

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

May 22, 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. Bills Payable

| | | |
|--------------------|-----------------------|---------------------|
| 4. Payrolls | April 30, 2000 | \$194,179.68 |
| | May 15, 2000 | \$197,640.07 |

5. Budget Report

**6. Board Policy 427.01 Sexual Harassment Policy Changes
(Second Reading)**

**7. Board Policy 510.01 Travel of College Personnel Changes
(Second Reading)**

8. Paramedic Program Lab Fees

9. Addendum to the SVCC-RVC Cooperative Agreement

E. President's Report

1. Monthly Policy Reviews - 516.01, 517.01, 518.01

2. Nursing Program Expansion (attached)

3. Women's Tennis Team (attached)

4. Men's Baseball Team (attached)

5. Paul Simon Student Essay Contest Honorable Mention (attached)

5. National Colloquium - Dr. Hecht

6. Enrollment Update

F. Financial Reports and Actions

1. Protection, Health, and Safety Project - HVAC Controls Bid

2. Protection, Health, and Safety Project - Asbestos Removal Bid

3. Emergency Telephones in Classrooms

4. Tentative 2000 - 2001 Budget (First Reading)

G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective bargaining, and closed session minutes consideration)

H. Personnel

- 1. Faculty Appointment - Speech and Political Science**
- 2. Faculty Appointment - English and History**
- 3. Faculty Appointment - English and American Culture**
- 4. Faculty Appointment - Music**
- 5. Faculty Resignation**
- 6. Faculty Early Retirement Request**

I. Other

None

F. Reports

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

G. Adjournment

Board of Trustees

June 26, 2000

July 24, 2000

August 28, 2000

ICCTA Monthly Meetings

**June 15, 16, 17 - Decatur
Annual Convention**

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

May 22, 2000

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on May 22, 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:

| | |
|---------------------------|---------------|
| Edward Andersen | Thomas Jensen |
| Robert Thompson | Nancy Varga |
| Pennie von Bergen Wessels | B.J. Wolf |
| William Simpson | Sean Bond |

Welcome: On behalf of the Board, Chair Simpson welcomed the new Student Trustee, Sean Bond.

SVCC Staff:

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

Consent Agenda: It was moved by Member Wolf and seconded by Member Thompson that the Board approve the Consent Agenda. It was then moved by Member Wolf and seconded by Member Andersen that the Board amend that motion and delete Item 7 from the Consent Agenda. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

It was moved by Member Wolf and seconded by Member Varga that the Board approve (Item 7) Board Policy 510.01 Travel of College Personnel for second reading. Discussion followed. It was then moved by Member Wolf and seconded by Member Varga that the Board amend this motion to include changing the wording on the second page of the policy – the scheduled time for lunch should read. . . “Prior to 11 a.m.” and re-submit this policy for second reading. In a roll call vote on the amended policy, the following was recorded: Ayes - Members Andersen, Jensen,

Thompson, Varga, Wolf and Simpson. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Bond advisory vote: aye.

President's Report:

President Behrendt reported on the expansion of the Associate Degree Nursing Program, the success of the women's tennis team at Nationals held in Tucson, Arizona, that the men's baseball team won the Region IV Championship for the first time in the history of the College, that Sauk student Bonnie M. Hvarre was one of two finalists chosen to receive Honorable Mention in the 2000 Paul Simon Student Essay Contest, that Vice President Hecht had been chosen to attend a summer colloquium on academic credentialing, and that summer enrollment to date was up 10.5% in credit hours.

Protection, Health, and Safety - HVAC Controls Bid:

It was moved by Member Andersen and seconded by Member Jensen that the Board approve the bid of Honeywell of Peoria in the amount of \$205,300 for the replacement of the temperature control system computer, with funds to be derived from the Protection, Health, and Safety Fund. In a roll call vote, the following was recorded: Ayes - Members Andersen, Jensen, Thompson, Varga, von Bergen Wessels, and Simpson. Nays - Member Wolf. Motion carried. Student Trustee Bond advisory vote: aye.

Protection, Health, and Safety - Asbestos Removal Bid:

It was moved by Member Wolf and seconded by Member Thompson that the Board approve the low bid of Air Care, Inc. in the amount of \$29,426 to remove the asbestos from Room 2K2, with funds to be derived from the Protection, Health, and Safety Fund. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Emergency Telephones in Classrooms:

It was moved by Member Andersen and seconded by Member Jensen that the Board approve the purchase of 83 digital telephones for SVCC classrooms from Lucent Technologies in the amount of \$39,143 with funding from the Liability, Protection, and Settlement Fund. In a roll call vote, the following was recorded: Ayes - Members Andersen, Jensen, Thompson, Varga, Wolf, and Simpson. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Bond advisory vote: aye.

Tentative 2000 - 2001 Budget (First Reading): It was moved by Member Thompson and seconded by Member Jensen that the Board approve for first reading the balanced Tentative 2000 - 2001 Budget. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Closed Session: At 7:40 p.m. it was moved by Member Andersen and seconded by Member Varga that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective bargaining, and closed session minutes consideration. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Regular Session: The Board returned to regular session at 7:55 p.m.

Closed Session Minutes: It was moved by Member Andersen and seconded by Member Thompson that the Board approve the minutes of the April 24 closed session. In a roll call vote the following was recorded: Ayes - Members Andersen, Jensen, Thompson, Varga, von Bergen Wessels, and Wolf. Abstain - Member Simpson. Motion carried. Student Trustee Bond advisory vote: aye.

Faculty Appointments:

Speech and Political Science: It was moved by Member Wolf and seconded by Member Thompson that the Board approve the appointment of Paul R. Edelman as an Assistant Professor (Step 2) of Speech and Political Science, effective August 16, 2000, at a 10-month salary of \$29,823. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

English and History: It was moved by Member Jensen and seconded by Member Varga that the Board approve the appointment of Richard Eichman as an Assistant Professor (Step 1) of English and History, effective August 16, 2000, at a 10-month salary of \$29,039. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

English and American Culture: It was moved by Member Jensen and seconded by Member Varga that the Board approve the appointment of Dr. Randall Norris of Crossville, TN as an Associate Professor (Step 7) of English and American Culture, effective August 16, 2000, at a

10-month salary of \$38,081. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Music: It was moved by Member Jensen and seconded by Member Thompson that the Board approve the appointment of Juel Iwaasa as an Instructor (Step 1) of Music, effective August 16, 2000, at a 10-month salary of \$25,885. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Faculty Resignation: It was moved by Member Andersen and seconded by Member Varga that the Board accept the resignation of Leon Hamlin, Assistant Professor of Criminal Justice. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Faculty Early Retirement Request: The administration withdrew this agenda item.

Reports: Student Trustee Bond did not have a report.

ICCTA Representative Thompson reminded the Board of the Annual Meeting to be held in Decatur on June 15, 16, and 17.

Foundation Liaison Andersen reported on the Single Moms donations, the Honors Scholarship luncheon, and the status of the student housing project.

Adjournment: Since the scheduled business was completed, it was moved by Member Varga and seconded by Member von Bergen Wessels that the Board adjourn. The next regular meeting will be held on June 26, 2000 at 7 p.m. in the Third Floor Board Room of the College. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

The Board adjourned at 8:30 p.m.

Respectfully submitted:



Thomas W. Jensen, Secretary - 
Robert J. Thompson

For Board Meeting of
May 22, 2000

Agenda Item D-6

**BOARD POLICY 427.01 SEXUAL HARASSMENT POLICY CHANGES
SECOND READING**

The changes to the Sexual Harassment Policy were approved for first reading at the April meeting and are now being submitted for second reading.

RECOMMENDATION: Board approval of the changes to Board Policy 427.01 Sexual Harassment for second reading.

PROPOSED CHANGES FOR SECOND READING

427.01 Sexual Harassment Policy

Changes are on p. 451 and p. 452

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

1. **Definitions** -

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

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

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

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

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

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

- (2) Where unwelcome sexual advances or requests for sexual favors or conduct of a sexual nature has the purpose or effect of substantially interfering with an individual's work performance or creates an intimidation, hostile, or offensive working environment.
- B. "Aggrieved Party" shall mean any employee or student who believes he or she has been the victim of sexual harassment by an employee or at an employee's behest.
- 2. Sexual Harassment Officers (SHO) - The College shall designate two Sexual Harassment Officers (SHO). The Affirmative Action Officer shall be designated as one and the President shall appoint the other. There shall be equal gender representation. SHO shall have the responsibility to observe compliance with this policy, shall have such further responsibilities as are provided herein, and shall have such other related duties as may be assigned from time to time.
- 3. Sexual Harassment Committee (SHC) - The SHC shall include the members of the members of the Affirmative Action Committee, both Sexual Harassment Officers and the Coordinator of Personal Services.
 - A. Function -
 - 1. The SHC shall monitor procedures and policies pertaining to sexual harassment.
 - 2. The SHC shall monitor/provide an educational awareness program pertaining to sexual harassment.
 - B. Frequency of Meetings - the SHC shall meet at least once a year.
- 4. Violations of Policy - It shall be a violation of this policy for any person employed

by the College who is authorized to recommend or to take personnel actions affecting an employee, or who is otherwise authorized to transact business or to perform acts or services on behalf of the College to do any of the following:

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

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

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

- A. An aggrieved person who feels comfortable in doing so should immediately inform the person engaging in sexual harassment that such conduct or communication is offensive unless stopped.
- B. If an aggrieved individual does not wish to communicate directly with the person whose conduct is offensive, or if an aggrieved individual has had direct communication with the offending party but that communication has been unavailing, then such aggrieved party should contact a SHO. In the absence of both SHO's, the aggrieved individual shall contact a member of the SHC. An aggrieved person alleging sexual harassment by the SHO or a failure of the SHO to take immediate action on the aggrieved person's complaint, shall contact the President of the College. In the event that the aggrieved person alleges that the President of the College is the person committing acts of sexual harassment, the aggrieved party shall contact the Chairperson of the Board of Trustees.
- C. Complaints of sexual harassment made to the SHO or a member of the SHC, or to the President of the College, or to the chairperson of the Board of Trustees shall be handled as follows:
 1. Investigation - The person receiving the report shall cause an investigation to be initiated within 24 hours. The investigation shall be conducted diligently and shall include at least the following:
 - a. Interview of the person making the complaint to determine facts, circumstances, and identity of witness.

- b. Interview of the person who allegedly committed the harassment and, as necessary and appropriate, interview of any witness to the events alleged.
2. Confidentiality - The matters learned in the investigation shall be kept confidential only to the extent consistent with needs to make disclosure to effect remediation or to protect the interests of the College.
3. Remedy
 - a. If in the judgement of the SHO, (or other person responsible for the investigation) it is more probably true than not true that the claimed sexual harassment occurred, the SHO or other responsible person shall, individually or with the SHC, as appropriate, promptly formulate and effect a proposed plan to remedy the harassment.
 - b. If the SHO or other person responsible for the investigation does not have the authority to effect the recommended resolution, the SHO shall make prompt report of the findings and of the recommended action to the President or, as appropriate, to the chairperson of the Board of Trustees. The appropriate officer or the Board of Trustees shall consider the proposed remedy, and shall impose discipline in accordance with the disciplinary policies of the College and take such other steps as are reasonably necessary to correct problems created by the sexual harassment.

THE FOLLOWING ADDITION (c.) WAS SUGGESTED BY THE SEXUAL HARASSMENT COMMITTEE AND APPROVED BY ATTORNEY PACE:

- c. The SHO (or other person responsible for the investigation) shall promptly serve written notice on the claimant and on the respondent of the action taken as a result of the investigation.

THE FOLLOWING ADDITION TO THE POLICY (4. Appeal) WAS RECOMMENDED BY ATTORNEY PACE AND APPROVED BY THE SEXUAL HARASSMENT COMMITTEE

4. Appeal - In the event either the person making the complaint or the person complained of wishes to appeal the decision reached pursuant to paragraph 6 C 3., such person may utilize the appeal provisions of the College's Affirmative Action Plan grievance procedures. For purposes of an appeal of a decision made pursuant to this policy, the decision of the SHO shall be equivalent to the decision of the Affirmative Action Officer under the Affirmative Action Plan and notice of the SHO's decision shall be equivalent to notice under the Affirmative Action Plan grievance procedure. On request by the person seeking to appeal, the SHO shall provide direction on means and necessary steps to make the appeal.
- D. When a complaint of sexual harassment does or will likely result in discipline of an employee, the SHO shall furnish a written report to the President of the College within ten days of the date the complaint of sexual harassment is first made to the SHO or appointed alternate, or to the SHC. Such report shall contain, at minimum:
 - The date of the receipt of the complaint;
 - Identification of the complainant;
 - Identification of the party or parties and the action complained of including relevant background facts and circumstances;
 - A statement detailing the scope of the investigation that has been undertaken and the result thereof;
 - A statement of the corrective measures pursued including discipline imposed, the date such measures were undertaken and the results achieved; and

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

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

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

8. Non-Retaliation

- A. Initiation of a complaint of sexual harassment will not adversely affect the aggrieved person's employment, compensation, or work assignments, or position as a student.
- B. The College will not retaliate against any employee for utilizing the charge provisions of the Illinois Department of Human Rights, Illinois Human Rights Commission or Equal Employment Opportunity Commission.

9. Consensual Relationships

- A. Perceived sexual harassment frequently occurs in a situation where there is a superior/subordinate relationship between the parties to the relationship. Such relationships exist between administrator and faculty or staff, between faculty member and staff member, between staff and students, or between faculty and students.

- B. In evaluating whether sexual harassment has occurred, the superior employee's perception of consent shall not be given greater weight than the student's or subordinate's assertion that the relationship was not one of mutual or voluntary consent simply because of the superior employee's position or status.
- C. College employees who enter into a sexual or amorous relationship with a student or subordinate where a professional relationship exists shall recognize that, if a charge of sexual harassment is subsequently made, the student or subordinate will assert the relationship was not one of mutual or voluntary consent.
- D. If an employee enters or seeks to enter into a sexual relationship with a student or subordinate when a professional relationship exists, and the student or subordinate brings any complaint or action against the College claiming sexual harassment, the College shall utilize all appropriate legal recourse against the employee to recover all costs, expenses, settlements, judgments, awards and attorneys fees incurred by the College in any way arising out of such claim or action.

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

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

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

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

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

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

Illinois Human Rights Commission

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

08/26/91
11/22/93
11/28/94
6/25/98

For Board Meeting of
May 22, 2000

Agenda Item D-7

**BOARD POLICY 510.01 TRAVEL OF COLLEGE PERSONNEL CHANGES
SECOND READING**

Revisions to Board Policy 510.01 Travel of College Personnel were approved (with further revisions) at the April meeting and are now being submitted for second reading.

RECOMMENDATION: **Board approval for second reading of revised Board Policy 510.01 Travel of College Personnel.**

SECOND READING

Proposed changes are in italic.

510.01 Travel of College Personnel

A. Vice Presidents shall regulate travel within their respective offices subject to the limitations of the budget provided. Accountability for expenses incurred while traveling will be made by the individual, the responsible Vice President and the President, in accordance with procedures and forms issued by the Business Office and accepted accounting practices.

B. Reimbursement for college travel will be as follows:

1. In-district Travel

All personnel will regard their places of instruction or duty, as their regular places of work. No reimbursement will be allowed for travel from home to the regular place of work or duty. Logs will be kept of all in-district travel, and reimbursement must be approved by the *President, at least*

Vice Presidents and Deans. Logs will be turned in monthly for reimbursement claims for in-district travel.

