

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

January 24, 2000

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. Payrolls	December 22, 1999	\$203,433.61
	January 14, 2000	\$173,088.12

4. Budget Report

5. Health/Life Insurance Report

6. Harding Resolution

7. Bills Payable

8. Faculty Seniority List

E. President's Report

1. Monthly Policy Reviews - 504.01, 505.01, 506.01

2. NWICCTA Meeting @ Highland - February 9th

3. Analysis of Medical Benefits Costs (attached)

4. In-Service Presentation on Safety Procedures (attached)

5. Grants Progress Report (attached)

6. Shared Values Update (attached)

7. NCA Update

8. Booster Club Show (attached)

9. Strategic Planning Update

10. Enrollment Update

11. Dr. Hecht - NCA Consultant/Evaluator

12. Articulation Agreement with St. Leo University

F. Financial Reports and Actions

None

G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective bargaining matters, and semi-annual review of closed session minutes)

H. Personnel

- 1. Faculty Appointment (English)**
- 2. Part-time Instructors**

I. Other

- 1. Board Policy 502.01 - College Liability (First Reading)**
- 2. Closed Session Minutes**
- 3. Calcomp TechJet Plotter Donation**

J. Reports

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

K. Adjournment

Board of Trustees Meetings

February 28, 2000

March 27, 2000

April 24, 2000

ICCTA Monthly Meetings

**NWICCTA Regional Meeting
Highland College - February 9
6:30 p.m.**

Nothing Scheduled

**March 11, 2000
Holiday Inn - Bloomington**

**April 4 and 5, 2000
Lobby Day (tentative)**

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

January 24, 2000

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on January 24, 2000 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Robert Thompson	Nancy Varga
Pennie von Bergen Wessels	B.J. Wolf
William Simpson	Nicholas Straw

Absent: Edward Andersen Thomas Jensen

SVCC Staff:

- President Richard L. Behrendt
- Board Attorney Ole Bly Pace
- Vice President Ruth Bittner
- Vice President Deborah Hecht
- Vice President Joan Kerber
- Director of College Relations Cal Lyons
- Secretary to the Board Marilyn Vinson

Appointment: Due to the absence of Member Thomas Jensen, it was moved by Member Straw and seconded by Member Varga that the Board appoint Robert Thompson as Secretary Pro-tem. In a roll call vote, all voted aye. Motion carried. Student Trustee Straw advisory vote: aye.

Consent Agenda: Member von Bergen Wessels requested that items D - 6 and D-7 be removed from the Consent Agenda. It was then moved by Member Wolf and seconded by Member Thompson that the Board approve the balance of the items as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Shaw advisory vote: aye.

Harding Resolution: It was moved by Member Wolf and seconded by Member Thompson that Agenda Item D-6 Harding Resolution be approved. as presented. Discussion followed.

- Arrival: Member Edward Andersen arrived at 7:05 p.m.
- Member von Bergen Wessels moved that the second paragraph of the resolution be deleted. There was no second to this motion. In a roll call vote on the original motion, the following was recorded: Ayes - Members Andersen, Thompson, Varga, Wolf and Simpson. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Straw advisory vote: aye.
- Bills Payable: It was moved by Member Andersen and seconded by Member Wolf that the Board approve Agenda Item D-7 Bills Payable. It was then moved by Member von Bergen Wessels that the bill payable to Swartleys Florist for poinsettias be deleted from the list. There was no second to this motion. In a roll call vote on the original motion, the following was recorded: Ayes - Members Andersen, Thompson, Varga, Wolf and Simpson. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Straw advisory vote: aye.
- Review of Board Policies: In discussing the three policies presented for Board review, clarification was requested on Board Policy 504.01 Foreign Students and a wording change was suggested for Board Policy 506.01 Institutional Membership in Organizations - line #3 should read.....He/She.
- President's Report: President Behrendt reported on the NWICCTA Regional meeting to be held at Highland Community College on February 9, an analysis of medical benefit costs, the Safety Procedures presented at the Fall In-Service, a grants progress report, profits of \$2,805 from the Booster Club Antique Show, dates for the North Central Accreditation visit, updates on the Shared Values program and Strategic Planning, enrollment which is up 2.4% in head count and 4.0% in credit hours, that Dr. Hecht had been appointed a NCA Consultant/Evaluator, and that Sauk Valley had entered into an Articulation Agreement with St. Leo University in Florida.
- Closed Session: At 7:35 p.m. it was moved by Member Andersen and seconded by Member Thompson that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline,

performance, or dismissal of specific employees, collective bargaining matters, and semi-annual review of closed session minutes. In a roll call vote, all voted aye. Motion carried. Student Trustee Straw advisory vote: aye.

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

Faculty Appointment - English: It was moved by Member Andersen and seconded by Member Varga that the Board approve the temporary appointment of Amanda K. Vos as an English Instructor (Step 2) for Spring 2000 semester at a salary of \$12,978.50. In a roll call vote, all voted aye. Motion carried. Student Trustee Straw advisory vote: aye.

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

Board Policy 502.01 College Liability (First Reading): It was moved by Member Andersen and seconded by Member Thompson that the Board approve for first reading the revisions to Board Policy 502.01 College Liability. In a roll call vote, all voted aye. Motion carried. Student Trustee Straw advisory vote: aye.

Closed Session Minutes: It was moved by Member Thompson and seconded by Member Wolf that the Board table this item. In a roll call vote, all voted aye. Motion carried. Student trustee Straw advisory vote: aye.

Donation: It was moved by Member Andersen and seconded by Member Thompson that the Board accept the donation of a Calcomp TechJet Plotter from Northwestern Steel and Wire Company. In a roll call vote, all voted aye. Motion carried. Student trustee Straw advisory vote: aye.

Reports: Student Trustee Straw reported that an Involvement Day for students would be held in February, that there would be three

teams of students participating in Bowl for Kids Sake, that there was a movie planned for Ground Hog Day, and that he would be one of the student participants from Sauk at the Core Values Conference.

ICCTA Representative Thompson reported on the January ICCTA meeting in Springfield where they discussed the ICCTA Goals, their legislative agenda for 2000, and the possible creation of a "Rainy Day Fund".

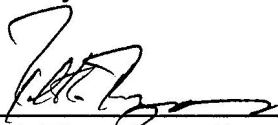
Foundation Liaison Andersen reported that the next Foundation meeting would be held on February 22.

Meeting Room: It was moved by Member von Bergen Wessels and seconded by Member Andersen that the Board change their meeting location to a larger room. In a roll call vote, the following was recorded: Ayes - Members Andersen and von Bergen Wessels. Nays - Members Thompson, Varga, Wolf and Simpson. Motion defeated. Student Trustee Straw advisory vote: Nay.

Adjournment: Since the scheduled business was completed, it was moved by Member Thompson and seconded by Member Andersen that the Board adjourn. The next regular meeting will be held on Monday, February 28, 2000 at 7 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Straw advisory vote: aye.

The meeting adjourned at 8:20 p.m.

Respectfully submitted:



Robert J. Thompson, Secretary Pro-tem

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
RESOLUTION

WHEREAS, a retired College employee, Thomas D. Harding, and his spouse, Peggy L. Harding, commenced a small claims action in the Circuit Court of Lee County, against the College in case 99 SC 931 seeking judgment for \$5,000.00, which case was set for trial for December 14, 1999; and

WHEREAS, the action involved contentions regarding Peggy L. Harding's right to continuation on the College's self-insured medical plan. Participation in the plan had been accorded to Peggy L. Harding as a special accommodation at Thomas D. Harding's request because of her failure to get coverage under the State's medical insurance plan for retirees. The intent of the College was to permit continuation on its plan until she was eligible for coverage under the state plan. By virtue of changes in the State plan, she became eligible for State coverage sooner than anticipated and the College terminated her coverage under its plan; and

WHEREAS, the College denied and does deny that it did anything improper or that it was or is responsible to either Thomas D. Harding or Peggy L. Harding for any of its acts or that it owed any duty to continue insurance coverage; and

WHEREAS, the trial of the issues would have required significant expense to successfully defend, because the case could involve complex issues involving contract law issues and federal law; and

WHEREAS, because it is in the best interests of the College to avoid protracted litigation regarding such matters, the Board authorized its counsel to effect closure of the matter by settlement in the amount of \$2,800.00, provided (a) that there be dismissal of the action with prejudice; and (b) that the Hardings execute an appropriate release; and

WHEREAS, pursuant to authority to dispose of the case, on December 14, 1999, its attorney effected settlement of the action and on December 15, 1999, the case was dismissed, and the period for appeal by Hardings has now expired;

NOW THEREFORE, IT IS RESOLVED that the Board approves and ratifies the settlement of the case No. 99 SC 931 effected on December 14, 1997, and the payment of the sum of \$2,800.00 on December 14, 1999, in exchange for dismissal of the action with prejudice and the execution of a release substantially in the form attached hereto as Exhibit "A".

Adopted this 24th day of January, 2000.

RELEASE OF ALL CLAIMS

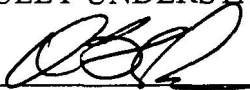
For the sole consideration of Two Thousand Eight Hundred and no/100 Dollars (\$2,800.00) to the undersigned in hand paid, receipt whereof is hereby acknowledged, the undersigned, Peggy L. Harding and Thomas D. Harding, both of 17826 W. South Port Road, Brimfield, Illinois 61517, wife and husband, being of lawful age, do hereby and for our heirs, executors, administrators, successors and assigns, totally release, acquit and forever discharge Sauk Valley Community College, Dixon, Illinois, Richard Behrendt, Ruth Bittner, Wilkens-Lowe and Co., Professional Benefit Administrators, Inc., Frank Nelson, Ronald Walters, (individually and collectively "releasees") and its, his, her or their agents, servants, successors, heirs, executors, administrators, and all other persons, firms, corporations, associations or partnerships of and from any and all claims, actions, causes of actions, demands, rights, damages, costs and expenses whatsoever, which the undersigned now have or which may hereafter accrue on account of or in any way growing out of any federal or state statutes and all contracts with any of the releasees which contracts and statutory rights are or which could have been the subject of that certain litigation styled as "Thomas D. Harding, Peggy L. Harding, Plaintiffs, v. Sauk Valley Community College, Richard Behrendt, Ruth Bittner, Defendants," in the Circuit Court of Lee County, Illinois, case No. 99 SC 931, along with all rights under the federal statute and regulations commonly known as "COBRA," and any other federal or state statute or contractual rights arising in any way out of the employment relationship of Thomas D. Harding with Sauk Valley Community College. (This Release of All Claims does not apply to or affect any pending claim for group health benefits filed with the group health plan of Sauk Valley Community College prior to September 1, 1999, or for treatment provided to Peggy L. Harding prior to September 1, 1999, but is intended to be a complete and total release of all other claims against the parties released.)

It is understood and agreed that this settlement is the compromise of a doubtful and disputed claim, and that the payment made or the compromise reached is not to be construed as an admission of liability by or on the part of any party hereby released, and that all releasees expressly deny liability therefor and intend merely to avoid litigation and buy their peace. The undersigned will immediately execute a stipulation for dismissal with prejudice of the above-described lawsuit pending in Lee County, Illinois. Sauk Valley Community College shall see to the entry of an order of dismissal with prejudice by the Court, and furnish a copy thereof to the undersigned.

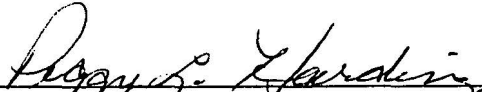
The undersigned hereby declare and represent that they have sought and obtained counsel and advice from attorneys and from appropriate federal and state governmental agencies, and in making this Release of All Claims the undersigned rely wholly upon the undersigneds' joint and several judgment, belief and knowledge of the law and facts applicable to the controversy between the parties.

The undersigned further declare and represent that no promise, inducement or agreement not herein expressed has been made to the undersigned, and that this Release contains the entire agreement between the parties hereto, and that the terms of this Release are contractual and not a mere recital.

EACH OF THE UNDERSIGNED HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.



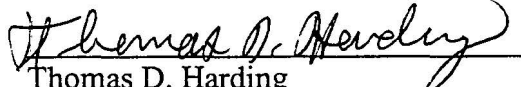
Witness



Peggy L. Harding



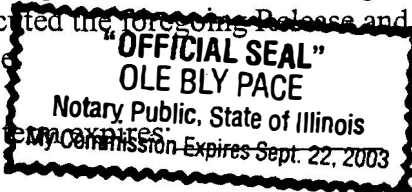
Witness

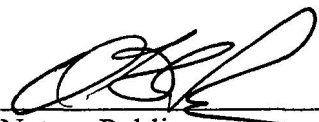


Thomas D. Harding

STATE OF ILLINOIS)
) SS
COUNTY OF WHITESIDE)

On the 14th day of December, 1999, before me personally appeared Peggy L. Harding and Thomas D. Harding, identified to me to be the persons named herein and who executed the foregoing Release and each acknowledged to me that each voluntarily executed the same.


My term expires _____



Notary Public

D-7

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 24, 2000

SUMMARY OF BILLS PAYABLE

AMOUNT

Pages 1-25

General Operating Funds

\$446,037.93

Pages 26-29

Restricted Fund

251,243.14

Pages 30

Bookstore

53,554.92

TOTAL

\$750,835.99

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY



PRESIDENT



SECRETARY - Pro Tem

DATE Jan 24, 2000

REPORT SVRCHKR
FISCAL YEAR 2000
BANK: 1 Sterling Federal Bank- General

Sauk Valley Community College
Check Register
From 12/14/99 To 01/24/00

RUN DATE: 01/18/00
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
AM Multigraphics	050300	Printshop	Maintenance Services	Repair & Travel	436.00
	050300	Printshop	Purchases for Resale	83-1-104054 Electrostatic	183.72
	050300	Printshop	Purchases for Resale	FFR095811-J06C1 Roll	476.15

					1,095.87
ASCLS CLEC	01	Clinical Laboratory Science	Conference/Meeting Expense	Conference Fee-P White 3/1-3/5	465.00
AT&T Credit Corporation	01	Other Institutional	Debt Principal Retirement	Phone Installment-Principal	2,947.94
	01	Other Institutional	Debt Principal Retirement	Backbone Cable-Principal	1,180.04
	01	Other Institutional	Interest	Phone Installment-Principal	197.27
	01	Other Institutional	Interest	Backbone Cable-Principal	104.53
	13	Building Bond Proceeds	Debt Principal Retirement	Backbone Cable-Principal	2,700.58
	13	Building Bond Proceeds	Interest	Backbone Cable-Principal	239.07

					7,369.43
Abell, William F.	01		Accounts Payable	Student Refund	138.00
Ace Hardware	02	Grounds	Maintenance Supplies	Supplies	34.25
Adcraft Printwear Co.	01	Student Recruitment	Other Supplies	XL Grey T-Shirts	574.00
Adult Learning Resource Center	01	Dean of Arts,Social Sciences & P	Conference/Meeting Expense	Registration for Learning Specialist Institute	300.00
Affiliated Steam	03	ICCB Deferred Maintenance Grant	Maintenance Supplies	DA-531-3 Range 1 Pressure Switches	398.80
Alexander, Molly M.	01		Accounts Payable	Student Refund	250.00
Alfano, Cindy	01		Foundation Expense	Reimbursement for Student Ambassador Mtg	60.00
Alford, Carol J.	01		Accounts Payable	Student Refund	1,272.64
Alhorn, Ron	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/6/00	75.00
American Assn of Community Col	01	VP-Instructional Services	Conference/Meeting Expense	Registration for D Hecht to AACC Convention 4/8-11	368.00
American Assn of Community Col	01	Learning Resource Center	Publications and Dues	Subscription Renewal	52.00
American Express	01	President	Conference/Meeting Expense	Airline Ticket for Trip to Washington DC in Feb	109.00
	01	President	Other Conference & Meeting	Airline Ticket for Trip to Washington DC in Feb	41.69
	050600	Women's Basketball	Other Conference & Meeting	Rooms at Comfort Inn for Women's Basketball	282.01

