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	0	200	200	0.0%
<b>Licensed Practical Nursing</b>				
Salaries				
Faculty - full-time	69,544	69,544	70,844	1.9%
Faculty - part-time	1,750	1,750	1,750	0.0%
Faculty - temporary	84	0	0	0.0%
Faculty - overload	183	1,460	1,460	0.0%
Faculty- Summer	6,200	6,200	6,200	0.0%
Employee Benefits				
Medical	6,877	6,877	6,877	0.0%
Life	314	314	314	0.0%
Retirement Health Ins. Emp. Match			210	100.0%
Contractual Services				
Consultants	50	0	0	0.0%
Maintenance Services	0	500	500	0.0%
General Materials and Supplies				
Office Supplies	755	700	700	0.0%
Instructional supplies	4,217	3,250	3,600	10.8%
Instructional Technology Center				
Software				



	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Publications & Dues	16			
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	862	800	800	0.0%
<b>Radiologic Technology</b>				
Salaries				
Prof/Tech - part-time	18,580	18,580	18,580	0.0%
Faculty - full-time	86,961	86,961	86,961	0.0%
Faculty - part-time		4,930	4,930	0.0%
Faculty - overload	11,321	9,000	9,000	0.0%
Faculty - summer	7,857	5,570	5,570	0.0%
Employee Benefits				
Medical	4,833	4,833	4,833	0.0%
Life	376	376	376	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			327	100.0%
Contractual Services				
Consultants	2,489	100	1,300	1200.0%
Maintenance Services	1,565	2,000	3,650	82.5%
Instructional Service Contracts	880			
General Materials and Supplies				
Office Supplies	300	700	600	-14.3%
Instructional supplies	3,000	3,600	3,500	-2.8%
Instructional Technology Center				
Software				
Publications & Dues	100			
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	5,800	5,800	5,800	0.0%
<b>Dean of Information Systems</b>				
Salaries				
Administrative staff - full-time	28,955	28,955	28,955	0.0%
Clerical Staff part-time	7,741	7,741	8,756	13.1%
Employee Benefits				
Medical	3,042	3,042	3,042	0.0%
Life	280	280	280	0.0%
SVCC waivers	115	0	0	0.0%
Retirement Health Ins. Emp. Match			99	100.0%
Contractual				
Consultant				
General Materials and Supplies				
Office Supplies	1,100	1,500	1,500	0.0%
Instructional Supplies	1,800	2,000	2,000	0.0%
Publication & Dues	425	400	400	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	2,815	2,600	2,600	0.0%
<b>Learning Resource Center</b>				
Salaries				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Academic support - full-time	85,009	85,009	85,009	0.0%
Academic support - summer	10,169	10,169	10,169	0.0%
Clerical - full-time	16,056	16,056	16,056	0.0%
Clerical - part-time	7,648	7,648	7,648	0.0%
Student Employee				
Employee Benefits				
Medical	7,875	7,875	7,875	0.0%
Life	455	455	455	0.0%
SVCC waivers	86	0	0	0.0%
Tuition Reimbursement	920			
Retirement Health Ins. Emp. Match			311	100.0%
Contractual Services				
Consultants	0	0	2,000	100.0%
General Materials and Supplies				
office supplies	190			
Library Supplies	4,500	7,200	7,200	0.0%
Computer Software	0		4,770	100.0%
Library Books	38,000	40,000	40,000	0.0%
Publications & Dues (Internet periodical)	20,500	17,700	17,700	0.0%
Other Materials & Supplies	3,000	9,100	9,100	0.0%
Travel and Conference/Meeting Expense				
Conference/ Meeting Expense	1,674	1,500	1,500	0.0%
Equipment				
Instructional Computer Equipment	6,846			
Instructional Other Equipment	747	0	0	0.0%
<b>Computing and Instructional Technology</b>				
Salaries				
Administrative staff - full-time	25,664	25,664	26,664	3.9%
Prof/Tech - full-time	31,200	26,295	32,500	23.6%
Employee Benefits				
Medical	6,877	6,877	6,877	0.0%
Life	355	355	355	0.0%
SVCC waivers	1,476	0	0	0.0%
Tuition Reimbursement	2,360	0	0	0.0%
Retirement Health Ins. Emp. Match			138	100.0%
Contractual Services				
Maintenance Services	0		10,000	100.0%
General Materials and Supplies				
Office Supplies	0	0	0	0.0%
Instructional Supplies	0		10,000	100.0%
Computer Software	0		3,300	100.0%
Travel and Conference/Meeting Expense	0			
Conference/Meeting Expense	669	1,800	1,800	0.0%
Equipment				
Instructional Other Equipment	2,663			
<b>Instructional Technology Center</b>				
Salaries				

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Academic support - full-time	40,818	40,818	40,818	0.0%
Academic support - overload		4,740	4,740	0.0%
Clerical - full-time	23,045	23,045	23,045	0.0%
Clerical-temporary	390			
<b>Employee Benefits</b>				
Medical	4,833	3,584	3,584	0.0%
Life	269	269	269	0.0%
SVCC waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			179	100.0%
<b>Contractual Services</b>				
Consultant	0	0	0	0.0%
Maintenance Services	1,500	2,500	2,500	0.0%
<b>General Materials and Supplies</b>				
Instructional Technology Materials	10,500	11,000	10,500	-4.5%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	1,000	3,000	1,000	-66.7%
<b>Equipment</b>				
Instructional Other Equipment	16,803			
<b>Administrative Data Processing</b>				
<b>Salaries</b>				
Administrative staff - full-time	55,262	55,262	56,262	1.8%
Prof/ Tech - full-time	104,100	111,857	130,279	16.5%
Clerical - full-time	0	0	0	0.0%
Clerical - overtime	0	0	0	0.0%
Clerical - part-time	7,741	7,741	8,756	13.1%
<b>Employee Benefits</b>				
Medical	10,950	10,950	10,950	0.0%
Life	490	490	490	0.0%
SVCC waivers	654	0	0	0.0%
Retirement Health Ins. Emp. Match			462	100.0%
<b>Contractual Services</b>				
Maintenance Services	10,500	27,500	12,000	-56.4%
<b>General Materials and Supplies</b>				
Office Supplies	8,768	13,000	13,000	0.0%
Instructional Supplies	33	0	0	0.0%
Computer Software	51,436	57,700	63,100	9.4%
Repair Materials & Supplies	1,860			
Publication & Dues	406	250	250	0.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/Meeting Expense	1,884	1,500	1,500	0.0%
<b>Capital Outlay</b>				
Instructional Computer Equipment	675			
<b>VP- Student Services</b>				
<b>Salaries</b>				
Administrative staff - full-time	55,272	55,272	55,272	0.0%
Clerical - full-time	24,396	24,396	24,396	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Employee Benefits</b>				
Medical	7,670	7,670	7,670	0.0%
Life	378	378	378	0.0%
SVCC waivers	1,804	1,558	500	-67.9%
Retirement Health Ins. Emp. Match			208	100.0%
Early retirement				
<b>General Materials and Supplies</b>				
Office Supplies	1,830	2,500	2,500	0.0%
Publications & Dues	350	500	300	-40.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/Meeting Expense	4,000	4,000	3,500	-12.5%
<b>Other Student Support Services</b>				
<b>Salaries</b>				
Administrative staff - full-time	22,883	22,883	22,883	0.0%
Administrative staff - part-time	20,985	20,985		-100.0%
Prof/Tech full-time			23,662	100.0%
Clerical - part-time	8,771	8,771	8,771	0.0%
Clerical-temporary				
Student Employee				
<b>Employee Benefits</b>				
Medical	3,042	3,042	6,084	100.0%
Life	178	178	284	59.6%
SVCC waivers	380	380	380	0.0%
Tuition Reimbursement	0	0	0	0.0%
Early Retirement		9,651		-100.0%
<b>General Materials and Supplies</b>				
Office Supplies			100	100.0%
Instructional Supplies (In-service)	100	700	400	-42.9%
Publications and Dues	900	600	800	33.3%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	100	300	300	0.0%
<b>Commencement</b>				
Consultant	200	200	200	0.0%
Other Supplies	8,600	8,600	8,600	0.0%
Conference/ Meeting Expense	200	200	200	0.0%
<b>Student Recruitment</b>				
Consultants	150	500		-100.0%
Other Supplies	5,700	9,500	3,500	-63.2%
Conference/ Meeting Expense(honors)	700			
<b>Student Health Services</b>				
Other Supplies	37	0	0	0.0%
<b>Admissions and Records</b>				
<b>Salaries</b>				
Administrative staff - full-time	49,579	47,597	49,579	4.2%
Prof/Tech - full-time	32,083	32,083	35,000	9.1%
Clerical - full-time	50,211	50,211	50,211	0.0%
Clerical - overtime	1,370	2,500	2,500	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Clerical - part-time	14,968	14,968	14,968	0.0%
Clerical-Temporary		0	1,859	100.0%
<b>Employee Benefits</b>				
Medical	15,555	15,555	15,555	0.0%
Life	590	590	590	0.0%
SVCC waivers	1,318	3,854	3,854	0.0%
Tuition Reimbursement	0	1,035	1,035	0.0%
Retirement Health Ins. Emp. Match			385	100.0%
<b>Contractual Services</b>				
Consultants	725	0	0	0.0%
<b>General Materials and Supplies</b>				
Office Supplies	15,000	10,000	11,000	10.0%
Instructional Supplies	4			
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	5,126	5,000	2,500	-50.0%
<b>Equipment</b>				
Office Computer Equipment	2,053	0	0	0.0%
<b>Financial Aid Administration</b>				
<b>Salaries</b>				
Administrative staff - full-time	58,038	58,038	51,867	-10.6%
Clerical - full-time	66,153	66,153	66,153	0.0%
Clerical - overtime	6,020	3,500	3,500	0.0%
Clerical - part-time		0	7,698	100.0%
<b>Employee Benefits</b>				
Medical	10,461	10,461	10,461	0.0%
Life	516	552	516	-6.5%
SVCC waivers	205	205	205	0.0%
Retirement Health Ins. Emp. Match			338	100.0%
Early Retirement	9,651		11,049	100.0%
<b>General Materials and Supplies</b>				
Office Supplies	7,000	6,500	7,000	7.7%
<b>Travel and Conference/Meeting Expense</b>				
Conference/ Meeting Expense	78	5,800	6,000	3.4%
<b>Equipment</b>				
Office Computer Equipment	7,379	0	0	0.0%
<b>Counseling</b>				
<b>Salaries</b>				
Academic support - full-time	135,379	135,379	136,679	1.0%
Academic support - part-time	4,050	5,000	5,000	0.0%
Academic support - overload	7,414	7,414	4,155	-44.0%
Academic support - summer	27,076	27,076	27,076	0.0%
Clerical - full-time	21,098	21,098	21,098	0.0%
Clerical - part-time	11,475	8,581	0	-100.0%
<b>Employee Benefits</b>				
Medical	13,502	13,502	13,502	0.0%
Life	691	691	691	0.0%
SVCC waivers	1,066	533	533	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Tuition Reimbursement	2,760	2,760	2,760	0.0%
Retirement Health Ins. Emp. Match			516	100.0%
Early Retirement	9,948		10,097	100.0%
Contractual Services				
Consultants	0	0	0	0.0%
General Materials and Supplies				
Office Supplies	3,500	4,000	2,500	-37.5%
Instructional Supplies	4,500	4,000	2,500	-37.5%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	5,291	5,000	5,000	0.0%
Equipment				
Office Computer Equipment		0	0	0.0%
Operations and Maintenance				
Maintenance				
Prof/Tech - full-time				
Custodial/maintenance - full-time				
Medical				
Life				
Custodial				
Custodial/maintenance - full-time				
Custodial/maintenance - part-time				
Medical				
Life				
Grounds				
Custodial/maintenance - full-time				
Custodial/maintenance - part-time				
Medical				
Life				
Plant Utilities				
Telephone				
Administrative				
Administrative staff - full-time				
Clerical staff - full-time				
Medical				
Life				
Other Op & Maintenance				
Custodial/maintenance - Overtime				
Student Employee				
Medical Insurance				
Life Insurance				
SVCC Employee Waivers				
Early Retirement				
<b>VP-Administrative Services</b>				
Salaries				
Administrative staff - full-time	55,272	55,272	55,272	0.0%
Clerical - full-time	26,114	26,114	26,114	0.0%
Clerical - overtime	0	0	0	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Clerical - temporary	0	0	0	0.0%
Employee Benefits				
Medical	5,627	5,627	5,627	0.0%
Life	369	369	369	0.0%
SVCC waivers	0	0	0	0.0%
Tuition Reimbursement	0	0	0	0.0%
Retirement Health Ins. Emp. Match			213	100.0%
Contractual Services				
Architectural Services				
Consultants	350	2,500	2,500	0.0%
General Materials and Supplies				
Office Supplies	900	1,500	1,500	0.0%
Publications & Dues	1,700	1,000	1,000	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	2,945	3,000	3,500	16.7%
Capital Outlay				
Office Equipment	2,663			
<b>Other Institution</b>				
Clerical-Overtime	23			
Clerical-Temporary	4,500			
Student Employee				
Medical Insurance	1			
Life Insurance				
Contractual Services				
Consultants				
maintenance Services			10,000	100.0%
General Materials and Supplies(aff)				
Postage	65,000	74,500	67,000	-10.1%
Publications and Dues	6,046	5,000	5,000	0.0%
Travel and Conference/Meeting Expense				
Recruitment	25,000	20,000	25,000	25.0%
Fixed Charges				
Debt Principal Retirement	35,062		46,551	100.0%
Phone Lease Interest	10,967	9,470	6,607	-30.2%
Interest (NWS&W)	9,338			
Property and Casualty Insurance			24,000	100.0%
Capital Outlay				
Equipment-Office				
Equipment Office - Computers		0	0	0.0%
Equipment Office - Other	12,240	70,000	80,000	14.3%
Service Equipment				
Other Capital Outlay				
Computer Software				
Technology - Telephone				
Technology - Cable Backbone				
Technology - Institutional System	73,860	100,000	100,000	0.0%
Technology - Hardware	12,360			

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Technology - Other Equipment	1,798			
Scholarships, Students grants, and Waivers				
Fringe Benefits				
SVCC Waivers	0			
Waivers				
Tuition Waivers	213,684	190,000	222,000	16.8%
Business Office				
Salaries				
Administrative staff - full-time	39,300	39,300	24,641	-37.3%
Prof/Tech - Full-Time			30,000	100.0%
Clerical - full-time	101,001	101,001	101,001	0.0%
Clerical - overtime	1,237	2,000	1,000	-50.0%
clerical part-time			10,000	100.0%
Clerical - temporary	5,660	10,658		-100.0%
Employee Benefits				
Medical	13,045	13,045	13,045	0.0%
Life	610	610	610	0.0%
SVCC waivers	656	240	240	0.0%
Tuition Reimbursement	510	510	510	0.0%
Retirement Health Ins. Emp. Match			409	100.0%
Contractual Services				
Consultants	13,436	10,000	10,000	0.0%
Maintenance Services	0	0	990	100.0%
General Materials and Supplies				
Office Supplies	8,000	8,000	8,200	2.5%
Publications & Dues	250	200	250	25.0%
Other Supplies (switchboard & fax)	1,800	1,300	2,000	53.8%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	1,500	2,600	3,500	34.6%
Capital Outlay				
Equipment	13,315			
Other Expenditures				
Financial Charges and Adjustments	8,182	5,000	3,000	-40.0%
Bad debts	(3,101)	0	0	0.0%
Cash/ Over Short	(416)	0	0	0.0%
Chargeback/Contractual Agreements				
Tuition Chargeback/Contractual Agreements	55,486	46,000	54,000	17.4%
Personnel Services				
Salaries				
Administrative staff - full-time	37,414	37,414	37,414	0.0%
Employee Benefits				
Medical	3,835	3,835	3,835	0.0%
Life	183	183	183	0.0%
SVCC Waivers	164			
Retirement Health Ins. Emp. Match			98	100.0%
General Materials and Supplies				
Office Supplies	600	1,100	600	-45.5%



	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Printing	18	0	0	0.0%
Instructional Technology Center	0	0	0	0.0%
Software	0	0	0	0.0%
Publication & Dues	800	700	700	0.0%
Other Materials And Supplies	600	0	300	100.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Expense	463	450	2,000	344.4%
Other Conference/Meeting Exp (staff recog)	4,500	4,500	4,500	0.0%
Capital Outlay				
Equipment-Office (ADA)	0	1,000	1,000	0.0%
	2,663			
<b>Total Expenditures</b>	<b>6,664,322</b>	<b>6,551,200</b>	<b>6,922,900</b>	<b>5.7%</b>
Provision for Contingency	0	0	160,000	100.0%
<b>Interfund Transfers</b>				
Transfers to Other Funds	122,300	122,300	102,000	-16.6%
Transfers from Other Funds	(112,000)	(112,000)	(122,500)	9.4%
<b>Revenues (Over)/Under Expenditures</b>	<b>176,855</b>	<b>100,000</b>	<b>100,000</b>	<b>-0.0%</b>

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Education Fund</b>				
<b>Revenue by Source</b>				
Local Governmental Sources	(2,379,862)	(2,401,000)	(2,552,800)	6.3%
State Governmental Sources	(2,171,300)	(2,158,300)	(2,235,650)	3.6%
Federal Governmental Sources	(45,000)	(13,500)	(45,000)	233.3%
Student Tuition and Fees	(1,802,943)	(1,833,700)	(1,882,500)	2.7%
Sales and Services	0	0	(162,450)	100.0%
Facilities Revenue	0	0	0	0.0%
Investment Revenue	(81,662)	(45,000)	(67,000)	48.9%
Nongovernmental Gifts, Scholarships	0	0	0	0.0%
Other Revenues	(17,000)	(10,000)	(17,000)	70.0%
Total Revenues	(6,497,767)	(6,461,500)	(6,962,400)	7.8%
<b>Expenditures by Program</b>				
Instruction	3,367,520	3,302,520	3,341,130	1.2%
Academic Support	706,476	682,346	700,235	2.6%
Student Services	681,965	658,526	664,494	0.9%
Public Service/ Continuing Education	43,135	41,017	201,267	390.7%
Organized Research	0	0	0	0.0%
Auxiliary Services	0	0	0	0.0%
Operations and Maintenance of Plant	0	0	0	0.0%
General Administration		0	0	0.0%
Institutional Support	1,593,392	1,630,791	1,739,774	6.7%
Scholarships, Student Grants, and Waivers	269,170	236,000	276,000	16.9%
Provision for Contingency			160,000	100.0%
Interfund Transfers	10,300		(20,500)	100.0%
Total Expenditures	\$6,671,959	\$6,551,200	\$7,062,400	7.8%
<b>Expenditure by Object</b>				
Salaries		4,898,817	4,984,645	1.8%
Employee Benefits		418,763	447,995	7.0%
Contractual Services		84,400	153,782	82.2%
General Materials and Supplies		552,500	591,170	7.0%
Travel and Conference/Meeting Expense		125,250	143,250	14.4%
Fixed Charges		9,470	82,558	771.8%
Utilities		0	0	100.0%
Capital Outlay		221,000	229,000	3.6%
Other Expenditures		241,000	290,500	20.5%
Provision for Contingency		0	160,000	100.0%
Interfund Transfers		10,300	(20,500)	-299.0%
Total Expenditures		\$6,561,500	\$7,062,400	7.6%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Sauk Valley Community College</b>				
<b>Comparative Operating Budget</b>				
<b>For the Two Years Ending June 30, 1997</b>				
<b>Operations and Maintenance Fund</b>				
<b>Revenue Source</b>				
<b>Local Governmental Sources</b>				
Local Taxes				
Current	(296,413)	(\$294,000)	(\$311,900)	6.1%
Prior	4,896			
<b>State Governmental Sources</b>				
ICCB Grants				
ICCB Credit Hour Grants	(167,600)	(167,600)	(170,550)	1.8%
ICCB Square Footage Grant	0		(27,775)	100.0%
ICCB Equalization Grants	(54,900)	(54,900)	(52,726)	-4.0%
ICCB Adverse Court Decision Grant	0		(5,789)	100.0%
CPPRT	(33,500)	(31,500)	(34,500)	9.5%
Other Illinois Governmental Sources	(1,831)			0.0%
<b>Federal Governmental Sources</b>				
Department Of Education	0	(34,000)	0	-100.0%
Student Support Services - Administrative R	0	0	0	0.0%
Other Federal Governmental Sources	0	0	0	0.0%
<b>Student Tuition and Fees</b>				
Tuition	(204,691)	(208,000)	(213,800)	2.8%
Out-of-District	(1,702)	(1,200)	(1,200)	0.0%
Out-of-State	(107)			
<b>Sales and Service Fees</b>				
Food/Cafeteria	(7,000)	(6,000)	(6,000)	0.0%
<b>Facilities Revenue</b>	(19,406)	(10,000)	(22,000)	120.0%
<b>Investment Revenue</b>				
Interest Revenue- Investments	(5,830)	(7,000)	(7,000)	0.0%
Other	(5,012)	0	0	0.0%
<b>Total Revenue</b>	<b>(\$793,096)</b>	<b>(\$814,200)</b>	<b>(\$853,240)</b>	<b>4.8%</b>