2. Out-of-district Travel

Out-of-district travel requires prior approval initiated by proper written request, unless performed under emergency conditions. Meals are subject to reimbursement up to \$25.00 per day including tips (\$5.00 for breakfast, \$7.00 for lunch and \$13.00 for dinner). For a full day trip, *Reasonable expenses over these allowances will be reimbursed upon the*

submission of receipts for all meals, ~~with a total daily maximum of \$50. If the trip is less than a full day, reimbursement over the meal allowance will be paid with submitted receipts not to exceed \$50, and with the approval of the appropriate Vice President and the President. No reimbursement will be provided for the purchase of alcoholic beverages.~~

Meal allowances up to \$25 per day will be reimbursed as per the following schedule:

| Meals | Leave Home | Home After | Return Amount |
|-----------|------------------|------------|------------------|
| Breakfast | Prior to 7 a.m. | 10 a.m. | \$5.00 |
| Lunch | Prior to 11 p.m. | 2 p.m. | 7.00 |
| Dinner | Prior to 4 p.m. | 7 p.m. | 13.00 |

No food reimbursement will be made in connection with travel of less than three hours duration. Costs of banquets or special meals may be included as the actual costs of the occasion in lieu of the per diem and/or per meal cost.

Lodging is to be reimbursed by receipts to be submitted.

Reimbursement on fares for public transportation will be based on the actual tax exempt fare.

On July 1 of each year, the rate of reimbursement when using personal automobiles for college travel will be adjusted to reflect the current IRS tax deduction rate. When staff members travel together by automobile, mileage will be claimed by the owner of the car. Personal credit cards may be used, but copies of the bills must be provided when reimbursement claims are made. Dependents traveling with college

personnel are not eligible for any reimbursements. All expenses to be reimbursed must be based on receipts submitted with the exception of mileage, some meals (see explanation), cab fares, and tolls for bridges, highways, etc.

C. Any member of the faculty or staff who is acting as host *for a* guest of the College will act in such capacity upon the request of the President or Vice Presidents. Arrangements for lodging, transportation, and meals may be requested for such guests, and the responsible individual will attend to proper billing and all other elements of concern. The acting host will also attend to arranging for introductions, local transportation, and other kindly considerations which will assure the guest of the college's interest in *his/her* comfort and well-being.

All authorized out-of-pocket expenses incurred by the designated host will be reimbursed if they are incurred in connection with *his/her* function in that capacity.

10/22/80

4/1/81

3/27/89

2/26/90

3/27/00

For Board Meeting of
May 22, 2000

Agenda Item D-8

PARAMEDIC PROGRAM LAB FEES

The administration is recommending lab fees for the courses in the Paramedic Program.

RECOMMENDATION: Board approval of lab fees as indicated for the Paramedic Program.

**SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES**

MEMORANDUM

DATE: April 25, 2000

TO: Dr. Richard L. Behrendt

FROM: Dr. Deborah Hecht 

RE: Recommendation for Lab Fees for the Paramedic Program

Attached is Rosemary Johnson's recommendation for lab fees for the paramedic program. I am in agreement with her recommendation and I am requesting approval by the SVCC Board of Trustees.

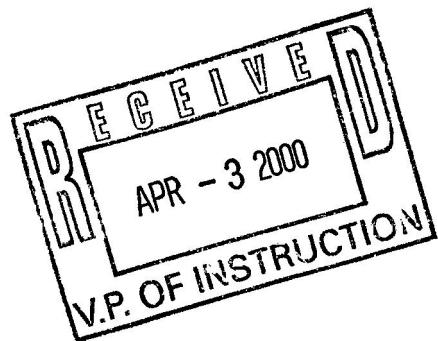
js

attachment

Sauk Valley Community College

Health Careers Education

Memorandum



To: Dr. Deborah Hecht

From: Rosemary Johnson *(Signature)*

Date: April 3, 2000

Subject: Recommendation for Lab Fees for Paramedic Courses

I am recommending that we attach a lab fee to the following courses for the Paramedic Program:

EMS 106 EMTI/Paramedic I fee \$50.00

Rationale: The students learn to start an IV during this course. Each student will need to have the following items:

| | |
|-----------------------------|-----------|
| 3 sets of primary IV tubing | - \$12.30 |
| 8 angiocaths | \$11.50 |
| 4 safetylok syringes | \$00.76 |
| 10 4x4s | \$00.71 |
| 3 500 cc IV bags | \$26.21 |
| Total | \$51.48 |

The students will also use other items when learning to start IVs such as Band-Aids, alcohol swabs and betadine swabs, and gloves.

EMS 111 Paramedic II fee \$10.00

Rationale: The students will learn to administer medications. Students will use varying amounts of equipment for practice; commonly each student uses 3-4 of each item.

| | |
|----------|--------------|
| Syringes | \$00.15 each |
| Ampoules | \$00.65 each |

| | |
|------------------------|--------------|
| Single dose vials | \$00.31 each |
| Insulin vials | \$01.37 each |
| 10-cc multi-dose vials | \$00.45 each |
| 20-cc multi-dose vials | \$00.53 each |
| Filter Needles | \$00.25 each |
| Vial access cannulas | \$00.40 each |
| Syringe cannulas | \$00.40 each |

In addition, students will use gloves, alcohol wipes and Band-Aids.

I would appreciate your consideration of this recommendation. If you have any questions, please contact me.

For Board Meeting of
May 22, 2000

Agenda Item D-9

ADDENDUM TO THE SVCC - RVC COOPERATIVE AGREEMENT

Rock Valley College is requesting the following amendment to the Joint Education Agreement between Sauk Valley Community College and Rock Valley College:

| | |
|------------------------|---|
| Add the following: | Surgical Technology Certificate Welding Technology (AAS and Certificate) |
| Delete the following: | Library/Media Technical Assistant (AAS and Certificates) Materials Management (AAS and Certificates) Pharmacy Technology (Certificates) Respiratory Care (Certificate) |
| RECOMMENDATION: | Board approval to amend the Joint Education Agreement between Sauk Valley Community College and Rock Valley College as indicated above. |

COPY

SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: March 27, 2000

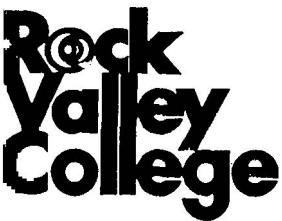
TO: Dr. Richard L. Behrendt

FROM: Dr. Deborah Hecht *Deborah*

RE: Addendum to the SVCC RVC Cooperative Agreement

Attached is a letter from Rock Valley College requesting discontinuation of Library/Media Technical Assistant (AAS and Certificates), Materials Management (AAS and Certificates), Pharmacy Technology (Certificates), and Respiratory Care (Certificate). RVC would like to add Surgical Technology (Certificate) and Welding Technology (AAS and Certificates) to the agreement. I recommend approval of this addendum.

js



March 14, 2000

Sauk Valley College
Zollie Hall
Business, Technology & Natural Sciences
173, IL RT 2
Dixon, IL 61021-9112

Dear Zollie:

Enclosed is an executed copy of addendum to the Sauk Valley Community College/Rock Valley College cooperative agreement.

Discontinued:

- Library/Media Technical Assistant (AAS and Certificates)
- Materials Management (AAS and Certificates)
- Pharmacy Technology (Certificates)
- Respiratory Care (Certificate)

Adding:

- Surgical Technology (Certificate)
- Welding Technology (AAS & Certificates)

Please return an executed copy for our records.

Sincerely,

A handwritten signature in black ink that reads "Diane Kuehl".

Diane Kuehl
Director of Academic Planning

DK/sp

enc.



3301 NORTH MULFORD ROAD • ROCKFORD, IL 61114-5699 • (815) 654-4250 • FAX (815) 654-4254

<http://www.rvc.cc.il.us>

ADDENDUM TO A JOINT AGREEMENT

BETWEEN

SAUK VALLEY COLLEGE
AND
ROCK VALLEY COLLEGE

This amendment to the Joint Education Agreement between Sauk Valley College and Rock Valley College is entered into this 24th day of January 2000.

BY: ROCK VALLEY COLLEGE

add: Surgical Technology Certificate
Welding Technology (AAS and Certificate)

delete: Library/Media Technical Assistant (AAS and Certificates)
Materials Management (AAS and Certificates)
Pharmacy Technology (Certificates)
Respiratory Care (Certificate)

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

BOARD OF TRUSTEES, SAUK VALLEY COLLEGE
COLLEGE DISTRICT NO. 506

Chairperson of the Board or Trustees

President

Date: _____

BOARD OF TRUSTEES, ROCK VALLEY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 511

Bernard E. O'Malley
Chairperson of the Board or Trustees

Edmund J. Chappelacea
President

Date: _____

516.01 Drug-Free Workplace Policy

In accordance with P.L. 100-690, the Drug-Free Workplace Act of 1988, it is the policy of Sauk Valley Community College that its workplace be drug-free.

1. A Notice to Employees complying with the provisions of the Drug-Free Workplace Act of 1988 shall be distributed to each employee of the College.

NOTICE TO EMPLOYEES REGARDING
DRUG-FREE WORKPLACE

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in campus buildings, on campus grounds, or in any other workplace designated for College employees.

Within thirty (30) days of receiving notice of a violation of paragraph 1 (above) the College shall institute appropriate disciplinary action. This action could include, but is not limited to, dismissal. The College may also require an employee who violated this policy to participate satisfactorily in an employee assistance program or a substance abuse assistance or rehabilitation program.

As a condition of his or her employment, each employee shall abide by the terms contained in this Notice.

Employees, as a condition of employment, are required to notify the College of any criminal drug conviction resulting from a violation occurring at the workplace no later than five (5) days after conviction.

The College shall notify the appropriate federal agency from which it receives grant monies of an employee conviction within ten (10) days after receiving notice of such a conviction.

For the purpose of this Notice, the following definitions shall apply:

- A “controlled” substance: is one (1) which is legally obtainable; (2) which is being used in a manner different from that prescribed; or (3) which is legally obtainable but has not been legally obtained.
- A “conviction” is defined as a finding of guilt (including plea of no contest) or imposition of a sentence, or both, by any judicial body charged with the responsibility of determining violations of the federal or state criminal drug statutes.

2. A drug-free awareness program shall be developed which will inform its employees of the following:

- A. The dangers of drug abuse in the workplace;
- B. The College’s policy of maintaining a drug-free workplace;
- C. Any health or drug abuse agency which provides drug counseling, rehabilitation, and assistance programs; and
- D. The penalties that may be imposed for drug abuse violations occurring in the workplace.

3. The College shall continue to maintain a drug-free workplace through the continued implementation of both this policy and the provisions of the Notice to Employees.

517.01 Campus Security

1. Federal law obligates the College to provide certain information relating to campus security. The Vice President of Administrative Services or his/her designee is assigned the principal responsibility to assure the College remains in compliance with federal law.

2. The College shall collect the information described below with respect to campus crime statistics beginning September 1, 1991, on the following crimes or offenses:

- A. Murder
- B. Sex Offenses; forcible or non-forcible
- C. Robbery
- D. Aggravated Assault
- E. Burglary
- F. Motor Vehicle Theft
- G. Liquor Law Violations
- H. Drug Abuse Violations
- I. Weapons Possession

For items A through F, the statistics shall include the most recent school year and the two preceding school years for which data is available for offenses alleged to have occurred on campus and reported to the College security authorities or the local police agencies. As to items G through I, statistics shall be kept for arrests made for offenses alleged to have occurred on campus.

3. Each September 1, thereafter, the administration shall prepare, publish and distribute "an annual security report" to all current students and employees, and to any applicant for enrollment or employment who request the report. The annual security report shall contain the following information with respect to the College:

- A. A statement of current College policies regarding procedures and facilities for students and others to report criminal actions or other emergencies occurring on campus and the policies concerning the College's response to such reports.
- B. A statement of current policies concerning security and access to campus facilities, and security considerations used in the maintenance of campus facilities.
- C. A statement of current policies concerning campus law enforcement, including: (1) The enforcement authority of any security personnel at the College, with the working relationship between the College and state and local police agencies; and (2) Any College policies which encourage accurate and prompt reporting of all crimes to appropriate police agencies and to any campus security personnel.
- D. A description of the type and frequency of programs designed to inform students and employees about campus security practices and procedures and those programs which encourage students and employees to be responsible for their own security and the security of others.
- E. A description of any program designed to inform students and employees about the prevention of crimes.
- F. The statistics regarding crimes or offenses described in clause 2 above.
- G. The statement of policy concerning the monitoring and recording through local police agencies of criminal activity at off campus student organizations which are recognized by the institution, and that are engaged in by students attending the College.
- H. A statement of College policy regarding the possession, use and sale of alcoholic beverages and enforcement of applicable and underage drinking laws.
- I. A statement of the College policy regarding the possession, use and sale of illegal drugs and enforcement of applicable controlled substance laws.
- J. A description of any drug or alcohol abuse education programs that exist as otherwise required by federal law.
- K. A copy of the College's policy regarding sexual assault programs aimed at

the prevention of sexual offenses, and the procedures to be followed once a sex offense has occurred.

4. The administration shall make timely reports to students and employees regarding crimes described in clause 2 (A) to 2 (I) above that are considered to be a threat to other students and employees. The reports will be given in a manner which will aid in the prevention of similar occurrences.

5. The statistics required in Clause 2 above shall be compiled in accordance with the definitions used in the uniform crime reporting system of the Department of Justice, and the Federal Bureau of Investigation and the modifications in such definitions as is done pursuant to the Federal Hate Crimes Statistics Act.

7/27/92

11/22/93

11/28/94

518.01 Student Sexual Assault Policy

A. General Policy

1. Unwelcome physical sexual contact with any student or employee by any person is absolutely prohibited. Any student or employee who makes an unwelcome physical contact shall be subject to College discipline up to and including expulsion or discharge.
2. During regular hours after dark at the College when students, employees, or guests of the College are expected to be present, the College, parking lots, and access ways from the parking lots to the College building shall remain lighted.

B. Information For Students On Sexual Crimes

1. The Administration shall, from time to time, but at least annually, obtain information from appropriate law enforcement agencies regarding effective methods for the prevention of sexual offenses, and shall plan and implement such methods as may be reasonably accomplished by the College.
2. Any employee or student who claims to have been the victim of sexual assault shall promptly report the assault to any College administrator. Administration shall promptly contact appropriate law enforcement agencies through the offices of the Vice President of Student Services. The Vice President of Student Services shall take steps as are requested by law enforcement to preserve evidence and to memorialize the report.
3. Any employee or student who claims to be the victim of sexual assault may, at the individual's option, notify law enforcement authorities directly, or may request the administration of the College to assist the individual in such activity. Any such request for assistance shall be coordinated through the office of the Vice President of Student Services.

D. Counseling For Victims of Sexual Assault

The administration shall provide information, at least annually, to the students regarding counseling, mental health or student services available for victims of sexual assault, both on campus and in the Sauk Valley Community College area.

E. Disciplinary Action

1. In the event of College disciplinary action for alleged sexual assault, a student alleged to be involved in a sexual assault shall be subject to campus discipline under and in accordance with student disciplinary policies. At any student disciplinary proceeding involving sexual assault;
 - The accuser and the accused are entitled to the same opportunities to have others present;
 - Both the accuser and the accused shall be informed of the outcome of any proceeding brought involving sexual assault.
2. Student discipline may include immediate expulsion from school, suspension, or reprimand, depending upon the conduct involved.

