

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA

Third Floor Board Room

March 26, 2001

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** **February 28, 2001** **\$300,625.78**
 March 15, 2001 **\$201,971.93**
5. **Budget Report**
6. **Final Construction Compliance - Exterior Surface Repair**
7. **Final Construction Compliance - Asbestos Abatement**
8. **Final Construction Compliance - Tennis Courts**

E. President's Report

1. **Monthly Policy Reviews**
2. **Career Fair (attached)**
3. **Transfer Reports (attached)**
4. **Criminal Justice Grant Award (attached)**
5. **Faculty Publication (attached)**
6. **Newsweek Letter (attached)**
7. **Student Housing RFP**
8. **Northwest ICCTA Meeting**
9. **League for Innovation Presentation**

F. Financial Reports and Actions

None

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

H. Closed Session Minutes

I. Personnel

- 1. Administrative Reappointments**
- 2. Contractual Reappointments**
- 3. Sabbatical Leave Request**

J. Other

Date of Special Meeting to Canvass April 3 Election Results

K. Reports

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

K. Adjournment

Board of Trustees Meetings

April 23, 2001

May 21, 2001

June 25, 2001

July 23, 2001

August 27, 2001

ICCTA Monthly Meetings

Nothing Scheduled

**May 9, 2001 - Lobby Day
Springfield, IL**

**June 13 through 16, 2001 -
ICCTA Annual Meeting and
ACCT Regional Meeting -
Palmer House, Chicago**

Nothing Scheduled

Nothing Scheduled

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

March 26, 2001

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on March 26, 2001 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:

Thomas Jensen	Robert Thompson
Nancy Varga	B.J. Wolf
William Simpson	Sean Bond

Absent: Ed Andersen
Pennie von Bergen Wessels

SVCC Staff: President Richard L. Behrendt
Attorney Robert Branson
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 Jensen that the Board approve the Consent Agenda as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

President's Report: President Behrendt reported that Sauk's Student Services had won the Exemplary Practice Awards from the National Council on Student Development for their Student Ambassador Program; that 54 area companies participated in the recent Career Fair; that Sauk students transferring to the University of Illinois continue to maintain higher GPAs (3.45) than other community college transfers (3.39), all other transfers (3.31), and native students (3.15); that Sauk students transferring to NIU continue to maintain higher GPAs (2.97) than other community college transfers (2.83), all other transfers (2.92) and native students (2.78); that Sam Braddock had received a grant from ILLCO to develop an online course; that Judy Williamson had three articles published for

Critical Survey of Short Fiction (Second Revised Edition) and that she had also had a letter to the editor published in Newsweek in regards to community college athletics; that the RFPs for student housing had been sent out by the SVCC Foundation; that the Northwest ICCTA had held a meeting on March 15th at the College; and that Dr. Hecht and Dr. Little had made a presentation at the League for Innovation Annual Conference.

Closed Session: At 7:10 p.m. it was moved by Member Jensen and seconded by Member Thompson that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the College, collective negotiating matters, 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 7:50 p.m.

Closed Session Minutes: It was moved by Member Jensen and seconded by Member Wolf that the Board approve the February 26 closed session minutes. In a roll call vote, the following was recorded: Ayes - Members Thompson, Varga, Wolf and Simpson. Member Jensen - present. Motion carried. Student Trustee Bond advisory vote: aye.

Administrative Re-appointments: It was moved by Member Thompson and seconded by Member Jensen that the Board approve the administrative re-appointments as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Contractual Re-appointments: It was moved by Member Wolf and seconded by Member Jensen that the Board approve the contractual re-appointments as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Sabbatical Leave: It was moved by Member Wolf and seconded by Member Jensen that the Board approve the Sabbatical Leave request of Debi Hill for the 2001 fall semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

Special Meeting to Canvass the April 3 Election: The Board set the date of Monday, April 9 at 6:30 p.m. in the third floor Board Room for the Board to canvass the results of the Consolidated Election to be held on April 3.

Reports: Student Trustee Bond reported on student elections, student Lobby Day in Springfield, the Career Fair, Phi Theta Kappa's trip to Denver, and the river clean up project.

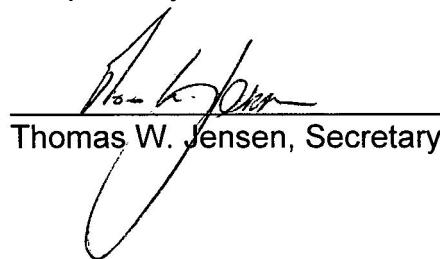
ICCTA Representative Thompson reported on the Northwest ICCTA meeting held at the College, that Lobby Day was scheduled for May 9th, and reminded the Board of the Annual Convention to be held in Chicago in June.

Foundation executive director, Cal Lyons, reported that Jim Say and David Barajas, Sr. had been appointed to the Foundation Board and that the Foundation was dealing with student housing issues.

Adjournment: Since the scheduled business was completed, it was moved by Member Jensen and seconded by Member Wolf that the Board adjourn. The next regular meeting of the Board will be held at 7 p.m. on April 23, 2001. In a roll call vote, all voted aye. Motion carried. Student Trustee Bond advisory vote: aye.

The Board adjourned at 8:15 p.m.

Respectfully submitted:



Thomas W. Jensen, Secretary

For Board Meeting of
March 26, 2001

Agenda Item D-6

**FINAL CONSTRUCTION COMPLIANCE
EXTERIOR SURFACE REPAIR**

Final completion of the Protection Health and Safety Exterior Surface Repair Project has been certified as complete by the architects and the attached Statement of Final Construction is submitted for approval by the Board of Trustees.

RECOMMENDATION: Board approval of the attached Statement of Final Construction Compliance for the Protection, Health and Safety Exterior Surface Repair project.

TO: Dr. Richard Behrendt
FROM: Ruth Bittner *RB*
DATE: March 12, 2001
SUBJECT: Protection, Health & Safety Project - Exterior Surface Repair

Final completion on the Exterior Surface Repair Project (Phase I and II) has been certified by the architect/engineer, Burnidge Cassell, Inc, Elgin, Illinois. A Statement of Final Construction Compliance for this protection, health, and safety project is attached.

This project consisted of the installation of new metal coping on the roof and sun screen beams, repair of cracks and application of two elastomeric coats to seal the concrete surface of the sun screen beams and exterior wall. Phase I and II were combined with the work completed during this past summer. The final cost of \$407,783.81 was under budget by \$11,911.19.

I recommend Board approval of the Statement of Final Construction Compliance for this project as attached.

n
att

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Final cost of the project:

Approved Budget \$ 419,695.00 Actual Cost \$ 407,183.61

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

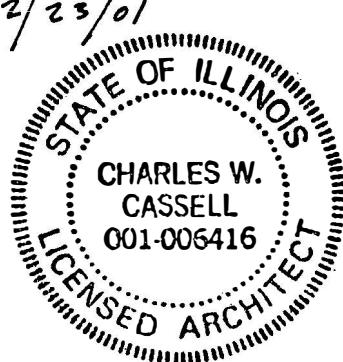


Architect/Engineer's Signature

Date

2/23/01

Seal



Illinois Registration or License Number 001-006416

Approved by the Sauk Valley Community College Board of Trustees

Date March 26, 2001

Signed John J. Murphy Chairperson

Maureen J. Jena, Secretary

For Board Meeting of
March 26, 2001

Agenda Item D-7

**FINAL CONSTRUCTION COMPLIANCE
ASBESTOS ABATEMENT**

Final completion of the Protection Health and Safety Asbestos Abatement Project has been certified as complete by the architects and the attached Statement of Final Construction is submitted for approval by the Board of Trustees.

RECOMMENDATION: Board approval of the attached Statement of Final Construction Compliance for the Protection, Health and Safety Asbestos Abatement project.

TO: Dr. Richard Behrendt

FROM: Ruth Bittner *RB*

DATE: March 13, 2001

SUBJECT: Protection, Health & Safety Project - Asbestos Abatement

Final completion on the Asbestos Abatement - Room 2K2 Project has been certified by the engineer, Clark Engineers, Inc., Peoria, Illinois. A Statement of Final Construction Compliance for this protection, health, and safety project is attached.

This project consisted of the asbestos abatement of the spray-on acoustical material in Room 2K2 as well as maintenance and repair of the acoustical materials at various other locations throughout the College. The exposed concrete surface was then sprayed with an encapsulant compound to minimize future potential airborne asbestos fibers and a new non-asbestos sound attenuation material was applied. The final cost of \$58,994.50 was under budget by \$15,805.50.

I recommend Board approval of the Statement of Final Construction Compliance for this project as attached.

n
att

Protection, Health, and Safety Project

Statement of Final Construction Compliance

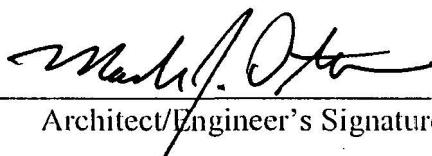
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Mark J. Otten
Clark Engineers, Inc.
111 NE Jefferson Avenue
Peoria, IL 61602

Final cost of the project:

Approved Budget \$ 74,800 Actual Cost \$ 58,994.50

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.