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Expenditures</b>				
<b>Maintenance</b>				
Salaries				
Prof/Tech - full-time	29,029	\$29,029	<b>\$29,029</b>	0.0%
Custodial/maintenance - full-time	77,163	77,163	<b>77,163</b>	0.0%
Custodial/maintenance - overtime	810	2,900	<b>2,900</b>	0.0%
Custodial/maintenance - temporary	4,738			
Employee Benefits				
Medical Insurance	11,710	11,710	<b>11,710</b>	0.0%
Life Insurance	487	487	<b>487</b>	0.0%
SVCC Waivers	410	0	<b>0</b>	0.0%
Retirement Health Ins. Emp. Match			<b>285</b>	100.0%
Contractual Services				
Maintenance Services	42,000	25,000	<b>30,800</b>	23.2%
General Materials and Supplies	0			
Maintenance Supplies	45,000	40,000	<b>45,000</b>	12.5%
Travel and Conference/Meeting Expense				
Conference/Meeting Exp.	264	1,200	<b>1,200</b>	0.0%
Capital Outlay				
Building Remodeling				
Service Equipment				
<b>Custodial</b>				
Salaries				
Custodial/maintenance - full-time	128,782	128,782	<b>128,782</b>	0.0%
Custodial/maintenance - overtime	1,634	2,000	<b>2,000</b>	0.0%
Custodial/maintenance - part-time	25,055	30,265	<b>30,265</b>	0.0%
Custodial/maintenance-temporary	3,505			
Employee Benefits				
Medical Insurance	15,042	15,042	<b>15,042</b>	0.0%
Life Insurance	573	573	<b>573</b>	0.0%
SVCC Waivers	1,866	0	<b>0</b>	0.0%
Retirement Health Ins. Emp. Match			<b>421</b>	100.0%
Contractual Services				
Maintenance Services	3,000	3,000	<b>3,000</b>	0.0%
General Materials and Supplies				
Maintenance Supplies	20,000	20,000	<b>20,000</b>	0.0%
Travel and Conference/Meeting Expense				
Conference/Meeting Exp.	76	1,000	<b>1,000</b>	0.0%
<b>Grounds</b>				
Salaries				
Custodial/maintenance - full-time	36,926	36,926	<b>36,926</b>	0.0%
Custodial/maintenance - overtime	2,123	1,600	<b>1,600</b>	0.0%
Custodial/maintenance - part-time	9,490	4,531	<b>4,531</b>	0.0%
Custodial/maintenance - temporary	1,485	0	<b>0</b>	0.0%
Employee Benefits				
Medical Insurance	4,833	4,833	<b>4,833</b>	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
Life Insurance	165	165	165	0.0%
SVCC Waivers	0	0	0	0.0%
Retirement Health Ins. Emp. Match			112	100.0%
<b>Contractual Services</b>				
Maintenance Services	6,500	6,500	6,500	0.0%
<b>General Materials and Supplies</b>				
Maintenance Supplies	12,271	20,000	20,000	0.0%
Vehicle Supplies	1,200	1,200	1,500	25.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/Meeting Exp.	740	700	1,000	42.9%
<b>Equipment</b>				
Service Equipment	0	0	0	0.0%
<b>Public Safety</b>				
Medical				
Life				
<b>Plant Utilities</b>				
Contractual	0	0	0	0.0%
Gas	120,000	160,000	135,000	-15.6%
Oil	0	200	200	0.0%
Electricity	112,000	85,000	114,000	34.1%
Water, Sewage	0	4,000	0	-100.0%
Telephone	41,500	40,000	40,000	0.0%
Refuse Disposal	4,100	3,500	4,000	14.3%
Other Utilities	4,900	10,000	5,000	-50.0%
<b>Administration</b>				
<b>Salaries</b>				
Administrative staff - full-time	39,329	39,329	39,329	0.0%
Clerical - full-time	22,535	22,535	22,535	0.0%
Clerical-Overtime				
<b>Employee Benefits</b>				
Medical Insurance	6,083	6,083	6,083	0.0%
Life Insurance	347	347	347	0.0%
SVCC Waivers	164	0	0	0.0%
Retirement Health Ins. Emp. Match			162	100.0%
<b>Contractual Services</b>				
Contractual	300	1,000	1,000	0.0%
Architectural	2,794			
<b>General Materials and Supplies</b>				
Office Supplies	900	2,500	2,500	0.0%
Publication & Dues	700	700	700	0.0%
Other Materials and Supplies-Cafeteria	1,644	1,000		-100.0%
<b>Travel and Conference/Meeting Expense</b>				
Conference/Meeting Expense	2,270	2,700	2,700	0.0%
<b>Capital Outlay</b>				
Building Remodeling	21,517	15,000		-100.0%
Equipment-Service	27,296	25,000	27,000	8.0%
<b>Other Institutional</b>				

%

**Budgeted  
Variance**

**1997-98  
Projections**

**1997-98  
Budget**

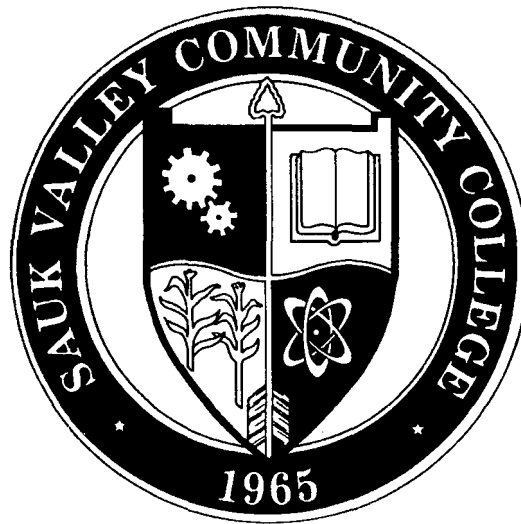
**1998-99  
Budget**

<b>General Materials and Supplies</b>				
Other Materials and Supplies-Cafeteria			<b>1,000</b>	100.0%
<b>Fixed Charges</b>				
Interest Expense	1,143			
<b>Capitalal Outlay</b>				
Building remodeiling	0		<b>15,000</b>	100.0%
Equipment-Service	0		<b>2,000</b>	100.0%
<b>Total Expenditures</b>	896,398	883,500	<b>895,380</b>	1.3%
Provision for Contingency	0	0	<b>16,860</b>	100.0%
<b>Interfund Transfers</b>				
Transfers from Other Funds	(69,300)	(69,300)	<b>(59,000)</b>	-14.9%
<b>Revenues Over/Under Expenditures</b>	34,002	0	<b>0</b>	0.0%

	1997-98 Projections	1997-98 Budget	1998-99 Budget	% Budgeted Variance
<b>Operations and Maintenance Fund</b>				
<b>Revenue by Source</b>				
Local Governmental Sources	(\$296,413)	(\$294,000)	(\$311,900)	6.1%
State Governmental Sources	(257,831)	(274,000)	(291,340)	6.3%
Federal Governmental Sources	0	(14,000)	0	-100.0%
Student Tuition and Fees	(206,500)	(209,200)	(215,000)	2.8%
Sales and Services	(7,000)	(6,000)	(6,000)	0.0%
Facilities Revenue	(19,406)	(10,000)	(22,000)	120.0%
Investment Revenue	(10,842)	(7,000)	(7,000)	0.0%
Nongovernmental Gifts, Scholarships	0	0	0	0.0%
Other Revenues	0	0	0	0.0%
<b>Total Revenue</b>	<b>(\$797,992)</b>	<b>(\$814,200)</b>	<b>(\$853,240)</b>	<b>4.8%</b>
<b>Expenditures by Program</b>				
Instruction	\$0	\$0	\$0	0.0%
Academic Support	0	0	0	0.0%
Student Services	0	0	0	0.0%
Public Service/ Continuing Education	0	0	0	0.0%
Organized Research	0	0	0	0.0%
Auxiliary Services	0	0	0	0.0%
Operations and Maintenance of Plant	895,255	883,500	912,240	3.3%
Institutional Support	1,143	0	0	100.0%
Scholarships, Student Grants, and Waivers	0	0	0	0.0%
Interfund Transfers	(69,300)	(69,300)	(59,000)	-14.9%
<b>Total Expenditures</b>	<b>\$827,098</b>	<b>\$814,200</b>	<b>\$853,240</b>	<b>4.8%</b>
<b>Expenditure by Object</b>				
Salaries		\$375,060	375,060	0.0%
Employee Benefits		39,240	40,220	2.5%
Contractual Services		35,500	41,300	16.3%
General Materials and Supplies		85,400	90,700	6.2%
Travel and Conference/Meeting Expense		5,600	5,900	5.4%
Fixed Charges		0	0	0.0%
Utilities		302,700	298,200	-1.5%
Capital Outlay		40,000	44,000	10.0%
Other Expenditures		0	16,860	0.0%
Interfund Transfers		(69,300)	(59,000)	-14.9%
<b>Total Expenditures</b>		<b>\$814,200</b>	<b>\$853,240</b>	<b>4.8%</b>

# BUDGET

## 1998 • 1999



Sauk Valley Community College



**STATE OF ILLINOIS**  
**SAUK VALLEY COMMUNITY COLLEGE**

**Annual Budget for Fiscal Year 1999**

**Sauk Valley Community College**  
173 Illinois Route 2  
Dixon, Illinois 61021

## **TABLE OF CONTENTS**

	<u>Page(s)</u>
Summary of Revenues, Expenditures & Transfers by Funds	1
Operating Funds - Summary of Revenues by Source	2
Operating Funds - Summary of Expenditures and Transfers	3
Education Fund - Statement of Expenditures	4-5
Operations and Maintenance Fund - Statement of Expenditures	6
Restricted Purposes Fund - Statement of Revenues and Expenditures	7-9
Audit Fund - Statement of Revenues and Expenditures	10
Liability, Protection & Settlement Fund - Statement of Revenues and Expenditures	11
Working Cash Fund - Statement of Revenues and Expenditures	12
Bond and Interest Fund - Statement of Revenues and Expenditures	13
Operation and Maintenance Fund (Restricted) - Statement of Revenues and Expenditures	14
Building Bond Proceeds Fund - Statement of Revenues and Expenditures	15
Auxiliary Enterprise Fund - Statement of Revenues and Expenditures	16

Sauk Valley Community College  
Summary of Revenues, Expenditures and Transfers  
Fiscal Year 1999 Budget

	GENERAL		SPECIAL REVENUE				DEBT SERVICE	CAPITAL PROJECTS		PROPRIETARY FUND
	Education Fund	Operations & Maintenance Fund	Restricted Purposes Fund	Audit Fund	Liability, Protection & Settlement Fund	Working Cash Fund	Bond & Interest Fund	Operations & Maintenance Fund (Restricted)	Building Bond Proceeds Fund	Auxiliary Enterprises Fund
Beginning Balance	\$931,523	\$253,209	\$0	\$19,856	\$5,411,741	\$2,570,784	\$131,043	\$753,131	\$1,048,663	<b>\$1,264,579</b>
Budgeted Revenue	6,962,400	853,240	2,465,687	43,500	646,050	137,500	738,534	657,800	45,000	<b>1,750,525</b>
Budgeted Expenditures	(7,082,900)	(912,240)	(2,473,887)	(34,600)	(589,303)	--	(725,534)	(645,800)	(35,276)	<b>(1,696,542)</b>
Budgeted Transfers from (to) Other Funds	20,500	59,000	8,200	--	--	(137,500)	--	41,300	--	<b>8,500</b>
Budgeted Ending Balance	<u>\$831,523</u>	<u>\$253,209</u>	<u>\$0</u>	<u>\$28,756</u>	<u>\$5,468,488</u>	<u>\$2,570,784</u>	<u>\$144,043</u>	<u>\$806,431</u>	<u>\$1,058,387</u>	<u><b>\$1,327,062</b></u>

The Official Budget, which is accurately summarized in this document, was approved by the Board of Trustees on June 25, 1998.

ATTEST: William B. Yensen, Pro Tem  
Secretary, Board of Trustees

Sauk Valley Community College  
Summary of Operating Revenues by Source  
Fiscal Year 1999 Budget

	Educational Fund	Operations & Maintenance Fund	Total Operating Fund
<b>Local Government</b>			
Taxes - Current Year	\$2,552,800	\$311,900	\$2,864,700
<b>Total Local Government</b>	2,552,800	311,900	2,864,700
<b>State Government</b>			
ICCB Credit Hour Grants	1,392,850	170,550	1,563,400
ICCB Square Footage Grant	--	27,775	27,775
ICCB Equalization Grant	430,550	52,726	483,276
ICCB Adverse Court Decision	47,250	5,789	53,039
ISBE - Vocational Education	84,000	--	84,000
Corporate Personal Property Replacement Taxes	281,000	34,500	315,500
Other Illinois Sources	--	--	0
<b>Total State Government</b>	2,235,650	291,340	2,526,990
<b>Federal Government</b>			
Other Federal Revenue	45,000	--	45,000
<b>Total Federal Government</b>	45,000	0	45,000
<b>Student Tuition and Fees</b>			
Tuition	1,755,500	215,000	1,970,500
Fees	127,000	--	127,000
<b>Total Student Tuition and Fees</b>	1,882,500	215,000	2,097,500
<b>Other Sources</b>			
Sales and Service	162,450	6,000	168,450
Facilities Revenue	--	22,000	22,000
Investment Income	67,000	7,000	74,000
Other Revenue	17,000	--	17,000
<b>Total Other Sources</b>	246,450	35,000	281,450
<b>Total 1999 Budgeted Revenue</b>	<u>\$6,962,400</u>	<u>\$853,240</u>	<u>\$7,815,640</u>

**Sauk Valley Community College**  
**Operating Funds - Summary of Expenditures and Transfers**  
**Fiscal Year 1999 Budget**

	Educational Fund	Operations & Maintenance Fund	Total Operating Fund	%
By Program				
Instruction	\$3,341,130	\$ --	\$3,341,130	41.79%
Academic Support	700,235	--	700,235	8.76%
Student Services	664,494	--	664,494	8.31%
Public Service	201,267	--	201,267	2.52%
Operation & Maintenance of Plant	--	912,240	912,240	11.41%
Institutional Support	1,899,774	--	1,899,774	23.76%
Scholarship, Student Grants, Waivers	276,000	--	276,000	3.45%
Total Budgeted Expenditures	7,082,900	912,240	7,995,140	<u>100.00%</u>
Transfers	(20,500)	(59,000)	(79,500)	
Less Non Operating Item: Tuition Chargeback	<u>(54,000)</u>	<u>--</u>	<u>(54,000)</u>	
Adjusted Expenditures	<u>\$7,008,400</u>	<u>\$853,240</u>	<u>\$7,861,640</u>	
By Object				
Salaries	\$4,984,645	\$375,060	\$5,359,705	67.04%
Employee Benefits	447,995	40,220	488,215	6.11%
Contractual Services	153,782	41,300	195,082	2.44%
General Materials & Supplies	591,170	90,700	681,870	8.53%
Conference & Meeting Expense	143,250	5,900	149,150	1.87%
Fixed Charges	82,558	--	82,558	1.03%
Utilities	--	298,200	298,200	3.73%
Capital Outlay	229,000	44,000	273,000	3.41%
Other	290,500	--	290,500	3.63%
Other	160,000	16,860	176,860	2.21%
Total Budgeted Expenditures	7,082,900	912,240	7,995,140	<u>100.00%</u>
Transfers	(20,500)	(59,000)	(79,500)	
Less Non-Operating Item: Tuition Chargeback	<u>(54,000)</u>	<u>--</u>	<u>(54,000)</u>	
Adjusted Expenditures	<u>\$7,008,400</u>	<u>\$853,240</u>	<u>\$7,861,640</u>	

**Sauk Valley Community College  
Education Fund - Statement of Expenditures  
Fiscal Year 1999 Budget**

<b>Instruction</b>		
Salaries	\$2,887,395	
Employee Benefits	239,273	
Contractual Services	23,312	
General Materials & Supplies	115,550	
Conference & Meeting Expense	32,500	
Fixed Charges	3,100	
Capital Outlay	40,000	
		<b>\$3,341,130</b>
<b>Academic Support</b>		
Salaries	515,577	
Employee Benefits	41,358	
Contractual Services	15,330	
General Materials & Supplies	116,070	
Conference & Meeting Expense	11,900	
		<b>700,235</b>
<b>Student Services</b>		
Salaries	532,659	
Employee Benefits	78,835	
Contractual Services	200	
General Materials & Supplies	37,600	
Conference & Meeting Expense	15,200	
		<b>664,494</b>
<b>Public Services</b>		
Salaries	67,783	
Employee Benefits	3,934	
Contractual Services	60,350	
General Materials & Supplies	30,750	
Conference & Meeting Expense	16,650	
Fixed Charges	2,300	
Utilities	0	
Capital Outlay	8,000	
Other	11,500	
		<b>201,267</b>
<b>Institutional Support</b>		
Salaries	981,231	
Employee Benefits	84,595	
Contractual Services	54,590	
General Materials & Supplies	291,200	
Conference & Meeting Expense	67,000	
Fixed Charges	77,158	
Capital Outlay	181,000	
Other	3,000	
Provision for Contingency	160,000	
		<b>1,899,774</b>
<b>Scholarships, Student Grants &amp; Waivers</b>		
Other	276,000	
		<b>276,000</b>
<b>Total Expenditures</b>		<b><u>\$7,082,900</u></b>

Sauk Valley Community College  
Education Fund - Statement of Expenditures  
(Continued)  
Fiscal Year 1999 Budget

Transfers

Transfers to Operations & Maintenance Fund	(\$44,000)
Transfers to Operations & Maintenance Restricted Fund	(27,500)
Transfers to Auxiliary Enterprises Fund	(8,500)
Transfers to Restricted Purposes Fund	(22,000)
Transfers from Working Cash Fund	<u>122,500</u>

Total Transfers from Other Funds	<u><u>\$20,500</u></u>
----------------------------------	------------------------

Sauk Valley Community College  
Operations and Maintenance Fund - Statement of Expenditures  
Fiscal Year 1999 Budget

Expenditures

Operation & Maintenance of Plant

Salaries	\$375,060
Employee Benefits	40,220
Contractual Services	41,300
General Materials & Supplies	90,700
Conference & Meeting Expense	5,900
Utilities	298,200
Capital Outlay	44,000
Provision for Contingency	<u>16,860</u>

Total Expenditures	<u><u>\$912,240</u></u>
--------------------	-------------------------

Transfers

Transfers from Education Fund	44,000
Transfers from Working Cash Fund	<u>15,000</u>

Total Transfers from Other Funds	<u><u>\$59,000</u></u>
----------------------------------	------------------------



**Sauk Valley Community College**  
**Restricted Purposes Fund - Statement of Revenues and Expenditures**  
**Fiscal Year 1999 Budget**

**Revenues**

**State Governmental Sources**

ICCB Special Populations Grant	\$59,261	
ICCB Workforce Preparation - Business & Industry	87,143	
ICCB Workforce Preparation - Education to Career	109,764	
ICCB Workforce Preparation - Welfare to Work	61,700	
ICCB Staff Technical Skills Enhancement Grant	17,505	
ICCB Advanced Technology Equipment - Instruction Equip	41,758	
ICCB Advanced Technology Equipment - Technology Support	137,051	
ICCB Retirees Health Insurance Grant	38,318	
ISBE Vocational Education	76,861	
ISBE Adult Education	96,800	
Other Illinois Governmental Sources	50,158	
		<u>\$776,319</u>

**Federal Governmental Sources**

Department of Education	1,664,342	
Other Federal Governmental Sources	25,026	
		<u>1,689,368</u>

<b>Total Revenue</b>		<u><u>\$2,465,687</u></u>
----------------------	--	---------------------------

Sauk Valley Community College  
 Restricted Purposes Fund - Statement of Revenues and Expenditures  
 (Continued)  
 Fiscal Year 1999 Budget

Expenditures

Instruction

Salaries	\$248,980	
Employee Benefits	20,792	
Contractual Services	48,015	
General Materials & Supplies	58,372	
Conference & Meeting Expense	26,600	
Fixed Charges	1,449	
Utilities	63,600	
Capital Outlay	210,092	
Other	60,200	
		\$738,100

Student Services

Salaries	176,137	
Employee Benefits	33,799	
Contractual Services	400	
General Materials & Supplies	8,385	
Conference & Meeting Expense	14,434	
Capital Outlay	2,780	
Other	15,151	
		251,086

Public Services

Salaries	90,777	
Employee Benefits	9,424	
General Materials & Supplies	5,068	
Conference & Meeting Expense	4,400	
Utilities	950	
Capital Outlay	1,000	
Other	550	
		112,169

Institutional Support

Employee Benefit	38,318	
Conference & Meeting Expense	17,505	
		55,823

Scholarships, Student Grants and Waivers

Salaries	202,156	
Fixed Charges	9,482	
Other	1,105,071	
		1,316,709

Total Expenditures

\$2,473,887

Sauk Valley Community College  
Restricted Purposes Fund - Statement of Revenues and Expenditures  
(Continued)  
Fiscal Year 1999 Budget

Transfers

Transfer from Education Fund	\$22,000
Transfer to Operations & Maintenance (Restricted) Fund	<u>(13,800)</u>

Total Transfers from Other Funds	<u><u>\$8,200</u></u>
----------------------------------	-----------------------

Sauk Valley Community College  
Audit Fund - Statement of Revenues and Expenditures  
Fiscal Year 1999 Budget

Revenues

Local Governmental Sources

Taxes - Current Year	<u>\$42,700</u>	\$42,700
----------------------	-----------------	----------

Other Sources

Interest Income	<u>800</u>	<u>800</u>
-----------------	------------	------------

Total Revenue		<u><u>\$43,500</u></u>
---------------	--	------------------------

Expenditures

Institutional Support

Contractual Services	<u>\$34,600</u>	
----------------------	-----------------	--

Total Expenditures		<u><u>\$34,600</u></u>
--------------------	--	------------------------

Sauk Valley Community College  
Liability, Protection & Settlement Fund - Statement of Revenues and Expenditures  
Fiscal Year 1999 Budget

Revenues

Local Governmental Sources

Taxes - Current Year	<u>\$405,050</u>	\$405,050
----------------------	------------------	-----------

Other Sources

Interest Income	<u>241,000</u>	<u>241,000</u>
-----------------	----------------	----------------

Total Revenue		<u><u>\$646,050</u></u>
---------------	--	-------------------------

Expenditures

Institutional Support

Salaries	\$230,057
Employee Benefits	124,946
Contractual Services	51,100
Materials and Supplies	4,200
Conference and Meetings	4,600
Fixed Charges	28,000
Capital Outlay	142,500
Provision for Contingency	<u>3,900</u>

Total Expenditures		<u><u>\$589,303</u></u>
--------------------	--	-------------------------

Sauk Valley Community College  
Working Cash Fund - Statement of Revenues and Expenditures  
Fiscal Year 1999 Budget

Revenues

Other Sources

Interest Income

\$137,500

Total Revenues

\$137,500

Transfers

Transfer to Education Fund

(\$122,500)

Transfer to Operations & Maintenance Fund

(15,000)

Total Transfers to Other Funds

(\$137,500)

**Sauk Valley Community College**  
**Bond and Interest Fund - Statement of Revenues and Expenditures**  
**Fiscal Year 1999 Budget**

**Revenues**

**Local Governmental Sources**

Taxes - Current Year	<u>\$725,534</u>	\$725,534
----------------------	------------------	-----------

**Other Sources**

Interest Income	<u>13,000</u>	<u>13,000</u>
-----------------	---------------	---------------

<b>Total Revenues</b>		<u><u>\$738,534</u></u>
-----------------------	--	-------------------------

**Expenditures**

**Institutional Support**

Bond Principal	\$455,000	
Bond Interest	<u>270,534</u>	

<b>Total Expenditures</b>		<u><u>\$725,534</u></u>
---------------------------	--	-------------------------

Sauk Valley Community College  
 Operation and Maintenance Fund (Restricted) - Statement of Revenues and Expenditures  
 Fiscal Year 1999 Budget

Revenues

Local Governmental Sources

Taxes - Current Year	\$476,600	\$476,600
----------------------	-----------	-----------

State Government Sources

ICCB Deferred Maintenance Grant	45,200	
ICCB Technology Enhancement Grant	124,000	
		169,200

Other Sources

Interest Income	12,000	
		12,000

Total Revenues		\$657,800
----------------	--	-----------

Expenditures

Institutional Support

Materials and Supplies	\$45,200	
Capital Outlay	600,600	

Total Expenditures		\$645,800
--------------------	--	-----------

Transfers

Transfer from Education Fund	\$27,500	
Transfer from Restricted Purposes Fund	13,800	

Total Transfers from Other Funds		\$41,300
----------------------------------	--	----------



Sauk Valley Community College  
Building Bond Proceeds Fund - Statement of Revenues and Expenditures  
Fiscal Year 1999 Budget

Revenues

Other Sources

Interest Income	<u>\$45,000</u>	
-----------------	-----------------	--

Total Revenues		<u><u>\$45,000</u></u>
----------------	--	------------------------

Expenditures

Institutional Support

Debt Retirement	\$30,453	
-----------------	----------	--

Interest Expense	<u>4,823</u>	
------------------	--------------	--

Total Expenditures		<u><u>\$35,276</u></u>
--------------------	--	------------------------

**Sauk Valley Community College**  
**Auxiliary Enterprise Fund - Statement of Revenues and Expenditures**  
**Fiscal Year 1999 Budget**

**Revenues**

Student Fees	\$243,000 *
Sales and Service Fee Sources	909,300
Investment Revenue Sources	29,300
Other Sources	<u>568,925</u>

Total Revenues	<u><u>\$1,750,525</u></u>
----------------	---------------------------

**Expenditures**

Salaries	142,945
Employee Benefits	5,630
Contractual Services	33,135
General Materials and Supplies	1,331,231
Conference and Meeting Expense	58,216
Fixed Charges	15,363
Utilities	500
Capital Outlay	104,000 **
Other	<u>5,522</u>

Total Expenditures	<u><u>\$1,696,542</u></u>
--------------------	---------------------------

**Transfers**

Transfer from Education Fund	<u>8,500</u>
------------------------------	--------------

Total Transfers from Other Funds	<u><u>\$8,500</u></u>
----------------------------------	-----------------------

\*This figure includes \$98,000 of Technology Fees

\*\*This figure includes \$98,000 of Technology Equipment Expenditures



For Board Meeting of  
June 25, 1998

Agenda Item F-3

VAN BID

We advertised in local newspapers and sent bid requests to all dealers in the Sauk Valley district and the College received one sealed bid for the purchase of a 15-passenger van.