Sauk Valley Community College

Health Careers Education

Memorandum

To: Dr. Deborah Hecht

From: Rosemary Johnson *JJ*

Date: April 19, 2000

Subject: Increase Enrollment for ADN Program

In response to the request to increase enrollment in the ADN Program, I would recommend that we admit ten more students. This would add a third lab/clinical group and bring the class size to thirty. We could accommodate these students with one part-time instructor for the first year. Of course, we would need to hire a masters prepared nurse in order to meet state requirements. The load for this instructor would be as follows:

First semester

| |
|---------------|
| NRS 129 – 1.5 |
| NRS 130 - 5.5 |
| Total 7 |

Second semester

| |
|-------------|
| NRS 133 - 8 |
|-------------|

If those students were retained throughout the second year, a part-time instructor would be needed for the courses and load hours listed below.

Third semester

| |
|--------------|
| NRS 230 - 11 |
| NRS 237 - 7 |

Fourth Semester

| |
|--------------|
| NRS 235 – 11 |
|--------------|

If you have any questions, please contact me.

U

G

C

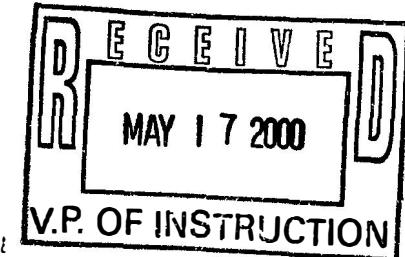
T

A

ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION

May 15, 2000

Bonnie M. Hvarre
 390 N.E. Avenue
 Amboy, IL 61310



Dear Bonnie:

Thank you for your participation in ICCTA's 2000 Paul Simon Student Essay Contest. This year we received a total of 25 entries from community colleges around the state.

The ICCTA Public Relations Committee met on May 13 to determine the statewide winner from among the essays submitted. Although we selected another entry as the winning essay for this year, you were only one of two finalists chosen to receive Honorable Mention. Congratulations!

Please accept the enclosed certificate as a token of our appreciation for your interest and support of Illinois community colleges. We wish you the best in your educational pursuits.

Sincerely,

Mike Sullivan
 President

Enclosure

I C C T A

THE ILLINOIS COMMUNITY COLLEGE TRUSTEES ASSOCIATION

hereby presents
this Certificate of Recognition to

Bonnie M. Hvarre

Sauk Valley Community College

For Winning Honorary Mention in the
2000 Paul Simon Student Essay Contest

For Board Meeting of
May 22, 2000

Agenda Item F-1

PROTECTION, HEALTH, AND SAFETY PROJECT

HVAC CONTROLS BID

The College received four sealed bids for the temperature control replacement project which was approved as a Protection, Health, and Safety Project by ICCB. The administration is recommending that the Board approve the bid from Honeywell (Peoria, IL) in the amount of \$205,300.

RECOMMENDATION: Board approval to accept the bid from Honeywell of Peoria in the amount of \$205,300 for the replacement of the temperature control system computer, with funds to be derived from the Protection, Health, and Safety Fund.



**SAUK VALLEY
COMMUNITY
COLLEGE**

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

MEMORANDUM

TO: Dr. Richard Behrendt
FROM: Ruth Bittner *RB*
DATE: May 10, 2000
SUBJECT: Bid for Protection, Health, and Safety Project

At its October, 1999 meeting, the Board approved the replacement of the temperature control system computer, interconnecting wiring, software and interface panels. The College received approval from ICCB for this project in the amount of \$329,076 (including contingency and engineer/architect fees), to be paid out of the Protection, Health and Safety Fund.

After due advertisement, the College received four sealed bids for the temperature control replacement project. The bid opening information is below. The low bid of \$182,000 from Tech Solutions (Morton, IL) does not meet bid specifications (see attached). Therefore, the next low bid to meet specifications is \$205,300 submitted by Honeywell (Peoria, IL).

I recommend acceptance of the bid of \$205,300 from Honeywell (Peoria, IL) for the temperature control replacement project, with funds to be derived from the Protection, Health, and Safety Fund.

Bid Opening Date: May 10, 2000

Bid Opening Time: 2:30 p.m.

Present for Bid Opening: Ruth Bittner, Jim Frederick, Nancy Breed, John Bouse (Gage Engineers) and representatives from Johnson Controls, Trane, Technical Solutions, and Honeywell

| <u>Name of Bidder</u> | <u>Total Base Bid</u> |
|--------------------------------------|-----------------------|
| Honeywell Peoria, IL | \$205,300 |
| Johnson Controls Calumet City, IL | 209,981 |
| Trane Co. Davenport, IA | 249,644 |
| Tech Solutions Morton, IL | 182,000 |

GAGE
CONSULTING ENGINEERS
INCORPORATED

May 15, 2000

Ms. Ruth Bittner
Vice President for Business Affairs
Sauk Valley Community College
173 Illinois Route 2
Dixon, IL 61021

Re: Temperature Control Replacement Project
Gage # 00002

Dear Ms. Bittner:

Sealed bids were received and opened for the above mentioned project. A summary of the bids is as follows:

| | |
|---------------------|-------------|
| Technical Solutions | \$ 182,000. |
| Honeywell | \$ 205,300. |
| Johnson Control | \$ 209,981. |
| Trane Co. | \$ 249,644. |

The approved ICCB budget for this work is \$ 277,000.

Enclosed is page 15900-1 of the project specifications. Section 1.03 Manufacturer, requires that the contractor be a local factory-owned branch office of one of three manufacturers. The specification excludes independent contractors from being awarded the project.

The intention of the specification was to limit the bidders to the major equipment manufacturers. We believe that it is in the best interest of the college to have the controls installed by a company that has been in the business for a long period of time. We also believe that those companies that have been in business for a long time have the best chance of being in business in the years to come.

The low bid was submitted by Technical Solutions of Morton, Illinois. They intend to install Honeywell equipment, but are not a branch office of the Honeywell Corporation. Because they do not meet the specification, we would not recommend awarding the contract to them. In addition, Technical Solutions did not submit references, did not attend the prebid conference nor did they visit the site during the bidding period as did the other contractors.

In our opinion, the lowest qualified bidder would be the Honeywell Corporation, of Peoria. We have called each of the references supplied by Honeywell, but have not heard from those references yet. We will forward the results of our findings as soon as possible. Because their bid is within the approved budget and they meet the project specifications, we see no reason not to award the contract to Honeywell.

If you have any questions regarding any of these items, please do not hesitate to contact this office.

Yours truly,
Gage Consulting Engineers, Inc.



John C. Bouse P.E.
President

SECTION 15900 – TEMPERATURE CONTROLS

1.00 PART 1 - GENERAL

1.01 RELATED DOCUMENTS:

- A. Conform to all applicable provisions of Section 15050.
- B. Refer to the project drawings for Sequence of Operations and Point Lists.

1.02 DESCRIPTION OF WORK:

A. Facilities Management System:

1. Furnishing and installing a complete direct digital temperature control and facilities management system (FMS) with pneumatic actuation.
2. Furnishing and installing all control devices, valves, instruments, and the like as herein specified and as required to comply with required sequences of automatic control and Point List.
3. Furnish and installation of all wiring for all network control units, network expansion units, application specific controllers, operator work stations, network terminals, communications bus, exhaust fans, constant volume fan systems, multi-zone fan systems, heat exchanger systems, chiller systems, system pumps, and input/output devices. All wiring to comply with local and national electric codes.
4. Furnishing adequate supervision on all work performed for him by others to ensure proper operation and the neatest and best possible arrangement.
5. Testing, operation and maintenance of system as herein specified.
6. Training of maintenance personnel as herein specified.

1.03 MANUFACTURER:

- ❖ A. Digital control and facilities management system shall be manufactured and installed by the local factory-owned branch office of one of the following acceptable manufacturers:
 - Johnson Controls, Inc.
 - Honeywell, Inc.
 - Siemens Building Technology
- ❖ B. The system shall be physically installed under the direct supervision of the temperature control manufacturer. Bids by independent contractors, wholesalers and franchised dealers will not be accepted. Bids by other firms or contractors proposing to provide either of the acceptable manufacturers equipment will not be accepted.
- ❖ C. Bids by independent contractors or suppliers proposing to provide the listed acceptable manufacturers' equipment and/or material will not be accepted.

For Board Meeting of
May 22, 2000

Agenda Item F-2

**PROTECTION, HEALTH, AND SAFETY PROJECT
ASBESTOS REMOVAL BID**

The College received two sealed bids for the removal of asbestos from Room 2K2. The administration is recommending the Board accept the low base bid from Air Care, Inc. of Bartonville, IL.

RECOMMENDATION: Board approval of the low bid of Air Care, Inc. in the amount of \$29,426 to remove the asbestos from Room 2K2, with funds to be derived from the Protection, Health, and Safety Fund.



TO: Dr. Richard Behrendt

FROM: Ruth Bittner *RB*

DATE: May 16, 2000

SUBJECT: Bid for Protection, Health, and Safety Project

At its October, 1999 meeting, the Board approved the removal of the asbestos from Room 2K2. The College received approval from ICCB for this project in the amount of \$74,800 (including contingency and engineer/architect fees), to be paid out of the Protection, Health and Safety Fund.

After due advertisement, the College received two sealed bids for the Asbestos Abatement project. The bid opening information is below. The low base bid of \$29,426 from Air Care, Inc. (Bartonville, IL) meets bid specifications.

I recommend acceptance of the bid of \$29,426 from Air Care, Inc. (Bartonville, IL) for the asbestos abatement project, with funds to be derived from the Protection, Health, and Safety Fund.

Bid Opening Date: May 12, 2000 **Bid Opening Time:** 1:30 p.m.

Bid Opening Time: 1:30 p.m.

Present for Bid Opening: Jim Frederick and Nancy Breed

Name of Bidder
Air Care, Inc.
Bartonville, IL

Total Base Bid
\$29,426

Sentry 36,860
Gibson, IL



CLARK ENGINEERS, INC.

May 16, 2000

Mr. James Frederick
 Sauk Valley Community College
 173 IL Route 2
 Dixon, IL 61021

RE: 2K2 Asbestos Abatement
 CE Job Number: SAUK0005

Dear Jim:

As requested, we have reviewed the bids submitted and have found both Bidders to be in compliance with the requirements outlined for submission of bids. You also indicated that both Bidders did submit a Bid Deposit in the amount of 5% of their bid.

Based on our review, it appears that the apparent low bidder, E.J. Jones DBA Air Care, Inc., has fully responded in accordance with the bid requirements. The cost listed on their Bid sheet is \$29,426.00. The original estimate for the work which was prepared prior to design did not include abatement of the pipe insulation nor special protection for various features in the room which were added during detailed design of the project. The original estimate was \$23,280.00. The low bid was \$6,146 above the estimate but can be accounted for by the additional work added after the estimate was prepared. As a result, the cost appears to be consistent with the work described in the Bid Documents.

In addition, the various other portions of the project which are to be handled on a separate basis due to the small size and wide variety of work required are: re-installation of the smoke detector system (estimated cost approximately \$1,500), re-installation of the lighting (estimated cost approximately \$1,000), re-insulation of the piping (estimated cost approximately \$1,000), re-installation of the acoustical material (estimated cost approximately \$7,500), and re-painting of the ceiling (estimated cost approximately \$1,500). This work is to be completed by obtaining quotes from approximately three providers of said services. The quotes will be evaluated by College personnel prior to acceptance. The sum total of all of the said services is estimated to be approximately \$12,500.

The construction cost for the asbestos abatement and minor re-modeling is \$29,426 plus an estimated \$12,500 for a total of approximately \$43,000.

If you have any questions regarding this information, please feel free to call.

Sincerely,

CLARK ENGINEERS INC.

Mark J. Otten, P.E.
 Senior Project Manager

MJO:hlo

File: L:\SAUK0005\WPF\saukbidltr.wpd

| Phoenix, AZ | Bloomington, IL | Chicago, IL | Peoria, IL | Salem, IL |
|---|-----------------|--|--|--|
| <input type="checkbox"/> Clark Engineers, Inc. <input type="checkbox"/> 111 NE Jefferson Ave. <input type="checkbox"/> Peoria, IL 61602 | | www.clarkeng.com | phone: 309 676.8464 fax: 309.676.5445 clarkeng@clarkeng.com | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |

For Board Meeting of
May 22, 2000

Agenda Item F-3

EMERGENCY TELEPHONES IN CLASSROOMS

At the February meeting, the administration, along with the Safety and Loss Control Committee, made a recommendation to install emergency telephones in 83 classrooms and pay for them from the Liability, Protection and Settlement Fund. We are enclosing more information and re-submitting this request.

RECOMMENDATION: Board approval to purchase digital telephones for classrooms from Lucent Technologies in the amount of \$39,143 with funding to come from the Liability, Protection, and Settlement Fund.



**SAUK VALLEY
COMMUNITY
COLLEGE**

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

MEMORANDUM

TO: Richard Behrendt
FROM: Ruth Bittner *rb*
DATE: May 1, 2000
SUBJECT: Emergency telephones in the classrooms

The Safety and Loss Control Committee is recommending that the College place a digital telephone in each classroom for safety purposes. Members of the committee are Keith Bos (Student Needs Coordinator), Russ Damhoff (Director of Athletics), Curt Devan (Coordinator of Personnel Services), Jerry Frana (Associate Professor of Machine Tool), Jim Frederick (Director of Buildings and Grounds), Rosemary Johnson (Director of Health Careers Education), Michelle Mendoza (Print Shop Supervisor), Scott Seeley (Campus Security Lead), Roger Warrenfeltz (Maintenance Mechanic), and Therese Wood (Biology/Chemistry Faculty Assistant).

Currently building occupants at Sauk learn of emergencies from security and maintenance personnel who walk through the building with megaphones. As primitive as this is, worse yet is that there is no simple or quick way for building occupants to communicate the other way - to call for help with an emergency in their classrooms. Instead, they must send someone out to locate either a staff member or a telephone.

It would only take one incident of serious injury or loss of life in which slow communications played a part to raise legitimate questions about why the College hadn't taken precautions ahead of time. During the past year the Safety and Loss Control Committee has discussed various methods of improving Sauk's internal emergency communications. The option that emerged as the top choice is to place a telephone in each room.

The committee is especially concerned about situations in which part-time faculty teaching at night need help with a medical emergency or other disruption in their classrooms. Unlike a common school, Sauk is an open building. The doors are unmonitored, and many people enter and exit the building throughout the day. Other than full-time staff, most people are here for just a few hours a week. At night especially, staffing is thin and the building population consists mostly of students in class and some infrequent visitors. Part-timers and students generally don't know the building or evening staffing patterns well enough to find or call for help quickly.

As a solution, instituting emergency training and written instructions for part-time faculty was considered, but the committee feels that infrequency of use and the panicky atmosphere of an emergency might render such measures ineffective. It is felt instead that having a telephone or other two-way communications device readily at hand is the best option.

We considered recommending repairs to and expansion of the public address system but rejected that for the following reasons. First, the speakers once covered the whole building but no longer do, since walls have been moved since the system was first installed. Twenty-seven specific areas have been identified as being out of range of the PA speakers. Second, the junction box containing critical wiring for the system was damaged last year when water infiltrated it, so the electronics no longer work. Third, the base unit amplifier and paging system equipment is dated, with parts that can no longer be replaced easily. Fourth, people would have to learn and then remember how to use the system, since it's not as familiar as simply picking up a telephone and dialing "0" or "911." Finally – and most importantly - the public address system has no capability for two-way communications or for calling outside the College, a critical need for hours when the switchboard is not staffed.