					432.70
American Express Financial Adv	01		American Express		315.00
American Journal of Health Pro	01	Fitness Center	Instructional Supplies	One Year Subscription	69.95

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Amoco Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Van	186.49
Amoco Oil Company	050800	Transportation	Vehicle Supplies	Gas Purchases for College Van	51.15
Anderson, Kevin	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/4/00	15.00
Anderson, Kevin	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/6/00	15.00
Anderson, Kevin	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/10	15.00
Anderson, Kevin	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/13	15.00
Angel, Jason L.	01		Accounts Payable	Student Refund	250.00
Angel, Jason L.	01		Accounts Payable	Student Refund	1,272.64
Apple, Ann M.	01	VP- Administrative Services	Conference/Meeting Expense	Reimbursement for Supplies for X-Mas Party	28.90
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Open PO for Services	360.95
BSN Sports	050600	Men's Baseball	Instructional Supplies	Mac Super Batting Tee	86.80
	050600	Men's Baseball	Instructional Supplies	Baseball Supplies	161.33

					248.13
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Library Books	21.25
	01	Learning Resource Center	Books and Binding Costs	Chiltons Auto Repair Manual 1996-00	61.60
	01	Learning Resource Center	Books and Binding Costs	Footprint South American Handbook 2000	33.81
	01	Learning Resource Center	Books and Binding Costs	Time Almanac 2000	26.56
	01	Learning Resource Center	Books and Binding Costs	OAG Business Travel Planner Winter 1999	84.05
	01	Learning Resource Center	Books and Binding Costs	Library Books	126.02

					353.29
Baker, Cindy M.	01		Accounts Payable	Student Refund	250.00
Ballard, Kristina R.	01		Accounts Payable	Student Refund	392.24
Barham, Franklin D.	01		Accounts Payable	Student Refund	423.89
Barron, Rebecca E.	01		Accounts Payable	Student Refund	644.00
Baumgartner, Kelli A.	01		Accounts Payable	Student Refund	450.00
Beert, Terry	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/6/00	75.00
Behrendt, Richard	01	President	Other Employee Benefits	Rotary Club Mtgs 12/7, 12/14	12.00
	01	President	Other Conference & Meeting	Rotary Club Mtgs 12/7, 12/14	104.46

					116.46

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Bender, Angela S.	01		Accounts Payable	Student Refund	485.00
Bennett, Charles J	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/10/00	75.00
Best Western Brandywine Lodge	01	VP-Instructional Services	Conference/Meeting Expense	Instructional Staff Breakfast 12/16	173.50
	01	VP- Student Services	Conference/Meeting Expense	Student Services Breakfast 12/14	167.00

					340.50
Black Hawk College	01	Business Office	Tuition Chargeback	Chargeback for Fall 1999 Semester	2,790.00
Blackbaud	01	College Relations	Maintenance Services	Maintenance for Raiser's Edge & Crystal Reports	1,320.00
	01		Foundation Expense	Maintenance for Fund Acctg & Crystal Reports	1,180.00

					2,500.00
Blackboard Maintenance Co Inc	02	custodial	Maintenance Supplies	Magic Chalkboard Cleaner-Complete	77.24
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/4/00	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Game Worker 1/6/00	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/10	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/13	15.00
Blackhawk FS Inc	02	Grounds	Maintenance Supplies	Gas for College Vehicles	976.80
Blasdell, Regina A.	01		Accounts Payable	Student Refund	223.58
Bond, Chuck	010120	Community Education	Consultants	Contractual-Advanced Photography Fall 99	330.00
Boostrom, Matthew C.	01		Accounts Payable	Student Refund	365.73
Boyer, Andrea L.	01		Accounts Payable	Student Refund	500.00
Boyer, Donna L.	01		Accounts Payable	Student Refund	1,272.64
Brady, Don	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/4/00	75.00
Brady, James E.	01	Electronics	Instructional Supplies	Reimbursement for Electronic Supplies	250.71
Brady, James E.	01	Electronics	Instructional Supplies	Reimbursement for Electronic Supplies	219.09
Brandywine Restaurant and Loun	050600	Madrigal	Other Conference & Meeting	Madrigal Dinners 12/2 & 12/3	5,586.00
Brandywine Restaurant and Loun	01	Personnel Office	Other Conference & Meeting	Christmas Cocktail Party	2,229.80

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Breed, Camilla J.	01		Accounts Payable	Student Refund	1,697.50
Brokaw, Dan A.	01		Accounts Payable	Student Refund	782.00
Brown, Michelle L.	01		Accounts Payable	Student Refund	1,130.50
Bruns, Lenny	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/13/00	75.00
Bureau County Republican	01	College Relations	Advertising	Open PO for Advertisements	83.00
	01	College Relations	Advertising	Open PO for Advertisements	36.60

					119.60
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Tennis Court Replacement	1,152.83
	03	Operations & Maintenance- Restri	building Remodeling	Tennis Court Replacement	962.50
	03	Operations & Maintenance- Restri	building Remodeling	Tennis Court Replacement	962.50

					3,077.83
Bush, Dawn R.	01		Accounts Payable	Student Refund	138.00
Business Growth Advisors, Inc	010110	Corporate Services Admin.	Consultants	CCS Training Fair Presentation 12/14	200.00
CENCO	010200	Instructional Data Processing	Instructional Computer Equipment	Replacements for Static Electric Field App	24.99
CGH Medical Center	01	Associate Degree Nursing	Instructional Supplies	Linen Service for Nov 99	35.50
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Quote C93471-See Attached	55.00
	01	Biology	Instructional Supplies	Quote C93471-See Attached	123.07
	01	Biology	Instructional Supplies	Quote C93471-See Attached	47.05

					225.12
Carroll County Review	01	College Relations	Advertising	Open PO for Advertisements	88.00
Carroll, Lori J.	01		Accounts Payable	Student Refund	1,438.00
Caterpillar-Engine Protection	02	Utilities	Other Utilities	Per Maintenance Agreement	418.79
Chino, Tammy D.	01		Accounts Payable	Student Refund	279.00
Christiansen, Barbara J.	12	Safety & Security	Maintenance Services	Sew Patches on Security Shirts	34.00
Clarkson, Robert Jr	01	Physical Education	Instructional Supplies	Camel Rugby Balls (10/pkg)	130.00
Clucas, Harry	01	Art	Consultants	Modeling Fee 12/7	60.00

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
	01	Art	Consultants	Modeling Fee 12/14	60.00

					120.00
Coblentz, Leah A.	01		Accounts Payable	Student Refund	1,272.64
Coffey, Jamie A.	01		Accounts Payable	Student Refund	1,272.64
College & University Law Press	01	VP- Student Services	Publications and Dues	Subscription Renewal to Higher Ed Law Bulletin	75.00
Commonwealth Edison	02	Utilities	Electricity	Supply & Demand Electrical Service	30.38
	02	Utilities	Electricity	Supply & Demand Electrical Service	10,143.30
	02	Utilities	Electricity	Supply & Demand Electrical Service	36.07

					10,209.75
Community College Week	01	Admissions, Records & Placement	Publications and Dues	Subscription Renewal	40.00
Concept Media	01	Learning Resource Center	Books and Binding Costs	Brain Attack Videocassette Set	710.00
Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	Refreshments for Board Mtg 12/20	40.00
	01	Honors	Conference/Meeting Expense	Honors Reception 12/8	178.50
	01	Dean of Information Systems	Conference/Meeting Expense	Refreshments & Lunch for Banner Visit 12/2	62.00
	01	VP- Student Services	Conference/Meeting Expense	Student Services Lunch Mtg 11/29	17.85
	01	VP- Student Services	Conference/Meeting Expense	AAUW Refreshments 12/9	10.00
	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Farewell Reception for Jan Myhre 12/8	60.00
	01	VP- Administrative Services	Conference/Meeting Expense	Refreshments for FUB Mtg 12/8	9.50
	01	Personnel Office	Other Conference & Meeting	Winner's Birthday Party for FY00	109.00
	01		Foundation Expense	Breakfast for Foundation Mtg 12/14	118.75
	010110	workforce prep	Conference/Meeting Expense	Refreshments for Lean Mfg Videoconference 12/15	78.75
	010110	Corporate Services Admin.	Conference/Meeting Expense	Lunch for CCS Training Fair 12/14	292.50
	010110	Corporate Services Admin.	Conference/Meeting Expense	Purchasing Managers 12/2 & Export Network Mtg	76.50
	010120	Professional Development	Conference/Meeting Expense	CDL Graduation Refreshments 12/10	30.00
	02	Building and Grounds Administrat	Conference/Meeting Expense	Christmas Party Lunch 12/20	74.00
	050600	Drama	Other Materials and Supplies	Opening Night Refreshments & Dinner-Absent Friend	198.00
	101100	SATA	Other	Refreshments & Lunch for HS Leadership Conf 11/20	70.00

					1,425.35
Consumer Direct Warehouse	01	Computing & Instruct Tech	Instructional Supplies	Wireless Audio/Video Transmitter w/Remote	143.85
Contemporary Forums	01	Licensed Practical Nursing	Conference/Meeting Expense	Conference Fee-Perinatal Nursing 4/13-1/15	345.00
Corporate Office City	01	College Relations	Office Supplies	ESS-4152-1/3 Hanging Folders	39.28
	01	Psychology	Instructional Supplies	AAG-E210-50 Calendar Refill	6.95
	01	Business Office	Office Supplies	AAG-PM12-28 Blue Ink-Year at a Glance Wall Calendr	14.05
	01	Business Office	Office Supplies	Calendar Refill E210-50	6.95

					67.23

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Country Inn & Suites	050600	Men's Basketball	Other Conference & Meeting	Rooms for Highland Christmas Tournament 12/17	392.40
Cox, Ernest E.	051400		Student Loans	Student Loan Due May 5, 2000	300.00
Cox, Ernest E.	01		Accounts Payable	Student Refund	969.64
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Travel Reimbursement-12/17 Lunch & 12/22 Dinner	91.93
Crawford, Michele R.	01		Accounts Payable	Student Refund	105.16
Creative Printing	01	College Relations	Advertising	12,500 Business Card Masters	400.00
Crescent Electric Supply Co	02	maint	Maintenance Supplies	Lamps HR100A38/A23/GE Clear MV	150.00
	02	maint	Maintenance Supplies	Fuses for Delta Printer	56.70

					206.70
Crest Information Technologies	01	Learning Resource Center	Consultants	Repair & Labor	149.75
Cunningham, Pamela S.	01	Licensed Practical Nursing	Conference/Meeting Expense	Travel Reimbursement 8/30-12/2 Clinicals	97.65
Custom Publications Incorporat	101010	Booster Club	Other	Color Covers on Fall & Winter Sports Guide	560.00
DC Sports	050600	Women's Softball	Instructional Supplies	Softball Shirts 6XL, 5L, 4M	149.16
DPSD Foundation	01	College Relations	Advertising	Sponsorship Entry Fee for Stupor Bowl IV	100.00
Daily Chronicle	01	Other Institutional	Recruitment	English Instructor Ad	336.30
Daily Gazette	01	College Relations	Publications and Dues	One Year Subscription Renewal	123.60
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel Reimbursement 11/23-12/14	379.91
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel Reimbursement-Highland Tourney 12/17-12/18	170.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel Reimbursement 12/20-12/31	117.90
	101010		Student Activities	Petty Cash for Antique Show-Gate Money	200.00

					317.90
Daytimers, Inc	01	Business Office	Office Supplies	July 2000-2001 Calendar	37.97
DePuy, Monique L.	01		Accounts Payable	Student Refund	970.00
DeSmith, Michael S.	01		Accounts Payable	Student Refund	846.82
Dillow, Debra	101010		Student Activities	Start Up Cash for Antique Show-Concession Stand	100.00

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Dixon Area Chamber of Commerce	010110	Corporate Services Admin.	Publications and Dues	Annual Membership Dues for 2000	90.00
Don Mullery's World of Cars	050800	Transportation	Maintenance Services	SVCC Van Repairs-1996 Van	104.39
	050800	Transportation	Maintenance Services	SVCC VAN Repairs-1995 Van	288.09

					392.48
Drane, Paula	050500	Child Care Center	Other Supplies	Reimbursement for Groceries & Supplies	49.47
	050500	Child Care Center	Other Supplies	Reimbursement for Supplies & Groceries	15.06

					64.53
Drew, Gary	050800	Transportation	Vehicle Supplies	Supplies for College Vans	200.00
Driver, Ronald G.	01		Accounts Payable	Student Refund	250.00
Duncan, Melissa R.	01		Accounts Payable	Student Refund	313.29
ESCO Institute LTD.	01	HVAC	Instructional Supplies	Fee for EPA Certification Testing (5)	165.00
Eastern Iowa Community College	01	Business Office	Tuition Chargeback	CDL Trucking Program-Fees, Tuition	18,220.00
Education To Go	010120	Community Serv Computer Seminars	Consultants	Internet Computer Classes	687.00
Education To Go	010120	Community Serv Computer Seminars	Consultants	Internet Computer Classes	406.00
Equitable Life Assurance	01		Equitable		132.00
Ewald, Jade C.	01		Accounts Payable	Student Refund	1,697.50
FGM Architects Engineers	03	Operations & Maintenance- Restri	building Remodeling	Tennis Court Final Billing	6,788.86
	03	Operations & Maintenance- Restri	building Remodeling	Retaining Wall Final Billing	3,774.96

					10,563.82
Farmers New World Life Insuran	01		Farmers New World Life		25.00
Fay, Jennifer T.	01		Accounts Payable	Student Refund	109.64
Federal Life Insurance Company	01		Federal Life		20.00
Filmakers Library, Inc	050600	Student Activities	Other Contractual Services	Rental of Film-"The Truth Shall Make Us Free"	85.00
Firebaugh, Rich	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/6/00	75.00
Fischbach, Timothy C.	050600	Madrigal	Other Contractual Services	Sound Engineer for Madrigal Dinner	50.00
Fisher Scientific	01	Chemistry	Instructional Supplies	A661-500 Ammonium Chloride, 500g	101.71

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Fisher, Jennifer M.	01		Accounts Payable	Student Refund	1,261.00
Flinn Scientific	01	Biology	Instructional Supplies	X0001 Xylenes, 500 ml	115.00
	01	Chemistry	Instructional Supplies	X0001 Xylenes, 500 ml	33.09