RECOMMENDATION: Board approval of the low bid of \$18,500 from Fisch Motors Inc. of Walnut for the purchase of a 1998 Ford Econoline E-350 Van with funds from the Auxiliary Fund (Booster Club and College Van Account).

van.bid




**SAUK VALLEY  
COMMUNITY  
COLLEGE**

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

## **MEMORANDUM**

---

**TO:** Dr. Richard Behrendt  
**FROM:** Jami V. Bradley   
**DATE:** June 15, 1998  
**SUBJECT:** Bids for Purchase of College Van

After due advertisement, the College received one sealed bid for the purchase of a 15-passenger van. The bid opening information sheet is attached. The low bid of \$18,500 from Fisch Motors, Inc. (Walnut, IL) meets bid specifications. The bid price includes trade-in of the College 1992 Ford E350 Van.

The College last purchased a 15-passenger van in 1995, at which time three sealed bids were received. Don Mullery's World of Cars (Dixon, IL) was low bidder in the amount of \$17,787 with trade-in.

I recommend acceptance of the bid of \$18,500 from Fisch Motors, Inc. (Walnut, IL) for the purchase of a 1998 Ford Econoline E350 Van, with funds to be derived from the Auxiliary Fund (Booster Club and College Van Accounts).

n  
att

**SAUK VALLEY COMMUNITY COLLEGE**

**BID OPENING - COLLEGE VAN**

**June 9, 1998 - 2:00 p.m.**

Present for Bid Opening: Jami V. Bradley and Nancy Breed

<u>Name of Bidder</u>	<u>Total Bid</u>	<u>Bid with Trade-In</u>
Fisch Motors, Inc. Walnut, IL	\$24,700	\$18,500

For Board Meeting of  
June 25, 1998

Agenda Item F-4

PROTECTION, HEALTH, AND SAFETY PROJECT - TENNIS COURTS

In December, the Board approved repairs to the tennis courts with the funds to be derived from accumulated interest earnings in the Protection, Health, and Safety Fund. The attached memorandum explains that the architects/engineers are recommending more extensive repairs which will result in a longer life.

**RECOMMENDATION:** Board approval of the attached resolution, budget and certification statements for tennis courts repairs in the amount of \$176,764 to be funded from accumulated interest earnings in the Protection, Health, and Safety Fund.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

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

**MEMORANDUM**

**TO:** Dr. Richard Behrendt  
**FROM:** Jami V. Bradley *JVB*  
**DATE:** June 17, 1998  
**SUBJECT:** Protection, Health & Safety Project

At its December 1997 Board meeting the Board approved repairs to the tennis courts in the amount of \$36,270. The funds were to be derived from accumulated interest earnings in the Protection, Health and Safety Fund and no additional levy was required.

The tennis courts have become a safety hazard for anyone who plays or practices on them. Instances have occurred where tennis players have sprained ankles or have tripped on cracks or injured themselves. The existing courts have a six-inch thick concrete playing surface with a tennis surface applied. Cracks have developed over the years on all the courts, with several major cracks having as much as a 3/4" difference in elevation on either side of the crack. This past winter weather proved very hard on the playing surfaces, with additional cracks and fissures forming.

After reviewing the initial project and discussing the repairs with the architect/engineer, it has been determined that the best option is to do a more extensive repair/replacement to the tennis courts than was presented in December and this will result in a longer useful life (20 years versus 5 years) upon completion. The new proposal is to replace the existing concrete slab, provide a 2" binder surface over the existing concrete surface with a 2" finish asphalt over the binder, and install a four coat surfacing with court lines.

This additional work will increase the Project Budget by \$140,494, for a total cost of \$176,764.00. (Protection, Health and Safety Projects must be at least \$25,000 and require ICCB approval.) The College can still use accumulated interest earnings in the Protection, Health and Safety Fund for this project and will not require any additional levy.

I recommend that we seek Board approval of the attached resolution, budget, and certification statements regarding this project.

n  
att



**RESOLUTION TO APPROVE PROTECTION,  
HEALTH AND SAFETY PROJECT**

**WHEREAS**, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 506, is authorized to complete necessary projects dealing with health or safety of students, employees or visitors; and,

**WHEREAS**, the Board has received reports from a licensed professional architect/engineer that there is a project at SVCC which require repairs and alterations, as defined in 23 Illinois Administrative Code, Sec. 1501.601; and

**WHEREAS**, the project recommended for repair and alteration is:

Outdoor Tennis Court Surface Repair

\$176,764

**WHEREAS**, all facilities described by the projects set forth are owned by SVCC.

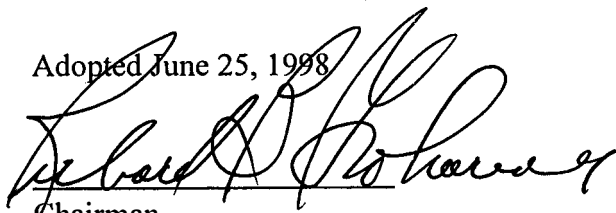
**NOW, BE IT RESOLVED** by the Board of Trustees of Sauk Valley Community College District 506, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above requires alteration or repair and is necessary to remove a health or safety hazard to the students, employees or visitors of SVCC.
3. There are not sufficient funds available in the Operations and Maintenance Fund of SVCC to complete the project set forth above.
4. The Board approves the completion of the Protection, Health, and Safety project described below:

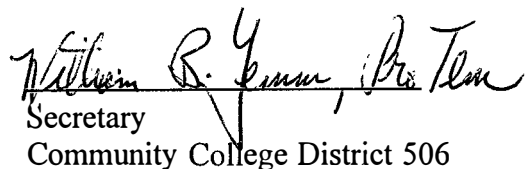
Outdoor Tennis Court Surface Repair

5. The Administration is authorized to execute all documents, and to take all actions necessary, for approval and completion of this project consistent with Ill. Rev. Stat. Ch. 122 Paragraph 103-20.3.01 (and all other applicable statutes) and 23 Illinois Administrative Code Section 1501.608 (and all other applicable regulations).

Adopted June 25, 1998



Chairman  
Community College District 506



Secretary  
Community College District 506

## Illinois Community College Board

APPLICATION FOR APPROVAL OF A CAPITAL PROJECT FUNDED  
PURSUANT TO SECTION 3-20.3.01)  
(PROTECTION, HEALTH AND SAFETY)

District/College Sauk Valley Community College District Number 506  
Contact Person Ms. Jami Bradley Phone Number 815-288-5511  
Project Title Outdoor Tennis Court Surface Replacement  
Project Budget \$176,764.00 ICCB Project Number \_\_\_\_\_

Protection, health, and safety projects require that special criteria be met in order to be approved by the ICCB. By providing the information requested on the following forms, an applicant should satisfy these requirements. The information necessary to complete this application is summarized by the following checklist. Please mark each box indicating that the information is attached to this application.

- ☒ Board of trustees action--a copy of the board resolution and minutes is required.
- ☒ Identify the appropriate categories (page 2)
- ☒ Certificate stating that the project's budget was estimated by a licensed architect/engineer (page 3)
- ☒ A detailed description identifying the scope of the project (page 4)
- ☒ Detailed cost breakdown identifying the cost of major components
- ☒ Certification for the project's justification--this should be signed by the proper authority, as applicable
- ☐ Energy conservation--estimated payback period
- ☐ Legal order by building inspector, fire marshal, etc.
- ☒ Structural integrity
- ☒ Feasibility study identifying the need
- ☒ Narration supporting the justification of the project
- ☐ Other documentation which may support the justification of this project

**PROTECTION, HEALTH, AND SAFETY PROJECT****General Information****1. Project Category:**

- ☐ Handicapped accessibility  
☐ Energy conservation (estimated payback period \_\_\_\_\_)\*  
☐ Environmental protection  
☒ Protection, health, and safety

\*Attach architect or engineer certification.

**2. Type of Facility:**

- ☒ Owned  
☐ Leased for more than five years with intent to acquire, and the district has assumed the obligation to make alterations or repairs (attach verification of intent to acquire)

**3. Justification of the Project:**

- ☐ Lawful order of an agency (attach dated copy)  
☒ Architect/engineer certification of need (attach appropriate ICCB form)  
☐ Attach copy of minutes/resolution including board of trustees determination

**4. Financing of the Project:**

- ☐ Tax levy  
☐ Bond sales (to be repaid in \_\_\_\_\_ years)  
☒ Accumulated Interest Earned

**5. Tax Rate:**

\$\_\_\_\_\_ Estimated tax rate for this project. If for more than one year, indicate the rates associated with each year.

PROTECTION, HEALTH, AND SAFETY PROJECT

## Budget and Certification

Name and address of architect/engineer providing the estimate:

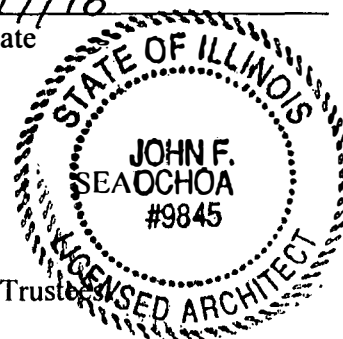
FGM, INC.  
1211 West 22nd Street, Suite 209  
Oak Brook, IL 60521

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost estimates are true and accurate statements of the work to be performed as funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603.

  
\_\_\_\_\_  
Architect/Engineer's Signature

6/17/98  
\_\_\_\_\_  
Date

001-009845  
\_\_\_\_\_  
Illinois Registration or License Number

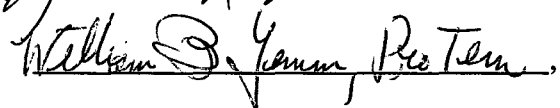


Approved by the SAUK VALLEY COMMUNITY COLLEGE

Board of Trustees

Date June 25, 1998

Signed  Chairperson

 Secretary

Proposed budget: (may be provided on additional forms if necessary)

1.	Base Cost (see attachment I)	\$140,000.00
2.	Escalation	9,800.00
3.	Contingency	14,980.00
4.	A/E Fees	<u>11,984.00</u>
	Total	\$176,764.00

PROTECTION, HEALTH, AND SAFETY PROJECT

## Scope

Provide a detailed description identifying the scope of the project.

A total of eight (8) regulation size outdoor tennis courts are in immediate need of playing surface repair replacement.

The existing courts have a 6-inch thick concrete playing surface with a tennis surface applied. There are two (2) rows of four (4) courts surrounded by an existing chain link fence.

Cracks have developed over the years at all the courts. In particular several major cracks have occurred such that there is as much as  $\frac{3}{4}$ " difference in elevation on either side of the crack. It is proposed to replace the existing concrete slab and providing a 2" binder surface over the existing concrete surface (broken into small rubble), 2" finish asphalt surface over the binder and installing a four (4) coat surfacing with court lines.

The tennis courts have become a safety hazard for anyone who plays or practices on them. Instances have occurred where tennis players have sprained their ankles or have tripped and injured themselves.

PROTECTION, HEALTH, AND SAFETY PROJECT

Structural Integrity

Name and address of architect/engineer providing the estimate:

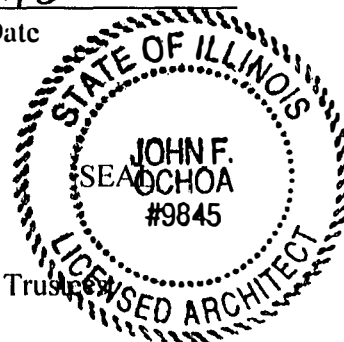
FGM, INC.  
1211 West 22<sup>nd</sup> Street, Suite 209  
Oak Brook, IL 60523

I certify that the proposed project is necessary because the current condition of the facility poses a threat to the structural integrity of the facility.

  
Architect/Engineer's Signature

6/17/98  
Date

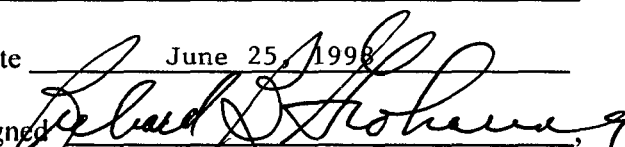
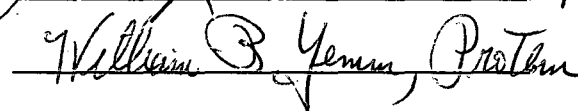
001-009845  
Illinois Registration or License Number



Approved by the SAUK VALLEY COMMUNITY COLLEGE

Board of Trustees

Date June 25, 1998

Signed  Chairperson  
 Secretary

ATTACHMENT ISAUK VALLEY COMMUNITY COLLEGE

## PROBABLE COST OF CONSTRUCTION

## FOR

## OUTDOOR TENNIS COURT SURFACE REPLACEMENT

■	Break existing concrete by drop hammer method. Rubble to remain in place. Work includes temporary removal of existing chain link fencing.	\$55,000.00
■	Provide 2" binder surface over rubble and 2" finish asphalt surface over binder.	52,000.00
■	Apply one (1) coat of acrylic tennis court primer & one (1) coat of acrylic surface.	20,000.00
■	Apply two (2) coats of acrylic color coating.	10,000.00
■	Stripe tennis courts	<u>3,000.00</u>
	TOTAL	\$140,000.00

SAUK VALLEY COMMUNITY COLLEGE  
PROTECTION, HEALTH AND SAFETY PROJECTS (TAX LEVY)  
June 22, 1998

<u>PROJECT</u>	<u>Approved Budget</u>	<u>Projected Completion- Calendar Year</u>	
1 ADA Accessibility Modifications	226,900	1998	(A)
2 Door Hardware (safety)	98,300	1998	(A)
3 Energy Efficiency Lighting	375,200	1998	(A)
4 Chiller Rooms and Theater Asbestos Removal, and Replace Curtain	200,000	1998	(A)
5 Repair Cooling Towers	54,040	1998	(A)
6 Walkway Lighting Repairs	26,861	1998	(C)
7 Repair Building Perimeter Cracks	226,584	1998	(C)
8 Well House Roof Membrane	40,960	1998	(A)
9 Retaining Wall Repair	51,128	1998	(B)
10 T-3 Roof Repair	40,889	1998	(B)
11 Tennis Courts	36,270	1998	(D)
12 Life Safety Egress Corrections	40,000	1998	
13 HVAC Improvement-(Basement Kitch., Bio., Chem., Prnt Shop)	150,000	1999	
14 Asbestos Abatement, Fire Partitions/Corridors	254,000	1999	
15 Repair Sidewalk Heating System	25,000	1999	
16 Asbestos Abatement-(1K4,theater,gym)	85,000	1999	
17 Repair Climate Control System (AHU 4)	75,000	1999	
18 Replace HVAC Controls	275,000	2000	
19 Upgrade Domestic Water System	50,000	2000	
20 Chilled Water Loop	250,000	2000	
21 Replace Chiller	350,000	2001	
22 Replace AHU 15	100,000	2001	
23 Replace Roof Over Admissions	40,000	2001	
24 Repair Primary Electrical System	100,000	2001	
25 Replace Chiller	375,000	2002	
26 Replace AHU 2	100,000	2002	
27 Replace AHU 1	100,000	2002	

(A) Project complete - pending close-out.

(B) Project approved by SVCC Board, ICCB and IBHE- contract awarded.

(C) Project approved by SVCC Board, ICCB and IBHE - currently under design.

(D) SVCC Board approved at the 12/97 meeting - seeking Budget adjustment at 6/98 meeting.



For Board Meeting of  
June 25, 1998

Agenda Item F-5

RAMP

Attached is the Resource Allocation and Management Plan document which must be submitted to the ICCB by July 1, 1998. The Board should be specifically aware that we have included the renovation of the west wing of the College as well as the renovation of T-1 in our planning contained in this state request. Since capital budget requests from community colleges are faring better than in the past, and since we have completed the initial planning for these major changes, we felt it appropriate to include them in this year's RAMP.

**RECOMMENDATION:** Board approval of the attached RAMP document to be submitted to ICCB by July 1, 1998.

## COMMUNITY COLLEGE CONTACT FOR FURTHER INFORMATION

Occasionally it is necessary to contact the individual(s) responsible for completing the Capital RAMP tables in order to reconcile discrepancies or to obtain further information to clarify requested project(s). Please list the person responsible for the Capital RAMP submission in the space provided below who should be contacted for follow up inquiries. The individual below will be the person ICCB or IBHE contacts to answer questions concerning the Capital RAMP requests.

Community College District	<u>Sauk Valley Community College District 506</u>
Budget Year Request	<u>1999-2000</u>
Capital RAMP Contact Person	<u>Jami V. Bradley</u>
Telephone Number	<u>(815) 288-5511</u>

**ONE FORM ONLY**

**TABLE 1  
FISCAL YEAR 2000 CAPITAL PROJECT REQUEST**

DISTRICT/COLLEGE: Sauk Valley Community College District 506

PROJECT NAME AND/OR DESCRIPTION Remodeling: T-1 and West Wing

DISTRICT PRIORITY NUMBER 1 OUT OF 1

Check one:

NEW FACILITIES CONSTRUCTION/ACQUISITION                      (Complete Table 2)

REMODELING/REHABILITATION PROJECT X (Complete Table 2)

OTHER                      (Complete Table 2 or provide additional information per instructions)

Check one:

NEW REQUEST X

REQUESTED PREVIOUSLY                     

Dollars in thousands

PROJECT CATEGORIES*	PRIOR YEARS FUNDING*			CURRENT REQUEST FY			BEYOND CURRENT YEAR*			TOTAL PROJECT COST		
	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST	STATE FUNDS	LOCAL FUNDS	TOTAL COST
BLDGS, ADDITIONS AND/OR STRUCTURES												
LAND												
EQUIPMENT			0	273,000	91,000	364,000			0	273,000	91,000	364,000
UTILITIES												
REMODELING & REHABILITATION			0	2,427,000	809,000	3,236,000			0	2,427,000	809,000	3,236,000
SITE IMPROVEMENTS												
PLANNING												
TOTAL				2,700,000	900,000	3,600,000			0	2,700,000	900,000	3,600,000

\* Describe prior year funding and/or future year funding in the scope statement section using the requested format.  
State funds should equal 75% of total and local funds should equal 25% of total. ICCB will adjust for credits

TOTAL PROJECT REQUEST (CURRENT YEAR) \$ 3,600,000  
TOTAL COMPLETED PROJECT COST \$ 3,600,000  
DESIRED PROJECT START DATE March 2000  
ESTIMATED COMPLETION DATE November 2000  
ESTIMATED OCCUPANCY DATE January 2001  
ESTIMATED ANNUAL OPERATING COST \$ 36,000

MATCHING CONTRIBUTION \$ 900,000  
LOCAL FINANCING SOURCE  
AVAILABLE FUND BALANCE \$ 426,895  
ICCB CONSTRUCTION CREDITS \$ 98,105  
DEBT ISSUE (if any) \$  
DATE OF APPROVAL: 250,000 - Donation  
125,000 - PH&S  
OTHER (please specify) \$  
TOTAL \$ 900,000

COMPLETE ONE SHEET FOR EACH PROJECT REQUESTED

**TABLE 2**  
**SUMMARY OF REQUESTED SPACE AND/OR ACREAGE**

PART A					PART B	
NET ASSIGNABLE SQUARE FOOTAGE SUMMARY					ACREAGE SUMMARY	Number of Acres Requested in Budget Year
Space Type	FICM Codes	REQUEST FOR NEW FACILITIES	REDISTRIBUTION OF NASF SPACE			
		Net Assignable Square Feet (NASF)	Space Prior to Remodeling	Space After Remodeling		
Classrooms	110 thru 115		2,425	9,818	1 Landscaped Ground	
Laboratory	210 thru 255		15,515	17,389	2 Physical Education and Athletic Fields	
Office	310 thru 355		2,050	4,258	3 Buildings and Attached Structures	
Study	410 thru 455				4 Experimental Plots	
Special Use	510 thru 590		875	10,760	5 Other Instructional Areas	
General Use:					6 Parking Lots	
Assembly and Exhibition	610 thru 625			2,062	7 Roadways	
Other General Use	630 thru 685				8 Pond Retention and Drainage	
Support Facilities	710 - 765		1,150	1,999	9 Other (specify)	
Health Care	810 - 895				Total Assigned Area	
Unclassified			45,485	21,214	Currently Unassigned	
					Total Acres	
<b>TOTAL NASF #</b>			<b>22,015</b>	<b>46,286</b>		
<b>TOTAL GSF* #</b>			<b>67,500</b>	<b>67,500</b>		