We considered placing a few telephones in strategic locations around the building but rejected that for the following reasons. First, people in an emergency situation would first have to find the phones. Second, they would have to leave their room to use the phones, which could be a problem in a medical emergency. Third, people in classrooms with closed doors might not hear announcements made through the telephones' speakers if the phones were in the hallway. Fourth, new wiring for the phones would need to be installed. Fifth, if a situation called for quiet notification of people in classrooms, hallway telephones would not work.

Placing a digital telephone in each classroom emerged as the best solution. Digital telephones include two useful emergency features that the committee feels are critical - the ability to make broadcast announcements through one-way speaker phones and the ability to limit dial-out capabilities to either 911 or internal lines only. These two features are available only with digital phones, not analog. The advantages of this solution are as follows. First, people in classrooms could locate the telephone quickly. Second, they would be able to call for help without leaving the room. Third, they could hear general announcements made through the speaker. Fourth, wiring is already in place in all Sauk classrooms because of the electronic infrastructure project completed a few years ago, so installation is simple. Fifth, the system would reach all instructional areas of the building.

I surveyed the Illinois community college business officers to determine how other schools communicate in emergencies and received nine responses as follows.

Danville – Considering 911 emergency alarm buttons in each classroom.

Dupage – Has a phone in each classroom.

Heartland – Plans to have a phone in each classroom in their new facility.

Illinois Valley – Megaphones and people; considering programmable speakers.

Lakeland – Megaphones and people; looking to improve.

Morton – Intercom system.

Oakton – Has a speaker in each classroom.

Prairie State – Megaphones and people.

Southeastern – Megaphones and people; looking to improve.

We investigated the cost of purchasing 83 digital telephones plus related software, circuit boards, installation and warranty. The telephones must be Lucent in order to work with our system, and used equipment is not a viable option because of the risks of unreliability and difficulty in obtaining replacement parts. Lucent equipment of this type is sold only directly through Lucent rather than through dealers, so Lucent Technologies is a sole source supplier. The price for digital phones is \$39,143 (telephones \$11,915; software ports, station cards, project design and warranty \$22,813; and installation \$3,375).

We also investigated the price of analog phones, despite their inability to receive speaker announcements or be programmed to limit outgoing calls. An analog system would cost \$35,351, a savings of only \$3,792.

It is recommended that the Board of Trustees approve the purchase of digital telephones for the classrooms from Lucent Technologies, the sole source supplier, in the amount of \$39,143. Because the reason for the purchase is to improve safety, funding would come from the Liability, Protection and Settlement Fund.

For Board Meeting of
May 22, 2000

Agenda Item F-4

TENTATIVE 2000 - 2001 BUDGET (FIRST READING)

Attached is the balanced 2000 - 2001 Tentative Budget (and appropriate supplemental information) for Board consideration and first reading. This budget will be available in the Business Office, the President's Office, and the Learning Resource Center on public display for the next 30 days and the public hearing and final action will be taken at the June meeting.

RECOMMENDATION: Board approval for first reading of the balanced Tentative Budget for 2000 - 2001.

For Board Meeting of
May 22, 2000

Agenda Item H-1

FACULTY APPOINTMENT - SPEECH AND POLITICAL SCIENCE

The Search Committee and the administration are recommending the appointment of Paul Edleman of LaVista, NE as an Assistant Professor (Step 2) of Speech and Political Science, effective August 16, 2000. After the position was advertised, the College received seventy-eight applications, of which 32 met the minimum qualifications. The Search Committee invited five candidates to the campus for interviews.

RECOMMENDATION: Board approval of the appointment of Paul R. Edleman as an Assistant Professor (Step 2) of Speech and Political Science, effective August 16, 2000 at a 10-month salary of \$29,823.

For Board Meeting of
May 22, 2000

Agenda Item H-2

FACULTY APPOINTMENT - ENGLISH AND HISTORY

The Search Committee and the administration are recommending the appointment of Richard Eichman of Bartlett, IL as an Assistant Professor (Step 1) of English and History, effective August 16, 2000. Richard was one of the 32 applicants that met the minimum requirements and was invited to the campus for an interview.

RECOMMENDATION: Board approval of the appointment of Richard Eichman as an Assistant Professor (Step 1) of English and History, effective August 16, 2000 at a 10-month salary of \$29,039.

For Board Meeting of
May 22, 2000

Agenda Item H-3

FACULTY APPOINTMENT
ENGLISH AND AMERICAN CULTURE

The Search Committee and the administration are recommending the appointment of Randall Norris of Crossville, TN as an Associate Professor (Step 7) of English and American Culture, effective August 16, 2000. Randall was one of the 32 applicants who met minimum qualifications and one of the five invited to the campus for an interview.

RECOMMENDATION: Board approval of the appointment of Randall Norris of Crossville, TN as an Associate Professor (Step 7) of English and American Culture, effective August 16, 2000 at a 10-month salary of \$38,081.

For Board Meeting of
May 22, 2000

Agenda Item H-4

FACULTY APPOINTMENT - MUSIC

The Search Committee and the administration are recommending the appointment of Juel Iwaasa of Spanish Fork, UT as an Instructor of Music (Step 1), effective August 16, 2000. Forty-seven applications were received, 45 met the minimum qualifications and three candidates were invited for on-campus interviews.

RECOMMENDATION: Board approval of the appointment of Juel Iwaasa as an Instructor (Step 1) of Music, effective August 16, 2000 at a 10-month salary of \$25,885.

For Board Meeting of
May 22, 2000

Agenda Item H-5

FACULTY RESIGNATION

Dean Michael Seguin received the attached letter of resignation from Leon Hamlin, Assistant Professor of Criminal Justice.

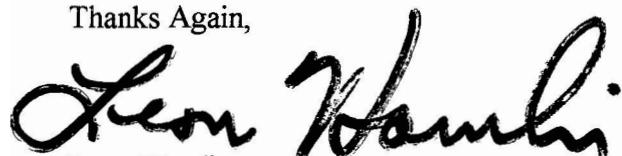
RECOMMENDATION: Board acceptance of the resignation of Leon Hamlin, Assistant Professor of Criminal Justice.

May 12, 2000

Dear Mike:

~~17-2000~~ I resign my position as Assistant Professor of Criminal Justice here at Sauk Valley Community College. I want to thank you for all the support and encouragement you have given me these past eight years.

Thanks Again,


Leon Hamlin

RECEIVED

MAY 15 2000

SAUK VALLEY COMMUNITY COLLEGE

For Board Meeting of
May 22, 2000

Agenda Item H-6

FACULTY EARLY RETIREMENT REQUEST

After closed session discussions, the Board of Trustees may take action on a faculty request for early retirement.

RECOMMENDATION: Appropriate action.

BOND INVESTMENTS

| | | | | |
|------------------------------------|-----------------------------|------|----------|-------------------|
| 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 | Federal Home Loan Mtg Corp | 6.90 | 02-15-03 | 474,262.91 |
| 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 | | | | \$5,028,609.93 |

TOTAL INVESTMENTS\$9,928,609.93

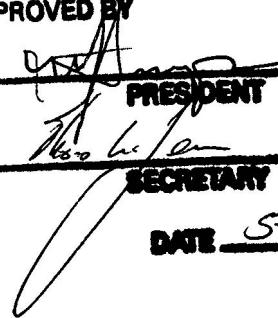
SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY
Walt Lampson
PRESIDENT
Thomas L. Green
SECRETARY
DATE 5-22-00

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 22, 2000

| <u>SUMMARY OF BILLS PAYABLE</u> | <u>AMOUNT</u> |
|---------------------------------------|----------------------------|
| Pages 1-21 General Operating Funds | \$367,673.65 |
| Pages 22-23 Restricted Fund | 8,773.93 |
| Pages 24 Bookstore | <u>49,034.84</u> |
| TOTAL | <u>\$425,482.42</u> |

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

PRESIDENT

SECRETARY
DATE 5-22-00


BOND INVESTMENTS

| | | | | |
|------------------------------------|-----------------------------|------|----------|-------------------|
| 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 | Federal Home Loan Mtg Corp | 6.90 | 02-15-03 | 474,262.91 |
| 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 | | | | \$5,028,609.93 |

TOTAL INVESTMENTS**\$9,928,609.93**

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

W. J. Lampson

PRESIDENT

Thomas L. Johnson

SECRETARY

DATE 5-22-00

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 1

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|--------------------------|----------------------------|--|--------------|
| AM Multigraphics | 050300 | Printshop | Purchases for Resale | Electrostatic 83-1-104054 | 286.05 |
| AT & T | 02 | Utilities | Telephone | Monthly telephone charges | 1,434.94 |
| AT&T Credit Corporation | 01 | Other Institutional | Debt Principal Retirement | Backbone Cable-Principal | 1,203.82 |
| | 01 | Other Institutional | Interest | Backbone Cable-Principal | 80.75 |
| | 13 | Building Bond Proceeds | Debt Principal Retirement | Backbone Cable-Principal | 2,755.00 |
| | 13 | Building Bond Proceeds | Interest | Backbone Cable-Principal | 184.65 |
| | | | | | 4,224.22 |
| AT&T Credit Corporation | 01 | Other Institutional | Debt Principal Retirement | Phone Installment-Principal | 3,007.28 |
| | 01 | Other Institutional | Interest | Phone Installment-Principal | 137.93 |
| | | | | | 3,145.21 |
| Al Henry Williams, Attorney | 01 | | Wage Garnishment Payable | Garnishment | 89.21 |
| Al Henry Williams, Attorney | 01 | | Wage Garnishment Payable | Garnishment | 89.21 |
| Alfano, Cindy | 01 | Student Recruitment | Other Supplies | Reimbursement for Sterling Lib Session Refreshment | 20.04 |
| American Association for State | 01 | Learning Resource Center | Publications and Dues | Membership/Journal Renewal | 75.00 |
| American Express | 01 | President | Conference/Meeting Expense | conf & mtg expense | 1,219.79 |
| | 01 | President | Other Conference & Meeting | conf & mtg expense | 114.13 |
| | | | | | 1,333.92 |
| American Express Financial Adv | 01 | | American Express | | 315.00 |
| American Express Financial Adv | 01 | | American Express | | 315.00 |
| Anderson, Pamela J. | 01 | | Rehabilitation Dors-Spring | ORS reimb 40.5 hr X20 | 810.00 |
| Anderson, Theresa | 101255 | CHOICE | Other | funds for attending workshop | 100.00 |
| Anne's | 02 | Grounds | Maintenance Supplies | trees & flowers | 180.60 |
| Apple, Ann M. | 01 | | Foundation Expense | Advance for Blackbaud Training 5/13-5/17 | 245.00 |
| Aramark Uniform Services Inc | 01 | Physical Education | Other Contractual Services | Uniform Services | 443.60 |
| Arduini, Ryan A. | 01 | | Accounts Payable | Student Refund | 848.00 |
| | 01 | | Accounts Payable | Student Refund | 526.00 |
| | | | | | 1,374.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 2

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-------------------------------|--------|--------------------------|----------------------------|--|--------------|
| Ashton Gazette | 01 | College Relations | Advertising | Open PO for Advertisements | 32.40 |
| Association of College Unions | 101255 | CHOICE | Other | registration fee for Theresa Anderson - conference | 525.00 |
| Ayala, Karen | 010110 | workforce prep | Consultants | contract for Communication Skills | 360.00 |
| Baker & Taylor | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 872.45 |
| | 01 | Learning Resource Center | Books and Binding Costs | Idea of Culture | 17.56 |
| | 01 | Learning Resource Center | Books and Binding Costs | Automotive Ency Fundamental Principles | 57.59 |
| | 01 | Learning Resource Center | Books and Binding Costs | AACC Membership Directory 1999 | 219.38 |
| | | | | | 1,166.98 |
| Bartoli, Mary L. | 01 | | Accounts Payable | Student Refund | 1,455.00 |
| | 01 | | Accounts Payable | Student Refund | 1,455.00 |
| | | | | | 2,910.00 |
| Behrendt, Richard | 01 | President | Other Employee Benefits | Rotary Club Meetings-April 25 | 6.00 |
| Best Western Brandywine Lodge | 01 | Radiologic Technology | Conference/Meeting Expense | clinical instr meeting - Rad Tech | 90.85 |
| | 01 | Other Institutional | Recruitment | Hotel chges-Loren Niemeyer - 4/14 | 53.41 |
| | 01 | Other Institutional | Recruitment | Lodging - P Edelman -multidiscipl. 4/18 | 53.41 |
| | 01 | Other Institutional | Recruitment | Dining Room charge - R Eichman- Dining Rm chge | 16.05 |
| | 01 | Other Institutional | Recruitment | dining charge - P Edelman | 17.60 |
| | 01 | Other Institutional | Recruitment | Lodging - Alan Armstrong 4/23-24 | 106.82 |
| | 01 | Other Institutional | Recruitment | Lunch for Alan Armstrong Interview 4/24 | 12.45 |
| | 01 | Other Institutional | Recruitment | Lunch for Norris Interview 5/1 | 24.90 |
| | 01 | Other Institutional | Recruitment | Lunch for Interview with Iwaasa 4/26 | 22.40 |
| | 01 | Other Institutional | Recruitment | Lunch for Santine Interview 4/28 | 20.60 |
| | 01 | Other Institutional | Recruitment | Lunch for Osterfield Interview 5/2 | 23.10 |
| | 01 | Other Institutional | Recruitment | Room Charge for Iwaasa 4/26-4/27 | 106.82 |
| | 01 | Other Institutional | Recruitment | Room Charge for Santine 4/28 | 53.41 |
| | 01 | Other Institutional | Recruitment | Room Charge for Norris 4/30-5/1 & Osterfield 5/1 | 174.89 |
| | 050600 | Student Activities | Other Contractual Services | Room for Photo Representative | 53.41 |
| | | | | | 830.12 |
| Blackbaud | 01 | | Foundation Expense | GL Implementation trng-S Walker; A Apple | 1,200.00 |
| Blakemore, Barbara | 01 | | Accounts Payable | Student Refund | 15.00 |
| Blumhoff, Nick | 01 | Commencement | Other Contractual Services | Guest Pianist for Health Career Pinning | 50.00 |
| Bun Austin Chevrolet Company | 02 | Grounds | Maintenance Services | Repair Blue Pickup | 463.46 |
| Bureau County Republican | 01 | College Relations | Advertising | Open PO for Advertisements | 294.20 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 3