Architect/Engineer's Signature

2/13/01



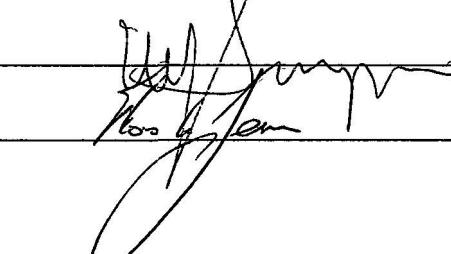
Illinois Registration or License Number

PE 062-048590

Approved by the Sauk Valley Community College Board of Trustees

Date March 26, 2001

Signed , Chairperson

, Secretary

For Board Meeting of
March 26, 2001

Agenda Item D-8

FINAL CONSTRUCTION COMPLIANCE
TENNIS COURTS

Final completion of the Protection Health and Safety Tennis Courts Project has been certified as complete by the architects and the attached Statement of Final Construction is submitted for approval by the Board of Trustees.

RECOMMENDATION: Board approval of the attached Statement of Final Construction Compliance for the Protection, Health and Safety Tennis Courts Project.

TO: Dr. Richard Behrendt
FROM: Ruth Bittner *RB*
DATE: March 12, 2001
SUBJECT: Protection, Health & Safety Project - Tennis Courts

Final completion on the Tennis Court Renovation Project has been certified by the architect/engineer, Burnidge Cassell Associates, Elgin, Illinois. A Statement of Final Construction Compliance for this protection, health, and safety project is attached.

This project consisted of replacing the eight tennis courts with new materials and fencing to meet the national standards for tennis competition. The final cost of \$218,386.34 was under budget by \$21,659.66.

I recommend Board approval of the Statement of Final Construction Compliance for this project as attached.

n
att

Protection, Health, and Safety Project

Statement of Final Construction Compliance

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

Final cost of the project:

Approved Budget \$ 247,702⁰⁰ Actual Cost \$ 218,386³⁴

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

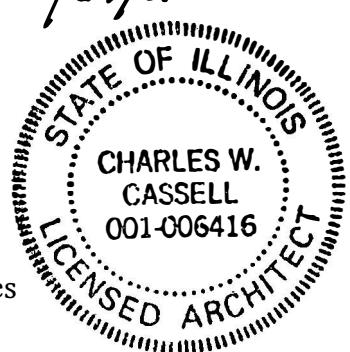


Architect/Engineer's Signature

Date 2/23/01

Illinois Registration or License Number 001-006416

Seal



Approved by the Sauk Valley Community College Board of Trustees

Date March 26, 2001

Signed John J. Murphy, Chairperson

Carolyn, Secretary



SAUK VALLEY COMMUNITY COLLEGE

Career Center

173 IL Rt. 2, Dixon, IL 61021

(815) 288-5511 ext. 216

MEMO

To: Joan Kerber

From: Pam Clodfelter, Career Services and Job Placement

Date: 3/19/01

Re: Career Fair

Sauk Valley Community College hosted the Sauk Valley Career Fair on March 13, 2001. Sixteen area district schools brought approximately 1500 students to participate in the event where students were able to speak with career professionals from a wide range of occupations.

The purpose of the event was to inform students about available careers and the educational path to obtain that career. The working committee was comprised of volunteers from area high schools, middle schools and the Whiteside Area Career Center. Our goals, as a committee, were:

- To increase students' knowledge of the world of work;
- To better prepare them to make career decisions; and
- To improve their chances of becoming productive members of our community.

From the evaluations, Career Fair 2001 was a success. We had 54 different companies represented from our community. These individuals should be commended for volunteering their time to educate our youth. Without the efforts of our community businesses, schools, SVCC staff and SVCC Foundation, Career Fair would not be possible.

This event is held every two years due to its enormity. In 1999, we had approximately 1400 students and 90 different companies represented. As a committee, we realized that SVCC's main hall area may hold 90 companies, but there was not adequate room for the company's displays. This year our number of companies allowed for displays to be larger. Our number of students participating in the event increased slightly. I believe this shows the continued need for career exploration in our area youth. Many students are not exposed to a variety of potential careers. Our Career Fair gives them that exposure.

SAUK VALLEY COMMUNITY COLLEGE

VICE PRESIDENT OF STUDENT SERVICES

MEMORANDUM

TO: Dr. Richard Behrendt

FROM: Dr. Joan E. Kerber 

DATE: March 6, 2001

SUBJECT: Transfer GPA Comparisons

As always, I like to keep you informed of the progress of our transfer students. Once again, I am proud to announce that Sauk Valley Community College has demonstrated quality instruction through their transfer record. The following grade point average comparison has been sent to us from Northern Illinois University for Spring 2000 semester.

Northern Illinois University Transfer Student Summary Progress Report

Spring 2000 Data for Students

137 Community College Transfers from Sauk Valley Community College	4881 All Illinois Community College Transfers at Northern Illinois University	1626 All Other Transfers at Northern Illinois University	8693 All Native Students at Northern Illinois University
Sauk Valley Community College Transfer GPA	Other Community College Transfer GPA	All Other Transfer GPA	Total Native GPA
Mean 2.97	Mean 2.83	Mean 2.92	Mean 2.78

Our faculty, staff, and students need to be commended on a job well done. These comparisons once again confirm that we have every right to boast about the quality education that our students are receiving at Sauk Valley Community College. Both Student Services and Instructional Services can take pride in this display of excellence.

SAUK VALLEY COMMUNITY COLLEGE

VICE PRESIDENT OF STUDENT SERVICES

MEMORANDUM

TO: Dr. Richard Behrendt

FROM: Dr. Joan E. Kerber *JK*

DATE: March 6, 2001

SUBJECT: Transfer GPA Comparisons

As always, I like to keep you informed of the progress of our transfer students. Once again, I am proud to announce that Sauk Valley Community College has demonstrated quality instruction through their transfer record. The following grade point average comparison has been sent to us from University of Illinois for Fall 2000 semester.

University of Illinois Urbana/Champaign Transfer Student Summary Progress Report

Fall 2000 Data For Students Entering 2000

All Community College Transfers from Sauk Valley Community College	7	All Community College Transfers at Urbana-Champaign	716	All Four-Year College Transfers at Urbana-Champaign	308	All Continuous Juniors at Urbana- Champaign	5142
Community College Transfer GPA		Community College Transfer GPA		Four-Year College Transfer GPA		UIUC Lower Division GPA	
Median	3.45	Median	3.39	Median	3.31	Median	3.15
Mean	3.25	Mean	3.34	Mean	3.28	Mean	3.12

Fall 2000 Data For Students Entering 1999

All 5 Community College Transfers from Sauk Valley Community College	All 624 Community College Transfers at Urbana-Champaign	All 300 Four-Year College Transfers at Urbana-Champaign	All 4419 Continuous Juniors at Urbana- Champaign
Community College Transfer GPA Median 3.35 Mean 3.25	Community College Transfer GPA Median 3.34 Mean 3.33	Four-Year College Transfer GPA Median 3.33 Mean 3.29	UIUC Lower Division GPA Median 3.19 Mean 3.16

Our faculty, staff, and students need to be commended on a job well done. These comparisons once again confirm that we have every right to boast about the quality education that our students are receiving at Sauk Valley Community College. Both Student Services and Instructional Services can take pride in this display of excellence.



Sauk Valley Community College

Agenda Item E-4

VICE PRESIDENT OF INSTRUCTIONAL SERVICES

TO: Dr. Richard Behrendt
FROM: Dr. Deborah Hecht *D. Hecht*
DATE: March 16, 2001
RE: Grant award

I am pleased to tell you that Mr. Sam Braddock, professor of criminal justice, has received a grant from ILLCO to develop an online course entitled "Ethics in Criminal Justice." The award amount is \$6570.

Dr. Linda Little worked with Mr. Braddock to comply with the terms of the grant and this successful grant was one of fourteen funded out of forty-three proposals submitted.

I believe this is another example of innovative course development strategies that our instructors use to meet the needs of our students, not only in district, but also statewide.



TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht *Deborah*

DATE: March 19, 2001

RE: Judy Williamson's Publications

Ms. Williamson has provided copies of three articles that she wrote for *Critical Survey of Short Fiction, Second Revised Edition*, published by Salem Press. Both her name and her Sauk Valley Community College affiliation will be included in the list of contributors which appears in the first volume of the series.

Ms. Williamson is an excellent member of our English faculty and it is rewarding when her contributions are also recognized by her peers, both within and external to the SVCC community.

March 6, 2001

To: Russ Damhoff and Jolene Leseman
From: Judy Williamson
Subject: Letter to *Newsweek*

I am enclosing a copy of the letter I wrote to *Newsweek* after reading their article about the NBA. I am also enclosing the published version of this letter. I'm sorry that the editors didn't identify Sauk Valley as the college, but I am pleased to see that they printed my tribute to our basketball teams. This has been an exciting season, and Dave and I have enjoyed watching and cheering for the Skyhawks.