					148.09
Forren, Rebba	050600	Men's Basketball	Other Contractual Services	Ticket Taker for 1/4 & 1/13 Games	50.00
Franklin Financial Services Co	01		Franklin Life		420.00
Frederick, Amanda A.	01		Accounts Payable	Student Refund	713.00
Fredrickson, Brenda J.	01		Accounts Payable	Student Refund	1,272.64
French, Jennie L.	01		Accounts Payable	Student Refund	1,455.88
Fulton Press Inc	01	College Relations	Advertising	Open PO for Advertisements	84.00
GTE Wireless	02	Utilities	Telephone	Monthly Charges for 12/99	56.35
Gale Research	01	Learning Resource Center	Books and Binding Costs	International Directory of Company Histories	174.00
	01	Learning Resource Center	Books and Binding Costs	Short Story Criticism Vol 36	111.97
	01	Learning Resource Center	Books and Binding Costs	Contemporary Theatre Film & TV	154.00
	01	Learning Resource Center	Books and Binding Costs	Authors & Artists	87.48
	01	Learning Resource Center	Books and Binding Costs	Drama Criticism	100.33

					627.78
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Charges	4,564.05
	12	Risk Management	Telephone	Monthly Charge for Cama (911) Trunks	89.32

					4,653.37
Garcia, Isidro	01		Accounts Payable	Student Refund	1,272.64
Garrett, Marty P.	01		Accounts Payable	Student Refund	727.50
Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel Reimbursement 12/7, 12/8, 12/21	20.10
Gerlach, Wayne	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/13/00	75.00
Ginn, Janet L	010120	Community Education	Consultants	Contractual-Scrapbooking Fall 99	250.00
Glenn's Upholstery	01	Fitness Center	Instructional Supplies	Upholstery of Leg Pads (2)	54.00
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C91574 HP 800 Series Tri-Color OEM:51641A	94.00
	01	Administrative Data Processing	Office Supplies	Color Snap-On Boots-White (25/pk) for CAT 5 Patch	32.92

					126.92

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Goodman, Kevin D.	01		Accounts Payable	Student Refund	885.50
Gorman, Cindy M.	01		Accounts Payable	Student Refund	1,073.80
Gospodarczyk, Thomas J.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel Reimbursement-11/30-12/16	307.79
Grainger	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	145.92
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	-145.92
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	50.94
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	62.16
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	47.00
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	120.70
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	86.00
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	73.78
	02	maint	Maintenance Supplies	3UC59 Dual Sensor	504.48
	02	maint	Maintenance Supplies	3UC58 Single Sensor	256.12
	02	maint	Maintenance Supplies	3UC58 Single Sensor	128.06
	02	maint	Maintenance Supplies	Open Purchase Order for Supplies	6.75

					1,335.99
Great Lakes Airgas Inc	01	HVAC	Instructional Supplies	Acetylene WSL 133 CF Tanks & Argon CO2 DE 75/25 13	5.06
	01	Clinical Laboratory Science	Instructional Supplies	Cylinder Rental for 12/99	10.72

					15.78
Grove's Dictionaries	01	Learning Resource Center	Books and Binding Costs	Dictionary of Art Online	1,350.00
Gunder, Michelle L.	01		Accounts Payable	Student Refund	1,272.64
Hafer, Cassandra A.	01		Accounts Payable	Student Refund	1,272.64
Hainline, Charlie	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/4/00	75.00
Hanson, Jenny L.	01		Accounts Payable	Student Refund	339.50
	01		Accounts Payable	Student Refund	339.50

					679.00
Happach, Ronald H.	010110	workforce prep	Consultants	Contractual for ISA 9002 9/9-11/18	900.00
	010110	workforce prep	Consultants	Contractual-Frantz Manufacturing	780.00

					1,680.00
Harden's Auto & Truck Repair	02	Grounds	Maintenance Supplies	Parts	84.80
Hatten, Laura J.	01		Accounts Payable	Student Refund	1,697.50

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Haverland, Karen L.	01		Accounts Payable	Student Refund	645.53
Heathkit Educational	01	Electronics	Instructional Supplies	EV-3103A Semiconductors Video	127.15
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Travel Reimbursement-WIEC Mtg 12/13	55.80
Heeren, Mark A.	01		Accounts Payable	Student Refund	1,039.63
Heitter, Dustin J.	01		Accounts Payable	Student Refund	525.64
Helm, Angela L.	01		Accounts Payable	Student Refund	1,272.64
Henson, Melissa	01		Accounts Payable	Student Refund	10.00
Herren, Ralph R.	02	maint	Conference/Meeting Expense	Travel Advance for Schimberg Seminar 1/4-1/5	175.50
Herren, Ralph R.	02	maint	Conference/Meeting Expense	Travel Reimbursement-Steam Trng Seminar 1/4-1/5	33.08
Hewlett-Packard	01	Computing & Instruct Tech	Maintenance Services	Maintenance Agreement 58320115:7000SAUK1	197.20
	01	Computing & Instruct Tech	Computer Software	Maintenance Agreement 58320115:7000SAUK1	259.00
	01	Administrative Data Processing	Maintenance Services	Maintenance Agreement 58320115:7000SAUK1	46.00
	01	Administrative Data Processing	Maintenanc Services	Maintenance Agreement 58320115:7000SAUK1	1,058.25
					1,560.45
Hill's Electric Motor Service	02	maint	Maintenance Supplies	Belts	46.82
Holt, Justin C.	01		Accounts Payable	Student Refund	335.27
Horton, Howard R.	01		Accounts Payable	Student Refund	250.00
Hoyle Road Equipment Co	02	Building and Grounds Administrat	Service Equipment	Snow Plow	4,400.00
Humphrey, Andrea L.	01		Accounts Payable	Student Refund	500.00
Hvarre, Bonnie M.	01		Accounts Payable	Student Refund	1,272.64
IDEA	01	Fitness Center	Other Conference & Meeting	Annual Membership Renewal	40.00
Ikens, Toni L.	01		Accounts Payable	Student Refund	37.31
Illinois Coaches Directory	050600	General Athletics	Publications and Dues	Directory for 99/00	9.00
Illinois Community College Stu	050600	Student Activities	Other Materials and Supplies	Membership Dues for 2000	75.00
Illinois Community College Tru	01	Board of Trustees	Conference/Meeting Expense	Seminar Fee for C Lyons & N Straw 11/12	80.00
Illinois Department Employment	12	Risk Management	Unemployment Insurance	Unemployment Due 4th Quarter 1999	1,928.70

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Illinois Department of Revenue	01		State Withholding Payable		7,981.31
Illinois Department of Revenue	01		State Withholding Payable		6,758.77
Illinois Mutual	01		Optional Disability Insurance		20.57
Ippolito, Joseph C.	01		Accounts Payable	Student Refund	1,272.64
Jackson Software	01	Licensed Practical Nursing	Office Supplies	Grade Quick for Windows 4.02K	77.20
Jacobs, Jennifer A.	01		Accounts Payable	Student Refund	404.25
Jim Coleman, Ltd	01	Clinical Laboratory Science	Office Supplies	Lab Week Supplies	15.97
Johnson, Jedidiah F.	01		Accounts Payable	Student Refund	250.00
Johnson, Rosemary	01	Director of Health Careers Ed	Conference/Meeting Expense	Travel Reimbursement-Paramedic Mtg 12/15	31.00
Jones, Renee	01		Accounts Payable	Student Refund	149.39
Jones, Rodney T.	01		Accounts Payable	Student Refund	250.00
Josten's Inc	01	Commencement	Other Supplies	Diploma Inserts (Red Seal) with Name & Date	207.15
Judd, Jessica M.	01		Accounts Payable	Student Refund	500.00
Kahlon Inc	01	Computing & Instruct Tech	Instructional Supplies	Open PO for Parts	100.00
Kale, Steve	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/6/00	75.00
Karlovic, William J.	01		Accounts Payable	Student Refund	733.60
Kelli D Walker, Attorney	01		Wage Garnishment Payable	Garnishment	95.66
Kestner, Terry	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/10/00	75.00
Ketchen, Cynthia L.	01		Accounts Payable	Student Refund	1,626.69
Kiah, Jude	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/10/00	75.00
Kidder, Mary L.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement-6 Hrs-Summer 99	690.00
Kiele, Beverly M.	01	Radiologic Technology	Conference/Meeting Expense	Travel Reimbursement-RSNA Science Wkshp 11/27	89.50
Kiele, Beverly M.	01	Radiologic Technology	Conference/Meeting Expense	Travel Reimbursement 11/15-12/14	217.96
King, Ron	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/6/00	75.00

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Kline, Kimberly J.	01		Accounts Payable	Student Refund	464.54
Kline, Luke A.	01		Accounts Payable	Student Refund	387.00
Klocke's	01	Other Institutional	Recruitment	Recruitment Lunch 6/7	37.10
	01	Other Institutional	Recruitment	Recruitment Lunch 6/9	26.00
	01	Other Institutional	Recruitment	Recruitment Lunch 6/16	58.05
	01		Foundation Expense	Foundation Committee Mtg 12/6	34.15
	01		Foundation Expense	Foundation Committee Mtg 8/10	37.20
	01		Foundation Expense	Foundation Committee Mtg 12/3	40.64
	01		Foundation Expense	Foundation Committee Lunch 11/2	54.88
	01		Foundation Expense	Foundation Committee Mtg 10/12	41.05
					329.07
Kosier, Tanya M.	01		Accounts Payable	Student Refund	76.14
Lasek, Tony	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/4/00	75.00
Lawson, Mark	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/10/00	75.00
Leffelman, Jamie A.	01		Accounts Payable	Student Refund	250.00
Lenington, Leanna M.	01		Accounts Payable	Student Refund	1,212.50
Lenz, Jim	010110	workforce prep	Consultants	Contract-Lift Truck Operator Trng-Wahl Clipper	135.00
Leseman, Jolene K.	050600	Women's Basketball	Other Contractual Services	Game Workers for 12/18	30.00
Leseman, Jolene K.	050600	Women's Basketball	Other Contractual Services	Game Workers for 1/13/00	70.00
	050600	Women's Basketball	Other Contractual Services	Game Workers for 1/10/00	70.00
	050600	Women's Basketball	Other Contractual Services	Referees & Game Workers for 1/4/00	220.00
	050600	Women's Basketball	Other Contractual Services	Game Workers for 1/6/00	70.00
	050600	Women's Basketball	Other Contractual Services	Game Workers for 1/8/00	30.00
	050600	Women's Basketball	Other Conference & Meeting	Travel Reimbursement-12/10-12/18	259.04
					719.04
Leseman, Jolene K.	050600	Women's Basketball	Other Contractual Services	Game Workers for 1/18/00	30.00
	050800	Transportation	Vehicle Supplies	Reimbursement for Gas for College Vans	110.64
					140.64
Leslie's	02	maint	Maintenance Supplies	12-164 40 lb Trichlor Stabilized Chlorine 1 (tabs)	70.19
Lucent Technologies	01	Business Office	Maintenance Services	T1 Line Installation	2,460.00
Lundgren's Inc	01	Information Center	Office Supplies	Development & Prints for College Relations	14.18

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	01	Information Center	Office Supplies	Development & Prints for College Relations	21.98

					36.16
Lydia S. Meyer, Trustee	01		Wage Garnishment Payable		250.00
Mac Warehouse	01	English	Instructional Supplies	DSB-H4 4 Port Hub	60.97
Main Stay Funds	01		Main Stay Fund		75.00
Maintenance Products, Inc	02	maint	Maintenance Supplies	Supplies	129.00
	02	maint	Maintenance Supplies	Supplies	159.50

					288.50
Mandrell, Jon D.	01		Accounts Payable	Student Refund	379.26
Marriott's Pavilion Hotel	01	Business Office	Conference/Meeting Expense	Hotel for Two Nights for CACUBO Conf 2/16-2/17	183.64
Marruffo, John E.	01		Accounts Payable	Student Refund	499.92
Martin, Gus R.	01		Accounts Payable	Student Refund	1,697.50
Martin, Herbert J.	01		Accounts Payable	Student Refund	250.00
Mayes, Lisa A.	051400		Student Loans	Student Loan Due 5/5/00	200.00
McCormick, Nikki S.	01		Accounts Payable	Student Refund	1,272.64
McCue, Michelle E.	01		Accounts Payable	Student Refund	1,697.50
McFarland, Megan E.	01		Accounts Payable	Student Refund	138.00
	01		Accounts Payable	Student Refund	194.00

					332.00
McLain, Bethany	01		Rehabilitation Dors-Spring	Interpreter/Sign Language 12/1-12/15	120.00
	010120	Health & Personal Development	Consultants	Contractual-Inter Sign Lang Fall 99	180.00

					300.00
McMaster Carr Supply Company	01	Business Office	Office Other Equipment	742SK34 Pg 599 Catalog 104	676.18
McMaster Carr Supply Company	02	maint	Maintenance Supplies	Washers	17.10
McPerryman, Bruce	051400		Student Loans	Student Loan Due 5/5/00	300.00
Medical Plastics Lab, Inc	01	Associate Degree Nursing	Instructional Supplies	IVR-5100 Multi-Venous IV Training Art-White	690.15

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Mekeel, Rena M.	01		Accounts Payable	Student Refund	500.00
Menards	02	maint	Maintenance Supplies	Light Bulbs	19.96
	02	maint	Maintenance Supplies	Shelving Supplies-Nursing	23.82
	02	Grounds	Maintenance Supplies	Supplies	12.15
	02	Grounds	Maintenance Supplies	Lumber	14.69

					70.62
Mendez, Jesse E.	01		Accounts Payable	Student Refund	1,272.64
Mendoza, Michelle	01	College Relations	Conference/Meeting Expense	Travel Reimbursement-Printing Conf 12/9	61.01
Mercer, Mike	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/13/00	75.00
Mewhirter, Katie A.	01		Accounts Payable	Student Refund	1,273.61
	01		Accounts Payable	Student Refund	429.25
					1,702.86
Mewhirter, Tedra S.	01		Accounts Payable	Student Refund	250.00
Mewhirter, Tedra S.	01		Accounts Payable	Student Refund	232.80
	01		Accounts Payable	Student Refund	232.80
					465.60
Meyer, Kent	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement for 6 Hrs-Fall 99	690.00
Mezo's Repair & Outdoor Equipm	02	Grounds	Maintenance Supplies	Inventory Parts	94.86
Midland Paper	050300	Printshop	Purchases for Resale	8 1/2 x 11 60 lb txt Astroparche Natural	595.24
Milby, Amy L.	01		Accounts Payable	Student Refund	1,162.11
Miller, Brenda K.	01		Accounts Payable	Student Refund	1,272.64
Miller, Season M.	01		Accounts Payable	Student Refund	1,272.64
Minnesota Child Support Paymen	01		Wage Garnishment Payable	Garnishment	280.20
Minnis, Justin G.	01		Accounts Payable	Student Refund	1,272.64
Monarch Industrial Inc	02	custodial	Maintenance Supplies	Wypall	73.17
Mongan, Connie	010110	workforce prep	Consultants	Contractual-Leadership Development Trng 12/99	2,600.00
Mongan, Connie	010110	Corporate Services Admin.	Consultants	CCS Training Fair Presentation 12/14	200.00