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|----------------------------------|--|--------------|
| Burnidge Cassell Associates, I | 03 | Operations & Maintenance- Restri | building Remodeling | Egress Project | 5,116.85 |
| | 03 | Operations & Maintenance- Restri | building Remodeling | Egress Project | 4,051.44 |
| | 03 | Operations & Maintenance- Restri | building Remodeling | Egress Project | 10,076.76 |
| | | | | | 19,245.05 |
| Burton Placement Services | 01 | Computing & Instruct Tech | Consultants | A Dobra earnings | 679.68 |
| Burton Placement Services | 01 | Computing & Instruct Tech | Consultants | Alice Drobna earnings inv 626 | 679.68 |
| Burton Placement Services | 01 | Computing & Instruct Tech | Consultants | Alice Drobna earnings | 679.68 |
| Bush, Cindy | 01 | | Accounts Payable | Student Refund | 20.00 |
| C-B Kramer Sales & Service | 02 | maint | Maintenance Supplies | 32-901 Gasket Head Front Rear | 312.91 |
| | 02 | maint | Maintenance Supplies | Gaskets | 55.85 |
| | | | | | 368.76 |
| CENCO | 010200 | Instructional Data Processing | Instructional Computer Equipment | 32517N Electrostatic Materials Kit | 47.03 |
| CURTIS 1000 | 01 | Admissions, Records & Placement | Office Supplies | No 9 Standard Window Envelope-Admissions & Records | 476.82 |
| | 01 | Admissions, Records & Placement | Office Supplies | No 10 Printed Envelopes-Admissions & Records | 387.47 |
| | | | | | 864.29 |
| Capital Guardian Trust Company | 01 | | Capital Guardian Trust | | 125.00 |
| Capital Guardian Trust Company | 01 | | Capital Guardian Trust | | 125.00 |
| Carolina Biological Supply Co | 01 | Biology | Instructional Supplies | Quote C93471-See Attached | 72.15 |
| | 01 | Biology | Instructional Supplies | Quote C93471-See Attached | 90.35 |
| | 01 | Biology | Instructional Supplies | Quote C93471-See Attached | 141.30 |
| | | | | | 303.80 |
| Carroll County Review | 01 | College Relations | Advertising | Open PO for Advertisements | 44.80 |
| | 101010 | Booster Club | Other | antique show ad | 7.35 |
| | | | | | 52.15 |
| Carroll, Lori J. | 01 | | Accounts Payable | Student Refund | 150.00 |
| Caterpillar-Engine Protection | 02 | Utilities | Other Utilities | Per Maintenance Agreement | 429.77 |
| Chattic, A C. | 050600 | Men's Tennis | Instructional Supplies | Tennis Supplies | 284.83 |
| Chattic, A C. | 050600 | Men's Tennis | Other Conference & Meeting | Travel Reimbursement 4/15, 4/24, 4/26, 4/27 | 319.70 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 4

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|----------------------------|--------|----------------------------------|------------------------------|--|--------------|
| | 050600 | Men's Tennis | Other Conference & Meeting | travel reimb regional tournament Harper CC | 497.35 |
| | | | | | 817.05 |
| Cheeseman, Jennifer L. | 01 | | Accounts Payable | Student Refund | 300.00 |
| Clevenger, Laura S. | 01 | | Foundation Expense | Anne Horton Award | 100.00 |
| Columbia Pipe & Supply Co | 02 | maint | Maintenance Supplies | 10160 MBX6x4-100 Duro Dyne Flexible Duct Connector | 683.37 |
| Commonwealth Edison | 02 | Utilities | Electricity | Supply & Demand Electrical Service | 10,034.07 |
| | 02 | Utilities | Electricity | Supply & Demand Electrical Service | 47.45 |
| | 02 | Utilities | Electricity | Supply & Demand Electrical Service | 36.07 |
| | | | | | 10,117.59 |
| Consolidated Management Co | 01 | Board of Trustees | Conference/Meeting Expense | Refreshments for Board Mtg 4/24 | 40.00 |
| | 01 | President | Other Conference & Meeting | Lunch for Communications Committee 4/14 | 59.50 |
| | 01 | President | Other Conference & Meeting | Lunch for VP's Budget Mtg 4/6 | 35.70 |
| | 01 | Humanities | Conference/Meeting Expense | Refreshments - Mayor Burke visit | 35.00 |
| | 01 | Fitness Center | Other Conference & Meeting | Veggies for Fitness Challenge | 25.00 |
| | 01 | Fitness Center | Other Conference & Meeting | Sack Lunches for Fitness Challenge | 36.00 |
| | 01 | Director of Health Careers Ed | Conference/Meeting Expense | Refreshments 4/25 | 21.95 |
| | 01 | VP- Student Services | Conference/Meeting Expense | Refreshments 4/20 | 18.95 |
| | 01 | VP- Student Services | Conference/Meeting Expense | AM Refreshments | 18.95 |
| | 01 | Other Institutional | Recruitment | open forum-Loren Niemeyer 4/14/ | 33.50 |
| | 01 | Other Institutional | Recruitment | open forums 4/17 & 18-Edelman & Eichman interviews | 57.00 |
| | 01 | Other Institutional | Recruitment | refreshments for open forums 4/24,25 & 26 | 57.00 |
| | 01 | Personnel Office | Other Conference & Meeting | Winner's Birthday Party for FY00 | 119.50 |
| | 01 | Personnel Office | Other Conference & Meeting | Wellness Screening Breakfasts | 654.47 |
| | 01 | | Foundation Expense | Refreshments-Fin Aid Seminar 4/18 | 75.00 |
| | 010110 | workforce prep | Conference/Meeting Expense | lunch for 20 - Belgard mtg 4/6/00 | 119.00 |
| | 010110 | workforce prep | Conference/Meeting Expense | meeting expense 4/11/00-Lean Mfg | 200.00 |
| | 010120 | Health & Personal Development | Conference/Meeting Expense | refreshments for Northern IL Reg Cons Coun Mtg | 84.10 |
| | 050600 | Student Activities | Other Conference & Meeting | refreshments 4/19/00 "Gay Youth" | 23.50 |
| | 050600 | Student Activities | Other Conference & Meeting | Leadership Awards Banquet Buffet | 490.25 |
| | 050600 | Student Government | Other Materials and Supplies | Refreshments for Dance | 170.00 |
| | 050600 | Student Government | Other Materials and Supplies | Refreshments for Elections | 101.00 |
| | | | | | 2,475.37 |
| Continental Press | 01 | College Relations | Maintenance Services | 4 pg Tabloid-2 col Outside Only-Summer Comm Serv | 524.10 |
| Cooney, Tyler J. | 01 | | Accounts Payable | Student Refund | 375.00 |
| Corporate Office City | 01 | Dean of Arts,Social Sciences & P | Instructional Supplies | Columnar Pad 6001 WLJ-G7506 | 2.59 |
| | 01 | Dean of Arts,Social Sciences & P | Instructional Supplies | Columnar Pad 6001 WLJ-G7506 | 3.95 |
| | 01 | Speech | Instructional Supplies | calendar | 14.99 |
| | | | | | ----- |
| | | | | | 21.53 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 5

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|----------------------------|--|--------------|
| Council of North Central Two Y | 01 | VP-Instructional Services | Conference/Meeting Expense | Registration for 2000 Summer Academy | 295.00 |
| Cox, Terry J. | 050600 | Men's Baseball | Other Conference & Meeting | Travel Reimbursement 4/26/00 | 100.00 |
| | 050600 | Men's Baseball | Other Conference & Meeting | Travel Reimbursement 4/30, 5/3, 5/4 | 353.00 |
| | 050600 | Men's Baseball | Other Conference & Meeting | sectional tournament 5/8-10/00 expenses | 152.25 |
| | | | | | 605.25 |
| Cragun's Conference Center | 01 | VP-Instructional Services | Conference/Meeting Expense | Lodging Deposit for NCOE/NCSET Colloquim 7/24-7/26 | 105.00 |
| Creative Printing | 01 | College Relations | Office Supplies | Business Cards for Cal Lyons (500) | 40.00 |
| | 01 | College Relations | Advertising | Business Card Masters (12,500) | 400.00 |
| | 01 | Financial Aid & Veterans Affairs | Office Supplies | Business Cards for John Brown (500) | 40.00 |
| | 01 | Financial Aid & Veterans Affairs | Office Supplies | Business Cards for John Brown (500) | 40.00 |
| | 010110 | Corporate Services Admin. | Advertising | Business Cards for Thomas H Gericke (500) | 40.00 |
| | 050300 | Printshop | Purchases for Resale | Business Cards for Cal Lyons (500) | 35.00 |
| | | | | | 595.00 |
| Cunningham, Pamela S. | 01 | Licensed Practical Nursing | Conference/Meeting Expense | travel reimb - San Antonio - 4/11-16/00 | 1,030.17 |
| Cybex | 01 | Fitness Center | Instructional Supplies | Smart Step Cables AW-11631 | 38.01 |
| | 01 | Fitness Center | Instructional Supplies | Gas Shocks HD-60646 | 36.00 |
| | | | | | 74.01 |
| Dalton, Belinda A. | 01 | | Other Payables | Refund - Summer - Lance Patton | 137.00 |
| Damhoff, Russ K. | 050600 | Men's Basketball | Other Conference & Meeting | Travel Reimbursement 4/10, 4/15, 4/16, 4/26, 5/4 | 83.35 |
| | 050600 | Women's Softball | Other Conference & Meeting | lodging for womens softball - Hampton Inn | 307.76 |
| | 050600 | General Athletics | Other Conference & Meeting | Travel Reimbursement-Region IV Mtg 4/19 | 8.40 |
| | | | | | 399.51 |
| Davenport Trane | 03 | ICCB Deferred Maintenance Grant | Maintenance Supplies | Valve for Chiller No 3 | 7,636.45 |
| DeKroft-Metz and Co, Inc | 01 | Licensed Practical Nursing | Instructional Supplies | Ansell-Perry Sterile Latex Gloves Size 7 1/2 | 134.42 |
| | 01 | Licensed Practical Nursing | Instructional Supplies | Monoject 1" 3cc Luer Lok Syringe w/Needle | 14.53 |
| | 01 | Licensed Practical Nursing | Instructional Supplies | Monoject 1 1/2" 3cc Luer Lok Syringe w/Needle | 120.71 |
| | 01 | Licensed Practical Nursing | Instructional Supplies | B-D 22G 1" Needles | 8.50 |
| | | | | | 278.16 |
| Degraffenreid, Lacosha M. | 01 | | Accounts Payable | Student Refund | 572.00 |
| Devan, Curtis | 01 | Personnel Office | Conference/Meeting Expense | reg for LEAD conf | 269.22 |
| Diagnostic Imaging Inc | 01 | Radiologic Technology | Maintenance Services | Maintenance/Labor on Rad Tech Equip | 87.14 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 6

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------|----------------------------|---|--------------|
| Dixon Tire Center | 02 | Grounds | Vehicle Supplies | tires for mower | 29.70 |
| Double Tree Hotel at Reid Park | 050600 | Women's Tennis | Other Conference & Meeting | Hotel Rooms for National Tennis Tournament | 1,671.12 |
| Drane, Paula | 050500 | Child Care Center | Other Supplies | Reimbursement for Books & Supplies | 46.23 |
| Drane, Paula | 050500 | Child Care Center | Other Supplies | supplies reimb | 21.32 |
| Drane, Paula | 01 | | Foundation Expense | reimb for purchase of dome tent | 84.99 |
| | 050500 | Child Care Center | Other Supplies | Reimbursement for Supplies & Groceries | 18.43 |
| | | | | | 103.42 |
| Economy Trophy Co | 01 | Commencement | Other Supplies | Recognition Awards for Health Career | 61.00 |
| | 050600 | Women's Basketball | Instructional Supplies | Basketball Awards | 115.25 |
| | | | | | 176.25 |
| Educational Innovations, Inc | 01 | Earth Science | Instructional Supplies | ME-311 Resonance Demonstrator | 60.95 |
| Equitable Life Assurance | 01 | | Equitable | | 132.00 |
| Equitable Life Assurance | 01 | | Equitable | | 132.00 |
| Family Care Medical | 01 | Licensed Practical Nursing | Instructional Supplies | Medline ABD Pad 5"x9" Reorder NON21450 | 87.62 |
| Farmers New World Life Insuran | 01 | | Farmers New World Life | | 25.00 |
| Farmers New World Life Insuran | 01 | | Farmers New World Life | | 25.00 |
| Faxon Illinois Service Center | 01 | Learning Resource Center | Publications and Dues | College English | 85.00 |
| | 01 | Learning Resource Center | Publications and Dues | Subscriptions | 89.00 |
| | 01 | Learning Resource Center | Publications and Dues | Subscription to International Wildlife | 10.50 |
| | 01 | Learning Resource Center | Publications and Dues | Credit for Subscriptions | -10.00 |
| | | | | | 174.50 |
| Federal Life Insurance Company | 01 | | Federal Life | | 20.00 |
| Federal Life Insurance Company | 01 | | Federal Life | | 20.00 |
| Field Museum | 010130 | Trips & Tours | Conference/Meeting Expense | balance due for Dead Sea Scrolls Trip 5/19/00 | 452.50 |
| Filmmakers Library, Inc | 050600 | Student Activities | Other Contractual Services | Gay Youth (4/19/00) | 65.00 |
| Flexible Benefit Manager | 051000 | Medical Insurance | Administrative | Monthly fee | 132.00 |
| Flexible Benefit Manager | 051000 | Medical Insurance | Administrative | Monthly Fee for Recordkeeping 5/00 | 132.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 7

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|----------------------------|--|--------------|
| Flinn Scientific | 01 | Chemistry | Instructional Supplies | SPEC 2126 Phototubes | 274.90 |
| Formstart Inc | 01 | Admissions, Records & Placement | Office Supplies | Fall Program Change Forms (per 1000) | 482.25 |
| | 01 | Admissions, Records & Placement | Office Supplies | Summer Program Change Forms (per 1000) | 245.93 |
| | 01 | Admissions, Records & Placement | Office Supplies | Spring Program Change Forms (per 1000) | 482.07 |
| | | | | | 1,210.25 |
| Fountain, Marcy | 010110 | workforce prep | Consultants | Maths skills review class contract | 360.00 |
| Fountain, Marcy | 010110 | workforce prep | Consultants | Math Skills Review class - Bogott & Sons | 180.00 |
| Franklin Financial Services Co | 01 | | Franklin Life | | 477.50 |
| Franklin Financial Services Co | 01 | | Franklin Life | | 477.50 |
| Frederick, James E. | 02 | Building and Grounds Administrat | Conference/Meeting Expense | Travel Reimbursement-ILCCFOA Mtg 4/14 | 41.27 |
| Frederick, Lesley J. | 050600 | Student Activities | Other Conference & Meeting | Reimbursement for Amboy HS Diversity Wkshp Meal | 11.42 |
| Frederick, Lesley J. | 050600 | Student Government | Other Conference & Meeting | 90% cash adv end of year student gov. activities | 360.00 |
| Fulton Press Inc | 01 | College Relations | Advertising | Open PO for Advertisements | 42.00 |
| GTE Wireless | 02 | Utilities | Telephone | Monthly charge | 55.30 |
| Gale Research | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 660.21 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 149.11 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 108.88 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 140.48 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 113.31 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 150.45 |
| | 01 | Learning Resource Center | Books and Binding Costs | Library Books | 150.25 |
| | | | | | 1,472.69 |
| Gallatin River Communications | 02 | Utilities | Telephone | Monthly telephone charges | 2,629.45 |
| | 12 | Risk Management | Telephone | monthly charge for 911 trunks | 89.31 |
| | | | | | 2,718.76 |
| Gehlbach, Christyne M. | 01 | Associate Degree Nursing | Conference/Meeting Expense | travel reimb - Rockford 3/17/00 | 92.96 |
| GenFlex Roofing Systems | 02 | maint | Maintenance Services | Repair Roof Leak | 598.00 |
| Gericke, Thomas H. | 010120 | Community Ed Administration | Conference/Meeting Expense | travel reimb-April- indistrict | 24.05 |
| Global Computer Supplies | 01 | Administrative Data Processing | Office Supplies | C28875 Epson Stylus OEM S020110-Color | 477.78 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 8