\*Gross Square Feet

**COMPLETE THE APPLICABLE SECTION--ONE SHEET FOR EACH PROJECT REQUESTED**

**TABLE 4  
MOVEABLE EQUIPMENT LIST**

**District/College:** Sauk Valley Community College  
**Project Name:** Remodeling: T-1 and West Wing

<b>Programmatic Unit</b>	<b>Room Use Classification</b>	<b>Name of Equipment</b>	<b>Number of Units</b>	<b>Cost per Unit</b>	<b>Estimated Total Cost</b>	
Corporate & Community Services	Secretarial	Desk	2	800	1,600	
	Secretarial	Desk Chair	2	300	600	
	Conference Rooms	Tables	1	500	500	
	Conference Rooms	Chairs	8	162	1,300	
	Conference Rooms	Tables	137	340	46,600	
	Conference Rooms	Chairs	300	160	48,000	
	Conference Rooms	White Boards	7	200	1,400	
	Conference Rooms	Projection Equipment	1	10,000	10,000	
	AV Equipment	Overhead Projector	4	300	1,200	
	AV Equipment	Projector Carts	4	200	800	
	AV Equipment	Large Projection Screen	1	500	500	
	AV Equipment	Small Projection Screen	2	200	400	
	AV Equipment	TV Cart	1	200	200	
	Other	Large Lectern	1	400	400	
	Other	Small Lectern	2	100	200	
	Other	8" Risers	3	300	900	
	Other	Portable Coat Rack	2	200	400	
						115,000
Fine Arts	Faculty Offices	Desks	8	800	6,400	
	Faculty Offices	Staff Chairs	8	300	2,400	
	Faculty Offices	Chairs	8	150	1,200	
	Faculty Offices	Bookcases	8	250	1,800	
	Faculty Offices	File Cabinet, Four-drawer	8	300	2,400	
	Classrooms	White Boards	8	450	3,600	
	Classrooms	Tables	24	175	4,200	
	Classrooms	Chairs	40	20	800	
	Classrooms	Multi-media Classroom	1	42,000	42,000	
	Laboratory	Tables	10	600	6,000	
	Laboratory	Ceramics	1	72,000	72,000	
	Laboratory	Tables	10	300	3,000	
	Laboratory	Mat Cutter	1	1,300	1,300	
	Laboratory	Table Saw	1	900	900	
	Laboratory	Radial Arm Saw	1	600	600	
	Laboratory	Midi-Lab	1	27,700	27,700	
	Laboratory	Band Saw	1	700	700	
						177,000

**TABLE 4  
MOVEABLE EQUIPMENT LIST**

**District/College:** Sauk Valley Community College  
**Project Name:** Remodeling: T-1 and West Wing

Programmatic Unit	Room Use Classification	Name of Equipment	Number of Units	Cost per Unit	Estimated Total Cost	
Physical Education	Training Equipment	Batting Cage 10x12x75	2	850	1,700	
	Training Equipment	Golf Net	4	575	2,300	
	Training Equipment	6x12 Mats	4	300	1,200	
	Training Equipment	Hitting Streak Ball Machine	2	400	800	
	Training Equipment	Promat (Archery)	4	175	700	
	Faculty Offices	Desks	3	800	2,400	
	Faculty Offices	Staff Chairs	3	300	900	
	Faculty Offices	Chairs	3	150	450	
	Faculty Offices	Bookcases	3	250	750	
	Faculty Offices	File Cabinet, Four-drawer	3	300	900	
						12,100
Career Education	Faculty Offices	Desks	4	800	3,200	
	Faculty Offices	Staff Chairs	4	300	1,200	
	Faculty Offices	Chairs	4	150	600	
	Faculty Offices	Bookcases	4	250	1,000	
	Faculty Offices	File Cabinet, Four-drawer	4	300	1,200	
	Laboratory	Lathe	1	40,000	40,000	
	Classrooms	Tables	48	175	8,400	
	Classrooms	Chairs	80	20	1,600	
	Classrooms	Whiteboards	6	450	2,700	59,900
						364,000

## **Programmatic Justification Narrative**

**District/College:** Sauk Valley Community College District 506  
**Project Name:** Remodel: T-1 and Fine Arts Wing

**Purpose** - Since August 1996 the Trustees and administrators of Sauk Valley Community College have reflected on the fact that our potential is clearly limited, largely because quality space is just not available for some of our newer and more technologically oriented programs. Programs throughout the College are finding it increasingly difficult to find space on-campus for scheduling classes, meetings, and special events. The areas in the most urgent need of improved facilities and room to grow are:

- **Corporate and Community Services** which offers tailored education for business and industry,
- **University Center** which provides baccalaureate programs from several universities in Illinois and Iowa,
- **Selected Career programs** which need improved infrastructure:
  - Air conditioning
  - Electricity
  - Heating
  - Machine tool
  - Refrigeration
  - Solar energy
- **Physical Education** programs which need suitable indoor space for:
  - Archery
  - Fencing
  - Golf
  - Batting cages
  - Self defense
- **Fine Arts** department needs more and better space for several programs which are growing and attracting more students:
  - Art
  - Chorus
  - Music
  - Graphics design
  - Orchestra
  - Theater
  - Foreign languages

Many of our space constraint problems have developed due to the addition of many specialized labs – the Write Place, the Learning Assistance Center, compressed video rooms, the Computer labs and the Instructional Technology Center—that have taken at least a dozen rooms “out of circulation.” They are no longer available as classrooms or meeting rooms

### **Instructional Objectives**

#### **1. Renovate T-1:**

- a. The nature of the programs provided by the Corporate & Community Services Division requires flexibility to accommodate requests for training and other services. The Corporate & Community Services Division does not have allocated space within the main building, and due to scheduling conflicts has literally had to turn business away. And in some instances, Corporate and Community Services clients have been relegated to locations that most others consider to be undesirable and non conducive to learning such as the old diesel lab or the basement.

## **Programmatic Justification - Continued**

- b. The growth of Athletics offerings such as fencing plus the addition of new athletic teams have resulted in inadequate practice space.
2. The renovation of the West wing of the main building into a Fine Arts Complex will accommodate the following expanded instructional objectives:
  - Art
    - Expanded offerings in ceramics, sculpture, and painting,
    - Installation of listening-look library for art, and
    - Establishment of an art gallery for displays by students and guest artists
  - Performing arts (theater and oral interpretation/performance)
    - Classroom with a stage to “free up” Mathis Theater and
    - Shop for building stage props
  - Music
    - Required keyboard lab;
    - Enlarged and enhanced rehearsal space for:
      - Choir,
      - Concert band, and
      - Orchestra, and
    - Commercial music program
  - Graphic design
  - Speech communications and foreign language programs

## **Comparison to Existing facilities**

The T-1 (temporary) building is not currently used for instructional purposes and could be remodeled to improve the utilization of the campus, and provide adequate space needed by both credit and non-credit programs. The building is a 43,600 square feet warehouse structure that with minimal improvements to 26,400 square feet of it will provide the needed space for Athletics and Career programs that can operate in a warehouse style environment. 12,400 square feet of the building will be remodeled and finished to provide a professional location for seven conference rooms and office space for Corporate and Community Services and the University Center. The roof of the T-1 building was replaced in 1993 and has been maintained in excellent condition, and we have been advised that the building is structurally sound and could easily last for another thirty years with good maintenance.

The growth of Athletics offerings and the addition of athletic teams have resulted in inadequate space for new offerings such as fencing, and inadequate practice space for batting and golf. Currently, batting and golf practice are held in the basement recycling room.

The West Wing of the Building vacated by the Career programs will then be remodeled for a Fine Arts Wing that will allow for expended offerings and improve the utilization of the West Wing. The Original plans of the building included a Fine Arts department that was never constructed, and therefore the department is scattered around the facility and lacks adequate space for the programs to grow or expand offerings.



## **Programmatic Justification - Continued**

### **Facilities currently available:**

#### **Current utilization**

1. Corporate & Community Services and University Center - utilization numbers are not gathered on non-credit classes provided by this division.
2. Career programs – room utilization rates of career programs average approximately 35%.
3. Athletics – room utilization rates of credit classes held in the basement hall and recycling area was not available.
4. Fine Arts – room utilization rate for the art and music classrooms average approximately 26%.

#### **Inadequacy of current facilities**

The instructional credit programs have first priority to classroom space on campus leaving Corporate and Community Services and the University Center with inadequate designated space within the main building.

The growth of Athletics offerings and the addition of athletic teams have resulted in inadequate space for new offerings such as fencing, and inadequate practice space for batting and golf. Currently, fencing class is held in the East Mall (main entrance to the College) and batting and golf practice are held in the basement recycling room.

The original plans of the building included a Fine Arts department that was never constructed, and therefore the department is scattered around the facility and lacks adequate space for the programs to grow or expand offerings.

#### **Driving forces:**

1. Improve utilization and scheduling.
2. Provide the needed space for Corporate & Community Services to expand offerings and improve operational efficiency.
3. Provide a university center for junior, senior and graduate level courses.
4. Expand Fine Arts Department offerings and while simultaneously strengthening the department by providing a centralized location.
5. Expand Physical Education offerings and to provide adequate space for current offerings and practice space for athletics teams.
6. Provide additional conference room space; currently only one large conference room exists on campus.

### **Master Plan**

Due to the increased requests for instructional space and scheduling complaints, in May 1997 the College began the project of developing a Facilities Master Plan. The process included organizing a committee, distribution of questionnaire forms to be completed by department heads, meetings with department members, gathering equipment lists, reviewing campus utilization with the assistance of a Consultant, and meeting with Architects. From this Master Plan the instructional areas identified as being the highest priority in need of improved facilities and room to grow are Corporate & Community Services, University Center, Athletics, and Fine Arts. This could be accomplished by remodeling a currently unused T-1 building (temporary building) for Corporate & Community Services, University Center, career programs and Athletics and then remodeling the area vacated by career programs as a Fine Arts Wing.

## **Programmatic Justification - Continued**

Attached are maps of renovations planned for:

Attachment A

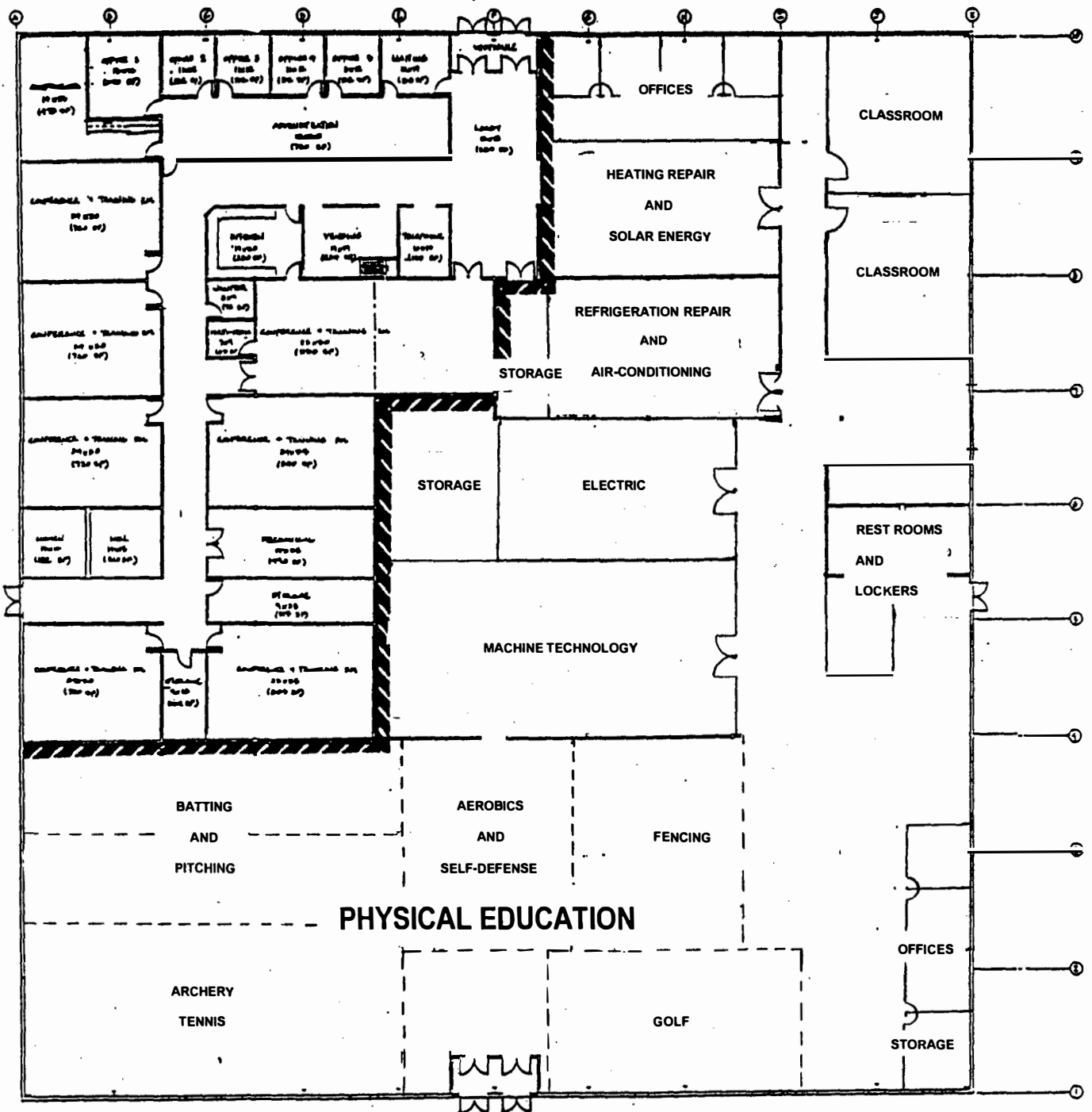
T-1

Attachment B

Corporate and Community Services detail

Attachment C

West Wing (Fine Arts Complex)



PREPARED FROM FGM DRAWING TO SHOW RELATIONSHIPS AMONG PROPOSALS FOR  
CORPORATE & COMMUNITY SERVICES, UNIVERSITY CENTER, CAREER PROGRAMS, AND PHYSICAL EDUCATION

**FLOOR PLAN**

SCALE: 1/32" = 1'-0"

4-8-96  
JEF



**PROJECT SAUK VALLEY COMMUNITY  
COLLEGE T-1 BLDG REMODELLING**

**TITLE FLOOR PLAN OF T-1 BUILDING**

**FGM INC**  
ARCHITECTS  
OAK BROOK  
ENGINEERS  
ILLINOIS



**DRAWN  
SLN.**

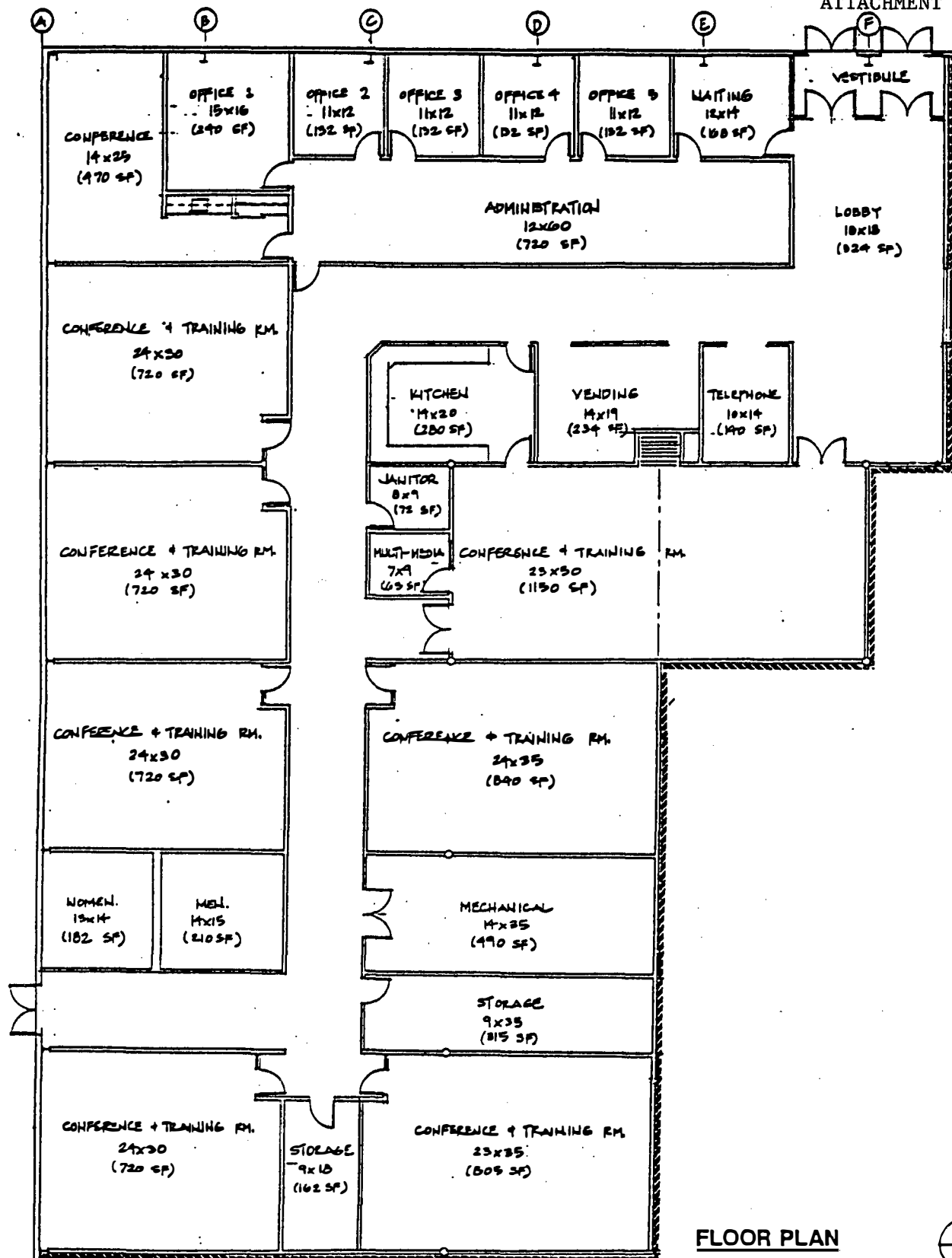
**DATE  
10/15/96**

**SHEET NO**

**APPROVED**

**JOB NO  
96075-A**

**SK-2**



PROJECT SAUK VALLEY COMMUNITY  
COLLEGE T-1 BLDG REMODELLING

TITLE FLOOR PLAN OF COMMUNITY  
SERVICE PROGRAM

**FGM** INC  
ARCHITECTS ENGINEERS  
OAK BROOK ILLINOIS



DRAWN  
SLN.

APPROVED

DATE  
10/15/96

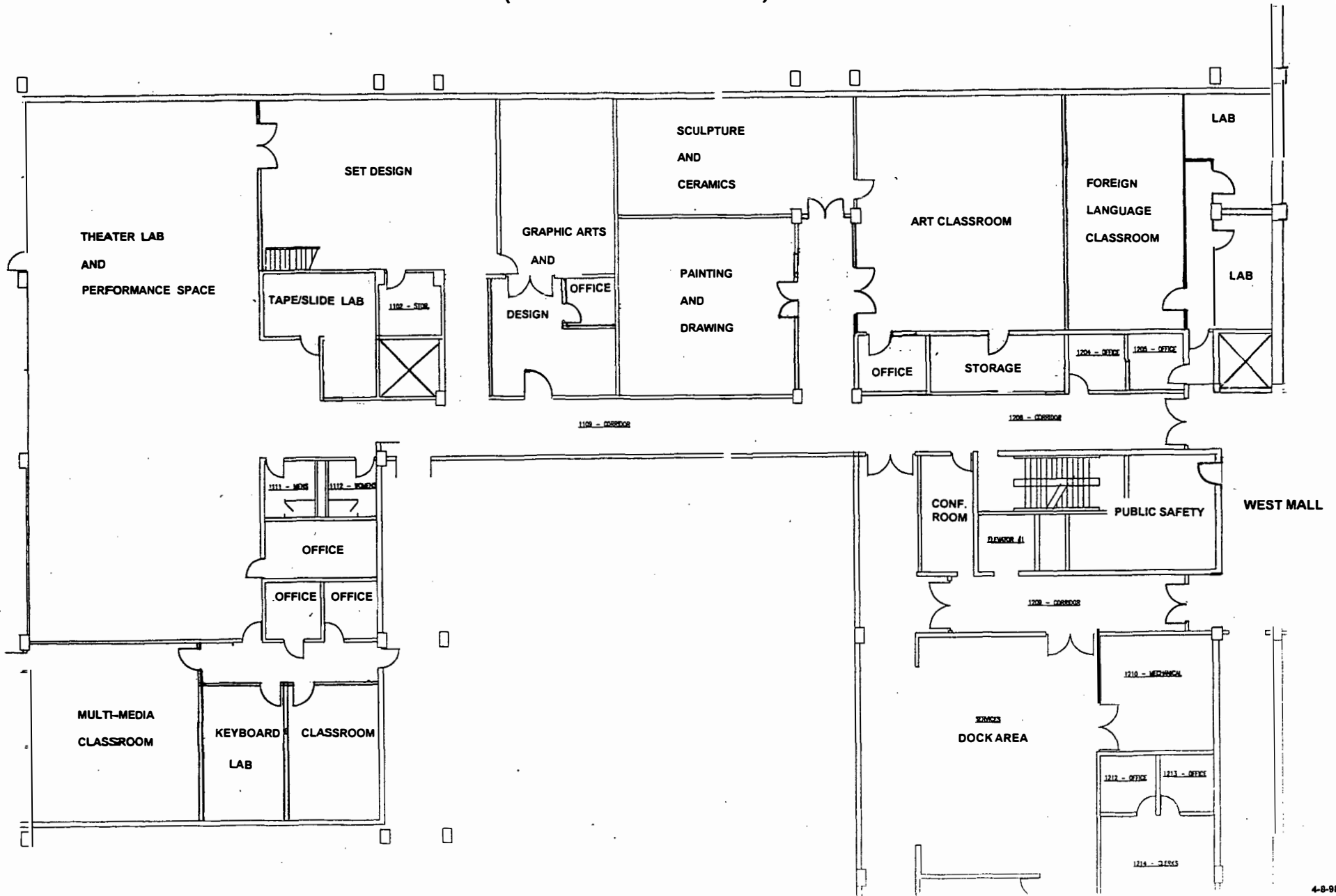
JOB NO  
96075-A

SHEET NO

**SK-3**



# WEST WING (FINE ARTS COMPLEX)



## BOARD OF TRUSTEES MATCHING FUNDS COMMITMENT

I hereby certify that the Board of Trustees of Sauk Valley Community College, District # 506, meeting in their regular session on June 25, 1998, with a quorum present, officially authorized the submission of the attached Fiscal Year 2000 RAMP Community College Capital Project Request.