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Montgomery Kone Inc	02	maint	Maintenance Services	Continued Contract	628.86
Moore	01	Business Office	Office Supplies	Moore W-2 Form 298 Envelope (1000/box)	63.18
	01	Business Office	Office Supplies	W-2 Moore Form 275 Laser (1000/box)	39.65
					102.83
Morgan Services Inc.	02	custodial	Maintenance Services	Clean Towel Supply & Demand Service	135.67
	02	custodial	Maintenance Services	Clean Towel Supply & Demand Service	105.65
					241.32
Morris, Cinda J.	01		Accounts Payable	Student Refund	742.30
Morris, Rene E.	050600	Madrigal	Other Contractual Services	Sound Engineer for Madrigal Dinner	50.00
Morris, Wade	050600	Women's Basketball	Other Contractual Services	Referee for Game 1/13/00	75.00
Mouw, Michelle L.	01		Accounts Payable	Student Refund	720.64
Mueller Audio Visual	01	Licensed Practical Nursing	Instructional Supplies	Peerless LCD Projector Ceiling Mount 9126-030	168.00
	01	Instructional Technology Center	Maintenance Services	Repair Invoice	23.50
	01	Instructional Technology Center	Maintenance Services	Repair Invoice	237.00
	01	Instructional Technology Center	Maintenance Services	Repair Invoice	79.95
					508.45
Mull, Robert W.	01		Accounts Payable	Student Refund	1,272.64
NACUA	01	VP- Student Services	Publications and Dues	Pamphlets	57.00
Napa Auto Parts	02	Grounds	Maintenance Supplies	725109 Self Stripping Connections (50 pc)	31.24
	02	Grounds	Maintenance Supplies	Fuse	4.90
	02	Grounds	Maintenance Supplies	Parts	1.23
	02	Grounds	Maintenance Supplies	732302 100' 18 ga Auto Wire	55.80
	02	Grounds	Maintenance Supplies	1394 Oil Filter	142.99
					236.16
National Computer Systems, Inc	01	Financial Aid & Veterans Affairs	Office Supplies	Data Transmission Title IV Wan	13.52
Nicor Energy, LLC	02	Utilities	Gas	Open Purchase Order for Gas Service	2,777.97
Nicor Gas	02	Utilities	Gas	Supply and Demand for Gas Service	100.65
	02	Utilities	Gas	Supply and Demand for Gas Service	181.17
	02	Utilities	Gas	Supply and Demand for Gas Service	122.45
	02	Utilities	Gas	Supply and Demand for Gas Service	120.22
					524.49

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Norcare, Inc	01		Foundation Expense	Psychological Assessment Services	297.00
Norman, Megan E.	01		Accounts Payable	Student Refund	568.75
Northern Life Insurance Compan	01		Northern Life		85.00
Nugent, Rebecca J.	01		Accounts Payable	Student Refund	600.00
Olsen-Cox, Scott D.	01		Accounts Payable	Student Refund	807.00
Owens, Kimberly R.	01		Accounts Payable	Student Refund	1,212.50
PDC Laboratories, Inc	02	maint	Maintenance Services	Testing Fees	74.00
	02	maint	Maintenance Services	Monthly Testing	74.00
					148.00
PPCT Management Systems, Inc	01	Criminal Justice	Instructional Supplies	Defensive Tactics Manuals & Certificates	219.72
Palmer, Shanna A.	01		Accounts Payable	Student Refund	1,272.64
Paper Direct Inc	010110	Corporate Services Admin.	Office Supplies	CT1108 Bronze/Black Certificates	17.56
	010110	Corporate Services Admin.	Office Supplies	CT1101 Red on White Certificates	95.02
	010120	Community Ed Administration	Office Supplies	CT1108 Bronze/Black Certificates	26.34
	010120	Community Ed Administration	Office Supplies	CT1101 Red on White Certificates	142.53
					281.45
Paulsen, Carmel A.	02	maint	Maintenance Supplies	Reimbursement for Rubber Tires for Belt Sander	30.41
Payne, Angela M.	01		Accounts Payable	Student Refund	1,272.64
Peabody's Inc	02	Grounds	Maintenance Supplies	703-1890 Ball Wheels	315.66
Peggy L Harding and Thomas D H	051000	Medical Insurance	Administrative	Settlement of Insurance Coverage-Peggy & T Harding	2,800.00
Phillips, Stacy E.	01		Accounts Payable	Student Refund	1,697.50
Pitsch, Victoria A.	01		Accounts Payable	Student Refund	300.00
Plum Hollow Fitness & Recreati	050600	Student Government	Other Conference & Meeting	End of Semster Gathering	110.30
Poci, Benjamin G.	01		Accounts Payable	Student Refund	1,272.64
Positive Promotions	01	Fitness Center	Other Conference & Meeting	HFD-2 Health & Safe Days Calendar	222.77
Powerware	01	Administrative Data Processing	Office Other Equipment	PRC-1250XL Battery for Deltec 8306	3,564.00

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Professional Benefit Administr	051000	Medical Insurance	Individual Stop Loss	Individual Stop Loss	3,585.40
	051000	Medical Insurance	Dependent Stop Loss	Individual Stop Loss	2,581.92
	051000	Medical Insurance	Precertification	Individual Stop Loss	280.00
	051000	Medical Insurance	Administrative	Individual Stop Loss	1,793.00
	051000	Medical Insurance	Life & AD&D	Individual Stop Loss	1,937.25
					10,177.57
Putnam Retirement Plan Service	01		Putnam		500.00
Quad-City Times	01	Other Institutional	Recruitment	Ad for English Instructor 11/22-PO Closed	352.66
	01	Other Institutional	Recruitment	Ad for English Instructor 12/12	449.40
					802.06
Quill Corporation	01	Associate Degree Nursing	Office Supplies	Fellowers PS55 Shredder 120-S-36088	56.84
	01	Licensed Practical Nursing	Office Supplies	Fellowers PS55 Shredder 120-S-36088	56.82
	01	Admissions, Records & Placement	Office Supplies	982-7-3220013 1 x 2 5/8 White Labels	91.81
	010110	Corporate Services Admin.	Office Supplies	992-60106 Black	44.05
	02	custodial	Maintenance Supplies	Supplies	160.68
	02	Building and Grounds Administrat	Office Supplies	Supplies	42.29
	050600	Student Activities	Office Supplies	992-7-32200B Mailing Labels	79.82
					532.31
R-Graphics	050300	Printshop	Purchases for Resale	GTO 926 VP 9" Plate	456.78
Radio Ranch Inc	12	Safety & Security	Maintenance Services	Repair Radio	185.00
Radio Shack	01	Electronics	Instructional Supplies	22-215 Analog Meter	299.90
	01	Electronics	Instructional Supplies	64-2033 Long Nose	9.98
					309.88
Radio Shack	01	Electronics	Instructional Supplies	22-163 Digital Meter	449.90
Reeter, Brandi R.	01		Accounts Payable	Student Refund	1,697.50
Reichard, Amy S.	01		Accounts Payable	Student Refund	1,212.50
Reid, James L.	01		Accounts Payable	Student Refund	450.00
Renaissance Hotel	01	Board of Trustees	Conference/Meeting Expense	Hotel Room for ICCTA January Mtg 1/14	92.90
Roberts, Melissa K.	01		Accounts Payable	Student Refund	-556.00
	01		Accounts Payable	Student Refund	556.00
	01		Accounts Payable	Student Refund	556.00

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Rockford Register Star	01	Other Institutional	Recruitment	Open PO for Recruitment Ads	367.30
Rodekamp, Jane A.	01		Accounts Payable	Student Refund	482.55
Rodekamp, Travis J.	01		Accounts Payable	Student Refund	1,273.61
Rodekamp, Travis J.	01		Accounts Payable	Student Refund	516.64
Rodriguez, Joshua J.	01		Accounts Payable	Student Refund	680.56
Rodriguez, Shaun M.	051400		Student Loans	Student Loan Due 5/5/00	300.00
Roschi, Rebecca S.	01		Accounts Payable	Student Refund	981.64
Rossiter, Ryan R.	01		Accounts Payable	Student Refund	869.64
Rumfelt, Amanda K.	050600	Madrigal	Other Materials and Supplies	Reimbursement for Madrigal Supplies	29.09
Russell, Corrina E.	01		Accounts Payable	Student Refund	1,076.00
SBM Business Equipment Center	01	Information Center	Office Supplies	Minimum Copy Count Charge	27.50
	01	Information Center	Office Supplies	Rapid 100 Heavy Duty Electric Stapler HUN-02044	336.45
	01	Other Instructional	Maintenance Services	Purchase Order for Copier Maintenance A3186	196.99
	01	Dean of Corp Comm Serv	Office Supplies	Open PO Service Contract for Copier	41.18
	01	VP- Student Services	Office Supplies	Adjustable Monitor Arm FEL 91705	59.98
	01	Financial Aid & Veterans Affairs	Office Supplies	Calendar Refill AAG-E210-50	74.70
	01	Financial Aid & Veterans Affairs	Office Supplies	UNV-35948 Garbage Bags for Shredder	15.99
	01	Financial Aid & Veterans Affairs	Office Supplies	Financial Assistance Stamps (Self-Ink)	68.85
	01	Counseling	Maintenance Services	1/2 Copier Use for December 99	49.99
	01	Business Office	Maintenance Services	Monthly Charge for Maintenance of Sharp Copier	64.16
	01	Personnel Office	Office Supplies	AVE-5260 Avery Laser Labels 1 x 2 5/8	20.54
	010110	Corporate Services Admin.	Office Supplies	Open PO Service Contract for Copier	82.36
	050300	Printshop	Purchases for Resale	Manual Saddle Stapler SWI-06155	110.30
					1,148.99
SCT Software & Resource Mgmt C	01	Administrative Data Processing	Computer Software	Banner Software	59,015.00
SVCC Faculty Association	01		Faculty Association Payable		1,125.47
SVCC Foundation	01		Foundation Payable		5.00
Salem Press Inc	01	Learning Resource Center	Books and Binding Costs	World Conflicts/Confrontations	282.00
Salvner, Nancy A.	01		Accounts Payable	Student Refund	1,139.75
Santo Sport Store	050600	Women's Basketball	Instructional Supplies	Rawling Balls-Soft Leather	675.86

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Sauk Valley Newspapers	01	College Relations	Advertising	Open PO for Advertisements	336.96
	01	College Relations	Advertising	Open PO for Advertisements	62.40
	01	College Relations	Advertising	Open PO for Advertisements	312.85
					712.21
Sayles, Andre T.	01		Accounts Payable	Student Refund	1,563.00
Sayles, Andre T.	01		Accounts Payable	Student Refund	125.00
Scheidecker, Scott D.	01		Accounts Payable	Student Refund	39.20
Schmall, Rex	02	maint	Conference/Meeting Expense	Travel Reimbursement-Steam Training Seminar 1/4-/5	38.00
Schmoe, Bradley E.	01		Accounts Payable	Student Refund	1,273.61
Schmoe, Bradley E.	01		Accounts Payable	Student Refund	381.37
Scholastic Book Club	01		Foundation Expense	Alexander and...Bad Day-No 2	410.65
Schuller, Donna S.	01		Accounts Payable	Student Refund	855.43
Schultz, Hollie K.	01		Accounts Payable	Student Refund	1,697.50
Schutte, Sharon	010120	Community Education	Consultants	Contractual-Cake Decorating Fall 99	120.00
Secretary of State	01	Business Office	Office Supplies	Notary Application Fee for N Breed & D Dillow	20.00
Seeley, R S.	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement-9 Hrs Sum/Fall 99	1,035.00
Seguin, Michael	01	Dean of Arts,Social Sciences & P	Conference/Meeting Expense	Travel Reimbursement-Joint Adv Mtg 12/8	78.32
Select Employees Credit Union	01		Credit Union Payable		17,601.28
Shadle, Brent R.	01		Accounts Payable	Student Refund	51.00
Sharp, Bobby	01		Accounts Payable	Student Refund	500.00
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas Purchases for College Van	169.87
Shelley, Chris	01	Computing & Instruct Tech	Conference/Meeting Expense	Travel Reimbursement 1/7	16.25
	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement for 6 Hours-Fall 99	594.00
					610.25
Shick School Supply	01		Foundation Expense	Trapezoid Tables 2287C Red	1,517.05
Shippert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Travel Reimbursement 10/21-11/18	375.10

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Shippert, Stanley	01	Radiologic Technology	Conference/Meeting Expense	Travel Reimbursement 11/24-12/14	146.94
Shoffner, Rita J.	01		Accounts Payable	Student Refund	129.10
Sileven, Larry L.	01	HVAC	Instructional Supplies	Reimbursement for HVAC Supplies	144.43
Silva, Stormy D.	01		Accounts Payable	Student Refund	1,068.64
Simpson, Timothy M.	01		Accounts Payable	Student Refund	1,272.64
Slocum, Amee	01		Accounts Payable	Student Refund	727.50
Smith, Brad W.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement for 3 Hours-Fall 99	345.00
Smith, Jeffry S.	010120	Community Ed Administration	Conference/Meeting Expense	Travel Reimbursement-1/7/00	35.75
Sneek, Marcia A.	01		Accounts Payable	Student Refund	721.22
Spectrum Industries	01		Foundation Expense	67053D Shelf Rack (left & right)	1,518.42
Spencer, Angela G.	01		Accounts Payable	Student Refund	1,272.64
St Louis Workshop	01	Business Office	Conference/Meeting Expense	2000 CACUBO Workshop Registration Fee 2/16-2/18	250.00
Stach, Erika L.	01		Accounts Payable	Student Refund	541.00
Stage, Leann M.	01		Accounts Payable	Student Refund	325.04
Stannard Power	03	ICCB Deferred Maintenance Grant	Maintenance Supplies	Complete Compressor Package w/ Additional Parts	684.93
State Disbursement Unit	01		Wage Garnishment Payable	Garnishment	312.00
State Universities Retirement	01		SURS Payable		25,969.40
State Universities Retirement	01		SURS Payable		21,925.83
Steder, Carol A.	051400		Student Loans	Student Loan Due 5/5/00	300.00
Stewart Security	12	Safety & Security	Other Contractual Services	Renew Contract for Security Service	1,018.50
Stortzum, Wood	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/13/00	75.00
Stralow, Brianne J.	01		Accounts Payable	Student Refund	600.00
Straw, Nicholas M.	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/4/00	10.00
Straw, Nicholas M.	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/6/00	10.00

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Straw, Nicholas M.	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/10	10.00
Straw, Nicholas M.	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/13	10.00
Sugars, Troy D.	01		Accounts Payable	Student Refund	267.50
Sunny Travel Center	01	Clinical Laboratory Science	Conference/Meeting Expense	Airline Ticket-P White 3/1-3/5	294.00
Sunny Travel Center	01		Foundation Expense	Airfare for AGB Conf in Florida 1/26-1/28	261.90
Swarthout, Rhonda L.	01	VP- Administrative Services	Conference/Meeting Expense	Advance for Christmas Party Supplies	106.20
Swarthout, Rhonda L.	050600	Men's Basketball	Other Contractual Services	Ticket Taker for 1/6 & 1/10 Games	50.00
Swartleys Florist	01	President	Other Conference & Meeting	Poinsettias	450.95
	01	President	Other Conference & Meeting	Flowers for Bev Kiele-Surgery	37.45
					488.40
Szakatits, Sarah	01		Accounts Payable	Student Refund	1,696.53
	01		Accounts Payable	Student Refund	-1,787.53
	01		Accounts Payable	Student Refund	1,787.53
	01		Accounts Payable	Student Refund	-1,696.53
	01		Accounts Payable	Student Refund	1,696.53
TIAA/CREF	01		TIAA/ CREF		6,796.76
Turner, Jeffrey L.			Accounts Payable	Student Refund	10.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	18 Dozen Large Baseballs	791.82
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel Reimbursement-CCMP Lib Dir Summit 12/8-12/9	251.41
Thomas, Robert	01	Learning Resource Center	Books and Binding Costs	Reimbursement for CD's	126.32
Toner Tech Plus	01	Administrative Data Processing	Office Supplies	Toner Refurb	1,297.00
Torres, Angel M.	01		Accounts Payable	Student Refund	10.00
Trumpet Book Club	01		Foundation Expense	Christmas Carol-No 9	72.45
	01		Foundation Expense	No 8 Brian's Winter	226.30
					298.75
Trustmark Insurance	01		Optional Life Insurance		703.57
US Postmaster	01	Other Institutional	Postage	Refill for Business Reply Account	500.00