Over the years I have enjoyed working with the basketball players. In addition to their excellent record of attendance, they come to class prepared, work cooperatively with other students, and submit their work on time.

cc: Michael Seguin, Deborah Hecht, Richard Behrendt, ~~Joan Kerber~~



815 / 288-5511
1-800 / 843-7430

Sauk Valley Community College

DIX

1307 Burchell Court
Dixon, Illinois 61021
February 14, 2001

Letters Editor, *NEWSWEEK*
251 West 57th Street
New York, NY 10019-1894

Disenchanted with those spoiled, high-priced athletes of the NBA? ("The NBA's No-Shows" Feb. 19). I suggest that you attend basketball games at the community college in your area. For \$5 or less you can watch energetic, fast-paced basketball starring talented kids who play for the love of the game. Zone defense, great passing, assists, three point shots, spirit, enthusiasm, sportsmanship...it's all there. These players might have been the superstars of their high schools, but they quickly learn to play as a team...no superegos, no temper tantrums, no demands for more money, just great basketball. Inside the classroom or on the court, these young people are a class act. Be a "no-show" at the pro game and buy a season pass to your community college gym. You'll save money, and you'll see kids who put their hearts into the game.

A handwritten signature in black ink that reads "Judy Williamson".

Judy Williamson
Professor of English
Sauk Valley Community College
Dixon, Illinois
(815) 288-1264
williaj@svcc.edu

For Board Meeting of
March 26, 2001

Agenda Item I-1

ADMINISTRATIVE REAPPOINTMENTS

Each year, we act on administrative reappointments. The following personnel have been evaluated by their supervisor as satisfactory or better and are recommended for reappointment for the positions shown for 2000 - 2001.

Continuing Appointments Per Policy 401.01

Clevenger, Walt	Dean of Information Technology
Pfeifer, Alan	Director of Computing and Instructional Technology
Seguin, Michael	Dean of Arts, Social Sciences and Physical Education

Two Year Contracts Per Policy 409.01

Damhoff, Russ	Director of Athletics, Head Men's Basketball Coach and Director of Sports Information, Athletic Booster Club and Intramurals
Devan, Curt	Coordinator of Personnel Services
Frederick, Jim	Director of Buildings and Grounds
Gospodarczyk, Tom	Dean of Corporate and Community Services
Johnson, Rose	Director of Health Careers Education
Kerber, Joan	Vice President of Student Services

One Year Contract Per Policy 409.01

Alfano, Cindy	Director of Admissions, Records, and Placement
Bittner, Ruth	Vice President of Administrative Services
Castelein, Karen	Coordinator of Community Services (part-time)
Hecht, Deborah	Vice President of Instructional Services
Little, Linda	Director of Grants, Planning and Institutional Research
Lyons, Cal	Director of College Relations
Meyer, Paula	Business Manager (part-time)
Peterson, David	Director of Student Financial Assistance
White, Linley	Dean of Business, Technology, and Natural Sciences

RECOMMENDATION: Reappointment of the administrators as indicated.

For Board Meeting of
March 26, 2001

Agenda Item I-2

CONTRACTUAL REAPPOINTMENTS

The following contractual employees have been recommended for reappointment for the 2001 - 2002 year pending continuation/renewal of their grants/contracts, and for the time periods specified. The administrators and the counselor have been evaluated by their supervisors and rated satisfactory or better.

NAME	GRANTS	FISCAL YEAR
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ADMINISTRATORS

Dalton, Belinda Director	Student Support Services Title IV	September 1 - August 31
Kim, Linda Coordinator	VITAL Project	July 1 - June 30

FACULTY

Jackson, Larry Counselor	Student Support Services Title IV	September 1 - August 31
Vacant Counselor	Student Support Services Title IV	September 1 - August 31

RECOMMENDATION: Reappointment of the administrative and faculty contractual staff pending the continuation/renewal of their grants/contracts.

For Board Meeting of
March 26, 2001

Agenda Item I-3

SABBATICAL LEAVE REQUEST

The Sabbatical Leave Committee is recommending that Debi Hill be granted a Sabbatical Leave for the fall of 2001.

RECOMMENDATION: Board approval of a Sabbatical Leave for Debi Hill for the 2001 fall semester.

SAUK VALLEY COMMUNITY COLLEGE

MEMORANDUM

To: Dr. Richard Behrendt

From: Sabbatical Leave Committee

Curt Devan, Chris Gehlbach, Tom Gospodarczyk, Ralph Pifer,
Karen Pinter, Steve Shaff, Walt Clevenger

Date: February 21, 2001

Subject: Recommendation for Sabbatical Leave

On February 20, 2001, the Sabbatical Leave Committee met in LRC conference room at 2:00 p.m.

In accordance with the sabbatical leave procedure as outlined in the faculty contract, the Sabbatical Leave Committee recommends that Debi Hill be granted a sabbatical leave for the fall semester 2001.

If you have any questions, please contact any member of the Sabbatical Leave Committee .

cc Dr. Deborah Hecht
Michael Seguin

sab2001#3
d/Sabbatical

Running Head: STUDENT-PARENTS

Proposal and Sabbatical Leave Request: Original Descriptive Research Targeting
Student-Parents to Enhance Recruitment, Enrollment, and Retention

Debi Hill

December 8, 2000

Abstract

This research proposal involves a sabbatical leave request to conduct a descriptive marketing and retention study. The target population is student-parents attending SVCC between the ages of 18 and 50 who have children 18 and under residing in the home with them. I will seek answers to the following research question: What do student-parents need from SVCC to assure a smooth experiential process, from the decision to seek further education to the fulfillment of their educational goals at SVCC? I hope to show that SVCC has in place or can easily implement and maintain—with minimal cost, manpower, and organization—strategies to significantly enhance the successful completion of student-parents' educational goals. In fact, many strategies may already be in place; it is just a matter of redirecting these toward accomplishing new marketing goals. This study is useful, feasible, and important to SVCC's future. It may help increase enrollment and retention, help us reach a previously largely untapped population, help us meet our Mission Statement, and enhance the Sauk Valley's view of SVCC as a integral support to each community we serve.

Proposal and Sabbatical Leave Request: Original Descriptive Research

Targeting Student-Parents to Enhance Recruitment,

Enrollment, and Retention

This research proposal presents a plan to conduct a descriptive study of student-parents to discover this population's needs and expectations as they work through the process of reaching their educational goals at Sauk Valley Community College.

Student-parents are defined as students between the ages of 18 and 50 who have children 18 and under residing in the home with them. Sauk presently focuses on 5 target populations for credit enrollment in marketing the college: high school students, present students, reentry students, Hispanic & Latino students, and single moms. The target audience I intend to study will overlap somewhat with these targeted populations; however, many potential student-parents are not considered in those target groups, and, if they are, their specific concerns are often not addressed.

Though Sauk's Enrollment Management Task Force is accomplishing a great deal, it is my belief that this parent-student population has been generally overlooked in Sauk's previous efforts at recruitment, retention, and marketing. I further believe that with minimal effort and some refocusing, the College will be able to increase the student population significantly by directing attention toward this population. Therefore, I intend to show that SVCC has in place or, with minimal effort, can implement a series of

policies and tools to significantly enhance the successful completion of student-parents' educational goals. With that thesis in mind, I would begin by asking the following question: What do student-parents need from SVCC to assure a smooth experiential process, from the decision to seek further education to the fulfillment of their educational goals at SVCC? Once those needs are determined from a survey instrument, the answers to some follow-up questions would lead to a practical plan for accommodating those needs. Those questions are as follows:

- What does Sauk presently have in place that could be refocused to serve the student-parent population?
- What might Sauk be able to implement to serve this population?
- What plan could be developed to activate those tools and policies?

Literature Review

According to SVCC's current *Strategic Plan* (2000), one goal is to "increase the credit hours of Reentry Students by 5% each year for the next three years" ("Marketing," p. 7). This is also the goal for Hispanic/Latino students and Single Moms. In addition, Sauk aims to "increase the *retention* [my emphasis] of Single Moms by 5% for the next three years" (p. 7). Sauk's present Marketing Plan identifies other areas of exploration such as the need for more of a presence in our communities and the need to monitor

and revise (if necessary) student friendly on-campus procedures. Another concern is the necessity of receiving student feedback. My research study would provide helpful feedback in developing a variety of specific marketing efforts that meet the criteria of affordability, practicality, and usefulness.

Previous marketing studies at Sauk include the Retention Studies overseen by Coordinator of Counseling, Tom Breed, and former administrator, Harry Cottrell's marketing studies, both of which I will be reviewing, as well as general student demographics studies. Also, I intend to conduct a general marketing search of professional journals that relate to community college student retention.

In addition, I have reviewed Vice President of Student Services, Joan Kerber's dissertation (1994) which interviewed re-entry female students attending SVCC and their husbands to discover perceptions and changes in those perceptions throughout the educational experience. The study revealed an increase of self-esteem for the women participating and generally a positive reconstruction of reality within their marriage. Kerber's research suggested a meaningful and positive outcome as a result of returning to college. Interestingly, Kerber identified that many returning adult women students believe their desire to seek higher education is selfish because they perceive that it conflicts with their responsibilities within the home and family. Yet her study identified that ultimately these students realize that their choice to seek an education

enriches their lives as well as their family members' lives. I believe that this perceptual transformation is often an inevitable result of reaching educational goals, yet the difficulty is helping the re-entry student overcome initial guilt and reticence. This knowledge will be helpful in building a sensitive research instrument.