- I certify that the board reviewed and approved the attached programmatic justification, scope of work, and related forms for the project identified below.
- I further certify that board has made a commitment to either use available assets and/or credits, or to make local funds available for the project requested as indicated below, should the project be approved.

PROJECT NAME: Remodeling: T-1 and West Wing

### Proposed Source(s) of Local Funding

	(List the Dollar Amount)
1. Available Local Fund Balances	\$ <u>426,895</u>
2. Protection, Health, and Safety Tax Levy	\$ <u>125,000</u>
3. Protection, Health, and Safety Bond Proceeds	\$ <u></u>
4. Other Debt Issue	\$ <u></u>
5. State Certified Construction Credits (remaining from 1987)	\$ <u>98,105</u>
6. Other (Please specify) <u>Foundation</u>	\$ <u>250,000</u>
<b>TOTAL LOCAL MATCH</b>	<b>\$ <u>900,000</u></b>

Signed \_\_\_\_\_  
Chairperson of the Board of Trustees

Signed \_\_\_\_\_  
Chief Executive Officer of the College District

**COMPLETE ONE FOR EACH PROJECT REQUESTED**

For Board Meeting of  
June 25, 1998

Agenda Item H-1

PART-TIME INSTRUCTOR/COACH

Mark Nelson

Cross Country Coach (part-time)

RECOMMENDATION: Board approval of Mark Nelson as part-time Cross Country Coach.

For Board Meeting of  
June 25, 1998

Agenda Item H-2

ADMINISTRATIVE, PROFESSIONAL/TECHNICAL, AND SUPPORT STAFF  
COMPENSATION

Following discussion in closed session, action should be taken on administrative, professional/technical, and support staff compensation.

RECOMMENDATION:     Appropriate action.



For Board Meeting of  
June 25, 1998

Agenda Item H-3

### PRESIDENT'S CONTRACT

Following discussion in closed session, action may be taken on renewal/  
updating of the President's contract.

RECOMMENDATION:     Appropriate action.

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
JUNE 25, 1998

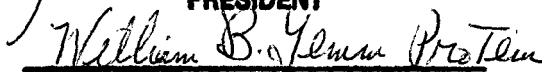
<u>SUMMARY OF BILLS PAYABLE</u>	<u>AMOUNT</u>
Pages 1-33 General Operating Funds	\$804,231.99
Pages 34-42 Restricted Fund	148,224.13
Pages 43-48 Bookstore	<u>83,746.51</u>
TOTAL	<u>\$1,036,202.63</u>

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE

6/25/98

void # 12026 & 12027

VOID # 12026 * 12027									
CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME	INVOICE NUMBER VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0012028	05/21/98	495884604 Acklin, David		10017142	030600	460600	540900	6050	25.00
G0012029	05/21/98	AMEEXP1 American Express Financial Adv	5/31/98 P/R	10017175	01		212010		375.00
G0012030	05/21/98	546706932 Atchley, Charles E.	RECRUITMENT	10017168	01	513000	550400	8060	188.63
G0012031	05/21/98	357365760 Bailey, Glenn		10017144	01	332400	550100	1020	12.92
G0012032	05/21/98	323584591 Balder, Vivian J.		S0002241	01		230000		88.00
G0012033	05/21/98	331728319 Batten, Jessica		S0002239	01		230000		450.00
G0012034	05/21/98	318600109 Bergman, Ann M.	ICCET/ICCEDA	10017166	050130	345400	550100	4090	221.00
G0012035	05/21/98	348741254 Brackemeyer, Sarah J.		S0002231	01		230000		138.00
G0012036	05/21/98	CAPGUA Capital Guardian Trust Company	5/31/98 P/R	10017176	01		212180		375.00
G0012037	05/21/98	338666358 Chaffee, Corey A.		S0002230	01		230000		138.00
G0012038	05/21/98	479440041 Cogdall, Jean L.		10017160	01	333100	550100	1030	300.00
G0012039	05/21/98	359627688 Cortez, Patricia M.		S0002240	01		230000		25.00
G0012040	05/21/98	332606558 Cross, Teresa A.		S0002229	01		230000		147.00
G0012041	05/21/98	350403580 Crowe, Richard T.	TOUR DEPOSIT	10017174	050120		170100		200.00
G0012042	05/21/98	352720790 Davis, Justine M.		S0002238	01		230000		336.68

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/21/98 To 05/21/98

RUN DATE: 06/16/98

TIME: 09:18 AM

PAGE: 2

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00012043	05/21/98	DIXPAR	Dixon Park District	DUANE LONG	REFUND	10017149	050110	343100	450420	4010	40.00
00012044	05/21/98	EMPASS	Employers' Association of Illi	6/18 REGISTRAT	10017196	01	520100	550100	8020		195.00
				6/18 REGISTR	10017200	01	441100	550100	3020		130.00
CHECK TOTAL											325.00
G0012045	05/21/98	EQU LIF	Equitable Life Assurance	5/31/98 P/R	10017177	01		212020			132.00
G0012046	05/21/98	FARNEW	Farmers New World Life Insuran	5/13/98 P/R	10017178	01		212040			25.00
G0012047	05/21/98	FEDLIF	Federal Life Insurance Company	5/31/98 P/R	10017179	01		212050			20.00
G0012048	05/21/98	351667655	Foley, Karen L.		50002235	01		230000			396.12
G0012049	05/21/98	FRALIF	Franklin Life Insurance Compan	5/31/98 P/R	10017180	01		212060			537.50
G0012050	05/21/98	319549290	Gaudio, Linda A.		50002234	01		230000			138.00
G0012051	05/21/98		Gilbert, Michelle	REFUND	10017148	050110	343100	450420	4010		40.00
G0012052	05/21/98	341465634	Groshans, Mary L.		50002236	01		230000			613.00
					50002237	01		230000			172.42
CHECK TOTAL											785.42
G0012053	05/21/98	349244872	Hall, Zollie W.		10017143	01	331000	550100	2080		21.07
G0012054	05/21/98	HESI	HESI	788	10017154	01	352200	540120	1040		468.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012055	05/21/98	HORMAN	Horace Mann Insurance Company	5/31/98 P/R	10017181	01		218080			25.00
00012056	05/21/98	ILLCHA	Illinois Chamber	MEMBERSHIP DUES	10017171	050130	345400	540600	4090		600.00
00012057	05/21/98	ILLDEP	Illinois Department of Revenue	5/31/98 P/RA	10017217	01		210200			7,000.11
00012058	05/21/98	ILLMUT	Illinois Mutual	5/31/98 P/R	10017190	01		211550			27.26
00012059	05/21/98	INTREV	Internal Revenue Service	5/31/98 P/R	10017204	01		210900			114.70
00012060	05/21/98	KAGJOE	Joel A. Kage, Circuit Court	5/31/98 P/R	10017202	01		210900			130.00
00012061	05/21/98	KATBEI	Kathryn Beich Inc	021980	10017170	101070	461407	590900	60 0		600.00
00012062	05/21/98	323805117	Kaufman, Kelli		50002242	01		230000			25.00
00012063	05/21/98		Keranen, Joel A.	RECRUITMENT	10017209	01	513000	550400	8060		722.11
00012064	05/21/98	319248953	Kieler, Beverly M.		10017156	01	352500	550100	1040		233.73
00012065	05/21/98	533466182	Kim, Linda A.		10017146	050600	460500	550900	6050		13.50
00012066	05/21/98	341664328	Kipping, Sara M.	NATIONALS AZ	10017206	050600	460302	550900	6050		313.19
00012067	05/21/98	320624572	Lightner, Sandra M.	PTK CAKE	10017151	01	327000	550100	3060		48.00
00012068	05/21/98	351780358	Loos, Suzanne M.		50002225	01		230000			20.00
00012069	05/21/98	MEYLYD	Lydia S. Meyer, Trustee	5/31/98 P/R	10017205	01		210900			125.00
00012070	05/21/98	MAISTA	Main Stay Funds	5/31/98 P/R	10017182	01		212170			75.00

## REPORT FARCHKR

FISCAL YEAR 1998

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

Gauk Valley Community College

Check Register

From 05/21/98 To 05/21/98

RUN DATE: 06/16/98

TIME: 09:18 AM

PAGE: 4

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
00012071	05/21/98	385962425	McLain, Bethany	INR 96N LG 5/98	10017163	050110	343100	530200	4010	240.00
00012072	05/21/98	391943567	Miller, Brandy M.		50002233	01		230000		110.40
00012073	05/21/98	329447971	Mongan, Connie	CHANGE MGMT 5/4	10017145	050130	345100	530200	4020	150.00
00012074	05/21/98		National Network	RENEWAL	10017155	01	351000	540600	1040	30.00
00012075	05/21/98	NJCTRE	NJCAA Region IV Treasurer	ALLSTAR BASEBAL	10017152	050600	460204	550700	6050	100.00
00012076	05/21/98	NORLIF	Northern Life Insurance Compan	CF45 5/31/98	10017183	01		212120		85.00
00012077	05/21/98	481134427	Palmer, Teresa L.		50002224	01		230000		138.00
00012078	05/21/98	PETOFF	Peterson Office Service Inc	76135	10014916	01	430100	540110	3040	152.75
00012079	05/21/98	PRUMUT	Prudential Mutual Funds	5/31/98 P/R	10017184	01		212140		100.00
00012080	05/21/98	PUTRET	Putnam Retirement Plan Service	5/31/98 P/R	10017185	01		212030		500.00
00012081	05/21/98	RAMCOU	Ramsey County Child Support	5/31/98 P/R	10017207	01		210700		268.80
00012082	05/21/98	328709444	Ager, Diane M.		50002232	01		230000		138.00
00012083	05/21/98	SCHEMP	School Employees Credit Union	5/31/98 P/R	10017195	01		210700		23,851.47
00012084	05/21/98	398402869	Seguin, Michael		10017159	01	321000	550100	2080	81.30
00012085	05/21/98	318341794	Shippert, Stanley	ENGLAND	10017158	01	314000	550700	1090	52.00
00012086	05/21/98	345563027	Smith, Brad W.	TUIT REIM 3 HRS	10017147	01	335100	520720	1010	345.00

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012087	05/21/98	STAUNI	State Universities Retirement	5/31/98 P/R	10017197	01		210500			19,246.30
00012088	05/21/98	STEPAR	Sterling Park District	119	10017134	050600	460302	560100	6050		24.00
00012089	05/21/98	SAUFAC	SVCC Faculty Association	5/31/98 P/R	10017193	01		210800			1,317.92
00012090	05/21/98	SAUFOU	SVCC Foundation	5/31/98 P/R	10017194	01		211600			5.00
00012091	05/21/98	TIACRE	TIAA/REF	5/31/98 P/R	10017186	01		212150			7,787.55
00012092	05/21/98	TOWGOU	Towne & Country Graphics Ltd	22537	10017150	01	212100	540700	8030		3,574.00
00012093	05/21/98	TRUMAR	Trustmark Insurance	5/31/98 P/R	10017191	01		211500			817.54
00012094	05/21/98	484705603	Ullrich, Steve		10017203	01	420000	550100	3010		148.14
00012095	05/21/98	UNIAS	United Asset Coverage Inc	9805060	10017172	01	520100	530200	8020		2,038.00
00012096	05/21/98	UNIWAYA	United Way of Amboy	5/31/98 P/R	10017201	01		211100			7.50
00012097	05/21/98	UNIWAY1	United Way of Dixon	5/31/98 P/R	10017199	01		211100			51.50
00012098	05/21/98	UNIWAY	United Way of Sterling Rock Fa	5/31/98 P/R	10017198	01		211100			75.60
00012099	05/21/98	VANOU	Vanguard Fiduciary Trust Compa	5/31/98 P/R	10017188	01		212190			500.00
00012100	05/21/98	VALIC	Variable Annuity Life Insuranc	5/31/98 P/R	10017187	01		212200			280.00
00012101	05/21/98	WADREE	Waddell & Reed, Inc	5/31/98 P/R	10017189	01		212160			175.00
00012102	05/21/98	WAUCOM	Waubensee Community College	REGION IV STATS	10017153	050600	460204	530900	6050		30.00

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

From 05/21/98 To 05/21/98

PAGE: 6

CHECK		PAYEE/VENDOR		INVOICE NUMBER						
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00012103	05/21/98	345407966	West, Charles C.		10017157	01	332100	550100	1020	40.63
00012104	05/21/98	340806397	West, Jessica		80002226	01		230000		748.00
00012105	05/21/98	360768995	Whitaker, Mindy A.		80002227	01		230000		263.00
					80002228	01		230000		262.00
									CHECK TOTAL	525.00



BANK: 1 Sterling Federal Bank- Ge

From 05/27/98 To 06/25/98

...GE: 7

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0012106	05/28/98	TAMNAT	Tampico National Bank	1 YR CERT	10017226	12		120200			200,000.00
G0012107	06/02/98	UNIBAN	Union Bank Tampico	1 YR CD 6-2-98	10017239	051000		120200			300,000.00
12108	06/04/98	343801468	Blackburn, Sara L.		S0002252	01		230000			138.00
G0012110	06/04/98	341684543	Collier, Jeffrey T.		S0002251	01		230000			138.00
G0012111	06/04/98	332606558	Cross, Teresa A.		S0002243	01		230000			250.00
G0012112	06/04/98	355788135	Johnson, Gregory R.		S0002250	01		230000			194.00
G0012113	06/04/98	361667928	Lingle, Karen R.		S0002245	01		230000			59.20
G0012114	06/04/98	346488177	McCoy, Mary M.		S0002249	01		230000			138.00
G0012115	06/04/98	353725936	Medina, Arthur G.		S0002248	01		230000			153.00
G0012116	06/04/98	342722791	Mohr, Courtney A.		S0002247	01		230000			110.40
G0012117	06/04/98	387821597	Schanke, Matthew A.		S0002244	01		230000			148.00
G0012118	06/04/98	333741194	Shaw, Amie K.		S0002246	01		230000			138.00
12119	06/04/98	387847907	Alfano, Cindy	TUIT REIMB SP98	10017334	01	441100	520720	3020		186.00
G0012121	06/04/98	AMECOL	American College Testing Progr	ALFAND/CONF	10017312	01	441100	550100	3020		20.00
G0012122	06/04/98	AMODIL	Amoco Oil Company	5/25	10017344	050800	415000	540150	6050		40.00
				5/26	10017346	050800	415000	540150	6050		64.43
CHECK TOTAL											104.43

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/18/98

TIME: 09:19 AM

PAGE: 8

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012123	06/04/98	ATT	AT & T	7392219814	10017327	02	545000	570500	7060	1	169.73
00012124	06/04/98	ATTGRE	AT&T Credit Corporation	6/98	10017299	01	513000	560300	8060	2	681.67
						01	513000	560400	8060		463.54
INVOICE TOTAL											3,145.21
00012125	06/04/98	AUDTHE	Auditorium Theatre	FEB 17, 99	10017295	050120		170100			858.83
00012126	06/04/98	205329509	Behrendt, Richard		10017315	01	211000	520920	8010		11.00
00012127	06/04/98	360588539	Breen, David A.		10017337	01	327000	550100	3060		61.01
00012128	06/04/98	339540690	Castelein, Karen J	BUS TIP	10017296	050110	343400	550100	4010		50.00
00012129	06/04/98	345345801	Clevenger, Walter		10017298	01	314000	550900	1090		287.90
00012130	06/04/98	483908003	Cox, Terry J.		10017304	050600	460204	550900	6050		180.71
				PHONE APRIL/MAY	10017314	02	545000	570500	7060		58.74
CHECK TOTAL											239.45
G0012131	06/04/98	354705375	Dever, Karen L.	USHER	10017287	01	418000	530200	3090		20.60
G0012132	06/04/98	345385894	Drew, Gary		10017318	02	543000	540140	7030		44.64
G0012133	06/04/98	347608831	Ernst, Shane M.	USHER	10017288	01	418000	530200	3090		20.60
G0012134	06/04/98	FITEQU	Fitness Equipment Services		10017326	01	323200	540120	1010		146.50
G0012135	06/04/98	FRALIF	Franklin Life Insurance Compan	WARDELL	10017297	01		212060			662.50

CHECK		PAYEE/VENDOR		INVOICE NUMBER							CHECK AMOUNT	
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG			
00012136	06/04/98	352646627	George, Dai R.	USHER	10017292	01	418000	530200	3090		20.60	
00012137	06/04/98	345307106	Groharing, Richard B.	PHONE 3-4/98	10017309	02	545000	570500	7060		29.36	
00012138	06/04/98	328261872	Grossman, Leona	RN NCLEX 5/98	10017302	050110	343100	510341	4010		140.00	
00012139	06/04/98	GTEWIR	GTE Wireless	5/19	10017307	02	545000	570500	7060		66.80	
00012140	06/04/98	328406399	Hamlin, Albert L.		10017300	01	314000	550900	1090		124.00	
00012141	06/04/98	322265707	Happach, Ronald H.		10017319	01	333200	550100	1030		75.60	
00012142	06/04/98	238383615	Heather, Dianne K.	CNA CONF	10017310	01	352300	550100	1040		246.50	
00012143	06/04/98	JFKHEA	JFK Health World	0010648	10017294	050110	343400	550100	4010		307.00	
00012144	06/04/98	331281232	Lagow, Larry	CASE CONF	10017301	01	212100	550100	8030		560.99	
00012145	06/04/98	392500967	Lawrence, Marcy	RAYNOR 3/23/98	10017291	050130	345100	530200	4020		50.00	
00012146	06/04/98	LIVUS	Livent (US) Inc	4/7/99 DEPOSIT	10017293	050120		170100			564.50	
00012147	06/04/98	LTDCCM	LTD Commodities Inc	3-36850	10017348	050500	414000	540190	6030		26.71	
00012148	06/04/98	LUMIC	Lumicon		10017323	01	335300	540120	1010		59.00	
00012149	06/04/98	328422840	Murray, Kris A.		10017306	01	314000	550900	1090		111.00	
00012150	06/04/98	344569937	Olmsted, Brian T.	3 HR REIMB	10017311	01	212100	520720	8030		345.00	
00012151	06/04/98	ORITEL	Orion Telescope & Binocular Co		10017325	01	335300	540120	1010		147.00	

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/16/98

TIME: 09:19 AM

PAGE: 10

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012152	06/04/98	343745702	Patrick, Juletta	MODULE 8 WAHL	10017290	050130	345100	530200	4020		455.00
00012153	06/04/98	329461846	Paulsen, Carmel A.		10017317	03	548000	540140	7090		34.82
00012154	06/04/98	PLATEC	Plantinum Technology Inc	MNT 007572	10017321	01	369000	540420	8080		379.00
00012155	06/04/98	324544435	Poci, Shirley		10017342	01	352000	550100	1040		12.67
00012156	06/04/98		Prabhakar, Rathna		10017356	01	513000	550400	8060		562.67
00012157	06/04/98	PROBEN	Professional Benefit Administr	5/26/98	10017339	051000	520300	540830	6090		3,023.76
						051000	520300	540840	6090		2,330.51
						051000	520300	540850	6090		344.00
						051000	520300	540870	6090		1,720.00
						051000	520300	540880	6090		629.52
						051000	520300	540890	6090		1,584.15
INVOICE TOTAL											9,631.94
00012158	06/04/98	PRYRES	Pryor Resources, Inc	BREED/BRADLEY	10017303	01		170100			118.00
00012159	06/04/98	509803641	Schreiner, Stephanie L.		10017340	01	352000	550100	1040		44.80
00012160	06/04/98	357408100	Seagren, Catherine	1 HR REIMB	10017324	01	520100	520720	8020		88.30
00012161	06/04/98	SHEOIL	Shell Oil Company	0524292	10017353	050800	415000	540150	6050		165.18
00012162	06/04/98	348506270	Shelley, Chris		10017320	01	314000	550900	1090		137.64
00012163	06/04/98	SQUILL	Southern Illinois University	CNA CHECK	10017322	01	352300	530200	1040		180.00
00012164	06/04/98	SPRIN	SPRINT	5/16	10017331	02	545000	570500	7060		3,086.12

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012165	06/04/98	STEARE	Sterling Area Chamber of Comme	EXPD 98	10017305	01	419000	540190	3090		225.00
00012166	06/04/98	SUPER	SUPERAMERICA	5/26/98	10017349	050800	415000	540150	6050		37.80
00012167	06/04/98	318401202	Thomas, Robert	NHS	10017316	01	362100	550100	2010		31.50
00012168	06/04/98	375442519	VanderWege, Robertus J.		10017313	01	322100	540120	1010		173.97
00012169	06/04/98	WILWRI	Wilbur Wright College	STATE DUES	10017333	101140	461414	590900	6090		90.00
00012170	06/04/98	356728681	Wilkinson, Tammy	USHER	10017289	01	418000	530200	3090		20.60
00012171	06/04/98	343306801	Williamson, Judith B.		10017308	01	314000	550900	1090		137.64
00012172	06/04/98	Z00B0	Zoobooks	RENEWAL	10017351	050500	414000	540190	6030		20.95
Voc 15 12173 + 12174											
00012175	06/11/98	AMEEXP1	American Express Financial Adv	6/15/98 P/R	10017455	01		212010			375.00
00012176	06/11/98	344787095	Amesquita, Daniel C.		50002291	01		230000			138.00
00012177	06/11/98	355522414	Anderson, Sandra		10017507	050110	343100	550100	4010		81.90
00012178	06/11/98	ATT	AT & T	5/22/98	10017428	02	545000	570500	7060		2.38
00012179	06/11/98	348766255	Batten, Carissa M.		50002292	01		230000			10.00
00012180	06/11/98	345749015	Beien, Adam V.		50002294	01		230000			138.00
00012181	06/11/98	336747162	Beveroth, Tara A.		10017484	101241	461461	590900	6090		9.00
00012182	06/11/98	324782911	Diagioni, Melissa R.		50002293	01		230000			153.00