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US Postmaster	01	Other Institutional	Postage	Bus Reply Accounting Fee	400.00
US Postmaster	01	Other Institutional	Postage	Refill 1st Class Bulk Account No 243	1,000.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	3,000.00
Unique Computer	01	Computer Information Systems	Instructional Supplies	Omnipage Pro	79.00
	01	Computer Information Systems	Instructional Supplies	CISCO Supplies-In Business 8 Port Hub	150.00
	01	Office & Administrative Services	Instructional Supplies	Omnipage Pro	79.00
	01	Electronics	Instructional Supplies	Remove-It 98	22.00
	01	Electronics	Instructional Supplies	Drive Image & Drive Copies	110.00
	01	Computing & Instruct Tech	Instructional Supplies	HD Upgrade	122.00
	01	Computing & Instruct Tech	Instructional Supplies	Simm	188.00
	01	Computing & Instruct Tech	Instructional Supplies	Zip Drives	800.00
	01	Computing & Instruct Tech	Instructional Supplies	32X CD Rom	110.00
	01	Administrative Data Processing	Office Supplies	MS Office Pro	179.00
	01	Administrative Data Processing	Office Supplies	HD	295.00
	01	Administrative Data Processing	Office Supplies	Tape	357.50
	050300	Printshop	Purchases for Resale	F&W Molded	35.95
	050300	Printshop	Purchases for Resale	Epson Stylus Pro XL Printer	485.00

					3,012.45
United Asset Coverage Inc	01	Business Office	Consultants	Telecommunications Charges 2/15/00-5/14/00	1,788.00
United Electric	03	ICCB Deferred Maintenance Grant	Maintenance Supplies	Junction Boxes for Light Poles	675.00
United Parcel Service	01	Other Institutional	Postage	UPS Service	131.44
United States Cellular	02	Utilities	Telephone	Monthly Charges for Dec 99	36.26
United States Cellular	02	Utilities	Telephone	Monthly Charges for Phone	48.23
United Way of Dixon	01		United Way Payable		52.43
United Way of Sterling-Rock Fa	01		United Way Payable		132.40
University of Illinois	02	Grounds	Conference/Meeting Expense	Registration for G Drew & R Field & Study Material	77.00
University of Pittsburgh	01	Radiologic Technology	Conference/Meeting Expense	Conference Fee for Stan Shippert 2/12-2/17	550.00
Upbeat, Inc.	101010	Booster Club	Other	Blank Red Banners for Gym	449.38
Valdez, Rene M.	01		Accounts Payable	Student Refund	1,272.64
Valdez, Rene M.	051400		Student Loans	Student Loan Due 5/5/00	300.00
VanderWege, Robertus J.	01	Art	Instructional Supplies	Reimbursement for Futon for Life Drawing Class	150.00

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Vandercreek, M C.	01	Computer Information Systems	Conference/Meeting Expense	Travel Reimbursement 11/2-12/14	108.50
Vanwassenhove, Jacalyn K.	050600	Madrigal	Other Materials and Supplies	Reimbursement for Madrigal Supplies	33.87
Varga's Body Shop Carstar	050600	Men's Basketball	Instructional Supplies	Towing of Officials Car on 11/30 at game	60.00
Variable Annuity Life Insuranc	01		Valic		455.00
Vinson, Marilyn	01	President	Conference/Meeting Expense	Travel Reimbursement-11/17, 12/22, 1/3	22.53
WLLR	01	College Relations	Advertising	Ads for Registration & Late Registration	512.00
WNS Pub. News-Sentinel/The Rev	01	College Relations	Advertising	Open PO for Advertisements	124.40
WSDR-AM	01	College Relations	Advertising	Open PO for Advertising	500.00
WSSQ-FM	01	College Relations	Advertising	Open PO for Advertising	546.00
WXLN-FM-97X	01	College Relations	Advertising	Open PO for Advertising	255.00
WZZT-FM	01	College Relations	Advertising	Open PO for Advertising	410.00
Waddell & Reed, Inc	01		Waddell & Reed		410.00
Wadsworth, Rachael K.	01		Accounts Payable	Student Refund	1,697.50
Walden Book Company, Inc	01		Foundation Expense	Books for Food Basket Book Drive	639.68
Walnut Leader	01	College Relations	Advertising	Open PO for Advertisements	24.00
	01	College Relations	Advertising	Open PO for Advertisements	14.40
					38.40
Ward's-Biology	01	Biology	Instructional Supplies	36-W-0034 Simulated ABO Blood Typing Kit	139.97
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	General Legal Services for 12/99	2,444.00
	12	Risk Management	Legal Services	General Legal Services for 12/99	325.00
					2,769.00
Wardell, John	010110	Seminars	Conference/Meeting Expense	Reimbursement for Lodging-CISCO Trng 12/10-12/11	122.00
Warren, Mathew H.	01		Accounts Payable	Student Refund	473.29
Wedekind, Becky S.	01		Accounts Payable	Student Refund	668.84
Weed, Jacyn L.	01		Accounts Payable	Student Refund	508.60

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Weeks, Eric A.	01		Accounts Payable	Student Refund	250.00
West Publishing Company	01	Criminal Justice	Instructional Supplies	Vehicle Search Law Deskbook	67.73
West, Charles C.	01	Accounting	Conference/Meeting Expense	Travel Reimbursement 12/13 & 12/15	21.39
Westart, Diana L.	050600	Madrigal	Other Materials and Supplies	Madrigal Costume Alterations	39.00
White, Linley V.	01	Dean of Business,Tech & Natural	Conference/Meeting Expense	Travel Reimbursement-12/7-12/8	80.03
White, Nadia R.	051400		Student Loans	Student Loan Due 5/5/00	300.00
Wiersema, Michelle L.	01		Accounts Payable	Student Refund	632.55
Wilkins-Lowe and Company	01	Other Institutional	Property & Casualty Insurance	Annual Property Premium Difference	19.00
	12	Risk Management	General Insurance	Annual Property Premium Difference	7.00
	12	Risk Management	Property & Casualty Insurance	Student Nurse Insurance	765.43
					791.43
Wilkins-Lowe and Company	12	Risk Management	General Insurance	Notary Premium for N Breed & D Dillow	60.00
Willis, Chad J.	01		Accounts Payable	Student Refund	882.87
Wilson, Marilyn A.	01		Accounts Payable	Student Refund	206.36
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	97 Jacobsen T423D: 557759 Oil Filter Cartridge	212.70
	02	Grounds	Maintenance Supplies	552971 Plug Oil Drain	349.80
					562.50
Women in Higher Education	01	VP- Student Services	Publications and Dues	Subscription Renewal	79.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/4/00	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/6/00	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/10	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Game Worker for 1/13	15.00
Wright, Julie A.	01		Accounts Payable	Student Refund	1,697.50
Xerox Corporation	050200	Xerox Copier	Maintenance Services	Renewal of Xerox 1090 Maintenance Agreement	781.24
	050200	Xerox Copier	Maintenance Services	Renewal of Xerox 1090 Maintenance Agreement	1,254.08
	050200	Xerox Copier	Purchases for Resale	Paper	38.45
	050200	Xerox Copier	Purchases for Resale	Paper	2,384.00
	050200	Xerox Copier	Interest	Xerox 1090 Copier Lease Payment-Principal	.00

REPORT SVRCHKR
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Sauk Valley Community College
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
	050200	Xerox Copier	Interest	Xerox 5042 Copier Lease Payment-Principal	2.23
	050200		Other Noncurrent Obligations	Xerox 1090 Copier Lease Payment-Principal	.00
	050200		Other Noncurrent Obligations	Xerox 5042 Copier Lease Payment-Principal	148.03
					4,608.03
Xerox Corporation	050200	Xerox Copier	Interest	Xerox 5042 Copier Lease Payment-Principal	1.49
	050200		Other Noncurrent Obligations	Xerox 5042 Copier Lease Payment-Principal	148.77
					150.26
Yelm, Stephanie D.	01		Accounts Payable	Student Refund	1,272.64
Zahnle, Scott	050600	Men's Basketball	Other Contractual Services	Referee for Game 1/10/00	75.00
Zellar, Jonathon P.	01		Accounts Payable	Student Refund	1,273.61
	01		Accounts Payable	Student Refund	713.16
					1,986.77
				BANK ACCOUNT TOTAL:	446,037.93

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
	062032	Adv Tech- Technology Support Gra	Instructional Computer Equipment	A3542A 12-24GB DDS-3 DAT Tape Drive	1,760.40
American College Testing Progr	062022	WFP- Ed to Careers	Instructional Supplies	VIESA Level 2 (Grade II Adult) 031017930	132.50
Ameritech	062032	Adv Tech- Technology Support Gra	Telecommunications	Line Charges for T1 Line Acct No 815299-21139925	253.41
Anderson, Pamela J.	062010	Special Populations Grant	Other Contractual Services	Interpreter/Sign Language 12/1-12/5	460.00
Apple Computer Inc	062032	Adv Tech- Technology Support Gra	Computer Software	M6674LL/A System 8.5 Upgrade (10/pack)	1,796.00
Ashton High School	063030	Perkins IIIE Tech Prep	Other	Claim No 1 & 2	268.00
Ashton High School	063030	Perkins IIIE Tech Prep	Other	Claim No 5	484.52
Autocon Technologies, Inc	063020	Perkins IIC	Instructional Computer Equipment	Upgrade to Delta 40M CNC Controller	8,779.35
Black Hawk College	062032	Adv Tech- Technology Support Gra	Telecommunications	Distance Learning Line Charges 7/1/99-6/30/00	2,750.00
Bos, Keith A.	063020	Perkins IIC	Conference/Meeting Expense	Travel Reimbursement-12/7, 12/14, 12/21	29.76
Bumsted, Jeff	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Camberley Gunter	063011	Student Support Services Grant	Conference/Meeting Expense	Hotel Room for TRIO & ASPIRE Trng 2/16-2/21	455.00
Carlson Wagonlit Travel	063011	Student Support Services Grant	Conference/Meeting Expense	Airfare to San Antonio for TRIO/ASPIRE Conf 2/16	276.00
Center for Academic Integrity	062043	ICCB Leadership & Core Values Gr	Other Materials and Supplies	Annual Membership Dues	350.00
Clodfelter, Pamela J.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Travel Reimbursement-Franklin Center 12/16-12/17	21.70
Collins Plaza Hotel and Conven	063011	Student Support Services Grant	Conference/Meeting Expense	Hotel Room for NASPA IV East Conf 2/5-2/8	346.08
Consolidated Management Co	062022	WFP- Ed to Careers	Conference/Meeting Expense	Pop for TGIF 11/5	11.25
	062022	WFP- Ed to Careers	Conference/Meeting Expense	Pop & Lunch for TGIF 11/12	214.60
	062024	WFP- Career Services	Conference/Meeting Expense	Refreshments for Job Fest 2000 Mtg 11/30	23.50
	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	Refreshments & Dinner for Workshop 11/23	379.79
	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	Refreshments & Lunch for Mtg 12/7	357.75
	063011	Student Support Services Grant	Other Conference & Meeting	Refreshments for Welcome Reception for L Jackson	28.50
	063011	Student Support Services Grant	Other Conference & Meeting	Refreshments for Annual Holidays Around the World	336.00
	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Refreshments for Mtg 11/30	55.00
					1,406.39
Corporate Office City	062010	Special Populations Grant	Office Supplies	Success Calendar Refill E210-50	6.95
	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	Success Calendar Refill E210-50	6.95
					13.90

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Dalton, Belinda A.	063011	Student Support Services Grant	Conference/Meeting Expense	Travel Reimbursement-Grant Writing Wkshp 12/7-/12	266.18
Englewood Electric	062022	WFP- Education to Careers Grant	Instructional Computer Equipment	1747L551 SLC 500/05 DLC Processor 16K	2,111.51
	062022	WFP- Education to Careers Grant	Instructional Computer Equipment	1747L532 SLC 500/03 DLC Processor	5,126.47
					7,237.98
Everett, R T.	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	Fall 99 Semester Lead Facilitator	200.00
GTE Wireless	062032	Adv Tech- Technology Support Gra	Telecommunications	Monthly Phone Charges	22.58
Gallatin River Communications	062032	Adv Tech- Technology Support Gra	Telecommunications	DS1 Channel DH2A664336..LB	276.00
	062050	SBDC Grant	Telephone	Monthly Telephone Charges	57.56
					333.56
Gardy McGrath International, I	062024	WFP- Career Services	Office Supplies	"How to Make a Job Fair Work for You" Tape	25.00
Hahne, Connie	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Hall, Zollie W.	063035	FED ISBE Post Sec Stud Trans Ini	Conference/Meeting Expense	Travel Reimbursement-12/2, 12/9, 12/16	30.68
Hammack, Jim	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Maintenance Services	Install DDS-3 DAT Unit (Labor)	680.00
	062032	Adv Tech- Technology Support Gra	Computer Software	Maintenance Agreement 58319816:7000SAUK210	730.00
					1,410.00
Hurd, Mary Ann	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Lipscomb, Lyle	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Lead Facilitator	200.00
Longfellow, Richard	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Luker, Neal	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Mac Warehouse	062032	Adv Tech- Technology Support Gra	Instructional Computer Equipment	CHP0396 32 MB RAM	2,000.00
Mahar, Sandra L	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Mathey, Barbara	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
McLain, Bethany	062010	Special Populations Grant	Other Contractual Services	Interpreter/Sign Language 12/1-12/15	170.00
Menards	062032	Adv Tech- Technology Support Gra	Maintenance Supplies	Supplies for Tech Room	77.22
	062032	Adv Tech- Technology Support Gra	Maintenance Supplies	Supplies for Tech Room	43.80
	062032	Adv Tech- Technology Support Gra	Maintenance Supplies	Supplies for Tech Room	47.24

REPORT SVRCHKR
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
	062032	Adv Tech- Technology Support Gra	Maintenance Supplies	Supplies for Tech Room	248.23
	062032	Adv Tech- Technology Support Gra	Maintenance Supplies	Supplies for Tech Room	77.73
					494.22
Milledgeville High School	063030	Perkins IIIE Tech Prep	Other	Claim No 4	489.00
	063030	Perkins IIIE Tech Prep	Other	Claim No 1, 2, & 3	1,661.75
					2,150.75
NASPA IV East	063011	Student Support Services Grant	Conference/Meeting Expense	Registration Fee for Conf-Larry Jackson 2/6-2/8	165.00
Nelson, John D.	062050	SBDC Grant	Conference/Meeting Expense	Travel Reimbursement 11/19	32.40
Quill Corporation	063011	Student Support Services Grant	Office Supplies	992-E210-50 Double Page Refill 8" x 4 1/2"	73.25
Richland Community College	062043	ICCB Leadership & Core Values Gr	Conference/Meeting Expense	Conference Fee for 2/7-2/8	500.00
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Open PO Service Contract for Copier	.00
	063011	Student Support Services Grant	Maintenance Services	1/2 Copier Use for Nov 99	45.08
SPRINT	062050	SBDC Grant	Telephone	Monthly Long Distance Charges	14.38
SVCC Educational Fund	062021		I/F Payable	Interfund Payment	2,617.08
	062024		I/F Payable	Interfund Payment	1,408.62
	062050		I/F Payable	Interfund Payment	15,885.46
	062060		I/F Payable	Interfund Payment	8,471.60
	062140		I/F Payable	Interfund Payment	5,266.68
	062260		I/F Payable	Interfund Payment	33.50
	063011		I/F Payable	Interfund Payment	25,209.19
	063012		I/F Payable	Interfund Payment	34,878.59
	063020		I/F Payable	Interfund Payment	8,302.43
	063042		I/F Payable	Interfund Payment	5,672.63
	063044		I/F Payable	Interfund Payment	2,940.36
	063071		I/F Payable	Interfund Payment	90,512.28
					201,198.42
Shelley, Chris	062041	ICCB Tech Skills Enhancement Gra	Office Supplies	Reimbursement for Books-IT Courses	172.43
Silvius, Candace S	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	Matching Funds 12/31/99 Payroll	102.72
	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds 12/31/99 Payroll	459.25
	063020	Perkins IIC	Allocated Employee Benefits	Matching Funds 12/31/99 Payroll	119.90