I intend to use previous studies as a directional tool, avoiding duplication, yet building on and enhancing that which has come before. Hopefully, this proposed study will lend some guidance as well for further marketing research at SVCC.

Statement of the Problem

Sauk has effectively recruited local area high school students and, therefore, has a large percentage of that population. However, with the enrollment remaining fairly stagnant over the past several years, Sauk's Marketing Plan has addressed the need to encourage non-traditional students. This study will build on and enhance that effort.

I have chosen this population because it encompasses a large portion of the Sauk Valley population, and student-parents have concerns that we may or may not be addressing beyond those of non-traditional students without children in the home. Also studies indicate that adults change careers several times throughout their lives, more so now than ever, and we offer retraining in a large variety of career areas.

I have several student-parents in my classes each semester and have heard their concerns and witnessed their efforts to remain in school while coping with the multiple complex responsibilities that come with their roles of student, parent, worker, and often spouse. I believe this study will enhance Sauk's ability to understand the student-parents' motivations, life circumstances, and needs as related to their educational experience.

My overall goal is two-fold: First, I intend, in a highly practical manner, to help potential parent-students who are considering or might consider furthering their education to make a smooth transition to beginning the process of attaining their education. Once they are enrolled, the second half of that goal is to assure Sauk has in place the means to continue accommodating as smooth an educational process as possible for these students, thus supporting retention and ultimately success.

Part of this population's problem may be that we are not reaching them in the first place. Therefore, some questions that need to be asked include: Why are potential parent-students *not* attending Sauk if they need and/or desire further education or training? Are we successfully and effectively reaching this target population? If so, what specifically is effective? How can we build on present efforts? If not, in what ways do we need to adjust our efforts?

Parent-students have unique concerns. Consequently, some of the topics to be addressed in the study are students' multiple complex responsibilities and conflicts; fears; scheduling, childcare issues; transportation; instructor expectations; support systems; user-friendly procedures; and psychological issues such as coping skills, self-esteem, outside influences, and stress. Some basic questions that need to be asked in response to this list are: Are we equipped to accommodate those needs? And, are we *willing* to accommodate those needs?

I believe this study will be highly useful, feasible, and important to SVCC's future. Certainly it may help increase enrollment and retention, it may help us reach a previously largely untapped population, it may help us meet our Mission Statement, and it may enhance the Sauk Valley's view of SVCC as a integral support to each community we serve.

Research Question

What do student-parents need from SVCC to assure a smooth experiential process, from the decision to seek further education to the fulfillment of their educational goals at SVCC?

Hypothesis

I intend to show that SVCC has in place or, with minimal effort, can implement a series of policies and tools to significantly enhance the successful completion of student-parents' educational goals.

Methodology

I plan to begin reviewing literature in January of 2001 so that I will be ready to assemble the questionnaire, make arrangements to set up my sample population, administer the questionnaire, and compile and analyze the results during the fall 2001 semester. Thus this research may be available to the incoming NCA study team. Part of the preparation may also include informal interviews with some student-parents in my classes to get a sense of direction as I compile the questionnaire. I believe this informal pilot study would help identify subject matter than needs addressing in the survey instrument. In addition, I intend to examine the current and projected demographics of SVCC's service area to discover trends that will influence survey questions as well as help determine specific marketing ideas.

The study itself will involve developing a survey instrument to gather information from a sample of the identified target population in order to answer the research question and respond to issues raised in the research hypothesis. The unit for sampling

is defined as individual SVCC students between the ages of 18 and 50 who have children 18 and under residing in the home with them. This population may include individuals who are single or married. Though the results of the survey will provide information that will help us reach parents who are not yet students, I am limiting the sample to present Sauk students because they are in process and they are accessible. Several methods of determining the sample are being considered. Concerns include being as representative as possible of the total population and reflecting the demographics of the parent-student population as evenly as possible, as well as reaching as large a group as is feasible.

One possible approach to determining the sample would be to include a representative variety of types of classes, teachers, and programs and then administer surveys to parent-students in those classes. I would make every effort to survey a wide range of types of courses to get as broad and representative a sample as possible. Of course, each respondent would need to grant written permission and be informed as to the nature of the research and how the results will be employed. Their participation would be voluntary, and they would not be paid. Other possible sampling methods might include going through the class schedule and choosing every 10th class and asking permission to conduct the survey in that class. Or I could conduct the survey in all speech, English, and math classes since they are required and the vast majority of

students pass through these courses. Another possibility would be to select classes from each department in the school to have each major area represented. I am intending that responding to the survey will not take much time, perhaps 15 minutes at the outmost.

I have not decided yet whether the survey instrument will be quantitative or a combination of quantitative and qualitative, open-ended questions. I will, however, use computer software as much as possible to compile and help analyze the results. In determining the actual questions, I will refer to previous instruments, to the pilot study, to expert opinion and literature, and to personal observations and experience.

The measurement instrument and data analysis methods have yet to be determined. However, I will draw on previous research that may be helpful in determining trends in the student-parent population. The survey results and analysis will be descriptive in nature in an effort to understand the target population and determine applicable strategies to aid their educational process. The full significance of this study will, of course, unfold as the research gets underway and is concluded, but I believe careful analysis of the results will aid and direct our efforts to help parent-students achieve their goals.

Conclusions

As an instructor of composition and communication and a student pursuing a Masters in Counseling from National-Louis University, I am in an advantageous position to conduct this research from both a clinical and a human services perspective. Working with many parent-students in the classroom setting over the years has afforded me insight into their struggles and challenges. And from my counseling coursework, I can bring a clinical perspective of family challenges, career counseling, and issues related to self-esteem.

Though the target group I would like to explore includes portions of other target populations examined by SVCC previously, communicating with these students from more than one direction would provide them with further incentives and encouragement. I believe my proposed study would enhance Sauk's present marketing plan by targeting a specific group of potential students that has only partially been explored, and by adding practical suggestions to accommodate this target group.

It is my belief that most of the ideas generated from this descriptive study can be implemented with minimal cost, manpower, and organization, and the policies, tools, and strategies can be maintained with minimal effort. In fact, many tools and policies may already be in place; it is just a matter of redirecting or focusing these toward accomplishing new marketing goals.

To conduct this research, I am requesting a sabbatical leave for the fall semester beginning August of 2001. I am asking to be released from my teaching responsibilities for one academic semester. I will not be receiving any other monies during this period. I will continue the coursework for the Masters program in Counseling during that fall semester as I have been doing.

I believe this research will not only be advantageous to Sauk's recruitment, retention, and marketing efforts (thus increasing enrollment), but it can also be included in the NCA Study in a timely manner. I view this research as part of an intensive, ongoing effort by SVCC to meet student needs. One of my hopes is that if this study is made available to instructors and staff, we will as individuals be better able to understand the concerns and challenges of this target population. This knowledge may then help contribute to the overall success of these students.

References

Kerber, J. T. (1994). "Reconstruction of reality for the married couple: Perception changes between the reentry woman and her spouse through the process of higher education." Diss. Northern Illinois University.

Strategic Plan: 2000-2003. (2000). Sauk Valley Community College.

For Board Meeting of
March 26, 2001

Agenda Item J

DATE OF SPECIAL MEETING TO CANVASS

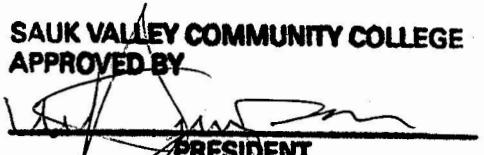
APRIL 3, 2001 ELECTION RESULTS

The Board should choose a date for a short meeting to canvass the April 3 election.