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-------------------------------|--------|----------------------------------|------------------------------|---|--------------|
| | 01 | Administrative Data Processing | Office Supplies | C3++89A HP LJ 4000TN-C4127X | 869.56 |
| | 01 | Financial Aid & Veterans Affairs | Office Supplies | C31775 Belkin OmniCube 2-Port KVM Switch | 125.04 |
| | 050300 | Printshop | Purchases for Resale | 016-1678-00 Tektronix Phaser 780 black Toner | 893.53 |
| | | | | | 2,365.91 |
| Gomez-Rodas, Anamaria | 101120 | Latino Club | Other | Reimbursement for ALAS Supplies | 53.76 |
| | 101120 | Latino Club | Other | cash advance for deMayo celebration supplies | 35.00 |
| | | | | | 88.76 |
| Gospodarczyk, Thomas J. | 010120 | Community Ed Administration | Conference/Meeting Expense | April-May indistrict travel reimb | 198.01 |
| Grainger | 02 | maint | Maintenance Supplies | 3UC59 Pneumatic Controller (RP920B) | 896.61 |
| | 02 | maint | Maintenance Supplies | Open Purchase Order for Supplies | 108.40 |
| | 02 | maint | Maintenance Supplies | Pneumatic Temp Sensors | 372.15 |
| | 02 | maint | Maintenance Supplies | Credit Memo for Pneumatic Temp Sensor | -87.58 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies for Switchboard Remodel | 12.14 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies for Switchboard Remodel | 3.76 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies for Switchboard Remodel | 118.18 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies for Switchboard Remodel | 37.92 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies for Switchboard Remodel | 36.84 |
| | | | | | 1,498.42 |
| Graybar Electric Company Inc. | 02 | Building and Grounds Administrat | building Remodeling | Lucent Systimax SCS Gigaspeed Cable 107987315 | 723.50 |
| Green, Tina D. | 01 | | Accounts Payable | Student Refund | 300.00 |
| | 01 | | Accounts Payable | Student Refund | -300.00 |
| | 01 | | Accounts Payable | Student Refund | 300.00 |
| Grove's Dictionaries | 01 | Learning Resource Center | Books and Binding Costs | Ency of the Italian Renaissance | 300.00 |
| | 01 | Learning Resource Center | Books and Binding Costs | Ency of American Art Before 1914 | 350.00 |
| | | | | | 650.00 |
| Grummert's True Value | 02 | maint | Maintenance Supplies | wrench | 14.39 |
| | 02 | maint | Maintenance Supplies | material-Switchboard remodel | 139.00 |
| | 02 | Building and Grounds Administrat | building Remodeling | material-Switchboard remodel | 35.73 |
| | | | | | 189.12 |
| Gunder, Michelle L. | 01 | | Accounts Payable | Student Refund | 250.00 |
| H. W. Wilson Company | 01 | Learning Resource Center | Other Materials and Supplies | Famous First Facts Web | 3,245.00 |
| HESI | 01 | Director of Health Careers Ed | Instructional Supplies | RN Comprehensive Exams | 504.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/01
 TIME: 8:45 AM
 PAGE: 9

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|---------------------------------|----------------------------------|---|--------------|
| Hanson, Jenny L. | 01 | | Accounts Payable | Student Refund | 200.00 |
| Heritage Music Center Inc | 01 | Music | Instructional Supplies | Micro Utility Kit | 39.40 |
| | 01 | Music | Instructional Supplies | Music | 200.00 |
| | | | | | 239.40 |
| Hewes, Robert D | 01 | | Accounts Payable | Student Refund | 20.00 |
| Hicks, Kristin D. | 01 | | Accounts Payable | Student Refund | 781.00 |
| Highsmith Inc | 01 | Instructional Technology Center | Inatructional Technology Materia | L9A-11729 Easel Pads, 27x34 Plain White (2/box) | 320.09 |
| Hill's Electric Motor Service | 02 | maint | Maintenance Supplies | BX108 Dayco Gold Label Cog-Belt | 83.00 |
| Hinrichs, Julie A. | 01 | | Accounts Payable | Student Refund | 245.00 |
| Honeywell Inc | 02 | maint | Maintenance Supplies | 14004136-001 Positive Positioner Retrofit Kit | 417.24 |
| Hook, Amanda J. | 01 | Art | Consultants | Modeling Fee for 4/18/00 | 30.00 |
| | 01 | Art | Consultants | Modeling Fee for 4/20/00 | 30.00 |
| | | | | | 60.00 |
| Hook, Amanda J. | 01 | Art | Consultants | modeling fee | 30.00 |
| Hook, Amanda J. | 01 | Art | Consultants | Modeling Fee for 5/4/00 | 30.00 |
| | 01 | Art | Consultants | Modeling Fee for 5/10/00 | 48.00 |
| | | | | | 78.00 |
| Howes, Valerie J. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Howes, Valerie J. | 01 | | Accounts Payable | Student Refund | 644.00 |
| IMECO | 01 | | Other Payables | refund to employer for Mike Kelm | 90.00 |
| Illini Trophy | 050600 | Men's Basketball | Instructional Supplies | Men's Basketball Awards | 120.70 |
| | 050600 | Student Activities | Office Supplies | Placques for Leadership Awards Banquet | 219.45 |
| | | | | | 340.15 |
| Illinois Department of Revenue | 01 | | State Withholding Payable | | 7,455.23 |
| Illinois Department of Revenue | 01 | | State Withholding Payable | | 7,614.57 |
| Illinois Mutual | 01 | | Optional Disability Insurance | | 9.61 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 10

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|-------------------------------|-------------------------------|--|--------------|
| Illinois Mutual | 01 | | Optional Disability Insurance | | 9.61 |
| Indiana University Audio Visua | 01 | Psychology | Instructional Supplies | Performance Appraisal BC0365 Date Req: 2/29/00 | 45.80 |
| | 01 | Psychology | Instructional Supplies | Discipline without Punishment BC0229 Date Req:4/11 | 51.30 |
| | | | | | 97.10 |
| Iwaasa, Juel | 01 | Other Institutional | Recruitment | reimb for interview expenses 4/25-4/27/00 | 608.56 |
| Jacobs, Endrea M. | 01 | | Accounts Payable | Student Refund | 200.00 |
| Johnson, Karl | 050600 | Women's Basketball | Other Contractual Services | Referee for 1/4/2000 | 90.00 |
| Johnson, Michael J. | 01 | | Accounts Payable | Student Refund | 138.00 |
| Johnson, Rosemary | 01 | Director of Health Careers Ed | Conference/Meeting Expense | Travel Reimbursement-IAI Nursing Panel Mtg 4/20 | 30.73 |
| Josten's Inc | 01 | Commencement | Other Supplies | Diploma Inserts (red seal) With Name & Date | 54.80 |
| KC Health Horizons | 051000 | Medical Insurance | Medical Insurance Claims | Wellness Screening 2000 | 8,193.00 |
| Kelli D Walker, Attorney | 01 | | Wage Garnishment Payable | Garnishment | 108.94 |
| Kelli D Walker, Attorney | 01 | | Wage Garnishment Payable | Garnishment | 108.94 |
| Kendrick, Sean C. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Kerber, Joan E. | 01 | VP- Student Services | Conference/Meeting Expense | 4/12-16/00 travel reimb-Myrtle Beach, SC | 436.61 |
| Kerber, Joan E. | 02 | Utilities | Telephone | reimb for phone expense | 23.06 |
| Kidder Music | 01 | Music | Instructional Supplies | Carnival of Venice | 48.50 |
| Kinnaman, Andrea D. | 01 | | Accounts Payable | Student Refund | 300.00 |
| Kipping, Sara M. | 050600 | Women's Tennis | Other Conference & Meeting | Advance for Meals for National Tennis Tournament | 1,064.00 |
| Klaus Radio Inc | 01 | Licensed Practical Nursing | Maintenance Services | Non warranty repair | 105.28 |
| Klein, Colleen J. | 01 | Associate Degree Nursing | Conference/Meeting Expense | Travel Reimbursement 1/13-5/4 | 63.05 |
| Kooi, Audrey | 010120 | Senior Programs | Consultants | Morrison Fitness-Spring 2000 | 168.75 |
| Kreider Services | 01 | | Other Payables | Refund for J O'Donnell, M Coffey, & J Adams | 45.00 |
| Larson, Don | 010110 | workforce prep | Consultants | Basic SPC Trng-Wahl Clipper | 112.50 |
| Law Enforcement Resource | 01 | Criminal Justice | Instructional Supplies | Search & Seizure Video Series | 415.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 11

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|---------------------------|--------|--------------------------|----------------------------|---|--------------|
| | 01 | Criminal Justice | Instructional Supplies | Force-Video Series | 315.00 |
| | | | | | 730.00 |
| Lee Wayne | 01 | | Other Payables | Refund for Glen Springman | 45.00 |
| Lee, Luke E. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Lenington, Leanna M. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Lepianka, Andrea M. | 01 | | Accounts Payable | Student Refund | 750.00 |
| | 01 | | Accounts Payable | Student Refund | 750.00 |
| | | | | | 1,500.00 |
| Leseman, Jolene K. | 050600 | Women's Softball | Other Contractual Services | 4/29/ games | 60.00 |
| | 050600 | Women's Softball | Other Conference & Meeting | Travel 4/27 thru 5/2/2000 | 362.28 |
| | | | | | 422.28 |
| Leseman, Jolene K. | 050600 | Women's Softball | Other Conference & Meeting | Travel Reimbursement 4/20-4/29 | 583.68 |
| | 050600 | Women's Softball | Other Conference & Meeting | 5/5-11/00 expense reimb | 233.51 |
| | | | | | 817.19 |
| Little, Linda | 01 | NCA Accreditation | Conference/Meeting Expense | travel reimb- Chicago | 710.56 |
| Lydia S. Meyer, Trustee | 01 | | Wage Garnishment Payable | | 250.00 |
| Lydia S. Meyer, Trustee | 01 | | Wage Garnishment Payable | | 250.00 |
| Lynch, Janet L. | 01 | Associate Degree Nursing | Conference/Meeting Expense | Travel Reimbursement-CGH Clinical 1/18-4/25 | 100.10 |
| Main Stay Funds | 01 | | Main Stay Fund | | 75.00 |
| Main Stay Funds | 01 | | Main Stay Fund | | 75.00 |
| Maintenance Products, Inc | 02 | maint | Maintenance Supplies | Misc supplies & tools | 232.34 |
| Martinez, Shirley A. | 01 | | Accounts Payable | Student Refund | 1,272.64 |
| | 01 | | Accounts Payable | Student Refund | 1,273.61 |
| | | | | | 2,546.25 |
| McBride, Mollie K. | 01 | | Accounts Payable | Student Refund | 138.00 |
| McClain, Bethany | 01 | | Rehabilitation Dors-Spring | ORS Reimb - 12 hrs X \$20 per hr | 240.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 9:45 AM
 PAGE: 12

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|----------------------------------|--|--------------|
| McMaster Carr Supply Company | 01 | | Foundation Expense | shock cord - child care sandbox | 26.49 |
| Meadows of Franklin Grove | 010120 | Community Education | Rental- Facilities | Facility Rental for Cake Decorating | 50.00 |
| Mecum, Christine A. | 01 | | Accounts Payable | Student Refund | 25.00 |
| Mekeel, Rena M. | 01 | | Accounts Payable | Student Refund | 46.00 |
| Menards | 02 | maint | Maintenance Supplies | rubber caulk | 29.94 |
| | 02 | maint | Maintenance Supplies | screws | 1.78 |
| | 02 | maint | Maintenance Supplies | Bulbs, Reflectors, Gas Connectors | 36.68 |
| | 02 | maint | Maintenance Supplies | supplies-towers | 60.46 |
| | 02 | Utilities | Telephone | telephone cords replacements | 34.88 |
| | 02 | Building and Grounds Administrat | building Remodeling | screws | 18.14 |
| | 02 | Building and Grounds Administrat | building Remodeling | Switchboard Remodel Supplies | 10.02 |
| | 02 | Building and Grounds Administrat | building Remodeling | Supplies Switchboard Remodel | 193.67 |
| | | | | | ----- |
| | | | | | 385.57 |
| Mendoza, Michelle | 01 | College Relations | Conference/Meeting Expense | Advance for Adobe Photoshop Wkshp 5/17-5/18 | 105.00 |
| Messing & Becker | 050600 | Women's Softball | Instructional Supplies | Louisville TPS Bat | 301.00 |
| Meyer, Kent | 01 | Administrative Data Processing | Conference/Meeting Expense | Travel Reimbursement-COMDEX Convention 4/20/00 | 134.35 |
| Minnesota Child Support Paymen | 71 | | Wage Garnishment Payable | Garnishment | 280.20 |
| Minnesota Child Support Paymen | 01 | | Wage Garnishment Payable | Garnishment | 280.20 |
| Mongan, Connie | 010110 | workforce prep | Consultants | contract for Strategic Planning for City of RF | 600.00 |
| Montgomery Kone Inc | 02 | maint | Maintenance Services | Continued Contract | 628.86 |
| Morgan Services Inc. | 02 | custodial | Maintenance Services | Clean Towel Supply & Demand Service | 114.71 |
| | 02 | custodial | Maintenance Services | Clean Towel Supply & Demand Service | 129.10 |
| | 02 | custodial | Maintenance Services | Clean Towel Supply & Demand Service | 105.65 |
| | | | | | ----- |
| | | | | | 349.46 |
| Morris, Wade | 050600 | Women's Basketball | Other Contractual Services | Referee for 1/4/2000 | 90.00 |
| Mossey, Esther M. | 01 | | Accounts Payable | Student Refund | 390.00 |
| Mueller Audio Visual | 01 | Instructional Technology Center | Maintenance Services | VCR Repair | 25.00 |
| | 01 | Instructional Technology Center | Inatractional Technology Materia | CRTW-200 Leter Tape | 99.48 |
| | | | | | ----- |
| | | | | | 124.48 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 13

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|---------------------------------|----------------------------------|--|--------------|
| Mull, Robert W. | 01 | | Accounts Payable | Student Refund | 434.00 |
| NACUBO | 01 | VP- Administrative Services | Publications and Dues | Dues for One Year 6/1/00-5/31/01 | 75.00 |
| NABIR | 01 | Other Institutional | Other Materials and Supplies | grab bag service charge | 20.00 |
| NCHEMS | 01 | VP-Instructional Services | Publications and Dues | Publication-Assessment in Community Colleges | 12.50 |
| Nat'l Assoc of Executive Secre | 01 | VP- Administrative Services | Publications and Dues | One Year Subscription for 2000-2001 | 35.00 |
| National Computer Systems, Inc | 01 | Dean of Information Systems | Instructional Supplies | 4521 Answer Sheet, 2000, 8 1/2x11, Cut (500/box) | 1,029.18 |
| National Geographic Society | 01 | Fitness Center | Instructional Supplies | One Year Subscription | 29.00 |
| National Technological Univers | 01 | Instructional Technology Center | Inatructional Technology Materia | Taping Charges | 45.00 |
| National Wellness Association | 01 | Fitness Center | Instructional Supplies | membership renewal - Christine Hoyle | 89.00 |
| National Wellness Institute | 01 | Fitness Center | Conference/Meeting Expense | wellness conference fees | 320.00 |
| | 01 | Fitness Center | Other Conference & Meeting | wellness conference fees | 330.00 |
| | | | | | 650.00 |
| Natl. Council for Occupational | 01 | VP-Instructional Services | Conference/Meeting Expense | Registration for NCOE/NCET Colloquim | 275.00 |
| Nejman, Michael | 01 | | Foundation Expense | SEMINAR 4/28/00 | 900.00 |
| Nelson, Diane M | 01 | Associate Degree Nursing | Consultants | Substitute Teacher for P Cunningham 4/12-4/13 | 115.50 |
| Nicor Energy, LLC | 02 | Utilities | Gas | Open Purchase Order for Gas Service | 5,873.01 |
| Nicor Gas | 02 | Utilities | Gas | Supply and Demand for Gas Service | 104.65 |
| | 02 | Utilities | Gas | Supply and Demand for Gas Service | 240.68 |
| | 02 | Utilities | Gas | Supply and Demand for Gas Service | 100.73 |
| | 02 | Utilities | Gas | Supply and Demand for Gas Service | 152.31 |
| | | | | | 598.37 |
| Nolan, Billie | 010120 | Health & Personal Development | Consultants | Contract for Dixon Fitness Class | 165.00 |
| Norris, Randall | 01 | Other Institutional | Recruitment | reimb for interview expense 4/30-5/2/00 | 508.75 |
| Northern Illinois Library Syst | 01 | Learning Resource Center | Other Materials and Supplies | Online Catalog Membership | 255.00 |
| Northern Illinois University | 01 | Learning Resource Center | Conference/Meeting Expense | ICCMP Spring meeting Registration | 20.00 |
| Northern Life Insurance Compan | 01 | | Northern Life | | 85.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 14