					681.87

REPORT SVRCHKR
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	Matching Funds for 1/15/00	102.72
	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds for 1/15/00	459.24
	063020	Perkins IIC	Allocated Employee Benefits	Matching Funds for 1/15/00	119.89

					681.85
U.S. Govt. Printing Office	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	One Year to Occupational Outlook Quarterly	9.50
Unique Computer	062260	IBHE Virtual Campus	Instructional Computer Equipment	IBM PC 300PL, 128M Ram, 1.44M-6.4G HD, DVD W/MPEG	11,345.00
Weaver, Cynthia We	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	1999 Fall Semester Lead Facilitator	200.00
Wilkin, Richard	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	Fall 99 Semester Lead Facilitator	200.00
				BANK ACCOUNT TOTAL:	251,243.14
				ALL ACCOUNTS TOTAL:	697,281.07

Dec 30, 1999
11:37 am

SVCC Bookstore
Journal Detail Report
(Report period: December 1, 1999 to December 31, 1999)

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Date	Jnl	Ref. No	Description / Accounts	Debits	
=====			=====	=====	
12/30/99	C/D	CHK7010	VOIDED 12.30.99		
			111.00 Cash in Bank	714.32	714.3
			548.02 Supply Purchases		
12/30/99	C/D	CHK7010	Correction of void		
			548.02 Supply Purchases	714.32	714.3
			111.00 Cash in Bank		
12/02/99	C/D	CHK7022	SHIRLEY DEWEY		
			550.00 Conference & Meeting Expense	114.70	114.7
			111.00 Cash in Bank		
12/02/99	C/D	CHK7023	CHRIS SHELLEY		
			548.03 Miscellaneous Purchases	7.20	7.2
			111.00 Cash in Bank		
12/02/99	C/D	CHK7024	SBM		
			540.00 General Materials & Supplies	157.97	157.9
			111.00 Cash in Bank		
12/02/99	C/D	CHK7025	ENTEC		
			548.02 Supply Purchases	779.58	
			549.02 Supply Transportation	3.47	
			111.00 Cash in Bank		783.0
12/07/99	C/D	CHK7026	CONSOLIDATED MGT		
			548.32 Meal Ticket	2,060.00	2,060.
			111.00 Cash in Bank		
12/02/99	C/D	CHK7026	CONSOLIDATED MGT		
			548.32 Meal Ticket	2,060.00	2,060.0
			111.00 Cash in Bank		
12/14/99	C/D	CHK7026	VOID DOUBLE ENTRY		
			111.00 Cash in Bank	2,060.00	2,060.0
			548.32 Meal Ticket		
12/30/99	C/D	CHK7027	IL DEPT REVENUE		
			235.00 Accrued Sales Tax Payable	432.00	432.0
			111.00 Cash in Bank		
12/30/99	C/D	CHK7028	SVCC BKST BOOK BUY BACK		
			113.06 Petty Cash -Buy Back	50,000.00	50,000.0
			111.00 Cash in Bank		
12/30/99	C/D	CHK7029	CONSOLIDATED MGTMENT CO		
			548.32 Meal Ticket	2,060.00	2,060.0
			111.00 Cash in Bank		
12/30/99	C/D	CHK7029	VOID		
			111.00 Cash in Bank	2,060.00	2,060.0
			548.32 Meal Ticket		
***** Report Total				53,554.92	53,554.9
=====			=====	=====	=====

For Board Meeting of
January 24, 2000

Agenda Item D-8

FACULTY SENIORITY LIST

In January the College is required to establish a list of faculty by seniority in the event there would be a reduction in force. Following Board approval, this list will be sent to the SVCC Faculty Association before the deadline of February 1, 2000.

RECOMMENDATION: Board approval of the attached seniority list.

SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: January 7, 2000

TO: Dr. Behrendt

FROM: Dr. Deborah Hecht *Deborah*

SUBJECT: Faculty Seniority List

Attached is a copy of the updated Faculty Seniority List. We have deleted Cindy Alfano, Gary Balfantz, Ed Beatty, Ron Happach, Dick Holtam, Patrick Land, George Vrhel, John Wardell, Bob Wharton, and Mary Willett from the list. We have added Cathy Vandercreek, Laura Lewis-Barr, James Wright, Mona Dowiat, Ann Daly, James Brady, William Bryan Fountain, Larry Sileven and Colleen Klein.

JS

attachment

FACULTY SENIORITY LIST

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
1.	Heuck, Dale	3-27-67		Chemistry
2.	Pinter, Karen	5-10-67		Academic Skills/English
3.	Nesbit, Fred	7-24-67		Psychology
4.	Thomas, Robert	6-22-70		Learning Resource Center
5.	Dill, Ross	8-10-70	8-1-70	English
6.	Hedstrom, Ruth	5-8-73		Music
7.	Gates, Carl	8-13-74		Business
8.	Bailey, Glenn	5-27-75		Office and Administrative Services
9.	Halgren, Betty	8-23-76		Instructional Technology
10.	Shippert, Stanley	7-11-77		Rad Tech
11.	Frana, Jerry	8-22-77		Machine Tool
12.	White, Peggy	5-16-78		Clinical Lab Science
13.	West, Charles	8-14-79		Accounting
14.	Cox, Doris	8-21-80		Academic Skills
15.	Pifer, Ralph	8-4-81		Psychology/Sociology
16.	Clydesdale, David	8-29-83		Math
17.	Cogdall, Jean	7-23-84		Electronics
18.	Breed, Thomas	9-23-85		Counseling
19.	Leseman, Jolene	4-28-86	5-9-86	Physical Education
20.	Day, Dennis	7-27-87	7-2-87	Data Processing

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
21.	Gehlbach, Chris	7-27-87	7-13-87	Nursing
22.	Etter, Ernie	7-26-88		Math
23.	Shaff, Steven	5-22-89		Math
24.	Williamson, Judy	6-26-89		English
25.	Turk, Kay	7-31-89	8-2-89	Learning Assistance Center
26.	Hill, Debi	7-31-89	8-3-89	Speech/English
27.	Lynch, Janet	8-27-90	8-30-90	Nursing
28.	Tufty, Jeanine	8-27-90	9-1-90	Nursing
29.	Kiele, Beverly	3-25-91		Rad Tech
30.	Berkey, Noel	7-29-91	8-7-91	English
31.	Smith, Bradley	6-22-92	7-7-92	Biology
32.	Hamlin, Leon	8-24-92	10-7-92	Criminal Justice
33.	Edelbach, David	8-24-92	10-8-92	Chemistry
34.	Kidder, Mary Lou	5-23-94	5-30-94	Computer Information Systems
35.	Cunningham, Pam	4-27-95	5-30-95	Nursing
35.	Schreiner, Stephanie	4-27-95	5-30-95	Nursing
36.	Bradshaw, Randall	5-22-95	6-16-95	Physics
37.	Murray, Kris	6-26-95	6-30-95	Humanities
38.	Okey, Deborah	11-27-95	12-8-95	English

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
39.	Hill, Judith	12-18-95	12-21-95	Human Services
40.	Matheney, Janet	1-22-96	2-9-96	Counseling
41.	Breen, David	5-28-96	6-4-96	Biology
42.	Megill, Kevin	5-28-96	6-8-96	Computer Information Systems
43.	Nunez, Steve	5-28-96	6-15-96	Biology
44.	Anderson, Judy	7-23-96	7-26-96	Learning Resource Center
45.	van der Wege, Robertus	8-22-97		Art
46.	Atchley, Charles	5-20-98	6-13-98	Physics/Math
47.	McMahon, Paul	7-27-98	8-18-98	Technology
48.	Vandercreek, Cathy	5-24-99	5-26-99	Computer Information Systems
49.	Lewis-Barr, Laura	6-28-99	7-10-99	Speech/Theatre
50.	Wright, James	6-28-99	7-12-99	Sociology
51.	Dowiat, Mona	6-28-99	7-13-99	Counselor
51.	Daly, Ann	6-28-99	7-13-99	Counselor
52.	Brady, James	7-26-99	8-16-99	Electronics
53.	Fountain, William Bryan	8-23-99	8-24-99	Technology (CAD)
54.	Sileven, Larry	12-20-99	12-21-99	Technology (HRS)
55.	Klein, Colleen	12-20-99	12-29-99	Nursing

504.01 Foreign Students

The Board of Trustees of Sauk Valley Community College recognizes the value of better world understanding. In support of this belief, the following policy shall be in effect.

An international student may attend Sauk Valley Community College on a resident tuition basis provided that the student meets the following requirements:

- A. Be sponsored by a regular tax-paying resident of the Sauk Valley Community College district;
- B. Be willing to serve as a community resource person to make speeches and presentations to interested community groups; and
- C. Live in the College district while attending Sauk Valley Community College.

2/12/79

3/23/87

506.01 Institutional Membership in Organizations

Sauk Valley Community College may maintain institutional membership in representative organizations which promote the general interests of the College as recommended by the President of the College or the Board. He shall periodically assess the value of continuing membership in any organization and recommend changes for Board consideration.

2/12/79

3/23/87

505.01 Gifts, Grants, and Donations

Offers of appropriate gifts, grants, and donations to Sauk Valley Community College, whether real or monetary, may be officially accepted by action of the College Board on recommendation of the President.

When gifts or grants to the College are given in the name of an individual and/or for a specific purpose, this shall be noted by the Board and acknowledged by the President.

The Board of Trustees, through the College President, will encourage any persons who wish to give gifts to the College which require regular management, to instead make those gifts to the Sauk Valley Community College Foundation.

The President shall report all such actions and recommendations to the Board; provided, however, when the donor shall inform the President that the donor wishes his, her, or its identity to remain anonymous, the President shall not disclose such identity.

2/12/87

3/23/87

3/26/90



MEMORANDUM³

TO: Richard Behrendt

FROM: Ruth Bittner *RB*

DATE: January 13, 2000

SUBJECT: Analysis of Medical Benefits Costs

Health insurance is the highest-cost benefit the College offers its employees, accounting for about \$400,000, or 5%, of the annual operating funds budget. Therefore, it's important to review it from a financial perspective periodically to ensure that the costs are reasonable for the value received.

Background

In August 1992 the College adopted a partial self-insurance plan for employee health care benefits. Under the plan, health care providers send claims to our plan administrator, PBA Inc., which pays the claims and then bills the College weekly for reimbursement. Therefore, the College pays the actual costs of employees' medical bills instead of premiums to an insurance company. However, liability for large claims is limited, since we purchase a stop-loss insurance policy from PBA to cover claims between \$50,000 and \$819,007 per person per year, and another aggregate stop-loss policy for claims exceeding \$819,007. In addition, employees with family coverage pay into the plan through payroll deduction.

Sauk's medical plan has undergone three changes in the last two years. In March 1998 optional prescription coverage was offered for non-faculty; in February 1999 that coverage became part of the standard plan for all employees. Also in February 1999 the plan added a preferred provider organization (PPO) option as an alternative to the traditional 80/20 indemnity-type coverage. The PPO option helps control costs because the providers who are part of the PPO group have agreed to charge discounted fees for College employees. Finally, in July 1999 retirees were dropped from the College's plan, since they could then join the new statewide community college retirees plan through SURS.

Cost Analysis

The attached Table 1 summarizes the College's health claims experience for fiscal years 1998 and 1999, as compared to the first six months of fiscal year 2000. (These figures include all employees, not just those whose salary and benefits are charged to the operating funds. About \$400,000 is budgeted in the operating funds, with the rest in grants, the auxiliary fund, and the liability/protection/settlement fund.) A quick look at the data might indicate that costs for FY 2000 are on a pace to rise well out of line with the previous years. However, a more in-depth analysis reveals that FY 2000 costs really

are well under control, in fact with a significant decrease. The actual and revised analyses appear on the table as “Actual Costs” and “Restated Costs.”

One might expect medical claims costs for FY 99 to increase about 10% from FY 98 due to inflation, but also drop by 4% or 5% because of five months in FY 99 of the lower-cost PPO option. Prescription claims should increase significantly with a full year of implementation for some employees and five months for others. For FY 2000, one would expect medical claims costs to decrease about 10% because of the PPO discount, balanced by a 10% inflationary increase; also, the cost for retiree claims should be gone because they are no longer part of the plan. Prescription claims should increase about 10% for inflation, plus more for a full year of usage by all employees. Retirees claims should be gone.

However, actual costs show a 20% decrease overall from FY 98 to FY 99 (from \$640,191 to \$510,638), and FY 2000 appears to be headed for an 80% increase over FY 99 (\$466,453 for a half year). These results seem puzzling and a cause for concern until one considers the change made in administration of the plan in the fall of 1999. From February 1999 through mid-fall, health care providers sent Sauk claims to Health Alliance, which reviewed them and calculated the PPO discount before sending them on to PBA for payment. We experienced significant delays in processing under that system, so during the fall the College ended its relationship with Health Alliance and transferred all processing and payment responsibilities to PBA. The data reflect these administrative delays. A review of weekly billings indicates that claims processing dropped from April through August; then most of the pre-July 1 claims finally made it through the system by early October, at which point weekly payments returned to a more consistent level. It should be noted that some old claims continue to trickle in even now.

To adjust the analysis for the delayed payments, the “Restated Costs” side of the chart assumes that all medical claims paid for active employees and retirees in July, August and September 1999 should have been part of FY 99 instead of FY 2000. Of course, this is an estimate – some of the claims paid that quarter were for FY 2000. However, that amount is balanced by the FY 99 claims that were paid after September, so the estimate should be reasonable.

After this timing shift, the “Restated Costs” side captures a more reasonable picture. It shows that FY 99’s medical claims increased by 5%, which can be explained by inflation, less savings from the PPO. Prescription claims increased significantly because of greater implementation of the program. The stop-loss premium increased by 35% because of a large claim paid out in FY 98. So, the total cost for FY 99 is in line with expectations based on FY 98.

Table 2 shows projected actual expense for the full year FY 2000, along with a rough tentative budget estimate for FY 2001. Assuming there are no extraordinary claims before the end of FY 2000, medical costs for active employees should decrease by about 40% from FY 99; even with extraordinary claims equal to the amount shown in the FY 2001 budget column there would still be a 10% decrease in costs. Prescription claims appear headed for a 65% increase over FY 99, indicating increased use above inflationary expectations as we experience the first full year with coverage of all employees. Retiree

costs are minimal, reflecting only catch-up payments for FY 99 claims. The stop-loss insurance and administrative fees are in line with FY 99.