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/16/98

TIME: 09:19 AM

PAGE: 12

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00012183	06/11/98	339786096	Billar, Joshua T.		50002267	01		230000		71.00
00012184	06/11/98	348704597	Boerjan, Lindsey M.		50002266	01		230000		199.00
00012185	06/11/98	329601438	Bonnell, Christopher E.		50002263	01		230000		25.00
00012186	06/11/98	355667463	Brooks, Jennifer L.		50002262	01		230000		71.00
00012187	06/11/98	CAPGUA	Capital Guardian Trust Company	6/15/98 P/R	10017456	01		212180		375.00
00012188	06/11/98	321688145	Cecil, Alicia		50002261	01		230000		138.00
00012189	06/11/98	359627688	Cortez, Patricia M.		50002257	01		230000		528.00
00012190	06/11/98	CREMAN	Credit Management Services	R FASSLER	10017472	01	520100	590400	8020	132.00
00012191	06/11/98	CTICDN	CTI Conferences	CONF GOSPOBARCZ	10017427	050130	345400	550100	4090	225.00
00012192	06/11/98	341784633	Duncan, Chassity N.		50002296	01		230000		138.00
00012193	06/11/98	453417425	Edelbach, David J.	ACS CONF	10017475	01	335200	550100	1010	169.79
00012194	06/11/98	544045573	Edmunds, Brooke		10017485	101241	461461	590900	6090	9.00
00012195	06/11/98	EQU LIF	Equitable Life Assurance	6/15/98 P/R	10017457	01		212020		132.00
00012196	06/11/98	324804519	Fairbanks, Michaelaen		10017482	101241	461461	590900	6090	9.00
00012197	06/11/98	FARNEW	Farmers New World Life Insuran	6/15/98 P/R	10017458	01		212040		25.00
00012198	06/11/98	320787316	Farster, Levi S.	ST LOAN 6/11/98	10017483	051400		130905		300.00

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00012199	06/11/98	335801022	Fassler, Robert C.		S0002260	01		230000		24.00	
00012200	06/11/98	470808708	Fearing, Tracy L.		S0002295	01		230000		675.00	
00012201	06/11/98	FEDLIF	Federal Life Insurance Company	6/15/98 P/R	I0017459	01		212050		20.00	
00012202	06/11/98	463374349	Flores, Augustine	STUDENT LOAN	I0017509	051400		130905		150.00	
00012203	06/11/98	FRALIF	Franklin Life Insurance Company	6/15/98 P/R	I0017460	01		212060		670.00	
00012204	06/11/98	345627825	Gastagne, Julie M.		S0002271	01		230000		61.00	
00012205	06/11/98	320726291	Gehant, Jessica M.		S0002270	01		230000		179.00	
00012206	06/11/98	355761638	Gilbert, Wendy A.		S0002256	01		230000		150.00	
00012207	06/11/98	347647323	Gray, Jennifer		S0002269	01		230000		163.20	
00012208	06/11/98	341465634	Groshans, Mary L.		S0002290	01		230000		308.00	
00012209	06/11/98	349244872	Hall, Zollie W.		I0017420	01	331000	550100	2080	46.29	
00012210	06/11/98	324807415	Harrison, Amie K.		S0002268	01		230000		209.00	
00012211	06/11/98	361708573	Harrison, Angela M.		S0002279	01		230000		3.00	
00012212	06/11/98	HI0EDU	Higher Education Publication I	6/5/98	I0017431	01	311000	540600	8010	51.00	
00012213	06/11/98		Hilton Inn Towers	BUFFET DINNER	I0017506	050120	343200	590900	4040	783.50	
00012214	06/11/98	353723899	Holmberg, Kate E.		S0002278	01		230000		138.00	

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/16/98

TIME: 09:19 AM

PAGE: 14

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012215	06/11/98	HORMAN	Horace Mann Insurance Company	6/15/98 P/R	10017461	01		212080			25.00
00012216	06/11/98	ICCTA	Illinois Community College Tru	AWARDS RECP	10017423	01	110000	550100	8030		340.00
						01	211000	550100	8010		100.00
										INVOICE TOTAL	440.00
00012217	06/11/98	ILLDEP	Illinois Department of Revenue	6/15/98 P/R/A	10017525	01		210200			5,614.47
00012218	06/11/98	ILLMUT	Illinois Mutual	6/15/98 P/R	10017467	01		211550			27.26
00012219	06/11/98	INTREV	Internal Revenue Service	6/15/98 P/R	10017477	01		210900			52.61
00012220	06/11/98	326804648	Jacobs, Michael		S0002277	01		230000			138.00
00012221	06/11/98	357785007	James, Amy S.		S0002276	01		230000			276.00
00012222	06/11/98	KAGJOE	Joel A. Kagann Circuit Court	6/15/98 P/R	10017476	01		210900			130.00
00012223	06/11/98	328802325	Johnson, Jason A.		S0002275	01		230000			71.00
00012224	06/11/98	356762559	Johnson, Jeremiah P.	UPGRADE 6/1/98	10017421	01	369000	530200	8080		1,579.66
00012225	06/11/98	399921385	Johnson, Tara L.		S0002274	01		230000			276.00
00012226	06/11/98	341402624	Kehl, Steven R.		S0002273	01		230000			3.00
00012227	06/11/98	331281232	Lagow, Larry	HEGA CONF	10017425	01		130903			52.29
00012228	06/11/98	594285744	Land, Patrick K.		10017523	050130	345400	550900	4090		103.95
00012229	06/11/98	MEVLYD	Lydia S. Meyer, Trustee	6/15/98 P/R	10017480	01		210900			125.00



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012230	06/11/98	339522919	Lynch, Janet I.		10017481	01	314000	550900	1090		111.00
00012231	06/11/98	339541566	Magana, Tammy D.		50002255	01		230000			264.00
00012232	06/11/98	MAISTA	Main Stay Funds	6/15/98 P/R	10017462	01		212170			75.00
00012233	06/11/98	351420202	Matheson, Michael R.		50002272	01		230000			199.00
00012234	06/11/98	355743622	Mazzarisi, Shelley	STUDENT LOAN	10017508	051400		130905			150.00
00012235	06/11/98	343403352	Meznarich, Ranelle A.		50002287	01		230000			344.16
00012236	06/11/98	327806324	Mickley, Renae E.		50902288	01		230000			92.00
00012237	06/11/98	329447971	Mongan, Connie		10017468	050130	345100	530200	4020		1,100.00
00012238	06/11/98	342709077	Nusbaum, Michele R.		50002287	01		230000			204.00
00012239	06/11/98	478586368	Paulsen, Darryl D.	ADVANCE 6/11/98	10017422	02	542000	550100	7020		184.50
00012240	06/11/98	349321005	Pickering, Beverly J.		50002286	01		230000			10.00
00012241	06/11/98	PRUMUT	Prudential Mutual Funds	6/15/98 P/R	10017463	01		212140			100.00
00012242	06/11/98	361665822	Ramirez, Jacey L.		50002285	01		230000			138.00
00012243	06/11/98	345680997	Rangel, Jennifer		50002259	01		230000			138.00
00012244	06/11/98	360644531	Reiley, Scott M.		50002284	01		230000			3.00
00012245	06/11/98	359708546	Saldívar, Norma E.		50002254	01		230000			308.00

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/16/98

TIME: 09:19 AM

PAGE: 16

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00012246	06/11/98	SCHEMP	School Employees Credit Union	6/15/98 P/R	I0017473	01		210700		17,417.72
00012247	06/11/98	325386271	Simpson, David J.		S0002283	01		230000		276.00
00012248	06/11/98	350785389	Smith, Justin K.		S0002253	01		230000		418.00
00012249	06/11/98	STAUNI	State Universities Retirement	6/15/98 P/R	I0017474	01		210500		16,482.36
00012250	06/11/98	357408108	Stewart, James L.	GOLF NAT'L	I0017521	050600	460203	550900	6050	1,490.76
00012251	06/11/98	SAUFDU	SVCC Foundation	6/15/98 P/R	I0017471	01		211600		5.00
00012252	06/11/98	TIACRE	TIAA/CREF	6/15/98 P/R	I0017464	01		212150		4,024.66
00012253	06/11/98	TRUMAR	Trustmark Insurance	6/15/98 P/R	I0017469	01		211500		763.50
00012254	06/11/98	VALIC	Variable Annuity Life Insuranc	6/15/98 P/R	I0017465	01		212200		260.00
00012255	06/11/98	352821575	Vasquez, Jason P.		S0002282	01		230000		184.00
00012256	06/11/98	WADREE	Waddell & Reed, Inc	6/15/98 P/R	I0017466	01		212160		75.00
00012257	06/11/98	341621244	Wade, Laura J.		S0002281	01		230000		143.20
00012258	06/11/98	359467541	Wagner, Melinda I.		S0002280	01		230000		138.00
00012259	06/11/98	345387464	Walker, Shirley A.		I0017424	01		130903		25.00
00012260	06/11/98	318402940	White, Peggy	ASCP CONF	I0017478	01	352100	550100	1040	237.91
void #12261 + 12262										
00012263	06/11/98	339729014	Barnes, Stephanie L.		S0002297	01		230000		71.60

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
00012264	06/11/98	323661427	Bettner, Leslie M.		S0002325	01		230000		156.80	
00012265	06/11/98	358740686	Bruckner, Kevin		S0002324	01		230000		138.00	
00012266	06/11/98	359605964	Collins, Rae L.		S0002323	01		230000		1,520.49	
00012267	06/11/98	324544598	Collins, Stuart C.		S0002322	01		230000		1,542.00	
00012268	06/11/98	355782765	Crownhart, Beth A.		S0002321	01		230000		155.20	
00012269	06/11/98	360623415	Davis, Leslie A.		S0002320	01		230000		117.00	
00012270	06/11/98	463374349	Flores, Augustine		S0002305	01		230000		681.65	
					S0002318	01		230000		-574.75	
					S0002319	01		230000		574.75	
CHECK TOTAL										681.65	
00012271	06/11/98	330723541	Green, Jennifer A.		S0002304	01		230000		138.00	
00012272	06/11/98	335602532	Hoffmiller, Kathleen		S0002303	01		230000		46.00	
00012273	06/11/98	339762379	Keefer, Christina		S0002302	01		230000		122.40	
00012274	06/11/98	999999999	Lawrence, Edwin F.		S0002301	01		230000		28.00	
00012275	06/11/98	522442070	Lawrence, Marilou		S0002300	01		230000		28.00	
00012276	06/11/98	355743622	Mazzarisi, Shelley		S0002299	01		230000		950.00	

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sault Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/18/98

TIME: 09:19 AM

PAGE: 18

CHECK		PAYEE/VENDOR		INVOICE NUMBER								
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT	
00012277	06/11/98	322625456	Moreno, Melissa L.		50002298	01		230000			1,062.00	1
00012278	06/11/98	347663002	O'Bryan, Sylvia		50002317	01		230090			46.00	2
00012279	06/11/98	344940860	Pirzada, Shahnavaaz M.		50002316	01		230000			122.40	3
00012280	06/11/98	339540521	Plummer, Cynthia A.		50002315	01		230000			110.40	4
00012281	06/11/98	355788164	Preston, Anne K.		50002314	01		230000			110.40	5
00012282	06/11/98	318681226	Gureshi, Jamal A.		50002313	01		230000			122.40	6
00012283	06/11/98	327480054	Sartwell, Jill D.		50002312	01		230000			117.00	7
00012284	06/11/98	349148265	Saunders, Audrey		50002311	01		230000			31.00	8
00012285	06/11/98	361727587	Stahler, Allison		50002310	01		230000			46.00	9
00012286	06/11/98	349567913	Thielen, Dallas M.		50002309	01		230000			138.00	10
00012287	06/11/98	318408017	Thompson, Bonnie		50002308	01		230000			1,680.00	11
00012288	06/11/98	360743901	Thompson, Michele L.		50002307	01		230000			46.00	12
00012289	06/11/98	339664277	Weidel, Kalene J.		50002306	01		230000			204.00	13
00012290	06/15/98	359500476	Bart, Jacqueline	ST LOAN 6/15/98	10017617	051400		130905			300.00	14
Drid # 12291 + 12292												
00012293	06/25/98	ABESCH	ABC School Supply	7833084	10017634	01		130903			1,659.00	15
00012294	06/25/98	ACEHAR	Ace Hardware	402609	10017537	02	543000	540140	7030		13.83	16

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012294	06/25/98	ACEHAR	Ace Hardware	397523	10017540	02	543000	540140	7030		17.05
CHECK TOTAL											30.88
00012295	06/25/98	AFFSTE	Affiliated Steam	0262471	10017272	03	548000	540140	7090		103.08
00012296	06/25/98	AMMUL	AM Multigraphics	1545950	10017265	050300	212200	540810	6090		373.05
00012297	06/25/98	AMBNEW	Amboy News	4/16/98	10017630	01	212100	540700	8030		32.00
00012298	06/25/98	AAUW	American Association of Univer	MEMBERSHIP 99	10017590	01		170100			35.00
00012299	06/25/98	AMELIS	American List Counsel	138697	10017395	01	419000	540190	3090		350.00
00012300	06/25/98	ARAUNI	Aramark Uniform Services Inc	5/29/98	10017549	01	323100	530200	1010		142.04
00012301	06/25/98	BAKTAY	Baker & Taylor	825 <del>588</del>	<del>10017549</del>	01	362100	540500	2010		301.25
00012302	06/25/98	BESWES	Best Western Brandywine Lodge	326499	10017267	01	311000	550100	8010		33.25
				328656	10017268	01	311000	550100	8010		128.95
				40958	10017274	01	513000	550400	8060		78.85
CHECK TOTAL											241.05
00012303	06/25/98	BLAFS	Blackhawk FS Inc	31587	10017643	02	543000	540140	7030		707.70
00012304	06/25/98	BODDYN	Body Dynamics Fitness Equipmen	18845	10017586	01	323200	540120	1010		73.57
00012305	06/25/98	BROFER	Browning-Ferris Industries	980500/0005868	10017594	02	545000	570700	7060		335.00

REPORT FARCHKR  
FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE 06/16/98

TIME: 09:19 AM

PAGE: 20

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012306	06/25/98	CCPIND	CCP Industries Inc	99051069	10017247	02	542000	540140	7020		156.76
00012307	06/25/98	CGHHDM	CGH Home Health Center	20510	10017219	01	352400	540120	1040		44.00
00012308	06/25/98	CHRHIO	Chronicle of Higher Education	74970	10017374	01	513000	550400	8060		1,472.00
00012309	06/25/98	COLADM	College Administration Publica	101553A 63	10017500	01		170100			61.50
00012310	06/25/98	COLENE	Columbia Energy Services	5/14/98	10017636	02	545000	570100	7060		4,647.25
00012311	06/25/98	COMEDI	Commonwealth Edison	13655 5/8/98	10017370	02	545000	570300	7060		7,691.07
				3088 5/29/98	10017561	02	545000	570300	7060		29.43
CHECK TOTAL											7,720.50
G0012312	06/25/98	COMUNI	Community Unit School District	4783	10017251	01	110000	530500	8050		28.77
G0012313	06/25/98	CONMED	Concept Media	29975	10017597	01	362100	540500	2010		710.00
G0012314	06/25/98		Voided Check								
G0012315	06/25/98	CONMAN	Consolidated Management Co	90279	10017228	01	511000	550100	8010		22.00
				90295	10017229	01	520100	550100	8020		12.30
				90294	10017231	01		130903			767.50
				90291	10017244	01	418000	540190	3090		416.75
				90274	10017257	01	419000	540190	3090		28.33
				90268	10017258	01	419000	540190	3090		101.10
				90286	10017259	01	513000	550400	8060		132.00
				90290	10017264	01		130904			80.30

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00012315	06/25/98	CONMAN	Consolidated Management Co	90284	10017269	050130	345100	550100	4020	76.25
				90287	10017270	050130	345100	550100	4020	42.75
						050130	345100	550100	4020	42.75
						050110	343100	550100	4010	47.50
INVOICE TOTAL										133.00
				90281	10017276	01	331000	550100	2080	112.50
				90275A	10017277	01	331000	550100	2080	18.95
				90286A	10017278	01	331000	550100	2080	12.13
				90297	10017280	01	342200	540120	1020	75.20
				90288	10017285	102000	322201	590900	9010	44.05
				90289	10017286	01	328100	550100	1050	89.50
				90298	10017546	01	211000	550900	8010	65.25
						01	110000	550100	8050	40.00
INVOICE TOTAL										105.25
				90300	10017557	01	530010	550900	8040	104.00
				90293	10017599	01	419000	540190	3090	825.00
CHECK TOTAL										3,156.11
00012316	06/25/98	CONPLAY	Constructive Playthings	5016650802	10017654	01		130903		1,983.53
00012317	06/25/98	COROFF	Corporate Office City	27420-0	10017394	01	327000	540110	3060	139.95
				27769-0	10017646	01	351000	580520	1040	1,948.20
				27768-0	10017650	01	420000	580520	3010	2,053.20
				27766-0	10017655	01	430100	580520	3040	1,805.70
CHECK TOTAL										5,947.05

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/15/98

TIME: 09:19 AM

PAGE: 22

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
G0012318	06/25/98	CURTI	CURTIS	1000	18808301 01A	10017365	01	520100	540110	8020	7.73
						051100	520400	540810	6090		1,970.31
INVOICE TOTAL											1,978.04
					1877101 01	10017393	01	411000	540110	8010	206.22
					18770901 01	10017417	01	211000	540110	8010	42.27
CHECK TOTAL											2,226.53
G0012319	06/25/98	DAICHR	Daily Chronicle		18202	10017558	01	513000	550400	8060	129.30
G0012320	06/25/98	DDCPUB	DDC Publishing, Inc		0364948	10017553	01	332400	540120	1020	106.80
G0012321	06/25/98	DIAIMA	Diagnostic Imaging Inc		538996	10017281	01	352500	530400	1040	60.00
G0012322	06/25/98	ECOLAB	ECOLAB		5372065	10017415	02	541000	530400	7010	169.00
G0012323	06/25/98	ENVPRO	Environmental Protection Agenc		103817AAC	10017576	12	544000	540190	7040	100.00
G0012324	06/25/98	FAXILL	Faxon Illinois Service Center		619021	10017559	01	362100	540600	2010	31.00
G0012325	06/25/98	FGMARC	FGM Architects Engineers		98023E 2	10017595	03	512030	580400	8020	366.91
G0012326	06/25/98	FLOWE	Flowers Etc		P VINSON	10017240	01	211000	550900	8010	35.75
G0012327	06/25/98	GALRES	Gale Research		7885081	10017610	01	362100	540500	2010	144.09
					7888194	10017611	01	362100	540500	2010	134.89
					7888902	10017612	01	362100	540500	2010	149.96
					7891702	10017613	01	362100	540500	2010	104.99
					7894736	10017614	01	362100	540500	2010	144.09



CHECK		PAYEE/VENDOR		INVOICE NUMBER							
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00012327	06/25/98	0ALRES	Gale Research	7897082	10017615	01	362100	540500	2010		82.19
				7919129	10017616	01	362100	540500	2010		166.01
CHECK TOTAL											926.22
00012328	06/25/98	0ALLS	Gall's Inc	40127416	10017221	12	544000	540190	7040		417.05
				401274160003	10017224	12	544000	540190	7040		40.75
				522736900001	10017242	12	544000	540190	7040		180.93
CHECK TOTAL											638.73
00012329	06/25/98	0LATIR	Glafka's Tire City	07079	10017534	02	543000	540140	7030		12.50
00012330	06/25/98	0LBCOM	Global Computer Supplies	30150767	10017404	01	363200	540410	2020		236.77
00012331	06/25/98	0RELAK	Great Lakes Airgas Inc	832791	10017535	01	333200	540120	1030		4.45
00012332	06/25/98	0RUTRU	Grummert's True Value	060402-0053	10017536	02	541000	540140	7010		7.09
00012333	06/25/98	0WWIL	H. W. Wilson Company	51296039	10017633	01	362100	540500	2010		648.96
00012334	06/25/98	0ASOFF1	Haskells Office City	77403-0	10017366	01	352400	540120	1040		13.90
				77203-0	10017369	01	352400	540120	1040		6.95
				27116-0	10017407	01	352400	540110	1040		81.96
				27419-0	10017412	01	311000	540110	8010		89.79
				27915-0	10017548	01	212300	540110	2090		47.43
CHECK TOTAL											240.03

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

Sauk Valley Community College  
Check Register  
From 05/27/98 To 06/25/98

RUN DATE: 06/16/98  
TIME: 09:19 AM  
PAGE: 34

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00012335	06/25/98	HIGHS	Highsmith Inc	5072615-001	I0017405	01	363200	540410	2020	401.51
00012336	06/25/98	HONEY	Honeywell Inc	675PT668	I0017245	03	548000	540140	7090	157.88
				676PT669	I0017577	03	548000	540140	7090	67.52
CHECK TOTAL										225.40
G0012337	06/25/98	IACAC	Illinois Assoc for College Adm	98-99 DUES	I0017527	01		170100		55.00
G0012338	06/25/98	ICCTA	Illinois Community College Tru	LOBBY DAY	I0017241	01	110000	550100	8050	150.00
						01	211000	550100	8010	75.00
INVOICE TOTAL										225.00
				DUES 7-98-12/98	I0017596	01		170100		3,396.19
CHECK TOTAL										3,621.19
G0012339	06/25/98	ILLMAN	Illinois Manufactures Associat	98-99 DUES	I0017528	050130		170100		300.00
G0012340	06/25/98	ILLCPA	Illinos CPA Society	MEYER/BRADLEY	I0017591	01		170100		165.00
						01		170100		165.00
INVOICE TOTAL										330.00
G0012341	06/25/98	INSMED	Insight Media	IA90380-IN	I0017367	01	352200	540420	1040	9.95
				1090380-IN	I0017409	01	352200	540420	1040	31.35
CHECK TOTAL										41.30
G0012342	06/25/98	INTSOL	Intelligent Solutions	000616	I0017252	02	546000	540600	7080	120.00
G0012343	06/25/98	INTTHD	Intl Thomson Publishing	2201838250	I0017619	050130	345100	540120	4020	78.59

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012344	06/25/98	JOHWIL	John Wiley & Sons, Inc	4253831	10017565	01	362100	540500	2010		30.48
00012345	06/25/98	JOHSUP	Johnstone Supply	592413	10017622	01	333200	540120	1030		1,363.75
00012346	06/25/98	JOSTE	Josten's Inc	490642	10017396	01	418000	540190	3090		207.51
				487385	10017416	01	418000	540190	3090		42.34
				490288	10017649	01	418000	540190	3090		1,408.35
				492238	10017651	01	418000	540190	3090		15.38
CHECK TOTAL											1,673.58
00012347	06/25/98	KENSTA	Kent State University	064741A	10017533	01	324800	540120	1010		20.75
00012348	06/25/98	KIDMUS	Kidder Music	146534	10017253	01	322600	540120	1010		279.00
00012349	06/25/98	KLARAD	Klaus Radio Inc	98001	10017640	01	363200	540410	2020		740.58
00012350	06/25/98	KMART	Kmart		10017550	02	542000	540140	7020		55.83
00012351	06/25/98	KSBHOS	KSB Hospital	HLTHCR PROVIDER	10017569	01	<del>362100</del>	<del>540500</del>	2010		150.00
00012352	06/25/98	LIBCOR	Library Corporation	98020095	10017568	01	362100	540900	2010		395.00
00012353	06/25/98	LUNDO	Lundgren's Inc	326773	10017544	050600	460701	540900	6050		7.00
				326952	10017545	01	212300	540110	2090		24.38
CHECK TOTAL											31.38
00012354	06/25/98	MSP00	M & S Pools & Spas	655 09 01	10017645	02	541000	540140	7010		1,125.78