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-----------------------------------|--------|----------------------------------|---------------------------------|--|--------------|
| Northern Life Insurance Compan | 01 | | Northern Life | | 85.00 |
| Nunez, Steve C. | 101140 | Phi Theta Kappa Club | Other | travel reimbursement - Orlando FL | 339.95 |
| Okey, Deborah M. | 01 | English | Conference/Meeting Expense | travel reimb - Allerton Articulation | 71.02 |
| PDC Laboratories, Inc | 02 | maint | Maintenance Services | Monthly Testing | 62.00 |
| PHI THETA KAPPA Society | 101140 | Phi Theta Kappa Club | Other | PTK Registration for Convention | 195.00 |
| Pack, Jason D. | 01 | | Accounts Payable | Student Refund | 200.00 |
| Paper Direct Inc | 010120 | Community Ed Administration | Office Supplies | PC1451 Stonewash Berry | 62.81 |
| Partington, Sarah H. | 01 | Other Institutional | Recruitment | Travel Reimbursement-Candidate Tour 4/26/00 | 15.60 |
| Party X Press | 050600 | Student Government | Other Materials and Supplies | supplies - dance | 35.90 |
| Paulsen, Carmel A. | 02 | Building and Grounds Administrat | Office Supplies | Reimbursement for Supplies | 33.97 |
| Peterson, Tracy L. | 01 | | Accounts Payable | Student Refund | 390.00 |
| Pettygrove, Kim | 010120 | Health & Personal Development | Instructional Service Contracts | Finance Workshop Contract | 180.00 |
| Phillips, Jacinda P. | 01 | | Accounts Payable | Student Refund | 284.00 |
| Physics Academic Software | 01 | | Foundation Expense | Spacetime Physics Software(IBM) ISBN 0-88318-676-4 | 728.00 |
| Physics Curriculum and Instruc | 01 | | Foundation Expense | Pearls Physics Academic Software-Windows Version | 1,705.00 |
| Pinter, Karen | 01 | English | Conference/Meeting Expense | travel reimb - Allerton Articulation | 71.02 |
| Pratt | 01 | | Foundation Expense | XG-NV6U Sharp XGA Data Video Projection System | 22,245.00 |
| Pratt Audio-Visual & Video Cor | 01 | Instructional Technology Center | Maintenance Services | Repair of Epson Powerlite ELP-7300 | 654.38 |
| | 01 | Instructional Technology Center | Inatractional Technology Materi | Shure line to mic adaptors | 198.33 |
| | 010200 | Instructional Data Processing | Instructional Other Equipment | Epson 7350 | 6,822.40 |
| | | | | | 7,675.11 |
| Primedia | 01 | | Foundation Expense | 3 Units-Bearings-Maintenance Training | 3,403.00 |
| | 01 | | Foundation Expense | Essentials of Leadership CD-Rom | 2,373.75 |
| | | | | | 5,776.75 |
| Pro Com Systems | 01 | Business Office | Other Materials and Supplies | Repairs to DuKane Paging System | 437.50 |
| Professional Benefit Administratr | 051000 | Medical Insurance | Individual Stop Loss | individual stop loss | 3,614.35 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 15

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|------------------------------|--|--------------|
| | 051000 | Medical Insurance | Dependent Stop Loss | individual stop loss | 2,514.88 |
| | 051000 | Medical Insurance | Precertification | individual stop loss | 282.00 |
| | 051000 | Medical Insurance | Administrative | individual stop loss | 1,796.00 |
| | 051000 | Medical Insurance | Life & AD&D | individual stop loss | 1,914.78 |
| | | | | | 10,122.01 |
| Professional Binding Inc | 050300 | Printshop | Purchases for Resale | Spiral Combs | 137.65 |
| Protective Products | 02 | Building and Grounds Administrat | building Remodeling | Protective Kit Switchboard remodel | 298.84 |
| Putnam Retirement Plan Service | 01 | | Putnam | | 500.00 |
| Putnam Retirement Plan Service | 01 | | Putnam | | 500.00 |
| Quebecor Company | 01 | | Other Payables | Refund for Jerry Martz | 45.00 |
| Quill Corporation | 01 | Commencement | Other Supplies | Printer Index Cards 031-8387 | 53.52 |
| | 01 | Admissions, Records & Placement | Office Supplies | Printer Index Cards 031-8387 | 2.82 |
| | 01 | Other Institutional | Postage | 031-1PI25NP Rubber Stamp: Permit #243, Dixon, IL | 58.10 |
| | 010110 | Corporate Services Admin. | Office Supplies | 031-7-221-BK 1 3/8 Binder | 44.98 |
| | 010110 | Corporate Services Admin. | Office Supplies | 031-74001-Holders | 179.72 |
| | 010120 | Community Ed Administration | Office Supplies | 031-7-221-BK 1 3/8 Binder | 44.99 |
| | 010120 | Community Ed Administration | Office Supplies | 031-74001-Holders | 179.72 |
| | 050600 | Student Activities | Other Materials and Supplies | Cert Covers | 44.99 |
| | | | | | 608.84 |
| R S Stover | 02 | maint | Maintenance Supplies | Actuator Control Springs 1L217427042 | 290.40 |
| R-Graphics | 050300 | Printshop | Purchases for Resale | GTO VP 9" Plates | 457.42 |
| R. R. Bowker | 01 | Learning Resource Center | Books and Binding Costs | Book | 303.93 |
| | 01 | Learning Resource Center | Books and Binding Costs | Am Bk Trade Directory 2000 | 259.21 |
| | | | | | 563.14 |
| Reavy, Michelle R. | 01 | | Accounts Payable | Student Refund | 1,287.00 |
| | 01 | | Accounts Payable | Student Refund | 1,288.00 |
| | | | | | 2,575.00 |
| Rock Falls Rotary Club | 01 | VP-Instructional Services | Publications and Dues | Rotary Club Dues 4/1-6/30 for Deb Hecht | 145.00 |
| Rock River Valley Barbershoppe | 01 | College Relations | Advertising | 2000 Ad for Program | 70.00 |
| Rodriguez, Dina M. | 01 | | Accounts Payable | Student Refund | 250.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 16

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-------------------------------|--------|----------------------------------|----------------------------------|--|--------------|
| Rude, Marci J. | 01 | | Accounts Payable | Student Refund | 322.00 |
| SBM Business Equipment Center | 01 | Information Center | Maintenance Services | copier minimum charge | 28.80 |
| | 01 | Other Instructional | Maintenance Services | Purchase Order for Copier Maintenance A3186 | 179.22 |
| | 01 | Dean of Corp Comm Serv | Office Supplies | Minimum Copy Count Charge for 4/00 | 84.78 |
| | 01 | Technical Occupational | Instructional Supplies | Tex-Ti-503+ | 88.61 |
| | 01 | Learning Resource Center | Library Supplies | Open PO for Supplies | 7.44 |
| | 01 | Financial Aid & Veterans Affairs | Office Supplies | Refill Ink SHA-22112 | 120.00 |
| | 01 | Counseling | Maintenance Services | 1/2 Copier charges | 68.25 |
| | 01 | VP- Administrative Services | Office Other Equipment | GBC-1752240 Heavy Duty Shredder | 1,049.00 |
| | 01 | Business Office | Maintenance Services | Monthly Charge for Maintenance of Sharp Copier | 76.58 |
| | 01 | Business Office | Office Other Equipment | 38293R 72"x36" Desk-Black Body, Medium Oak Top | 679.00 |
| | 01 | Business Office | Office Other Equipment | 38293R 72"x36" Desk-Black Body, Medium Oak Top | 679.00 |
| | 010110 | Corporate Services Admin. | Office Supplies | Minimum Copy Count Charge for 4/00 | 84.78 |
| | 050300 | Printshop | Maintenance Services | HUN-90208 5/16" Staples | 10.15 |
| | | | | | 3,155.61 |
| SVCC Faculty Association | 01 | | Faculty Association Payable | | 1,125.47 |
| SVCC Faculty Association | 01 | | Faculty Association Payable | | 1,125.47 |
| SVCC Foundation | 01 | | Foundation Payable | | 5.00 |
| SVCC Foundation | 01 | | Foundation Payable | | 5.00 |
| Satellite TV Week | 01 | Instructional Technology Center | Inatructional Technology Materia | subscription to Satellite TV Week Guide | 59.95 |
| Sauk Valley Newspapers | 01 | Board of Trustees | Advertising | Legal Notice for Temperature Control Project | 44.24 |
| | 01 | Board of Trustees | Advertising | Notice for Bids on Roadway Project | 44.24 |
| | 01 | Board of Trustees | Advertising | Legal Notice for Asbestos Abatement Project | 41.08 |
| | 050600 | Drama | Other Materials and Supplies | Ad for Technical Director | 49.92 |
| | 050600 | Voyager | Other Materials and Supplies | Feb & March Voyager Printing | 268.08 |
| | | | | | 447.56 |
| Savage, Julianne M. | 01 | | Foundation Expense | Anne Horton Award | 50.00 |
| Sax Arts & Crafts | 050600 | Student Activities | Other Materials and Supplies | Roll-Lt Blue Paper | 387.53 |
| Scheff, Ray | 050600 | Student Activities | Other Contractual Services | Entertainment for Leadership Awards Banquet | 200.00 |
| Schneider, Leslie L. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Schreiner, Stephanie L. | 01 | Associate Degree Nursing | Conference/Meeting Expense | travel to CGH January - April | 72.80 |
| Schultz, Noelle S. | 01 | | Accounts Payable | Student Refund | 1,272.64 |
| | 01 | | Accounts Payable | Student Refund | 235.00 |
| | | | | | 1,507.64 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 17

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|---------------------------|----------------------------|--|--------------|
| Schultz, Wilbert J. | 01 | Art | Consultants | Modeling Fee for 4/25/00 | 30.00 |
| Seagren, Catherine | 01 | Business Office | Conference/Meeting Expense | Travel Reimbursement-Payroll Seminar | 43.41 |
| Seattle Central Community Coll | 01 | VP- Student Services | Publications and Dues | student services handbooks | 156.00 |
| Seguin, Michael | 01 | Other Institutional | Recruitment | Travel Reimbursement-Community Tours 4/17-4/18 | 34.45 |
| Seguin, Michael | 01 | Other Institutional | Recruitment | Travel Reimbursement-Candidate Tour 4/24 | 14.63 |
| Select Employees Credit Union | 01 | | Credit Union Payable | | 17,467.93 |
| Select Employees Credit Union | 01 | | Credit Union Payable | | 17,467.93 |
| Setchell, Linda S. | 010120 | Professional Development | Conference/Meeting Expense | Travel Reimbursement-Rockford Sanitation Class | 29.25 |
| Shanty Creek | 01 | VP-Instructional Services | Conference/Meeting Expense | Room Reservation for D Hecht-2000 Summer Academy | 75.00 |
| Shawver Press Inc | 050300 | Printshop | Maintenance Services | Business Cards (500) | 82.00 |
| | 050300 | Printshop | Maintenance Services | Letterhead (500) | 82.00 |
| | 050300 | Printshop | Maintenance Services | Envelopes (500) | 79.00 |
| | | | | | 243.00 |
| Shell Oil Company | 050800 | Transportation | Vehicle Supplies | College Van gas purchase | 191.79 |
| Shippert, Stanley | 01 | Radiologic Technology | Conference/Meeting Expense | travel reimb- 4/28/00 Radiology Educ Mtg | 53.10 |
| Simplex | 12 | Safety & Security | Maintenance Services | Annual Billing for 5/1/00-4/30/01 | 1,069.50 |
| Skinner, Rhonda L. | 01 | Business Office | Conference/Meeting Expense | Travel Reimbursement-Payroll Seminar | 69.90 |
| Slain, Verna | 010120 | Community Education | Consultants | quilting class | 270.00 |
| Smith Filters | 02 | maint | Maintenance Supplies | 58 3/8 No 1999 | 722.84 |
| Smith, Brad W. | 01 | Other Instructional | Tuition Reimbursement | tuition reimb - ED 590AA | 345.00 |
| Smith, Jeffry S. | 010120 | College for Kids | Conference/Meeting Expense | travel reimb - College for Kids | 32.50 |
| Southern Illinois University | 01 | | JTPA Whiteside- Summer | exam fees for 2 students | 100.00 |
| Springhill | 02 | Grounds | Maintenance Supplies | Flowers for outdoors | 239.13 |
| Stake, Angela S. | 01 | | Accounts Payable | Student Refund | 300.00 |
| State Disbursement Unit | 01 | | Wage Garnishment Payable | Garnishment | 312.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/27 '00

RUN DATE: 05/16/00
 PAGE: 18

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|-----------------------------|----------------------------|---|--------------|
| State Disbursement Unit | 01 | | Wage Garnishment Payable | Garnishment | 312.00 |
| State Fair Community College | 01 | NCA Accreditation | Office Supplies | Self Study Report | 14.00 |
| State Universities Retirement | 01 | | SURS Payable | | 25,083.87 |
| State Universities Retirement | 01 | | SURS Payable | | 25,763.47 |
| Stees, Deanna | 01 | Business Office | Conference/Meeting Expense | Travel Reimbursement-Payroll Seminar | 20.02 |
| Stephenson, Brian J. | 01 | | Accounts Payable | Student Refund | 436.72 |
| Sterling Area Chamber of Comme | 010120 | Community Ed Administration | Conference/Meeting Expense | Reservation for Sterling Chamber Dinner 5/3 | 25.00 |
| Sterling Gus Macker | 01 | College Relations | Advertising | Slam Dunk Gus Macker | 2,000.00 |
| Sterling Rock Falls Clinic | 050600 | Men's Basketball | Other Contractual Services | 1st semester drug testing | 1,176.00 |
| Stewart Security | 12 | Safety & Security | Other Contractual Services | Renew Contract for Security Service | 853.99 |
| | 12 | Safety & Security | Other Contractual Services | Renew Contract for Security Service | 1,124.24 |
| | | | | | 1,978.23 |
| Stewart, James L. | 050600 | Men's Golf | Other Conference & Meeting | NJCAA Nationals Tournament -Airfare reimb | 252.00 |
| Surefire Marketing, Inc | 01 | College Relations | Advertising | Advertisement in Ster/RF & Dixon Relocation Guide | 149.50 |
| Systems Equipment Sales Co | 02 | maint | Maintenance Services | VLBK, Louvered Low Silhouette Exhaust Fans/Roof | 2,970.00 |
| TIAA/CREF | 01 | | TIAA/ CREF | | 7,006.26 |
| TIAA/CREF | 01 | | TIAA/ CREF | | 7,006.26 |
| Thomas, Robert | 01 | Learning Resource Center | Conference/Meeting Expense | Travel Reimbursement-NILS Director Interview 4/18 | 40.15 |
| Thomas, Robert | 01 | Learning Resource Center | Conference/Meeting Expense | travel reimb-5/2/00-Rockford | 40.15 |
| Thomas, Robert | 01 | Learning Resource Center | Conference/Meeting Expense | Travel Reimbursement-"net.Library" e-book Trng | 82.32 |
| | 01 | Learning Resource Center | Conference/Meeting Expense | Travel Reimbursement-NILS Academic Library Mtg | 53.00 |
| | | | | | 135.32 |
| Thompson Publishing Group | 01 | Personnel Office | Publications and Dues | renewal of ADA Compliance Guide | 266.00 |
| Thompson, Debbie O | 010120 | Community Education | Consultants | Drawing Class-Spring 2000 | 200.00 |
| Todd, Robin J. | 01 | | Accounts Payable | Student Refund | 391.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 19