In conclusion, the PPO option first offered in February 1999 appears to be doing the job of controlling medical costs, with a projected savings of at least 10%, or \$50,000, this year. Moving the retirees from the Sauk plan to the state plan will save the College about \$80,000 per year as soon as all the old claims are paid. It's too soon to tell for prescription costs – the first good comparisons will develop for FY 2001 vs. FY 2000, with two complete years of full coverage.

Finally, it's interesting to note that in 1992 Prudential planned to charge Sauk an annual premium of \$810,000. Eight years later the annual cost for self-insurance has not yet reached that level (projected \$649,825 in FY 2000; projected \$609,700 in FY 2001).

Insurance Reserve

When the College adopted self-insurance in August 1992, the financial impact was uncertain. Therefore, the accounting system was set up to charge the operating funds the same amount they would have been charged if we had continued paying premiums to Prudential. Instead of balancing that expense with a check to the company, though, we credited a restricted account in the Auxiliary Fund. Then the actual payments for medical costs were charged into that fund, along with employee payroll deductions for family coverage. This restricted reserve had the effect of smoothing operating expenses from year to year, since the operating fund absorbed only the standard budgeted amount while positive or negative variances ended up in the reserve. This reserve is the fund that is reported to the Board of Trustees each month on the "Medical Insurance Report."

The reserve is not needed operationally. Discussions with the College's audit manager and insurance agent indicate that some self-insured for-profit companies set up a reserve to gain tax benefits and also to maintain a one or two month cash flow reserve, which is the reason why some governmental agencies have similar funds. It is not a highly recommended or standard practice to have a reserve fund – instead, it's optional based on each entity's needs and preferences.

For Sauk, cash flow on the scale required for monthly medical payments is not a problem, so the cash flow benefit is moot. From an accounting principles perspective, all of the actual costs should be in the operating funds rather than the auxiliary fund. In the early years it was important to have the reserve because of the uncertainty of how well self-insurance would work. However, at this point the annual cost for medical benefits is as reasonably predictable as insurance premium rates would be at budget time. Stop-loss insurance protects the College from major losses, and smaller unexpectedly high claims are no different for the budget than are unexpected premium increases from an insurance company. Therefore, the reserve no longer serves the useful stop-loss purpose it once had. The reserve fund should, therefore, be eliminated, and all accounting for medical benefits should appear in the operating funds.

TABLE 1

Sauk Valley Community College
Medical Benefits Costs, FY 98 - FY 2000
As of 12/31/99

	FY 98	FY 99	FY 2000 (thru 12/31)
ACTUAL COSTS			
<u>Medical Claims (a)</u>			
Active employees	486,872	306,047	296,376
Retirees (b)	400,296	129,132	89,815
Less: Stop-loss reimbursement	-258,344	0	0
COBRA	6,947	830	146
Total Medical Claims	635,771	436,009	386,337
<u>Prescription Claims (c)</u>			
Active employees	7,466	45,446	35,639
Retirees	0	18,490	3,054
COBRA	0	82	239
Total Prescription Claims	7,466	64,018	38,932
TOTAL CLAIMS	643,237	500,027	425,269
Paid in for retirees	-65,491	-70,069	0
Paid in for active employees	-38,000	-42,000	-23,000
NET CLAIMS	539,746	387,958	402,269
Stop-loss insurance	59,719	80,414	36,438
Administrative fees	40,726	42,266	27,746
TOTAL MEDICAL BENEFITS COSTS	640,191	510,638	466,453

(a) PPO option added to coverage 2/1/99.

(b) Retirees coverage ended 6/30/99.

(c) Partial prescription coverage began 3/1/98; full coverage began 2/1/99.

	FY 98	FY 99	FY 2000 (thru 12/31)
RESTATED COSTS			
<u>Medical Claims</u>			
Active employees (a)	486,872	469,483	132,940
Retirees (a)	400,296	199,521	19,426
Less: Stop-loss reimbursement	-258,344	0	0
COBRA	6,947	830	146
Total Medical Claims	635,771	669,834	152,512
<u>Prescription Claims</u>			
Active employees	7,466	45,446	35,639
Retirees	0	18,490	3,054
COBRA	0	82	239
Total Prescription Claims	7,466	64,018	38,932
TOTAL CLAIMS	643,237	733,852	191,444
Paid in for retirees	-65,491	-70,069	0
Paid in for active employees	-38,000	-42,000	-23,000
NET CLAIMS	539,746	621,783	168,444
Stop-loss insurance	59,719	80,414	36,438
Administrative fees	40,726	42,266	27,746
TOTAL MEDICAL BENEFITS COSTS	640,191	744,463	232,628

(a) Transfer first three months coverage from FY 2000 to FY 99 due to delayed payments, total of \$233,825.

TABLE 2

Sauk Valley Community College
 Projected Medical Benefits Costs, FY 2000 and FY 2001
 As of 12/31/99

	Projected Actual <u>FY 2000</u>	Estimated Change	Estimated Budget <u>FY 2001</u>
Medical Claims	270,000	+ 10%	297,000
Prescription Claims	75,000	+ 15%	86,250
Paid in by Employees	-46,000	+ \$4,000	-50,000
Stop-Loss Premiums	72,000	+ 10%	79,200
Administrative Fees	45,000	+ 5%	47,250
Total Costs	416,000		459,700
FY 2000/FY 99 Timing Difference	233,825		0
Extraordinary Claims	0		150,000
FY 2000 Projected Actual Cost/FY 2001 Budget	649,825		609,700

Sauk Valley Community College
In-Service Presentation on Safety Procedures ✓
January 7, 2000

Safety depends on all of us. The Safety/Loss Control committee took the lead last semester in planning for safety. We talked about not just the type of gunman/hostage situations that have been in the news, but also more “traditional” emergencies such as fire or tornadoes, and nitty-gritty topics like how high the lip of a doorsill can be and still permit easy access for a wheelchair.

I’d like to tell you about some of the projects we’ve worked on and show you the tangible results of our meetings.

Emergency Evacuation of People in Wheelchairs

In an emergency, elevators aren’t always available. So, if someone in a wheelchair is on the third floor during an emergency, how do they get to the first floor? We looked at several options, including installing a fixed wheelchair lift in a stairwell, using various kinds of stretchers, or even just carrying the people downstairs. We settled on using the Garaventa Evacutrac, a sort of rolling stretcher/wheelchair contraption that is designed for use on stairs. Keith Bos met with our wheelchair-bound students individually during the fall to learn their needs and comfort levels with the different choices, and the Evacutrac seems to be the best. We’ve bought 2 of them, to be delivered very soon. They’ll be installed on the third floor, in the central main stairwell and in the westernmost stairs that reach the third floor. Our security and maintenance staffs will be trained in use of the Evacutracs, but we thought you’d like to see the demonstration video so that you’ll understand how it works, too.

Emergency Procedures Flipchart

Communication is key in an emergency. When a crisis hits, sometimes our thoughts just freeze, and we momentarily don’t know quite how to react. We were impressed with a version of this chart that another community college has done, so we decided to adapt it to Sauk. One will be posted in every classroom in the building and in office areas, and we’ll distribute it to faculty and staff as well

There is no way to script every emergency. If one could foresee every contingency and control all that happens, there would be no need for emergency plans, because there’d never be an emergency. But, in this chart we’ve tried to hit the “must know” steps for common types of crises. It covers things like who to call for help, where to go if there’s a tornado, what to do in a medical emergency, and more. We hope we never have to use the flipchart. If we’ve done our jobs well, hopefully the topics are self-explanatory.

Emergency Response and Crisis Management Plan

The flipchart is just the tip of the iceberg for how to manage an emergency. It includes just the most important, quick information that building occupants need to know. Backing that up is a complete plan, to be used by Jim Frederick, Scott Seeley, and the

other people who would be in charge during a crisis. We already have a plan in place, and the committee will continue editing it this semester.

Facilities Master Plan

The FUB, or Facilities Utilization Board, has been busy the last few months developing a site master plan. One section of that plan deals with safety and accessibility issues as they relate to our facility. The FUB asked the Safety/Loss Control Committee to write that chapter's draft, so they did. We expect the complete facilities master plan to be done in March, in time for overall college planning and budgeting.

Faculty and Staff Training

In the course of our discussions, a repeated theme has been that plans and building improvements are great things, but they'll work a lot better if people know how to carry them out. Now, we don't expect every employee to be a fully trained safety expert, ready to jump to the fore and perform emergency surgery or put out a fire or take out a gunman. In fact, we don't want you to do that. But, there are some skills that will help in an emergency and that should also improve each of our comfort levels in knowing what to do. The committee has suggested several topics for training seminars, and we're looking at offering them either at the March workshop day or some other time this year. Please note that one item on the list is a fire drill. It will probably be pre-announced – we don't want people to panic, and we don't want people to ignore it – we would like to get everybody's cooperation to run a really good drill so we know if our procedures work.

Grants Progress Report -- 1/18/00

Submitted by: Linda Little, Ph.D.
Director of Grants, Planning, and Institutional Research

Worked with faculty and administrators to develop and submit the following grant proposals:

- Tech Prep Student Transition Initiative (ICCB) – *Amt requested: \$15,000*
Status: Awarded \$15,000
- Leadership and Core Values Initiative (ICCB) - *Amt requested: \$15,000*
Status: Awarded \$12,500
- Illinois Virtual Campus Special Initiative Program
Amt requested: \$13,230
Status: Awarded \$13,230
- Community Partnerships for Information Technology Occupations
(ICCB Special Initiative Program - Information Technology Category)
Amt requested: \$38,025
Status: Not Awarded
- The Genesis of a Center for Innovative Teaching and Learning
(ICCB Special Initiative Program – Open Category)
Amt requested: \$23,293.50
Status: Not Awarded
- Community Internships – IBHE Cooperative Work Study Program
Amt requested: \$24,482
Status: Pending

Summary

Total number of proposals submitted (August 1 – January 6) = 6

Total amount requested = \$129,070

Total number awarded = 3

Total amount of grant money awarded = \$40,730

One proposal still pending for \$24,482

Shared Values Sauk Valley Community College

MEMBERS: Doris Cox, Deborah Hecht, Rosemary Johnson, Joan Kerber, Linda Little, Cal Lyons, Kevin Megill, Kris Murray, Sarah Partington, Karen Pinter, Patty Reighter, Kay Turk, Leah Wardell **STUDENT:** Sean Bond

REVIEW:

I. Leadership & Core Values Institute
The President, Vice President of Instruction, Vice President of Student Services, Vice President of Administration and a Professor of Sociology attended the Leadership and Core Values Institute on May 4, 1998.

II. Shared Values Team Formed
At the College's August 21, 1998 Fall In-Service, Dr. Richard Behrendt shared with the entire campus the concept of core values and how it was possible to use values as a springboard to our new planning phase at the College.

Following several discussions on Core Values, it was decided that a Sauk team would be formed to move the College forward in a process of Institutional Renewal, which had as its base -- Shared Values. The team organized a planning process to include discovery of shared values, review of the College mission statement, development of a shared vision statement, new strategic plan and operational plan, and finally preparation for the North Central Association Accreditation Visit.

III. Formation of a Community College Consortium
A grant proposal was submitted to ICCB, which was the collaborative work of five community colleges: Kaskaskia, Kishwaukee, Illinois Valley, McHenry, and Sauk Valley. The proposal included a four-day training session on Core Values and an invitation to Rush Kidder to work in various capacities with each College.

IV. Ethical Fitness Training
On October 26-29, 1998 Sauk Valley sent a shared values team to Crystal Lake for an Ethical Fitness Seminar and a Train-The-Trainer session on values conducted by the Global Institute of Ethics. The team, consisting of faculty, administration and support staff, identified core values and planned for the next steps for College implementation.

V. College-Wide In-service
January 1999, Rushworth Kidder was invited to explain the concepts of Core Values to the entire College and lead them through a discovery of Sauk Valley Community College's shared values. Five values were solidified upon: Respect, Responsibility, Fairness, Integrity, and Caring .

VI. Brown Bag Discussions

To facilitate continued discussion on shared values, weekly brown bag meetings were established. A key component to the discussions was application of the values, how does the college community live the values that have been identified, and how can values facilitate institutional renewal.

VII. Shared Values Statement Exercise

During the March spring workshop, the entire college was divided up into 10 different teams to work on College-wide value statements. All information was presented, discussed and the shared values' team combined the information into values' statement.

VIII. Dream/Vision

The shared values team went to the Leadership Colloquium I in Springfield, IL on March 28-30, 1999. Through this experience it was decided that a historical project would be started in conjunction with the values. A historical video would be made to rediscover the original dream of SVCC 35 years ago. Memorabilia will be collected and brought to a community room where individuals can gather to discuss vision, values, etc. and to renew the sense of community within the college. Also, a WEB page on ethics was developed for the College.

IX. Mission Statement

During the summer semester, the shared values team agreed to meet on a weekly basis to move the process forward. They rewrote the mission statement and discussed ways of incorporating the shared values/ethics into the daily lives of the college community.

X. Fall In-Service 1999

A major portion of the day was devoted once again to Shared Values. The committee's plan for moving the developed values, mission, vision and shared values statement through the NCA visitation process was shared with faculty and staff. A finalized mission statement was agreed upon. A panel of original SVCC faculty and staff shared their perspective on the values of Sauk at its inception.

XI. Leadership and Core Values Grant Proposal

The committee worked with Dr. Linda Little to write an ICCB grant proposal with the following objectives: (a) to raise the level of awareness of our values through increasing the visibility of the values statement and organizing archival material recapturing the college's history; (b) to further develop the abilities of faculty, staff, and students as leaders of this effort; (c) to integrate values development into instructional areas, staff development, and student development activities; and (d) to ensure that the knowledge gained through conference attendance and other experiences is actively shared with the college community.

SHARED VALUES AND LEADERSHIP GRANT 2000

Amount Funded : \$12,500

Major Components

Staff and Student Development:

- **Support Staff Retreat**
- **NISOD International Conference on Teaching and Leadership Excellence**
- **Institute for Leadership Education and Development (I-LEAD)**
- **Related Conferences i.e. Teaching Learning Conference**

Raising Level of Awareness of Shared Values

- **Historical Project**
- **Visible Evidence of Values**
 - Publications**
 - Brochures**
 - Meeting Rooms**
- **Instructional development and/or materials**
- **Membership in the Center of Academic Integrity**
- **Student Presentation at ICCB Leadership and Core Values Conference**
- **Shared Values Week (Student Government)**
 - Focus Groups**
 - Informal Discussions**
 - Shared Experiences**

SAUK VALLEY COMMUNITY COLLEGE ATHLETIC BOOSTER

CLUB ANNUAL ANTIQUE SHOW PROFITS

<u>Date</u>	<u>Profit</u>
September, 1989	\$1,134
January, 1990	1,528
January, 1991	1,678
January, 1992	2,846
January, 1993	3,275
January, 1994	2,589
January, 1995	3,423
January, 1996	3,599
January, 1997	2,881
January, 1998	3,074
January, 1999	2,120
January, 2000	2,805

For Board Meeting of
January 24, 2000

Agenda Item H-1

FACULTY APPOINTMENT - ENGLISH

Due to the retirement of Edward Beatty, the administration is recommending the temporary (Spring semester only) appointment of Amanda K. Vos of Oregon, IL.