2001		APRIL			2001	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Election Day	4	5	6	7
8	9	10 Last Day to Canvass	11	12	13	14

Sauk Valley Community College
Board of Trustees
March 26, 2001

<u>Summary of Bills Payable</u>	<u>Amount</u>
Pages 1-29 General Operating Funds	\$1,499,410.08
Pages 30-33 Restricted Fund	<u>\$249,733.98</u>
TOTAL	<u>\$1,749,144.06</u>

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

PRESIDENT

SECRETARY
DATE 3-26-01

REPORT SVRCHKR
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Union Bank Tampico	00		Time Deposits	CD for 1 year	1,000,000.00
Anderson, Pamela J.	01		Rehabilitation Dors-Spring	Sign Language Interpreter	714.00
Highland Community College	01		Dislocated Workers- Fall	Books for Gwen Robinson	222.50
Ashton Gazette	01		Foundation Expense	Outstanding Alumnus ad	84.00
CENCO Physics	01		Foundation Expense	Air Table Puck Launcher CP32436-00	155.27
Carroll County Review	01		Foundation Expense	Outstanding Alumnus ad	117.60
Consolidated Management Co	01		Foundation Expense	Foundation Meeting 2/27/01	123.75
Echo	01		Foundation Expense	Advertisement Outstanding Alumni	24.00
Frederick, Lesley J.	01		Foundation Expense	Focus Group Supplies	35.15
Fulton Press Inc	01		Foundation Expense	Outstanding Alumnus Ad	110.25
Harvard Apparatus	01		Foundation Expense	60-1181 Advanced Student Lab System F/PC W/Windows	16,624.40
Lyons, Calvin W.	01		Foundation Expense	Postage for RFP's for Student Housing	29.62
National Council for Learning	01		Foundation Expense	Annual Membership Renewal	25.00
VanderWege, Robertus J.	01		Foundation Expense	Additional purchase fro Art Home Depot	20.55
Walnut Leader	01		Foundation Expense	Outstanding Alumni ad	38.25
Olroyd, Tracey M.	051400		Student Loans	Student Loan Due 5/7/01	500.00
Illinois Department of Revenue	01		State Withholding Payable	Accrued W/H State-II Dept Revenue	7,544.87
Illinois Department of Revenue	01		State Withholding Payable		12,007.71
Mehwirter, Tedra S.	01		FICA Payable	Fica Taxes	95.50
State Universities Retirement	01		SURS Payable		38,952.38
State Universities Retirement	01		SURS Payable	Accrued W/H SURS	24,807.28
Select Employees Credit Union	01		Credit Union Payable	Accrued W/H-Select Employees Credit Union	15,217.66
Select Employees Credit Union	01		Credit Union Payable	ACCURED W/H Select Employees Credit Union	15,217.66
SVCC Faculty Association	01		Faculty Association Payable	Accrued W/H Faculty Dues--SVCC	1,279.69
SVCC Faculty Association	01		Faculty Association Payable		1,279.69

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Aplington, Kaufman, McClintock, S	01		Wage Garnishment Payable	Aplington, Kaufman, McClintock, Steele & Barry	131.14
Aplington, Kaufman, McClintock, S	01		Wage Garnishment Payable	Garnishment	131.14
Lydia S. Meyer, Trustee	01		Wage Garnishment Payable	Trustee-Lydia S. Meyer	250.00
Lydia S. Meyer, Trustee	01		Wage Garnishment Payable		250.00
Minnesota Child Support Paymen	01		Wage Garnishment Payable	Minnesota Child Support Payment	280.20
Minnesota Child Support Paymen	01		Wage Garnishment Payable	Garnishment	280.20
Nelson Keys & Keys PC	01		Wage Garnishment Payable	Garnishment	67.67
State Disbursement Unit	01		Wage Garnishment Payable	Garnishment	290.00
State Disbursement Unit	01		Wage Garnishment Payable	State Disbursement Unit	290.00
WI SCTF-Milwaukee Child Suppor	01		Wage Garnishment Payable	Garnishment	30.80
United Way of Dixon	01		United Way Payable		45.75
United Way of Dixon	01		United Way Payable	Accrued W/H-United Way of Dixon	45.75
United Way of Sterling-Rock Fa	01		United Way Payable	Accrued W/H-United Way of Sterling/Rock Falls	46.60
United Way of Sterling-Rock Fa	01		United Way Payable		46.60
Trademark Insurance	01		Optional Life Insurance		603.82
Trademark Insurance	01		Optional Life Insurance		603.82
Illinois Mutual	01		Optional Disability Insurance		9.61
Illinois Mutual	01		Optional Disability Insurance	Accrued Optional Disab. Ins.-Illinois Mutual	9.61
SVCC Foundation	01		Foundation Payable	Accrued W/H Foundation-SVCC	76.60
SVCC Foundation	01		Foundation Payable		76.60
American Express Financial Adv	01		American Express	Accrued Annuities-American Express	370.00
American Express Financial Adv	01		American Express		370.00
Equitable Life Assurance	01		Equitable	Accrued Annuities-Equitable	132.00
Equitable Life Assurance	01		Equitable		132.00
Federal Life Insurance Company	01		Federal Life		20.00

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Federal Life Insurance Company	01		Federal Life	Accrued Annuities-Federal Life	20.00
Franklin Financial Services Co	01		Franklin Life	Accrued Annuities-Franklin Life	477.50
Franklin Financial Services Co	01		Franklin Life		477.50
New York Life Insurance & Annu	01		Great American Life	Accrued Annuities-New York Life	300.00
New York Life Insurance & Annu	01		Great American Life	ACCRUED ANNUITIES-New York Life	300.00
Fidelity Investments	01		Horace Mann	ACCRUED ANNUITIES-Fidelity Investments	135.00
Fidelity Investments	01		Horace Mann	Accrued Annuities-Fidelity Investments	135.00
Northern Life Insurance Compan	01		Northern Life		85.00
Northern Life Insurance Compan	01		Northern Life	Accrued Annuities- Northern Life	85.00
TIAA/CREF	01		TIAA/ CREF	Accrued Annuities-TIAA/CREF	6,866.48
TIAA/CREF	01		TIAA/ CREF		6,766.50
Waddell & Reed, Inc	01		Waddell & Reed	Accrued Annuities-Wadell & Reed	485.00
Waddell & Reed, Inc	01		Waddell & Reed		485.00
Main Stay Funds	01		Main Stay Fund		75.00
Main Stay Funds	01		Main Stay Fund	Accrued Annuities-Main Stay Fund	75.00
Capital Guardian Trust Company	01		Capital Guardian Trust	Accrued Annuities-Capital Guard Trust	125.00
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Variable Annuity Life Insuranc	01		Valic	Accrued Annuities-VALIC	340.00
Variable Annuity Life Insuranc	01		Valic		340.00
Ackerman, Melinda A.	01		Accounts Payable	Student Refund	9.79
Ager, Diane M.	01		Accounts Payable	Student Refund	99.00
Alcorn, Maria E.	01		Accounts Payable	Student Refund	35.00
Alden, Daniel D.	01		Accounts Payable	Student Refund	384.53
Aluli, Roselani M.	01		Accounts Payable	Student Refund	1,018.00
Alumbaugh, Laurie K.	01		Accounts Payable	Student Refund	348.50

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Angel, Jason L.	01		Accounts Payable	Student Refund	150.00
Arians, Ryan L.	01		Accounts Payable	Student Refund	110.31
Arkin, Linda A.	01		Accounts Payable	Student Refund	10.00
Armstrong, Tammy L.	01		Accounts Payable	Student Refund	299.41
Asbury, Gina M.	01		Accounts Payable	Student Refund	200.00
Asbury, Gina M.	01		Accounts Payable	Student Refund	450.00
Asiku, Xhemile	01		Accounts Payable	Student Refund	146.83
Aurand, Trisha R.	01		Accounts Payable	Student Refund	720.00
Avila, Penny J.	01		Accounts Payable	Student Refund	100.00
Barajas, Alexander T.	01		Accounts Payable	Student Refund	250.00
Becker, Tamara E.	01		Accounts Payable	Student Refund	262.50
Bissell, David W.	01		Accounts Payable	Student Refund	2.46
Blanton, Elena M.	01		Accounts Payable	Student Refund	1,697.50
Blanton, Elena M.	01		Accounts Payable	Student Refund	1,697.50
Bomleny, David W.	01		Accounts Payable	Student Refund	336.00
Bostrom, Matthew C.	01		Accounts Payable	Student Refund	118.75
Borden, Victoria L.	01		Accounts Payable	Student Refund	387.55
Bowman, Demecos M.	01		Accounts Payable	Student Refund	125.00
Brechon, Robert M.	01		Accounts Payable	Student Refund	33.07
Bright, Kimberly H.	01		Accounts Payable	Student Refund	500.00
Brock, Kathi M.	01		Accounts Payable	Student Refund	165.27
Brock, Tracy B.	01		Accounts Payable	Student Refund	262.50
Brock, Tracy B.	01		Accounts Payable	Student Refund	636.32
Cain, Amy S.	01		Accounts Payable	Student Refund	196.87
Cain, Jeanine M.	01		Accounts Payable	Student Refund	355.47

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Caudillo, Angelina C.	01		Accounts Payable	Student Refund	58.14
Caudillo, Angelina C.	01		Accounts Payable	Student Refund	451.54
Chappell, Jenny L.	01		Accounts Payable	Student Refund	45.88
Charleston, Theresa B.	01		Accounts Payable	Student Refund	636.32
Charleston, Theresa B.	01		Accounts Payable	Student Refund	21.00
Clark, Kristina J.	01		Accounts Payable	Student Refund	533.86
Claussen, Logan R.	01		Accounts Payable	Student Refund	250.00
Clevenger, Laura S.	01		Accounts Payable	Student Refund	220.53
Cochran, Steven	01		Accounts Payable	Student Refund	5.62
Coffey, Jamie A.	01		Accounts Payable	Student Refund	62.15
Coleman, Savannah M.	01		Accounts Payable	Student Refund	196.00
Cox, Tasha K.	01		Accounts Payable	Student Refund	250.00
Cox, Tasha K.	01		Accounts Payable	Student Refund	49.57
Crawford, Michele R.	01		Accounts Payable	Student Refund	91.00
Cunningham, Andrew R.	01		Accounts Payable	Student Refund	92.00
Davila, Michael A.	01		Accounts Payable	Student Refund	94.64
Donoho, Lizabeth A.	01		Accounts Payable	Student Refund	250.00
Driver, Ronald	01		Accounts Payable	Student Refund	225.00
Eller, Jamie L.	01		Accounts Payable	Student Refund	347.80
Ellis, Sarah M.	01		Accounts Payable	Student Refund	111.00
Escamilla, Bobbi J.	01		Accounts Payable	Student Refund	200.00
Escamilla, Lydia	01		Accounts Payable	Student Refund	636.32
Escamilla, Lydia	01		Accounts Payable	Student Refund	323.08
Fahs, Gina A.	01		Accounts Payable	Student Refund	35.79
Fichtenmueller, Jasmine A.	01		Accounts Payable	Student Refund	248.41