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

From 05/27/98 To 06/25/98

PAGE. 26

CHECK		PAYEE/VENDOR		INVOICE NUMBER								
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT	
00012355	06/25/98	MAGSYS	Magna Systems, Inc	0002065	10017598	01	362100	540500	2010		582.50	
00012356	06/25/98	MENAR	Menards	41953	10017256	02	542000	540140	7020		114.40	
				42946	10017273	02	543000	540140	7030		32.82	
				46659	10017570	02	543000	540140	7030		12.88	
						02	543000	540140	7030		1.98	
						02	512020	540140	7090		218.72	
INVOICE TOTAL											233.58	
CHECK TOTAL											380.80	
G0012357	06/25/98	MIDPAP	Midland Paper	33125630	10017223	01	322200	540120	1010		235.00	
G0012358	06/25/98	MONIND	Monarch Industrial Inc	39337	10017236	02	541000	540140	7010		17.30	
				38587B	10017243	03	548000	540140	7090		118.73	
				39514	10017248	03	548000	540140	7090		274.13	
CHECK TOTAL											410.16	
00012359	06/25/98	MONKON	Montgomery Kone Inc	702415	10017637	02	541000	530400	7010		585.91	
00012360	06/25/98	MORSER	Morgan Services Inc	87471	10017399	02	542000	530400	7020		112.59	
				83510	10017408	02	542000	530400	7020		112.59	
CHECK TOTAL											225.18	
G0012361	06/25/98	MUEAUD	Mueller Audio Visual	9404	10017262	01	363200	530400	2020		77.00	
				9405	10017263	01	363200	530400	2020		24.50	
CHECK TOTAL											101.50	

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

PAGE: 37

CHECK		PAYEE/VENDOR		INVOICE NUMBER							
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00012362	06/25/98	NAEIR	NAEIR	F410072	I0017629	01	513000	540600	8060		99.00
00012363	06/25/98	NASFAA	National Assoc of Student Fina	5964	I0017238	01	513000	550400	8060		303.00
00012364	06/25/98	NCCT	NCCT	98-0276	I0017555	01	341000	540600	2080		50.00
00012365	06/25/98	NORILL	Northern Illinois Gas Company	1270 5/28/98	I0017551	02	545000	570100	7060		114.59
				1292 5/28/98	I0017556	02	545000	570100	7060		50.43
				6390 6/2/98	I0017566	02	545000	570100	7060		418.56
				1307 5/28/98	I0017571	02	545000	570100	7060		95.18
				9500 6/4/98	I0017652	02	545000	570100	7060		1,022.14
CHECK TOTAL											1,700.90
00012366	06/25/98	PEABU	Peabody's Inc	016636	I0017237	02	543000	540140	7030		13.48
				017182	I0017529	02	543000	540140	7030		7.43
				R006006	I0017572	02	543000	540140	7030		130.60
CHECK TOTAL											151.51
00012367	06/25/98	PITBOW	Pitney Bowes	448209	I0017246	02	546000	540110	7080		209.00
00012368	06/25/98	QUACIT	Quad-City Times	430927-6	I0017541	01	513000	550400	8060		279.63
				438534-1	I0017593	01	513000	550400	8060		396.78
				431643-9	I0017638	01	513000	550400	8060		643.15
CHECK TOTAL											1,319.56

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RPT DATE: 05/15/98

TIME: 09:19 AM

PAGE: 28

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012369	06/25/98	QUILL	Quill Corporation	7752239	10017222	050130	345400	540110	4090	68.79	
				7753321	10017392	050130	345400	540110	4090	28.93	
				7883675	10017397	050130	345400	540110	4090	167.26	
CHECK TOTAL										264.98	
00012370	06/25/98	RGRA	R-Graphics	329731	10017542	050300	212200	540810	6090	455.56	
00012371	06/25/98	RRBOW	R. R. Bowker	704036	10017607	01	362100	540500	2010	264.29	
				734231	10017608	01	362100	540500	2010	254.07	
				739801	10017609	01	362100	540500	2010	177.89	
CHECK TOTAL										696.25	
00012372	06/25/98	RADLAN	Radio Ranch Inc	11978	10017255	12	544000	540190	7040	87.00	
				WRK 11974	10017410	12	544000	540190	7040	475.00	
				7074	10017560	02	541000	530400	7010	297.00	
CHECK TOTAL										859.00	
00012373	06/25/98	REGSUP	Regional Superintendent of Sch		10017585	01	211000	550900	8010	126.50	
00012374	06/25/98	RDCRIV1	Rock River Printers	39569	10017632	01	410000	540190	3090	2,299.50	
00012375	06/25/98	RDCREG	Rockford Register Star	797400	10017401	01	513000	550400	8060	232.36	
00012376	06/25/98	RBTCLU	Rotary Club of Sterling	3/31	10017230	01	211000	520920	8010	22.00	
00012377	06/25/98	SAUVALN	Sauk Valley Newspapers	LEGAL 978	10017620	01	110000	540700	8050	34.76	

CHECK		PAYEE/VENDOR		INVOICE NUMBER						
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00012378	06/25/98	SAUVALN	Sauk Valley Newspapers	BEANIE BABY	10017283	050110	343100	540700	4010	202.05
				1238 4/19 4/26	10017284	01	323200	550900	1010	274.32
				4/30/98 COLREL	10017402	01	212100	540700	8030	417.56
				4/30/98 RECRUIT	10017418	01	513000	550400	8060	30.80
				1238 4/17	10017582	050600	461200	540900	6050	492.83
CHECK TOTAL										1,417.56
G0012379	06/25/98	SBMBUS	SBM Business Equipment Center	236842	10017260	01	520100	530200	8020	102.16
				236833	10017266	01	212300	540110	2090	27.50
				236832	10017552	01	441100	540110	3020	93.53
				236841	10017584	01	311000	540110	8010	284.38
				238641	10017631	01	430100	540110	3040	5.99
CHECK TOTAL										513.56
G0012380	06/25/98	SCESTA	Scenic Stage Line, Inc	6446	10017580	050600	460302	550900	6050	90.50
G0012381	06/25/98	SCHNOR	Schelde North America	3343	10017628	050600 101010	460401 461401	580620 590900	6050 6090	3,785.34 485.66
INVOICE TOTAL										4,271.00
G0012382	06/25/98	SENPOO	Sentry Pool & Chemical Supplie	175096	10017403	02	541000	540140	7010	57.00
G0012383	06/25/98	SFISTA	SFI Standard Forms Inc	1058779	10017413	01	520100	540110	8020	132.91
G0012384	06/25/98	SHAPRE	Shawver Press Inc	110	10017618	050130	345400	540700	4090	41.97

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sault Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE: 06/18/98

TIME: 09:19 AM

PAGE: 30

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PRG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012385	06/25/98	SPORIV	Spoon River College	JENSEN 97-98	10017531	01	521000	590300	9030		2,709.63
00012386	06/25/98	STASUP	State Supply Company	093656	10017539	03	548000	540140	7090		59.56
				093936	10017567	03	548000	540140	7090		155.20
CHECK TOTAL											214.76
00012387	06/25/98	STESEC	Stewart Security	34822	10017372	12	544000	530900	7040		840.00
				34934	10017639	12	544000	530900	7040		840.00
CHECK TOTAL											1,680.00
00012388	06/25/98	SWAFLO	Swartleys Florist	5/20	10017543	01		130903			6.00
				5/15	10017587	01	418000	540190	3090		220.00
CHECK TOTAL											226.00
00012389	06/25/98	TBNTec	Toner Tech Plus	611	10017232	01	369000	540110	8080		1,051.25
00012390	06/25/98	TOTLIN	Total Line Supply Company	83274	10017653	02	542000	540140	7020		502.75
00012391	06/25/98	TRICOL	Triton College	SPRING 98	10017532	01	521000	590300	9030		1,278.75
00012392	06/25/98		Voided Check								
00012393	06/25/98	UNICOM	Unique Computer	46250 S	10017220	01	352100	540110	1040		49.95
				46244	10017249	01	361000	540110	2080		105.00
				46442	10017250	01	361000	540110	2080		135.00
				46277	10017254	01	331000	540110	2080		65.00



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00012393	06/25/98	UNICOM	Unique Computer	46278	I0017261	01	363200	540410	2020		125.00
				46183	I0017271	01	351000	540110	1040		55.00
				46443	I0017282	01	324200	540120	1020		125.00
				46185 S	I0017376	050130	345400	580510	4090		1,625.00
				46134 S	I0017406	01	351000	540110	1040		215.90
				46132 S	I0017411	01	333100	540120	1030		400.00
				46133 S	I0017414	01	361000	540110	2080		149.50
				46644	I0017547	01	335500	540120	1010		52.00
				46405 S	I0017592	01	363200	540410	2020		69.00
				46408 S	I0017635	01	369000	580510	8080		675.00
				46404 S	I0017641	051500	368000	580610	2010		4,027.00
						062120	362300	580610	2010		3,612.00
										INVOICE TOTAL	7,639.00
				46403 S	I0017642	01	363200	580610	2020		7,570.00
				46494 S	I0017648	051500	368000	580610	1030		4,600.00
						051500	368000	580610	1030		2,090.00
										INVOICE TOTAL	6,690.00
										CHECK TOTAL	25,745.35
00012394	06/25/98	UNISO	Unisource	140874-00	I0017373	050300	212200	540810	6090		1,405.03
00012395	06/25/98	UNIPAR	United Parcel Service	618478-238	I0017554	01	513000	540430	8060		268.15
00012396	06/25/98	USPDS	US Postmaster	JUNE 1998	I0017647	01	513000	540430	8060		3,000.00
00012397	06/25/98	USPDS	US Postmaster	00007-STD(A)	I0017573	01	513000	540430	8060		85.00

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

From 05/27/98 To 06/25/98

PAGE: 32

CHECK		PAYEE/VENDOR		INVOICE NUMBER						
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
00012398	06/25/98	VONIND	Vonachen Industrial Supplies	026366	10017368	02	542000	540140	7020	14.21
				029700	10017398	02	542000	540140	7020	130.95
				0302.5	10017538	02	542000	540140	7020	487.60
CHECK TOTAL										632.76
00012399	06/25/98	WALMAR	Wal-Mart Stores, Inc	8383403	10017575	02	543000	540140	7030	47.83
00012400	06/25/98	WARMUR	Ward, Murray, Pace, & Johnson,	838001	10017234	01	110000	530500	8050	3,225.00
				272003	10017235	12	512120	530500	8020	1,025.00
CHECK TOTAL										4,250.00
00012401	06/25/98	328423343	Warrenfeltz, Roger	JUNE 98	10017400	02	541000	530400	7010	400.00
00012402	06/25/98	WES PUB	West Publishing Company	15045383	10017601	01	362100	540500	2010	95.50
				19074488	10017602	01	362100	540500	2010	528.50
				19650160	10017603	01	362100	540500	2010	118.00
				20054233	10017604	01	362100	540500	2010	41.40
				20239744	10017605	01	362100	540500	2010	18.60
				20759827	10017606	01	362100	540500	2010	158.50
CHECK TOTAL										960.50
00012403	06/25/98	WILLOW	Wilkins-Lowe and Company	16214	10017377	12	512120	560700	8020	790.25
				16213	10017378	12	512120	560700	8020	4,734.00
				16215	10017379	12	512120	520200	8020	3,803.00
CHECK TOTAL										9,327.25

CHECK		PAYEE/VENDOR		INVOICE NUMBER								CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG				
00012404	06/25/98	WISTUR	Wisconsin Turf Equipment Corpo	710000	10017371	02	543000	540140	7030			2,259.00	
00012405	06/25/98	WLLT	WLLT	MAY 1998	10017621	01	212100	540700	8030			84.00	
00012406	06/25/98	WSDAM	WSDR AM	MAY 1998	10017625	01	212100	540700	8030			550.00	
00012407	06/25/98	WSSFm	WSSQ FM	MAY 1998	10017623	01	212100	540700	8030			500.00	
00012408	06/25/98	WXLFM	WXP FM 97X	MAY 1998	10017626	01	212100	540700	8030			786.00	
00012409	06/25/98	WZZFM	WZZT FM	MAY 1998	10017624	01	212100	540700	8030			750.00	
00012410	06/25/98	XEROX	Xerox Corporation	580690362	10017233	050200		280200				537.71	
						050200	362200	560400	6090			56.40	
INVOICE TOTAL											594.11		
				580690363	10017275	050200		280200				135.32	
						050200	362200	560400	6090			14.94	
INVOICE TOTAL											150.26		
				165254591	10017579	050200	362200	540810	6090			342.00	
				062720673	10017600	050200	362200	530400	6090			1,005.24	
CHECK TOTAL											2,091.61		
00012411	06/25/98	YOUREF	Youngren's Refrigeration Inc	15253	10017574	02	541000	530400	7010			216.80	
BANK TOTAL											804,231.99		

## REPORT FARCHMAN

FISCAL YEAR 1998

BANK: 2 Sterling Federal Bank- Re

SAUK VALLEY COMMUNITY COLLEGE

Check Register

From 05/21/98 To 05/21/98

TIME: 09:18 AM

PAGE: 34

VOID # 3504 + 3505

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003506	05/21/98	345386726	Armstrong, Carol	END SEM STIPEND	10017141	062073	336300	530900	1020		200.00
00003507	05/21/98	326706546	Buhlin, Becky	GRAD DINNER	10017212	063011	451000	550900	3020		100.00
00003508	05/21/98	BURCDU	Bureau County Republican	4/14-16/98	10017137	062023	417000	540120	3020		138.25
00003509	05/21/98	CONMAN	Consolidated Management Co	89145A	10017128	062073	336300	550100	1020		28.85
				90256A	10017129	062073	336300	550100	1020		446.40
				90254	10017130	062023	417000	540120	3020		160.45
				90271	10017131	062073	336300	550100	1020		44.25
CHECK TOTAL											679.95
00003510	05/21/98	360601700	Dalton, Belinda A.	5/13-18 TRAVEL	10017208	063011	451000	550100	3020		646.65
00003511	05/21/98	DIXPUB	Dixon Public Schools	CLAIM 11	10017101	063030	336500	550100	1030		996.04
00003512	05/21/98	EMPASS	Employers' Association of Illi	P DOMSE CONF	10017210	063011	451000	550900	3020		65.00
00003513	05/21/98	FORMST	Formstart Inc	16026/0	10017138	063020	336400	540110	1030		433.92
00003514	05/21/98	350466006	Hahne, Connie	END SEM STIPEND	10017132	062073	336300	530900	1020		200.00
00003515	05/21/98	532807714	Hammack, Jim	END SEM STIPEND	10017136	062073	336300	530900	1020		200.00
00003516	05/21/98	352487898	Hutchins, Diane	ENDSEM STIPEND	10017133	062073	336300	530900	1020		300.00
00003517	05/21/98	337702074	Minson, Charla	GRAD SUPPLIES	10017213	063011	451000	550900	3020		25.50

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003518	05/21/98	NATTEL	National Telelearning Network	083896	10017164	062073	336300	540120	1020		987.25
00003519	05/21/98	SILRUN	Silicon Run	2248	10017162	062073	336300	540420	1020		707.00
00003520	05/21/98	STAUNI	State Universities Retirement	5/31/98 PR	10017216	063020	336400	529990	1030		96.38
						063011	451000	529990	3020		448.03
						062050	347200	529990	4090		66.72
INVOICE TOTAL											611.13
00003521	05/21/98	322323721	Stevens, Shirley A.	VOL APPREC	10017140	062060	329100	540110	1060		32.73
00003522	05/21/98	CRESS	The Cress Company	598	10017165	062073	336300	540420	1020		1,800.00
				568	10017167	062073	336300	540120	1020		5,400.00
CHECK TOTAL											7,200.00
00003523	05/21/98	UNICOM	Unique Computer	46103	10017122	062240	315200	540110	2090		758.00
				45986 S	10017123	063011	451000	540110	3020		199.80
				45987	10017124	063011	451000	580520	3020		269.00
				45916	10017125	062050	347200	540110	4090		99.95
				45979	10017126	062050	347200	540110	4090		25.00
				41334	10017127	062032	366000	580610	1030		1,100.00
				46050	10017169	062073	336300	580510	1020		4,065.00
CHECK TOTAL											6,516.75
00003524	05/21/98	UNIILL	University of Illinois	043098B	10017135	062022	336102	550100	1090		100.00
00003525	05/21/98	WALLEA	Walnut Leader	4/13/98	10017139	062023	417000	540120	3020		23.00

## REPORT FARCHER

FISCAL YEAR 1998

BANK: 2 Sterling Federal Bank- Re

Sank Valley Community College

Check Register

From 05/27/98 To 06/25/98

TIME: 09:19 AM

PAGE: 36

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00003526	05/28/98	SAVEDU	SVCC Educational Fund	5/28 INTERFUND	10017225	062010		250001		6,380.57
						062040		250001		9,579.50
						062060		250001		3,144.81
						062150		250001		80,895.12
INVOICE TOTAL										100,000.00

00003528	06/04/98	ADDWES	Addison Wesley Longman	AH-353440-00	I0017357	063042	329400	540120	1060	28.41
00003529	06/04/98		Voided Check							
00003530	06/04/98		Voided Check							
00003531	06/04/98		Voided Check							
00003532	06/04/98		Voided Check							
00003533	06/04/98		Voided Check							
00003534	06/04/98		Voided Check							
00003535	06/04/98		Voided Check							
00003536	06/04/98		Voided Check							
00003537	06/04/98		Voided Check							
00003538	06/04/98		Voided Check							
00003539	06/04/98		Voided Check							
00003540	06/04/98		Voided Check							
00003541	06/04/98		Voided Check							
00003542	06/04/98		Voided Check							
00003543	06/04/98		Voided Check							
00003544	06/04/98		Voided Check							
00003545	06/04/98		Voided Check							
00003546	06/04/98		Voided Check							
00003547	06/04/98		Voided Check							
00003548	06/04/98		Voided Check							

00003550	06/04/98	482803780	Bumsted, Jeff	2ND SEM FACIL	I0017341	062073	336300	530900	1020	200.00
00003551	06/04/98	360601700	Dalton, Belinda A.	PHOTO REIMB	I0017358	063011	451000	540110	3020	33.67
00003552	06/04/98	349244872	Hall, Zollie W.	NW STEEL MTG	I0017352	063020	336400	550100	1030	29.92
00003553	06/04/98	344387179	Holland, Kevin	2ND SEM FACIL	I0017338	062073	336300	530900	1020	200.00
00003554	06/04/98	337604956	Hurd, Mary Ann	LEAD/FACIL	I0017328	062073	336300	530900	1020	200.00

CHECK		PAYEE/VENDOR		INVOICE NUMBER							CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PRDG			
00003555	06/04/98	359468988	Kidders, Mary Lou	5/27-JOLIET	10017350	062071	336200	550100	1020		327.18	
00003556	06/04/98	342627521	Landherr, Mary E.	2ND SEM FACILIT	10017330	062073	336300	530900	1020		200.00	
00003557	06/04/98	472507439	Lindahl, Sharon	2ND SEM/FACIL	10017329	062073	336300	530900	1020		200.00	
00003558	06/04/98	322381877	Longfellow, Richard	2ND SEM FACIL	10017336	062073	336300	530900	1020		200.00	
00003559	06/04/98	323764506	McNeill, John	5/25/98	10017343	062250	366300	530200	1090		984.30	
00003560	06/04/98	337702074	Minson, Charles		10017363	063011	451000	550100	3020		90.40	
00003561	06/04/98	PRAAUD	Pratt Audio Visual & Video Cor	807838	10017827	062100	547000	580610	7020		2,075.00	
00003562	06/04/98	PROHIO	Prophetstown High School	CLAIM 13	10017360	063030	336500	590900	1030		205.00	
00003563	06/04/98	RCPRI	RC Printing of Northwestern Il	9933	10017359	063011	451000	540200	3020		80.50	
00003564	06/04/98	SAUVALN	Sauk Valley Newspapers	JOB FAIR ADS	10017345	062023	417000	540120	3020		672.00	
00003565	06/04/98	SCHOL	Scholastic, Inc	<del>508055</del>	10017355	063042	329400	540120	1060		399.91	
00003566	06/04/98	SPRIN	SPRINT	5/16/98	10017354	062050	347200	570500	4090		89.36	
00003567	06/04/98	322323721	Stevens, Shirley A.		10017362	063042	329400	540190	1060		71.50	
00003568	06/04/98		Tourette Syndrome Association	PAMPHLETS	10017361	063011	451000	540120	3020		12.50	
00003569	06/04/98	WHIPIN	White Pines Inn	08718	10017347	063020	336400	550100	1030		77.16	
00003572	06/11/98	AMBHIO	Amboy High School	CLAIM ONE	10017517	063030	336500	590900	1030		3,219.80	

Paid #3570-3571

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

Sauk Valley Community College  
Check Register  
From 05/27/98 To 06/25/98

RUN DATE: 06/16/98  
TIME: 09:19 AM  
PAGE: 33

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003573	06/11/98	AMECOL	American College Testing Progr	9820070	10017513	062022	336102	530200	1090		525.00
00003574	06/11/98	342204142	Asp, Dolores	MED INS 1997-98	10017426	062040	520240	520110	8020		32.50
00003575	06/11/98	372380238	Barber, James L	MED INS 1997-98	10017429	062040	520240	520110	8020		16.20
00003576	06/11/98	345051995	Bertsch, Florence S	MED INS 1997-98	10017430	062040	520240	520110	8020		932.50
00003577	06/11/98	318246728	Bonner, Dixie	MED INS 1997-98	10017432	062040	520240	520110	8020		32.50
00003578	06/11/98	339424259	Burkholder, Adelia	MED INS 1997-98	10017433	062040	520240	520110	8020		32.50
00003579	06/11/98	351282777	Burton, Donald	MED INS 1997-98	10017436	062040	520240	520110	8020		32.50
00003580	06/11/98	333203511	Byar, William F	MED INS 1997-98	10017437	062040	520240	520110	8020		726.24
00003581	06/11/98	CE0PUB	CEGA Publishing	SUBSCRIPTION	10017386	062060	329100	540120	1060		21.00
00003582	06/11/98	324543350	Coomes, Lana L	5/27/98 TRAVEL	10017419	062060	329100	550100	1060		7.00
00003583	06/11/98	GORCOM	GORO Communications, Inc	0007383 IN	10017385	062073	336300	540120	1020		94.50
00003584	06/11/98	CURPUB	Curriculum Publishing Clearing	30928	10017388	063020	336400	540120	1030		43.00
00003585	06/11/98	347208045	Davis, Darrel	MED INS 1997-98	10017438	062040	520240	520110	8020		32.50
00003586	06/11/98	358209474	Dawson, Patricia	MED INS 1997-98	10017439	062040	520240	520110	8020		32.50
00003587	06/11/98	320204805	Edison, Robert	MED INS 1997-98	10017440	062040	520240	520110	8020		32.50
00003588	06/11/98	485282635	Eilders, Delbert	MED INS 1997-98	10017441	062040	520240	520110	8020		828.00



CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PRDG	CHECK AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL					
00003589	06/11/98	355284426	Floto, Fred	MED INS 1997-98	10017442	062040	520240	520110	8020	32.50
00003590	06/11/98	721104700	Frederick, Lauren E	MED INS 1997-98	10017443	062040	520240	520110	8020	726.24
00003591	06/11/98	326141361	Friedrichs, Alice	MED INS 1997-98	10017444	062040	520240	520110	8020	32.50
00003592	06/11/98	328261872	Grossman, Leona	MED INS 1997-98	10017445	062040	520240	520110	8020	32.50
00003593	06/11/98	315164771	Guinnup, Max A.	MED INS 1997-98	10017446	062040	520240	520110	8020	32.50
00003594	06/11/98	322240740	Gumler, Gladys	MED INS 1997-98	10017447	062040	520240	520110	8020	32.50
00003595	06/11/98	332091881	Haas, Kenneth	MED INS 1997-98	10017448	062040	520240	520110	8020	932.50
00003596	06/11/98	502166354	Hain, Carol	MED INS 1997-98	10017449	062040	520240	520110	8020	32.50
00003597	06/11/98	349244872	Hall, Zollie W.	6/3/98	10017390	063020	336400	550100	1030	11.34
00003598	06/11/98	361260373	Hartje, Ronald	MED INS 1997-98	10017450	062040	520240	520110	8020	32.50
00003599	06/11/98	331184624	Hayner, Henry	MED INS 1997-98	10017451	062040	520240	520110	8020	932.50
00003600	06/11/98	357245469	Keller, Stuart Y.	MED INS 1997-98	10017452	062040	520240	520110	8020	32.50
00003601	06/11/98	387425717	Lipscomb, Lyle	2ND SEM LEAD	10017381	062073	336300	530900	1020	200.00
00003602	06/11/98	344268814	Logemann, Robert	MED INS 1997-98	10017453	062040	520240	520110	8020	32.50
00003603	06/11/98	480508581	Luker, Neal	2ND SEM LEAD	10017380	062073	336300	530900	1020	200.00
00003604	06/11/98	334288752	Machen, William	MED INS 1997-98	10017454	062040	520240	520110	8020	32.50

## REPORT FARCHKR

FISCAL YEAR 1998

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

Sauk Valley Community College

Check Register

From 05/27/98 To 06/25/98

RUN DATE 06/18/98

TIME: 09:19 AM

PAGE: 40

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PRDG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003605	06/11/98	182285336	Matter, Robert	MED INS 1997-98	10017486	062040	520240	520110	8020		32.50
00003606	06/11/98	481308667	Melvin, Joan	MED INS 1997-98	10017487	062040	520240	520110	8020		32.50
00003607	06/11/98	343124388	Merlo, Lena	MED INS 1997-98	10017488	062040	520240	520110	8020		32.50
00003608	06/11/98	338165249	Murray, Lee	MED INS 1997-98	10017489	062040	520240	520110	8020		932.50
00003609	06/11/98	343105468	Nelson, Harold	MED INS 1997-98	10017490	062040	520240	520110	8020		32.50
00003610	06/11/98	342385802	Nelson, John D.	5/11-13/98	10017505	062050	347200	550100	4090		338.30
00003611	06/11/98	389286758	Oster, Charles	MED INS 1997-98	10017491	062040	520240	520110	8020		32.50
00003612	06/11/98	089268531	Palumbo, Frank	MED INS 1997-98	10017492	062040	520240	520110	8020		32.50
00003613	06/11/98	384328611	Peterson, Charles	MED INS 1997-98	10017493	062040	520240	520110	8020		32.50
00003614	06/11/98	348547510	Petitt, Richard	END/SEM LEAD FA	10017389	062073	336300	530900	1020		200.00
00003615	06/11/98	PROHIO	Prophetstown High School	CLAIM 14, 15	10017516	063030	336500	590900	1030		598.94
00003616	06/11/98	358240585	Riley, James	MED INS 1997-98	10017494	062040	520240	520110	8020		32.50
00003617	06/11/98	345440730	Roels, Dona J	ACAD/INSTR PRAC	10017510	062073	336300	530900	1020		500.00
00003618	06/11/98	321380370	Roels, Ron	INSTR PRACTICUM	10017515	062073	336300	530900	1020		1,000.00
00003619	06/11/98	503362894	Sagmo, John	MED INS 1997-98	10017495	062040	520240	520110	8020		32.50
00003620	06/11/98	342168291	Scheffler, Gilbert	MED INS 1997-98	10017496	062040	520240	520110	8020		32.50

CHECK		PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL						
00003621	06/11/98	348506270	Shelley, Chris	6/4/98 TRAVEL	10017524	062010	328200	550900	1050		39.38
00003622	06/11/98	STAUNI	State Universities Retirement	6/15/98 PR	10017514	063020	336400	529990	1030		101.58
						063011	451000	529990	3020		448.03
						062050	347200	529990	4090		66.72
INVOICE TOTAL											616.33
00003623	06/11/98	STEHIQ	Sterling High School	CLAIM 1	10017511	063030	336500	590900	1030		3,348.49
00003624	06/11/98	335242654	Stoudt, Ardella	MED INS 1997-98	10017497	062040	520240	520110	8020		32.50
00003625	06/11/98	325309253	Sword, Shirley	5/27/98	10017391	062060	329100	550100	1060		36.61
00003626	06/11/98	357322119	Walker, Vernon	MED INS 1997-98	10017498	062040	520240	520110	8020		32.50
00003627	06/11/98	334263448	Warren, Mack A	MED INS 1997-98	10017499	062040	520240	520110	8020		211.32
00003628	06/11/98	709127945	Weidman, Byron	MED INS 1997-98	10017500	062040	520240	520110	8020		32.50
00003629	06/11/98	485162429	Welch, Norman	MED INS 1997-98	10017501	062040	520240	520110	8020		32.50
00003630	06/11/98	318267767	Weller, Mary	MED INS 1997-98	10017502	062040	520240	520110	8020		32.50
00003631	06/11/98	WHIARE	Whiteside Area Vocational Cent	CLAIMS 3,4,5	10017512	063030	336500	590900	1030		2,183.46
00003632	06/11/98	341403888	Wilkin, Richard	LEAD FACILIT	10017382	062073	336300	530900	1020		300.00
00003633	06/11/98	366305653	Williams, Francis	MED INS 1997-98	10017503	062040	520240	520110	8020		32.50
00003634	06/11/98	WOOPRE	Woodburn Press	3495A	10017387	062073	336300	540120	1020		850.00

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

Sauk Valley Community College  
Check Register  
From 05/27/98 To 06/25/98

RUN DATE: 06/16/98  
TIME: 09:19 AM  
PAGE: 42

CHECK		PAYEE/VENDOR		INVOICE NUMBER							
NUMBER	DATE	NUMBER	NAME	VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT
00003635	06/11/98	484464204	Youker, David	MED INS 1997-98	10017504	062040	520240	520110	8020		32.50
										BANK TOTAL	148,234.13

Jun 5, 1998  
4:34 am

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

Page 43

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/04/98	C/D	CHK6185	CONSOLIDATED FREIGHTWAYS		
			549.03 Miscellaneous Transportation	56.51	
			111.00 Cash in Bank		56.51
05/04/98	C/D	CHK6185	CORRECTION		
			549.01 Textbook Transportation	56.51	
			549.03 Miscellaneous Transportation		56.51
05/04/98	C/D	CHK6186	TEACHERS COLLEGE PRESS		
			549.04 Paperback Transportation	3.00	
			111.00 Cash in Bank		3.00
05/04/98	C/D	CHK6187	AM TECH PUBLISHERS		
			548.01 Textbook Purchases	44.70	
			549.01 Textbook Transportation	7.27	
			111.00 Cash in Bank		51.97
05/04/98	C/D	CHK6188	ENTEC INC		
			548.02 Supply Purchases	1,336.82	
			111.00 Cash in Bank		1,336.82
05/04/98	C/D	CHK6189	INDEPENDENT PUBL GROUP		
			548.04 Paperback Purchases	15.96	
			549.04 Paperback Transportation	2.82	
			111.00 Cash in Bank		18.78
05/04/98	C/D	CHK6190	MOSBY-YEARBOOK		
			548.01 Textbook Purchases	111.32	
			548.04 Paperback Purchases		104.64
			549.01 Textbook Transportation		4.85
			111.00 Cash in Bank		1.83
05/04/98	C/D	CHK6191	NACSCORP		
			548.21 Computer Software Purchases	110.87	
			549.21 Computer Software Transport	6.76	
			548.04 Paperback Purchases		41.29
			111.00 Cash in Bank		76.34
05/04/98	C/D	CHK6192	VOID		
			111.00 Cash in Bank	0.00	
05/04/98	C/D	CHK6193	O'REILLY		
			548.04 Paperback Purchases	26.36	
			549.04 Paperback Transportation	3.21	
			111.00 Cash in Bank		29.57
05/04/98	C/D	CHK6194	PARKER HANNIFIN CORP		
			548.01 Textbook Purchases	168.45	
			549.01 Textbook Transportation	4.73	
			111.00 Cash in Bank		173.18
05/04/98	C/D	CHK6195	PRISM MAGNETICS		
			548.02 Supply Purchases	153.46	
			549.02 Supply Transportation	11.66	
			111.00 Cash in Bank		165.12

Jun 5, 1998  
4:34 am

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

Page 44

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/04/98	C/D	CHK6195	CORRECTION		
			111.00 Cash in Bank	1.00	
			548.02 Supply Purchases		1.00
05/04/98	C/D	CHK6196	DOUG STEWART CO		
			548.02 Supply Purchases	483.68	
			549.03 Miscellaneous Transportation	3.78	
			548.21 Computer Software Purchases		93.25
			549.21 Computer Software Transport	12.95	
			111.00 Cash in Bank		407.16
05/04/98	C/D	CHK6197	SPRINGHOUSE CORP		
			548.04 Paperback Purchases	702.57	
			549.04 Paperback Transportation	18.64	
			111.00 Cash in Bank		721.21
05/04/98	C/D	CHK6198	SPRINT CORP		
			548.31 Phone Cards Purchases	146.00	
			111.00 Cash in Bank		146.00
05/04/98	C/D	CHK6199	SBM BUS		
			590.00 Other Expenses	347.00	
			111.00 Cash in Bank		347.00
05/04/98	C/D	CHK6200	JANET CURFMAN		
			550.00 Conference & Meeting Expense	718.45	
			111.00 Cash in Bank		718.45
05/04/98	C/D	CHK6201	SHIRLEY DEWEY		
			550.00 Conference & Meeting Expense	80.00	
			111.00 Cash in Bank		80.00
05/06/98	C/D	CHK6202	SVCC BOOKSTORE		
			113.06 Petty Cash -Buy Back	50,000.00	
			111.00 Cash in Bank		50,000.00
05/14/98	C/D	CHK6203	CONSOLIDATED FREIGHT		
			549.01 Textbook Transportation	66.42	
			111.00 Cash in Bank		66.42
05/08/98	C/D	CHK6204	PRESTON TRUCKING		
			549.01 Textbook Transportation	48.22	
			111.00 Cash in Bank		48.22
05/07/98	C/D	CHK6205	ILL DEPART REVENUE		
			235.00 Accrued Sales Tax Payable	341.00	
			111.00 Cash in Bank		341.00
05/14/98	C/D	CHK6206	ADDISON WESLEY		
			548.01 Textbook Purchases	1,095.00	
			549.01 Textbook Transportation	21.32	
			111.00 Cash in Bank		1,116.32

Jun 5, 1998  
4:34 am

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

Page 45

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/14/98	C/D	CHK6207	ALZHEIMER'S ASSOC		
			548.01 Textbook Purchases	280.00	
			549.01 Textbook Transportation	10.15	
			111.00 Cash in Bank		290.15
05/14/98	C/D	CHK6208	ADRIENNE LEIGH PRINTZ		
			548.03 Miscellaneous Purchases	300.00	
			549.03 Miscellaneous Transportation	12.03	
			111.00 Cash in Bank		312.03
05/14/98	C/D	CHK6209	THE DISTRIBUTORS		
			548.04 Paperback Purchases	10.47	
			549.04 Paperback Transportation	2.65	
			111.00 Cash in Bank		13.12
05/14/98	C/D	CHK6209	VOID		
			111.00 Cash in Bank	0.00	
05/14/98	C/D	CHK6210	HARCOURT BRACE		
			548.01 Textbook Purchases	215.44	
			549.01 Textbook Transportation	7.68	
			111.00 Cash in Bank		223.12
05/19/98	C/D	CHK6210	RECORDED AS 6209		
			111.00 Cash in Bank	0.00	
05/14/98	C/D	CHK6211	ITP EDUCATION		
			548.01 Textbook Purchases	3,265.20	
			549.01 Textbook Transportation	71.62	
			111.00 Cash in Bank		3,336.82
05/14/98	C/D	CHK6211	RECORDED AS 6210		
			111.00 Cash in Bank	0.00	
05/14/98	C/D	CHK6212	JBH TECH		
			548.01 Textbook Purchases	31.95	
			549.01 Textbook Transportation	5.21	
			111.00 Cash in Bank		37.16
05/14/98	C/D	CHK6212	RECORDED AS 6211		
			111.00 Cash in Bank	0.00	
05/14/98	C/D	CHK6213	RECORDED AS 6212		
			111.00 Cash in Bank	0.00	
05/14/98	C/D	CHK6214	LOGIN BROS		
			548.01 Textbook Purchases	943.50	
			548.04 Paperback Purchases	60.96	
			549.04 Paperback Transportation	10.87	
			111.00 Cash in Bank		1,015.33
05/14/98	C/D	CHK6215	MC GRAW HILL		
			548.01 Textbook Purchases	8,333.21	
			549.01 Textbook Transportation	13.79	
			111.00 Cash in Bank		8,347.00

Jun 5, 1998  
4:34 am

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

Page 46

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/14/98	C/D	CHK6216	MORTON PUBLISHING		
			548.01 Textbook Purchases	544.04	
			549.01 Textbook Transportation	10.69	
			111.00 Cash in Bank		554.73
05/14/98	C/D	CHK6217	NACSCORP		
			548.01 Textbook Purchases	175.56	
			548.04 Paperback Purchases	1,220.75	
			548.21 Computer Software Purchases	486.15	
			549.21 Computer Software Transport	7.92	
			111.00 Cash in Bank		1,890.38
05/14/98	C/D	CHK6218	MOSBY YEARBOOK		
			548.01 Textbook Purchases	1,525.30	
			549.01 Textbook Transportation	10.45	
			548.04 Paperback Purchases		523.01
			111.00 Cash in Bank		1,012.72
05/14/98	C/D	CHK6219	PENGUIN		
			548.01 Textbook Purchases	41.17	
			111.00 Cash in Bank		41.17
05/14/98	C/D	CHK6220	PRENTICE HALL		
			548.01 Textbook Purchases	230.40	
			549.01 Textbook Transportation	60.14	
			111.00 Cash in Bank		290.54
05/14/98	C/D	CHK6221	SCHOLASTIC INC		
			548.01 Textbook Purchases	37.88	
			549.01 Textbook Transportation		2.29
			111.00 Cash in Bank		35.63
05/14/98	C/D	CHK6222	SIMON & SCHUSTER		
			548.01 Textbook Purchases	121.00	
			111.00 Cash in Bank		121.00
05/14/98	C/D	CHK6223	DOUG STEWART		
			548.02 Supply Purchases	54.92	
			111.00 Cash in Bank		54.92
05/14/98	C/D	CHK6224	TOWNSEND PRESS		
			548.01 Textbook Purchases	58.40	
			549.01 Textbook Transportation	4.47	
			111.00 Cash in Bank		62.87
05/14/98	C/D	CHK6225	VHPS PUBLISHING		
			548.01 Textbook Purchases	1,682.06	
			111.00 Cash in Bank		1,682.06
05/19/98	C/D	CHK6226	Penguin Putnam		
			548.01 Textbook Purchases	75.00	
			111.00 Cash in Bank		75.00



Jun 5, 1998  
4:34 am

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

Page 47

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/26/98	C/D	CHK6227	ADDISON WESLEY		
			548.01 Textbook Purchases	439.40	
			548.01 Textbook Purchases	20.99	
			549.01 Textbook Transportation	14.22	
			111.00 Cash in Bank		474.61
05/26/98	C/D	CHK6227	CORRECTION		
			548.01 Textbook Purchases		20.99
			548.04 Paperback Purchases	20.99	
05/26/98	C/D	CHK6228	ENTEC		
			548.02 Supply Purchases	1,063.71	
			111.00 Cash in Bank		1,063.71
05/26/98	C/D	CHK6229	HARCOURT BRACE		
			548.01 Textbook Purchases	86.16	
			549.01 Textbook Transportation	3.70	
			111.00 Cash in Bank		89.86
05/26/98	C/D	CHK6230	HOUGHTON MIFFLIN		
			548.01 Textbook Purchases	269.85	
			111.00 Cash in Bank		269.85
05/26/98	C/D	CHK6230	HOUGHTON MIFFLIN - ADD		
			549.01 Textbook Transportation	7.52	
			111.00 Cash in Bank		7.52
05/26/98	C/D	CHK6231	ITP EDUCATION		
			548.01 Textbook Purchases	1,491.25	
			549.01 Textbook Transportation	29.03	
			111.00 Cash in Bank		1,520.28
05/26/98	C/D	CHK6232	LOGIN BROS		
			548.04 Paperback Purchases	64.00	
			111.00 Cash in Bank		64.00
05/26/98	C/D	CHK6233	MC GRAW HILL		
			548.01 Textbook Purchases	352.33	
			549.01 Textbook Transportation	13.65	
			111.00 Cash in Bank		365.98
05/26/98	C/D	CHK6234	NACSCORP		
			548.21 Computer Software Purchases	116.90	
			549.21 Computer Software Transport	3.57	
			111.00 Cash in Bank		120.47
05/26/98	C/D	CHK6235	PRENTICE HALL		
			548.01 Textbook Purchases	315.00	
			549.01 Textbook Transportation	10.82	
			111.00 Cash in Bank		325.82
05/26/98	C/D	CHK6236	ROARING SPRINGS		
			548.02 Supply Purchases	1,007.55	
			111.00 Cash in Bank		1,007.55

Jun 5, 1998  
4:34 am

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

Page 48

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
05/26/98	C/D	CHK6237	SAGE PUBLICATIONS		
			548.04 Paperback Purchases	42.75	
			549.04 Paperback Transportation	3.88	
			111.00 Cash in Bank		46.63
05/26/98	C/D	CHK6238	STAYWELL		
			548.01 Textbook Purchases	400.00	
			549.01 Textbook Transportation	12.92	
			111.00 Cash in Bank		412.92
05/26/98	C/D	CHK6239	U=TRAU		
			548.03 Miscellaneous Purchases	20.00	
			111.00 Cash in Bank		20.00
05/26/98	C/D	CHK6240	WEST PUBLISHING		
			548.01 Textbook Purchases	72.15	
			549.01 Textbook Transportation	4.54	
			111.00 Cash in Bank		76.69
05/26/98	C/D	CHK6241	JOHN WILEY & SONS		
			548.01 Textbook Purchases	1,500.00	
			111.00 Cash in Bank		1,500.00
05/26/98	C/D	CHK6242	TLC SPORTSWEAR		
			548.03 Miscellaneous Purchases	1,016.70	
			549.03 Miscellaneous Transportation	38.27	
			111.00 Cash in Bank		1,054.97
05/28/98	C/D	CHK6243	SIMON & SCHUSTER		
			548.01 Textbook Purchases	25.00	
			111.00 Cash in Bank		25.00
***** Report Total				83,746.51	83,746.51

SAUK VALLEY COMMUNITY COLLEGE  
 BOARD OF TRUSTEES - TREASURER'S REPORT  
 June 15, 1998

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS		FINANCIAL INSTITUTION	INTEREST RATE	AMOUNT
General Account		Sterling Federal, Sterling	4.32	\$792,209.77
Bookstore Account		Sterling Federal, Sterling	4.60	59,157.61
Illinois Public Treasurers		First of America Bank,		
Investment Pool		Springfield	5.43	45,051.24
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS				896,418.62
NON-INT. BEARING ACCOUNTS		FINANCIAL INSTITUTION		
Restricted		Sterling Federal, Sterling		44,567.75
Insurance Account		Sterling Federal, Sterling		0.00
SUBTOTAL NON-INTEREST BEARING CHECKING ACCOUNTS				44,567.75
MONEY MARKET				
ABN-AMRO Investment Services, Inc.			5.01	7.36
SUBTOTAL MONEY MARKET FUNDS				7.36
TOTAL CHECKING ACCOUNTS				<u>\$940,993.73</u>

INVESTMENTS

FUND	FINANCIAL INSTITUTION	INTEREST RATE	RENEWAL DATE	AMOUNT
Operations & Maintenance	Milledgeville State Bank	5.80	10-12-98	\$100,000.00
Protection, Health & Safety	HomeBanc, Dixon	5.91	06-30-98	200,000.00
Protection, Health & Safety	Union Bank, Tampico	5.76	09-24-98	300,000.00
Auxiliary	Amcore Bank, Sterling	5.80	06-02-98	400,000.00
Working Cash	HomeBanc, Dixon	5.65	06-10-98	500,000.00
Working Cash	Union Bank, Tampico	5.76	03-03-99	1,000,000.00
Working Cash	First National Bank, Amboy	6.20	04-03-99	1,000,000.00
Liab., Prot. & Settlement	Union Bank, Tampico	5.91	05-29-99	200,000.00
Building Bond Proceeds	Milledgeville State Bank	5.76	08-28-98	100,000.00
Building Bond Proceeds	Amcore Bank, Sterling	5.75	02-19-99	1,000,000.00
SUBTOTAL INVESTMENTS				<u>\$4,800,000.00</u>

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	Napverille, IL	4.20	12-01-02	543,529.61
Liability, Protection & Settlement	Alachua Cnty Fal Sch	4.20	07-01-02	49,338.66
Liability, Protection & Settlement	Cook County II Twp	5.00	12-01-03	581,130.82
Liability, Protection & Settlement	Seattle WA L&P	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				<u>\$9,820,064.84</u>

SAUK VALLEY COMMUNITY COLLEGE  
 APPROVED BY  
*[Signature]*  
 PRESIDENT  
*William B. Perry, Pro Tem*  
 SECRETARY  
 DATE 6/25/98