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|--------------------------------|-------------------------|---|--------------|
| Toner Tech Plus | 01 | Administrative Data Processing | Office Supplies | toner refills | 1,262.05 |
| Total Line Supply Company | 02 | custodial | Maintenance Supplies | Open Purchase Order for Paper & Cleaning Supplies | 480.75 |
| | 02 | custodial | Maintenance Supplies | Open Purchase Order for Paper & Cleaning Supplies | 82.90 |
| | | | | | 563.65 |
| Transworld Systems, Inc | 01 | Business Office | Consultants | Collection Service | 925.00 |
| Trujillo, Edward | 101120 | Latino Club | Other | Reimbursement for ALAS Supplies | 11.04 |
| Trustmark Insurance | 01 | | Optional Life Insurance | | 645.06 |
| Trustmark Insurance | 01 | | Optional Life Insurance | | 634.23 |
| Tucker, Michelle R. | 01 | | Accounts Payable | Student Refund | 250.00 |
| U S Filter Corporation | 01 | Clinical Laboratory Science | Maintenance Services | service on ION 200MB | 128.00 |
| US Postmaster | 01 | Other Institutional | Postage | Postage Meter Refill | 3,000.00 |
| Unique Computer | 01 | Physics | Instructional Supplies | toner cartridge -physics printer | 27.00 |
| | 01 | Computing & Instruct Tech | Instructional Supplies | Back-UPS | 525.40 |
| | 01 | Administrative Data Processing | Office Supplies | DDS Tapes | 599.50 |
| | | | | | 1,151.90 |
| United States Cellular | 02 | Utilities | Telephone | Monthly Charges | 57.94 |
| United Way of Dixon | 01 | | United Way Payable | | 52.43 |
| United Way of Dixon | 01 | | United Way Payable | | 52.43 |
| United Way of Sterling-Rock Fa | 01 | | United Way Payable | | 132.40 |
| United Way of Sterling-Rock Fa | 01 | | United Way Payable | | 132.40 |
| Vallez, Michael L. | 01 | | Accounts Payable | Student Refund | 250.00 |
| Van's Enterprises | 02 | Grounds | Maintenance Supplies | 4 Pallets Turface (Soilmaster) | 840.00 |
| VanderWege, Robertus J. | 01 | Art | Instructional Supplies | Reimbursement for Art Supplies | 21.24 |
| VanderWege, Robertus J. | 01 | Art | Instructional Supplies | Reimbursement for Art Supplies | 30.13 |
| Variable Annuity Life Insuranc | 01 | | Valic | | 495.00 |
| Variable Annuity Life Insuranc | 01 | | Valic | | 440.00 |

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

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:15 AM
 PAGE: 20

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|------|----------------------------------|----------------------------|--|--------------|
| Verhulst, Robb B. | 01 | | Accounts Payable | Student Refund | 690.00 |
| Verhulst, Robb B. | 01 | | Accounts Payable | Student Refund | 200.00 |
| Vonachen Industrial Supplies | 02 | custodial | Maintenance Supplies | Open Purchase Order to Purchase Supplies | 11.72 |
| WIXN FM - WIXN AM | 01 | College Relations | Advertising | Radio Advertising-P0003470 Closed | 440.00 |
| | 01 | College Relations | Advertising | Radio Advertising-P0003470 Closed | 896.00 |
| | | | | | 1,336.00 |
| WNS Pub. News-Sentinel/The Rev | 01 | College Relations | Advertising | Open PO for Advertisements | 51.20 |
| | 01 | College Relations | Advertising | Open PO for Advertisements | 51.20 |
| | | | | | 102.40 |
| WSDR-AM | 01 | College Relations | Advertising | Open PO for Advertising | 593.80 |
| WSSQ-FM | 01 | College Relations | Advertising | Open PO for Advertising | 546.00 |
| WZZT-FM | 01 | College Relations | Advertising | Open PO for Advertising | 597.54 |
| Waddell & Reed, Inc | 01 | | Waddell & Reed | | 485.00 |
| Waddell & Reed, Inc | 01 | | Waddell & Reed | | 485.00 |
| Walker, Shirley A. | 01 | | Foundation Expense | Advance for Blackbaud Training 5/13-5/17 | 300.00 |
| Ward, Murray, Pace, & Johnson, | 01 | Board of Trustees | Legal Services | General Legal Services for April 2000 | 3,796.00 |
| Waukonsee Community College | 01 | Business Office | Tuition Chargeback | Chargeback for Spring 2000 Semester | 5,685.48 |
| Weight Watchers | 01 | Education Fund | Resident Tuition | weight watchers for 4 | 163.76 |
| | 01 | Education Fund | Course Fees | weight watchers for 4 | 214.00 |
| | 02 | Operations & Maintenance | Resident Tuition | weight watchers for 4 | 20.24 |
| | | | | | 398.00 |
| West Publishing Company | 01 | Learning Resource Center | Books and Binding Costs | Il Legislative Service 2000 | 748.25 |
| | 01 | Learning Resource Center | Books and Binding Costs | Il Law Finder 2000 Pamphlet | 72.30 |
| | | | | | 820.55 |
| White, Linley V. | 01 | Dean of Business, Tech & Natural | Conference/Meeting Expense | Travel Reimbursement-ICCEDA/ICCET Conf 5/3-5/5 | 431.47 |
| Wilkins-Lowe and Company | 12 | Risk Management | Worker's Compensation | worker comp quarterly installment | 3,933.00 |
| Willamette Industries Inc | 01 | Administrative Data Processing | Office Supplies | 851001 8 1/2 x 11 Blank, Cut Sheet, Copy Paper | 1,840.00 |

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

Sauk Valley Community College
Check Register
From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
TIME: 9:45 AM
PAGE: 21

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-------------------------|--------|---------------------|----------------------------|--------------------------------------|--------------|
| Williamson, Judith B. | 01 | English | Conference/Meeting Expense | travel reimb - 4/12-13/00 - Allerton | 71.02 |
| Woosung Quarry Products | 02 | Grounds | Maintenance Supplies | Gravel and Black Dirt-One Load Each | 214.58 |
| Xerox Corporation | 01 | Other Institutional | Debt Principal Retirement | copier lease - principal | 379.81 |
| | 01 | Other Institutional | Interest | copier lease - principal | 338.85 |
| | 050200 | Xerox Copier | Maintenance Services | copier lease - principal | 2,089.17 |
| | | | | | 2,807.83 |
| Yelm, Stephanie D. | 01 | | Accounts Payable | Student Refund | 250.00 |

BANK ACCOUNT TOTAL: 367,673.65

REPORT SVRCHKR
 FISCAL YEAR 2000
 BANK: 2 Sterling Federal Bank- Restricted

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 22

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|-------------------------------|--------|----------------------------------|----------------------------|--|--------------|
| | 062022 | WFP- Education to Careers Grant | Conference/Meeting Expense | Mastercom Trng Course conference | 325.00 |
| Alfano, Cindy | 062022 | WFP- Ed to Careers | Instructional Supplies | Reimbursement for Treats for TGIF & Honors Escrow | 23.93 |
| Ameritech | 062032 | Adv Tech- Technology Support Gra | Telecommunications | Line Charges for T1 Line Acct No 815Z99-21139925 | 253.41 |
| Anderson, Pamela J. | 062010 | Special Populations Grant | Other | hours reimbursed | 280.00 |
| Ashton High School | 063030 | Perkins IIIE Tech Prep | Other | Claim 12 Tech Prep | 69.90 |
| Bos, Keith A. | 062022 | WFP- Ed to Careers | Conference/Meeting Expense | Travel Reimbursement 4/11-4/27 | 71.50 |
| Candlelight Inn | 063011 | Student Support Services Grant | Other Conference & Meeting | lunch - foundation waiver comm | 59.08 |
| Clodfelter, Pamela J. | 062024 | WFP- Career Services | Conference/Meeting Expense | Reimbursement for Job Fest Supplies | 10.88 |
| Dalton, Belinda A. | 063011 | Student Support Services Grant | Other Conference & Meeting | Reimbursement for Photo Development & Film/Battery | 52.35 |
| | 063011 | Student Support Services Grant | Other Conference & Meeting | travel reimb for trip to Florida 4/11-18/00 | 560.93 |
| | | | | | 613.28 |
| Dalton, Belinda A. | 063011 | Student Support Services Grant | Other Conference & Meeting | additional travel-4/11-18/00 | 60.00 |
| Eden Roc Resort & Spa | 063011 | Student Support Services Grant | Conference/Meeting Expense | Hotel Room-Belinda Dalton TRIO Conf 6/2-6/3 | 424.06 |
| EduTech Limited | 063011 | Student Support Services Grant | Conference/Meeting Expense | Conference for Trio Directors meeting | 215.00 |
| Fullington, Donna L | 062270 | IDHS Srvg Clnts @ the Front Door | Other | 6 Months Car Insurance | 257.00 |
| GTE Wireless | 062032 | Adv Tech- Technology Support Gra | Telecommunications | Monthly Charges | 29.90 |
| Gallatin River Communications | 062032 | Adv Tech- Technology Support Gra | Telecommunications | DS1 Channel DH2A664336..LB | 276.00 |
| Gallatin River Communications | 062050 | SBDC Grant | Telephone | Monthly Telephone Charges | 63.22 |
| Grey House Publishing | 062024 | WFP- Career Services | Instructional Supplies | Directory of Business Information Resources | 207.50 |
| Hall, Doris | 063041 | ISBE Adult Education- EA | Other Supplies | travel reimb-indistrict - April | 16.80 |
| Kerber, Joan E. | 062022 | WFP- Ed to Careers | Conference/Meeting Expense | travel reimb - March high school visits | 24.50 |
| | 062022 | WFP- Ed to Careers | Conference/Meeting Expense | travel reimb -Champaign, IL | 173.15 |
| | | | | | 197.65 |
| Landherr, Mary E. | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 16.25 |
| Lindahl, Sharon | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 20.15 |

REPORT SVRCHKR
 FISCAL YEAR 2000
 BANK: 2 Sterling Federal Bank- Restricted

Sauk Valley Community College
 Check Register
 From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
 TIME: 8:45 AM
 PAGE: 23

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|--------------------------------|--------|----------------------------------|-----------------------------|---|--------------|
| Lipscomb, Lyle | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 14.30 |
| Longfellow, Richard | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 4.55 |
| Mahar, Sandra L | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 16.25 |
| Mathey, Barbara | 062073 | ISBE Voc Ed- Tech Prep Grant | Conference/Meeting Expense | Mileage Reimbursement for Mtg 4/27/00 | 26.00 |
| McCleary, Tammy V. | 062270 | IDHS Srvg Clnts @ the Front Door | Other | Uniforms for Work | 32.65 |
| McPerryman, Ginny M. | 062270 | IDHS Srvg Clnts @ the Front Door | Other | Gas Money | 30.00 |
| Medieval Times Dinner & Tourna | 063011 | Student Support Services Grant | Other Conference & Meeting | trip to medieval Times - 40 people 6/25/00 | 1,356.00 |
| Miami Fontainebleau Hilton Res | 063011 | Student Support Services Grant | Conference/Meeting Expense | Hotel Expense-Belinda Dalton for TRIO 5/4-5/8 | 760.52 |
| Murphy, Sarah | 063011 | Student Support Services Grant | Other Conference & Meeting | piano accompanist for St Supp Grad/Transfer Dinne | 75.00 |
| National Association of Colleg | 062024 | WFP- Career Services | Conference/Meeting Expense | Membership Fee | 300.00 |
| Reliable | 063011 | Student Support Services Grant | Office Supplies | supplies | 45.99 |
| | 063011 | Student Support Services Grant | Office Supplies | supplies | 24.17 |
| | | | | | 70.16 |
| Schultz, Wilbert J. | 062270 | IDHS Srvg Clnts @ the Front Door | Other | Boots and Jeans for New Job | 64.76 |
| State Universities Retirement | 062050 | SBDC Grant | Allocated Employee Benefits | Matching Funds for 4/30/00 Payroll | 102.72 |
| | 063011 | Student Support Services Grant | Allocated Employee Benefits | Matching Funds for 4/30/00 Payroll | 459.25 |
| | 063020 | Perkins IIc | Allocated Employee Benefits | Matching Funds for 4/30/00 Payroll | 119.90 |
| | | | | | 681.87 |
| State Universities Retirement | 062050 | SBDC Grant | Allocated Employee Benefits | Matching Funds for 5/15/00 P/R | 102.72 |
| | 063011 | Student Support Services Grant | Allocated Employee Benefits | Matching Funds for 5/15/00 P/R | 459.24 |
| | 063020 | Perkins IIc | Allocated Employee Benefits | Matching Funds for 5/15/00 P/R | 119.89 |
| | | | | | 681.85 |
| Vernon Company | 063011 | Student Support Services Grant | Other Conference & Meeting | 500 Tri Mark with 3 inks | 627.01 |
| Wells Fargo | 063071 | Stafford Subsidized | Dept. of Education | Return Spring Check of T Mewhirter 360-54-8812 | 465.60 |
| World Publishers, Inc | 063011 | Student Support Services Grant | Office Supplies | dictionary | 76.90 |

BANK ACCOUNT TOTAL:

8,773.93

REPORT SVRCHKR
FISCAL YEAR 2000
BANK: 3 Sterling Federal Bank- Bookstore

Sauk Valley Community College
Check Register
From 04/21/00 To 05/22/00

RUN DATE: 05/16/00
TIME: 8:45 AM
PAGE: 24

| PAYEE/VENDOR | FUND | ORGANIZATION | ACCOUNT | COMMODITY | CHECK AMOUNT |
|----------------------------|--------|--------------|----------------------|--------------------------|--------------|
| | 050400 | Bookstore | Purchases for Resale | Shipping Costs | 144.16 |
| Consolidated Management Co | 050400 | Bookstore | Purchases for Resale | PAL Cards & Cookies | 2,301.50 |
| ENTEC, Inc | 050400 | Bookstore | Purchases for Resale | Supplies | 205.16 |
| Houghton Mifflin Co. | 050400 | Bookstore | Purchases for Resale | Books | 143.82 |
| McGraw-Hill Companies | 050400 | Bookstore | Purchases for Resale | Books | 5,780.16 |
| NACSCORP | 050400 | Bookstore | Purchases for Resale | Books | 84.27 |
| NCR Corporation | 050400 | Bookstore | Office Supplies | Labor and Parts | 364.84 |
| Nebraska Book Company | 050400 | Bookstore | Purchases for Resale | Books | 10.93 |
| SVCC Bookstore | 050400 | | Petty Cash | Book Buy Back Petty Cash | 20,000.00 |
| SVCC Bookstore | 050400 | | Petty Cash | Book Buy Back Petty Cash | 20,000.00 |

BANK ACCOUNT TOTAL: 49,034.84

ALL ACCOUNTS TOTAL: 425,482.42