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Floming, Brooke M.	01		Accounts Payable	Student Refund	576.00
Franklin, Terri A.	01		Accounts Payable	Student Refund	636.32
Garcia, Nichole L.	01		Accounts Payable	Student Refund	475.05
Garland, Julia J.	01		Accounts Payable	Student Refund	60.00
Garland, Ryan E.	01		Accounts Payable	Student Refund	500.00
Garza, Cynthia S.	01		Accounts Payable	Student Refund	9.40
George, Katie L.	01		Accounts Payable	Student Refund	45.77
Gillette, Wendy L.	01		Accounts Payable	Student Refund	324.96
Gosnell, Chris T.	01		Accounts Payable	Student Refund	79.47
Grater, Adam N.	01		Accounts Payable	Student Refund	350.00
Green, Angela	01		Accounts Payable	Student Refund	94.01
Griggs, Shirley M.	01		Accounts Payable	Student Refund	138.32
Gronbach, Michael B.	01		Accounts Payable	Student Refund	500.00
Gunder, Michelle L.	01		Accounts Payable	Student Refund	198.06
Guzman, Peter	01		Accounts Payable	Student Refund	375.00
Haag, Justin M.	01		Accounts Payable	Student Refund	97.50
Haenitsch, Sara E.	01		Accounts Payable	Student Refund	119.36
Hagen, Erin H.	01		Accounts Payable	Student Refund	116.80
Haggard, Megan J.	01		Accounts Payable	Student Refund	64.20
Halzel, Jeffrey L.	01		Accounts Payable	Student Refund	231.82
Harris, Christion L.	01		Accounts Payable	Student Refund	125.00
Harris, Gordon E.	01		Accounts Payable	Student Refund	387.30
Hart, Amber R.	01		Accounts Payable	Student Refund	401.14
Hart, Crystal M.	01		Accounts Payable	Student Refund	720.00
Hayes, Stasha N.	01		Accounts Payable	Student Refund	40.46

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Hicks, Kacie L.	01		Accounts Payable	Student Refund	636.32
Hill, Jim D	01		Accounts Payable	Student Refund	17.50
Hill, Judith L.	01		Accounts Payable	Student Refund	17.50
Hinkle, Darlene M.	01		Accounts Payable	Student Refund	60.00
Hinkle, Darlene M.	01		Accounts Payable	Student Refund	60.00
Huesca, Cristobal C.	01		Accounts Payable	Student Refund	51.00
Huizinga, Kelly K.	01		Accounts Payable	Student Refund	89.76
Huizinga, Lisa M.	01		Accounts Payable	Student Refund	288.00
Imel, Eric J.	01		Accounts Payable	Student Refund	63.00
Jenner, Jamie E.	01		Accounts Payable	Student Refund	48.00
Johnson, Tami J.	01		Accounts Payable	Student Refund	407.72
Jones, Nicole R.	01		Accounts Payable	Student Refund	20.10
Jones, Rodney T.	01		Accounts Payable	Student Refund	250.00
Juarez, Maria F.	01		Accounts Payable	Student Refund	35.00
Kelly, Chrishaun M.	01		Accounts Payable	Student Refund	150.00
Kested, Kristin E.	01		Accounts Payable	Student Refund	350.00
Kested, Kristin E.	01		Accounts Payable	Student Refund	135.00
King, Cheri	01		Accounts Payable	Student Refund	20.00
Kirk, Tracey E.	01		Accounts Payable	Student Refund	11.94
Kline, Kristopher A.	01		Accounts Payable	Student Refund	555.00
Klipping, Tina L.	01		Accounts Payable	Student Refund	45.66
Kosick, Michelle A.	01		Accounts Payable	Student Refund	450.00
Krause, Edward C.	01		Accounts Payable	Student Refund	178.12
Krueger, Carol L	01		Accounts Payable	Student Refund	105.00
Kullerstrand, Chelsie E.	01		Accounts Payable	Student Refund	375.00

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Leffelman, Jamie A.	01		Accounts Payable	Student Refund	975.00
Lewis, Karen L.	01		Accounts Payable	Student Refund	15.13
Lindstrom, Matthew P.	01		Accounts Payable	Student Refund	234.00
Little, Darci R.	01		Accounts Payable	Student Refund	98.83
Lohse, Rebecca L.	01		Accounts Payable	Student Refund	460.15
Loy, Benjamin G.	01		Accounts Payable	Student Refund	735.00
Lutyens, Sarah E.	01		Accounts Payable	Student Refund	39.75
Maggi, Erin E.	01		Accounts Payable	Student Refund	66.41
Martin, Herbert J.	01		Accounts Payable	Student Refund	85.00
Massingill, Jamie A.	01		Accounts Payable	Student Refund	500.00
Mathew, Mathew A.	01		Accounts Payable	Student Refund	750.00
Maupin, Gayle A.	01		Accounts Payable	Student Refund	210.00
May, Vicky L.	01		Accounts Payable	Student Refund	192.66
Mayes, Dawn E.	01		Accounts Payable	Student Refund	139.44
McBride, Keith H.	01		Accounts Payable	Student Refund	200.00
McCormick, Sarah M.	01		Accounts Payable	Student Refund	500.00
McGlinn, Mary E.	01		Accounts Payable	Student Refund	179.32
McGlinn, Mary E.	01		Accounts Payable	Student Refund	800.00
Meeks, Kathrine S.	01		Accounts Payable	Student Refund	384.00
Melvin, Stacy A.	01		Accounts Payable	Student Refund	494.00
Mensinger, Lisa J.	01		Accounts Payable	Student Refund	217.00
Meredith, Cindy L.	01		Accounts Payable	Student Refund	1,094.16
Miller, Erik P.	01		Accounts Payable	Student Refund	456.00
Miller, Kristin K.	01		Accounts Payable	Student Refund	56.50
Moreno, Bonnie L.	01		Accounts Payable	Student Refund	200.00

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Moreno, Rachelle L.	01		Accounts Payable	Student Refund	1,238.00
Murray, Carrie R.	01		Accounts Payable	Student Refund	200.00
Murray, Carrie R.	01		Accounts Payable	Student Refund	9.28
Nehrkorn, Anne M.	01		Accounts Payable	Student Refund	750.00
Nelson, Nancy A	01		Accounts Payable	Student Refund	50.00
Norman, Bonnie S.	01		Accounts Payable	Student Refund	200.00
O'Rorke, Tara N.	01		Accounts Payable	Student Refund	375.00
Olsen, Kelly J.	01		Accounts Payable	Student Refund	824.50
Otto, Scott A.	01		Accounts Payable	Student Refund	1,455.00
Pence, Jacob L.	01		Accounts Payable	Student Refund	131.86
Perez, Rosa M.	01		Accounts Payable	Student Refund	96.59
Peterson, Melissa A.	01		Accounts Payable	Student Refund	168.46
Pierson, Melissa R.	01		Accounts Payable	Student Refund	28.00
Pitsch, Victoria A.	01		Accounts Payable	Student Refund	350.00
Porth, Alex R.	01		Accounts Payable	Student Refund	485.00
Porth, Andrew K.	01		Accounts Payable	Student Refund	431.33
Pratt, Amber L.	01		Accounts Payable	Student Refund	500.00
Principiavalli, Christina	01		Accounts Payable	Student Refund	70.64
Pursell, Brandy K.	01		Accounts Payable	Student Refund	604.06
Ramirez, Samuel	01		Accounts Payable	Student Refund	172.00
Redfield, Ryan D.	01		Accounts Payable	Student Refund	135.00
Renkes, Michelle R.	01		Accounts Payable	Student Refund	60.00
Renkes, Michelle R.	01		Accounts Payable	Student Refund	60.00
Reyes, Mary	01		Accounts Payable	Student Refund	17.50
Reyes, Michael V	01		Accounts Payable	Student Refund	17.50