RECOMMENDATION: Board approval of the temporary appointment of Amanda K. Vos as an English Instructor (Step 2) for Spring semester 2000 at a salary of \$12,978.50.

Instructions: This Recommendation for Appointment form is designed to provide authorization for all new employees and for changes affecting current employees. It can be obtained from the Coordinator of Personnel Services and is to be completed by the department Supervisor/Dean.

1. For new employees complete parts 1, 2 and 3:

Note: Special instructions may include conditions for new employees such as a 90 to 120 day probationary period.

The packet of information accompanying this form should contain at the minimum:

- A) Resume and/or application for employment.
- B) Reference checking documents.
- C) Interview evaluation.
- D) Memo indicating that the data compiled by AA/EEO was examined prior to final selection.
- E) Salary justification memo if the proposed salary is higher than the minimum band for that scale.
- F) Copy of the current job description.
- G) Demographics Form.

Once complete, the packet will be reviewed by the Affirmative Action Officer and the Coordinator of Personnel Services.

Authorizations:

- A) Applicants signature is required after the candidate has accepted the position. This confirms that the applicant understands and agrees to the terms and salary of the position.
- B) The packet is then reviewed and signed by the appropriate Supervisor/Dean and Vice President acknowledging the recommendation.
- C) Final approving authority will be the President's or the Board of Trustees depending on the position to be filled.

Once approved, the original packet will be forwarded to the Coordinator of Personnel Services.

2. For changes in biographical information complete parts 1, 2 and 3 as instructed above for new employees except, only packet items E), F) and G) are required.
3. For Temporary changes of current employees such as department or account number changes, complete part 1 and Supervisor/Dean's signature of part 3 only. No other information is required to accompany this form.

For Board Meeting of
January 24, 2000

Agenda Item H-2

PART-TIME FACULTY

The administration is recommending approval of the part-time instructors listed on the attached memorandum from Dr. Hecht.

RECOMMENDATION: Board approval of the instructors as presented.

SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: January 18, 2000
TO: Dr. Richard L. Behrendt
FROM: Dr. Deborah Hecht *Deborah*
SUBJECT: **Part-time Instructors for Board Approval**

The following new part-timers need board approval:

Mr. Tom Anderson	Math
Ms. Julie Arnold	Social Science
Ms. Odile Blasquez	Academic Skills
Mr. Richard Bourland	Social Science
Mr. Eric Grennan	Math
Mr. Bert Hagemann	Social Science
Mr. Ernest Huling	Business
Mr. James Kern	Social Science
Mr. Allen Lee	Business
Ms. Devona Mallory	Humanities
Mr. Brent Peters	Business
Mr. Joseph Picchi	Humanities
Mr. Wayne Walker	Business
Mr. John Wardell	Computer Information Systems
Mr. Charles Wilkinson	Social Science
Mr. David Wongstrom	Math

For Board Meeting of
January 24, 2000

Agenda Item I-1

BOARD POLICY 502.01 COLLEGE LIABILITY
(FIRST READING)

During the discussion of board policies presented for review at the December meeting, Attorney Pace pointed out that Board Policy 502.01 College Liability had an inaccurate statutory citation. Attached is a copy of the proposed change to update this policy and it is being presented for first reading.

RECOMMENDATION: Board approval for first reading of the proposed changes to Board Policy 502.01 College Liability.



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

LAW OFFICES

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January 5, 2000

JAMES L. REESE
THOMAS L. SANDERS
JOHN A. GUZZARDO
LISA A. TREVIRANUS
DANIEL C. HAWKINS
TIMOTHY B. ZOLLINGER
ROBERT T. LESAGE III
ROBERTA S. DILLON
TRENT L. BUSH

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

Re: Policy 502.01

Dear Richard:

As I mentioned at the last Board meeting, this policy has a statutory citation that is no longer specifically accurate. There are two alternatives: either change the statutory citation to say, "805/3-29," or the reference to the citation can be removed altogether, because it is not necessary to the policy.

As a matter of information, the current statute (which defines a duty of the Board to insure), provides, in relevant part as follows:

"[it is the duty of the College] to insure against any loss or liability of the district or board members, employees, and student teachers of boards against civil rights damage claims and suits, constitutional rights damage claims and suits and death, bodily injury and property damage claims and suits, including defense thereof, when damages are sought for alleged negligent or wrongful acts while such board member, employee, or student teacher is engaged in the exercise or performance of any powers or duties of the board, or is acting within the scope of employment or under the direction of the board. Such insurance shall be carried in a company licensed to write such coverage in this State."

The existing policy does not specifically parallel the statutory language. For example, note that the statute refers to "exercise of performance of any powers or duties of the Board..." but the policy does not include that provision. The statute also has a clause which obligates the College to indemnify and protect board members, employees, et al., and Policy 502.01 does not refer to the duty of the College to indemnify.

Dr. Richard Behrendt
Re: Policy 502.01
January 5, 2000
Page 2

To keep up with the vagaries of the law, and to avoid having the Policy conflict with possible court decisions in those situations where the right to indemnity or insurance may be in issue because of some sort of deliberate act that would preclude indemnification as a matter of public policy, you might want to consider a more truncated policy along the following lines:

The College shall indemnify board members and employees of the board, and provide liability insurance to insure the College, board members and employees of the board, as required by Section 805/3-29 of the Public Community College Act.

I am happy to discuss this with you if you'd like.

Very truly yours,

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

By  _____
Ole Bly Pace III

OBP:vh

PRESENT POLICY

p. 502

502.01 College Liability

In accordance with 103-29 of the Illinois Public Community College Act, insurance coverage shall be maintained to identify and protect board members and employees of the Board against death, bodily injury and property damage claims and suits, including defense thereof, when damages are sought for alleged negligent or wrongful acts, while such Board member or employee is acting within the scope of employment or under the direction of the Sauk Valley Community College Board.

The Board shall also insure against any loss or liability of the district, or Board members and employees of the Board against death, bodily injury and property damage claims and suits, including defense thereof, when damages are sought for alleged negligent or wrongful acts while such Board member or employee is acting within the scope of employment or under the direction of the Board. Such insurance shall be carried in a company licensed to write such coverage in this state.

2/12/79

3/23/87

PROPOSED POLICY

502.01 College Liability

The Board shall indemnify Board members and employees of the Board and provide liability insurance to insure the College, Board members and employees of the Board, as required by Section 805/3-29 of the Public Community College Act.

For Board Meeting of
January 24, 2000

Agenda Item I-2

CLOSED SESSION MINUTES

Since the Board has once again reviewed the closed session minutes, a resolution containing the dates of closed sessions that should remain closed should now be presented for approval. The remaining minutes (some of which were closed before) can now be opened to the public and will be placed in the notebook maintained in the office of the Secretary to the Board of Trustees.

RECOMMENDATION: Board approval to keep confidential the attached closed session minutes.

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
January 28, 1991	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 29, 1991	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 26, 1992 (second session)	Collective Bargaining
June 22, 1992 (second session)	Collective Bargaining
August 24, 1992 (first session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
(second session)	Collective Bargaining
February 22, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
March 22, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 24, 1993	Collective Bargaining
June 28, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
July 26, 1993 (first session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
July 26, 1993 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
August 23, 1993 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
September 27, 1993 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
January 24, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
February 4, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
March 28, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
April 24, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
May 23, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

Date of Closed Session

Reason to be kept confidential

June 27, 1994
(first session)

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees; Sale or
Acquisition of Real Estate

(second session)

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

November 28, 1994

Board Self-Evaluation

December 19, 1994

Litigation When an Action has
been Filed or is Probable

January 23, 1995

Litigation When an Action has
been Filed or is Probable

February 1, 1995

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

March 27, 1995

Collective Bargaining

April 27, 1995

Collective Bargaining; Litigation
When an Action has been Filed
or is Probable; Setting Price for
Real Estate

May 22, 1995

Collective Bargaining;
Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

June 26, 1995

Litigation When an Action has
been Filed or is Probable;
Collective Bargaining

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
July 24, 1995	Collective Bargaining; Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
August 28, 1995	Collective Bargaining
September 29, 1995	Collective Bargaining
October 3, 1995	Collective Bargaining
October 18, 1995	Collective Bargaining
October 23, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
November 27, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
December 18, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
January 22, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
February 26, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
March 25, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

Date of Closed Session

Reason to be kept confidential

April 22, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

May 28, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees; Collective
Bargaining

June 17, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

July 22, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

August 26, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

September 30, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

November 25, 1996

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

January 27, 1997

Appointment, Employment,
Compensation, Discipline,
Performance or Dismissal of
Specific Employees

Date of Closed Session

Reason to be kept confidential

March 24, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate

April 28, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Sale or Acquisition of Real Estate

May 27, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

June 23, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Litigation When an Action has been Filed or is Probable

July 28, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining

August 25, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Litigation When an Action has been Filed or is Probable; Collective Bargaining

September 22, 1997

Collective Bargaining; Litigation When an Action has been Filed or is Probable

Date of Closed Session

Reason to be kept confidential

October 27, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining

December 22, 1997

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate

January 26, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining

February 6, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

February 23, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Litigation When an Action has been Filed or is Probable

March 23, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

April 29, 1998

Collective Bargaining; Sale or Acquisition of Real Estate

May 26, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Sale or Acquisition of Real Estate

Date of Closed Session

Reason to be kept confidential

June 25, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Litigation When an Action has been Filed or is Probable

July 27, 1998

Sale or Acquisition of Real Estate; Litigation When an Action has been Filed or is Probable; Collective Bargaining

August 24, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

October 26, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees, Closed Session Minutes Discussion, Sale or Acquisition of Real Estate

November 23, 1998

Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Litigation When an Action has been Filed or is Probable

December 21, 1998

Collective Bargaining; Pending Litigation; Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees

January 25, 1999

Pending Litigation; Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

March 1, 1999
(February Meeting)

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

March 22, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

April 26, 1999

Open the portion of minutes regarding Harry
Cottrell's resignation, Deborah Hecht 's
appointment as Vice President of Instructional
Services, and part-time salary increases

Balance remain closed:
Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

May 24, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees; Attorney/
Client Discussion

June 28, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees, Semi-annual
Discussion on Closed Session
Minutes

The paragraph regarding Trustee Thompson
may be opened

July 26, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

August 23, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

September 27, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees

October 25, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees and
Pending Litigation

December 20, 1999

Appointment, Employment,
Compensation, Discipline,
Performance, or Dismissal of
Specific Employees and
Pending Litigation

For Board Meeting of
January 24, 2000

Agenda Item I-3

CALCOMP TECHJET PLOTTER DONATION

The College has received a donation of a Calcomp TechJet Plotter for our Computer Aided Drafting program. Bryan Fountain (CAD instructor) worked with Dana Fellows of Northwestern Steel and Wire to facilitate this donation.

RECOMMENDATION: Board approval to accept the donation of a Calcomp TechJet Plotter from Northwestern Steel and Wire, with a letter of appreciation to be sent to Mr. Fellows.

SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: January 18, 2000

TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht



RE: Plotter Donation

Linley White has informed me that Northwestern Steel and Wire Company has donated a Calcomp TechJet Plotter for the Computer Aided Drafting program. Also included in the donation was a supply of ink cartridges. Bryan Fountain, Assistant Professor of Industrial Technology (CAD) worked with Northwestern Steel and Wire to facilitate this donation. An appropriate letter of acceptance and appreciation should be sent to:

Dana Fellows
Design and Drafting Department
Northwestern Steel and Wire Company
121 Wallace Street
Sterling, IL 61081

js

copy Linley White
Bryan Fountain

BOND INVESTMENTS

Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.65	02-15-00	468,263.13
Liability, Protection & Settlement	Hawaii St.	4.00	11-01-00	493,492.84
Liability, Protection & Settlement	Federal Home Loan Bank	5.87	09-17-01	465,106.95
Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.90	02-15-02	556,745.24
Liability, Protection & Settlement	Naperville, IL	4.20	12-01-02	542,575.35
Liability, Protection & Settlement	Alachua Cnty Fal Sch	4.20	07-01-02	48,786.41
Liability, Protection & Settlement	Cook County II Twp	5.00	12-01-03	581,288.76
Liability, Protection & Settlement	Seattle WA L&P	4.70	11-01-04	228,211.30
Liability, Protection & Settlement	GA Mun Elec Auth	4.70	01-01-05	378,488.89
Liability, Protection & Settlement	NC Mun Elec Auth	5.25	01-01-06	311,835.47
Liability, Protection & Settlement	Sun Prairie Wis Sch	5.20	04-01-06	337,648.75
Liability, Protection & Settlement	Las Cruces NM	5.10	12-01-06	202,914.48
Liability, Protection & Settlement	Houston TX Wtr & Swr System	4.60	12-01-06	50,988.83
Liability, Protection & Settlement	Carol Stream IL Tax	5.20	01-15-07	201,643.72
Liability, Protection & Settlement	Anch AL Tel Util	5.30	03-01-07	<u>154,620.03</u>
SUBTOTAL BONDS				\$5,022,610.15

TOTAL INVESTMENTS

\$10,722,610.15SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY
PRESIDENT
SECRETARY - *prop term*DATE 1/24/2000

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
January 24, 2000

		INTEREST RATE	
	Sterling Federal, Sterling	4.48	\$923,489.64
Bookstore Account	Sterling Federal, Sterling	4.66	100,618.82
Illinois Public Treasurers	Mercantile Bank,		
Investment Pool	Springfield	5.20	786.57
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			2,727,895.03
FINANCIAL			
Restricted	Sterling Federal, Sterling		161,043.73
Insurance Account	Sterling Federal, Sterling		0.00
SUBTOTAL NON-INTEREST BEARING CHECKING ACCOUNTS			161,043.73
MONEY MARKET			
ABN-AMRO Investment Services, Inc.		4.97	65.10
SUBTOTAL MONEY MARKET FUNDS			65.10
TOTAL CHECKING ACCOUNTS			

FUND		INTEREST RATE	MATURITY DATE	AMOUNT
Educational Fund	First National Bank, Amboy	6.21	04-12-00	\$ 500,000.00
Operations & Maintenance	Bank, Amboy	6.10	04-12-00	100,000.00
Protection, Health & Safety	Union Bank, Tampico	6.05	06-07-00	400,000.00
Protection, Health & Safety	Sterling	5.25	01-30-00	100,000.00
Protection, Health & Safety	First National Bank, Amboy	5.51	04-09-00	200,000.00
Protection, Health & Safety	Bank, Amboy	6.10	04-12-00	100,000.00
Protection, Health & Safety	Grand National Bank, Sterling	5.43	06-30-00	200,000.00
Working Cash	Union Bank, Tampico	5.16	04-03-00	1,000,000.00
Working Cash	Marquette Bank, Morrison	5.00	02-01-00	200,000.00
Working Cash	Community State Bank, Rock Fal	5.54	07-22-00	1,000,000.00
Working Cash	Community State Bank, Rock Fal	5.54	07-22-00	300,000.00
Liab., Prot. & Settlement	First National Bank, Amboy	5.51	03-09-00	100,000.00
Liab., Prot. & Settlement	First National Bank, Amboy	6.10	04-12-00	100,000.00
Liab., Prot. & Settlement	Community State Bank, Rock Fal	5.54	07-22-00	200,000.00
Liab., Prot. & Settlement	Amcore Bank, Sterling	5.67	08-10-00	200,000.0
Building Bond Proceeds	Grand National Bank, Sterling	5.24	02-19-00	1,000,000.0
SUBTOTAL INVESTMENTS				\$ 5,700,000.00