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Reynolds, Lindsey C.	01		Accounts Payable	Student Refund	391.46
Richard, Brandi A.	01		Accounts Payable	Student Refund	225.00
Richmond, Karen S.	01		Accounts Payable	Student Refund	720.00
Roberts, Shaunia L.	01		Accounts Payable	Student Refund	53.26
Rodekamp, Travis J.	01		Accounts Payable	Student Refund	300.00
Rodriguez, Crystal	01		Accounts Payable	Student Refund	17.50
Rodriguez, Dina M.	01		Accounts Payable	Student Refund	172.50
Rodriguez, Joshua J.	01		Accounts Payable	Student Refund	17.50
Roman, Shana M.	01		Accounts Payable	Student Refund	28.70
Sage, Karmen K.	01		Accounts Payable	Student Refund	500.00
Salas, Brooke M.	01		Accounts Payable	Student Refund	350.00
Salvner, Nancy A.	01		Accounts Payable	Student Refund	208.39
Sharp, Bobby	01		Accounts Payable	Student Refund	500.00
Shaw, Joseph C.	01		Accounts Payable	Student Refund	50.00
Shaw, Joseph C.	01		Accounts Payable	Student Refund	238.00
Sheridan, Helen P	01		Accounts Payable	Student Refund	60.00
Sibley, Brandi J.	01		Accounts Payable	Student Refund	185.00
Sibley, Myra E.	01		Accounts Payable	Student Refund	21.55
Sisk, Kathryn M.	01		Accounts Payable	Student Refund	50.00
Slocum, Amee	01		Accounts Payable	Student Refund	215.00
Smith, Clinton E.	01		Accounts Payable	Student Refund	125.00
Smith, Nicole L.	01		Accounts Payable	Student Refund	21.55
Sotelo, Michael S.	01		Accounts Payable	Student Refund	2.79
Staelens, Edward L.	01		Accounts Payable	Student Refund	200.00
Stage, Kathleen	01		Accounts Payable	Student Refund	848.75

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Sterenberg, Jean R.	01		Accounts Payable	Student Refund	432.00
Sugars, Troy D.	01		Accounts Payable	Student Refund	672.00
Sutton, Amber	01		Accounts Payable	Student Refund	50.00
Swartley, Julia C.	01		Accounts Payable	Student Refund	106.00
Todd, Robin J.	01		Accounts Payable	Student Refund	170.00
Todd, Robin J.	01		Accounts Payable	Student Refund	40.00
Toms, Anna M	01		Accounts Payable	Student Refund	17.50
Toms, Burt E	01		Accounts Payable	Student Refund	17.50
Tschosik, Angela M.	01		Accounts Payable	Student Refund	200.00
Tylkowski, Jennifer M.	01		Accounts Payable	Student Refund	576.00
Valdivia, Cesar	01		Accounts Payable	Student Refund	278.45
Valk, Chris T.	01		Accounts Payable	Student Refund	67.16
Villareal, Tomasa	01		Accounts Payable	Student Refund	700.00
Von Holten, Jeffery A.	01		Accounts Payable	Student Refund	350.00
Wade, Nick J.	01		Accounts Payable	Student Refund	288.00
Wade, Rebecca A.	01		Accounts Payable	Student Refund	115.00
Wagner, Jodi L.	01		Accounts Payable	Student Refund	106.00
Warner, Heath J.	01		Accounts Payable	Student Refund	86.25
Warner, Heath J.	01		Accounts Payable	Student Refund	97.00
Warner, Heath J.	01		Accounts Payable	Student Refund	750.78
Weaver, Dustin T.	01		Accounts Payable	Student Refund	350.00
Weidel, Kalene J.	01		Accounts Payable	Student Refund	19.43
Welker, Sarah B.	01		Accounts Payable	Student Refund	32.28
Westenhaver, Jennifer M.	01		Accounts Payable	Student Refund	129.37
Wetzell, Cory	01		Accounts Payable	Student Refund	110.00

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White, Connie L.	01		Accounts Payable	Student Refund	62.00
White, Ella J.	01		Accounts Payable	Student Refund	95.00
White, Ella J.	01		Accounts Payable	Student Refund	95.00
White, Stacy R.	01		Accounts Payable	Student Refund	1,134.95
Whitehead, Lindsay M.	01		Accounts Payable	Student Refund	38.40
Whitlock, Nicole M.	01		Accounts Payable	Student Refund	125.00
Wiersema, Amber M.	01		Accounts Payable	Student Refund	45.81
Williams, Damien F.	01		Accounts Payable	Student Refund	410.00
Williams, Priscilla J.	01		Accounts Payable	Student Refund	816.00
Williams, Priscilla J.	01		Accounts Payable	Student Refund	864.00
Willis, Chad J.	01		Accounts Payable	Student Refund	512.61
Wilson, Brett M.	01		Accounts Payable	Student Refund	50.00
Wise, Kristin	01		Accounts Payable	Student Refund	194.67
Woodard, Kristen C.	01		Accounts Payable	Student Refund	99.95
Woodin, Sarah J.	01		Accounts Payable	Student Refund	115.00
Workman, Amy L.	01		Accounts Payable	Student Refund	375.05
Wrolson, Lee Ann	01		Accounts Payable	Student Refund	235.00
Yearian, Nicole C.	01		Accounts Payable	Student Refund	315.00
Yocum, Denton M.	01		Accounts Payable	Student Refund	624.00
Zellar, Duane Rich	01		Accounts Payable	Student Refund	17.50
Zellar, Susan M.	01		Accounts Payable	Student Refund	17.50
Donaldson Company, Inc	01		Other Payables	Employee Refund Carol Graves	100.00
SVCC Foundation	01		Foundation Payable	A/P Foundation	850.00
Consolidated Management Co	01		Cafeteria payable	Punch A Lunch sales	3,780.00
Best Western Brandywine Lodge	01	Board of Trustees	Conference/Meeting Expense	Board Retreat 1/26/01	275.50

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Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	February Board Meeting	40.00
Jensen, Thomas	01	Board of Trustees	Conference/Meeting Expense	Board Meeting Travel Expense Report	68.25
Thompson, Robert J.	01	Board of Trustees	Conference/Meeting Expense	Board Travel Expense thru Dec 2000	78.00
Varga, Nancy L.	01	Board of Trustees	Conference/Meeting Expense	Board Travel Expense thru Dec 2000	67.60
Wolf, B J	01	Board of Trustees	Conference/Meeting Expense	Board Travel Expense thru Dec 2000	234.00
Behrendt, Richard	01	President	Other Employee Benefits	February 2001 Rotary Mtgs	18.00
American Express	01	President	Conference/Meeting Expense	Conference & Meeting	472.78
Milledgeville Greenhouse	01	President	Other Conference & Meeting	Funeral Flowers	35.00
Milledgeville Greenhouse	01	President	Other Conference & Meeting	Flowers for Vic Scribner	50.00
Amboy News	01	College Relations	Publications and Dues	1 Year Subscription	18.00
Ashton Gazette	01	College Relations	Advertising	Open PO Advertisement	42.00
Carroll County Review	01	College Relations	Advertising	Open PO for Advertisement	56.00
Echo	01	College Relations	Advertising	Open PO for Advertisement	21.00
Fulton Press Inc	01	College Relations	Advertising	Open PO for Advertisement	52.50
Sauk Valley Newspapers	01	College Relations	Advertising	OAS Display Ad	103.84
Sauk Valley Newspapers	01	College Relations	Advertising	Open PO Advertisement	264.28
WQRF TV	01	College Relations	Advertising	Commercials 1/2-7/01	330.00
WTVO TV	01	College Relations	Advertising	Production 2/5/01	15.00
Walnut Leader	01	College Relations	Advertising	Open PO Advertisement	25.50
Withers Broadcasting	01	College Relations	Advertising	Feb Commercials	1,458.00
Sterling Area Chamber of Comme	01	College Relations	Conference/Meeting Expense	registration Leadership Institute C Lyons 3/6-4/10	250.00
ABDICK Multographics	01	Printshop	Maintenance Services	Open PO for Press Maintenance	220.00
ABDICK Multographics	01	Printshop	Maintenance Services	Open PO for Press Maintenance	562.45
Xerox Corporation	01	Printshop	Maintenance Services	5100 Copier Lease Payment-Principal	6.24
Xerox Corporation	01	Printshop	Maintenance Services	DC265 Copier-Principal	54.89

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ABDICK Multigraphics	01	Printshop	Purchases for Resale	Kompac 11 Metering Roller PT 92460	219.95
Global Computer Supplies	01	Printshop	Purchases for Resale	016-1978-00 Black Toner	1,177.18
Midland Paper	01	Printshop	Purchases for Resale	8 1/2x11 Exact Multi 20# Yellow	548.93
Shawver Press Inc	01	Printshop	Purchases for Resale	6000 Student Info Forms	515.00
Shawver Press Inc	01	Printshop	Purchases for Resale	Dual Admission Brochures	246.00
Xerox Corporation	01	Printshop	Purchases for Resale	Staples /Carton #108R53	172.00
SBM Business Equipment Center	01	Information Center	Maintenance Services	Min Copy Count Charge	28.80
Unique Computer	01	Information Center	Office Supplies	Cyber Par	38.00
Unique Computer	01	Information Center	Office Supplies	Speakers	40.00
Radio Shack	01	Information Center	Other Supplies	Phone Cable for 2K2	13.99
SBM Business Equipment Center	01	Grant, Planning, & Research	Office Supplies	UNV-14215 Legal Hanging Folders-Standard Green	67.01
Rock Falls Rotary Club	01	VP-Instructional Services	Publications and Dues	Quarterly Dues Deborah Hecht	59.00
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	League of Innovation Conf 2/28-3/4	1,148.62
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Monthly Copier Maintenance August 2000/June 2001	135.05
Heritage Professional Education	01	Other Instructional	Conference/Meeting Expense	Workshop-Legal and Ethical Issues	139.00
SIRCHIE	01	Other Instructional	Conference/Meeting Expense	Crime Scene Technology Course	495.00
University of Memphis	01	Other Instructional	Conference/Meeting Expense	Registration Fees for Nursing Conference	1,215.00
Corporate Office City	01	Other Instructional	Instructional Other Equipment	7901 HON Everyday Chair T Black Frame	3,840.00
Braddock, Samuel L.	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Travel to Teach at Highland	114.54
Consolidated Management Co	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Breakfast For Adult Education Meeting	99.00
Consolidated Management Co	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Coffee/Hiring Committee/English	12.00
Seguin, Michael	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Travel WIB Meeting 2/27/01	26.91
Seguin, Michael	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Travel WIB Meeting 2/20/01	110.50
Seguin, Michael	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	travel reimb 3/2/01-Springfield	123.89
Seguin, Michael	01	Dean of Arts, Social Sciences & P	Conference/Meeting Expense	Travel Freeport WIB Meeting 2/22/01	26.91

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Hook, Amanda J.	01	Art	Consultants	Model for ART 213 & Art 214	35.00
Moreno, Natalie L.	01	Art	Consultants	Modeling Fee for 3/1	32.50
Moreno, Natalie L.	01	Art	Consultants	Model Art 213 2/27/01	30.00
Zokal, Joseph	01	Art	Consultants	Honorarium 3/6/01	30.00
Zokal, Joseph	01	Art	Consultants	Honorarium Request	30.00
Global Computer Supplies	01	Art	Instructional Supplies	5-pack Yellow Inksticks f/Tectronix 840-16-1607-00	171.51
Hacker Art Books	01	Art	Instructional Supplies	4135 Michael Heizer	45.47
VanderWege, Robertus J.	01	Art	Instructional Supplies	Reimbursement for Supplies	55.03
Consolidated Management Co	01	Music	Conference/Meeting Expense	Refreshments/Meeting	10.50
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Open Purchase Order for Gym	514.18
Wolverine Sports	01	Physical Education	Instructional Supplies	Spalding Badminton Rackets RA081P-4	217.21
Custom Upholstery & Repair	01	Fitness Center	Instructional Supplies	2 yards American Beauty Material	55.80
Wynne Services	01	Fitness Center	Instructional Supplies	Sp Meter Cables 223-137-87 Part #35	119.76
Health	01	Fitness Center	Publications and Dues	Subscription for Health Magazine	24.00
Iowa State University of Scien	01	History	Instructional Supplies	Deer in the Works Date Requested: 2/13/01	22.78
NILRC	01	History	Instructional Supplies	Fall Semester License	823.20
Unique Computer	01	History	Instructional Supplies	Videum AV Board	419.38
Frey Scientific	01	Sociology	Instructional Supplies	15579622 Chimpanzee Skull	135.00
Creations Unlimited	01	Dean of Business, Tech & Natural	Office Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	129.25
Mendoza, Michelle	01	Dean of Business, Tech & Natural	Office Supplies	Reimbursement for Supplies	26.52
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	Connections Project Postsecondary Perkins Inservic	73.90
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	WIB Meeting	50.37
White, Linley V.	01	Dean of Business, Tech & Natural	Conference/Meeting Expense	Travel thru 3/9/01 Tech Prep	109.47
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Technical Service	71.50
Creations Unlimited	01	Electronics	Instructional Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	127.65

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Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	18.73
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	19.21
Creations Unlimited	01	HVAC	Instructional Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	73.80
Sileven, Larry L.	01	HVAC	Instructional Supplies	HVAC Supplies	149.85
Creations Unlimited	01	Machine Tool	Instructional Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	73.80
Creations Unlimited	01	Manufacturing Technology	Instructional Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	73.80
Creations Unlimited	01	Mechanical Design	Instructional Supplies	Anvil Cotton Deluxe Polo-Style #1220-Red Size 2X	121.65
Fountain, William B.	01	Mechanical Design	Instructional Supplies	Mechanical Design Supplies 1/25/01	424.84
Fountain, William B.	01	Mechanical Design	Instructional Supplies	Mechanical Design Supplies	32.77
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Pages	27.90
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Pages	18.98
Carolina Biological Supply Co	01	Biology	Instructional Supplies	See Attached Pages	290.46
Cell Serv Foundation for Advan	01	Biology	Instructional Supplies	Kit 1 Visualization of Normal and Tumor Cells	65.00
Flinn Scientific	01	Biology	Instructional Supplies	See Attached List	108.26
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	78.06
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	83.65
Fisher Scientific	01	Chemistry	Instructional Supplies	A65-500 Benzoic Acid, 500g	94.83
Sargent-Welch Scientific	01	Chemistry	Instructional Supplies	CP30105-00, Quantitative Spectroscope	76.50
Sargent-Welch Scientific	01	Chemistry	Instructional Supplies	Quantitative Spectroscope	14.30
Dale, Julie	010120	Community Education	Consultants	Spring Dance Class 2001	758.10
Slain, Verna	010120	Community Education	Consultants	Quilting Class Spring 2001	390.00
Castelein, Karen J.	010120	Community Education	Conference/Meeting Expense	NFRCC Mtg 2/9:MSCE Mtg 2/27	28.29
Smith, Ward P.	010120	College for Kids	Consultants	Basic Drawing Spring 2001	250.00
Paper Direct Inc	010120	Community Ed Administration	Office Supplies	CTI081 Certificate Paper	100.91
Quill Corporation	010120	Community Ed Administration	Office Supplies	014-S-10500-7 Copy Paper	138.13

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SBM Business Equipment Center	010120	Community Ed Administration	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	32.46
SBM Business Equipment Center	010120	Community Ed Administration	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	39.56
Gericke, Thomas H.	010120	Community Ed Administration	Conference/Meeting Expense	Travel-Training Mtgs	22.08
Education To Go	010120	Community Serv Computer Seminars	Consultants	Internet Computer Classes	630.00
Castelein, Karen J.	010120	Community Serv Computer Seminars	Conference/Meeting Expense	NFRCC Mtg 2/9:MSCE Mtg 2/27	60.03
Mattox, Michael L.	010120	Health & Personal Development	Consultants	Moving Meditation Class-Spr 01	324.00
Nicklaus, Brett S	010120	Health & Personal Development	Consultants	Estate Planning (CCS)	67.25
Consolidated Management Co	010120	Health & Personal Development	Conference/Meeting Expense	Parenting Conference	975.35
Poch, Carl	010120	Professional Development	Consultants	Supervising Difficult People 2/16/01	650.00
Consolidated Management Co	010120	Professional Development	Conference/Meeting Expense	Meeting Computer Program 2/16/01	66.88
Brewer, Steve	010110	workforce prep	Consultants	Seminar Keys to Effective Performance Mgmt	459.00
Strategic Measures	010110	workforce prep	Instructional Supplies	Training Materials for Dixon Marquette	132.00
Gallatin River Communications	010110	Corporate Services Admin.	Office Supplies	1/2 monthly telephone service	34.73
SBM Business Equipment Center	010110	Corporate Services Admin.	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	32.47
SBM Business Equipment Center	010110	Corporate Services Admin.	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	39.56
Thomson Chamber	010110	Corporate Services Admin.	Publications and Dues	Annual Chamber Dues	30.00
Illinois Community College Eco	010110	Corporate Services Admin.	Conference/Meeting Expense	Registration for Tom G 3/14/01	395.00
Walnut Chamber of Commerce	010110	Corporate Services Admin.	Conference/Meeting Expense	Registration for Annual Mtg 3/12	12.00
Corporate Office City	01	Director of Health Careers Ed	Maintenance Services	Copier Repair	87.75
Corporate Office City	01	Director of Health Careers Ed	Maintenance Services	Copier Repair	260.07
Allied Health Education Servic	01	Director of Health Careers Ed	Publications and Dues	Renew Subscription	70.00
KSB Hospital	01	Director of Health Careers Ed	Publications and Dues	AHA Renewal/Instructor Manual	65.00
Jim Coleman, Ltd	01	Clinical Laboratory Science	Office Supplies	Supplies for CLS WEEK	15.97
Airgas North Central	01	Clinical Laboratory Science	Instructional Supplies	Cylinder Rental	13.42
Remel L. P.	01	Clinical Laboratory Science	Instructional Supplies	See Attached Order	19.00

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DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Latex Gloves	52.65
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	B-D 5cc Luer-Lok Syringe Without Needle #309603	91.54
Lynch, Janet L.	01	Associate Degree Nursing	Conference/Meeting Expense	Clinical Travel thru 11/20/01	54.60
CGH Home Health Center	01	Licensed Practical Nursing	Instructional Supplies	Baxter Interlink System Cont' FlovSol'n Set 2C6537	226.20
Family Care Medical	01	Licensed Practical Nursing	Instructional Supplies	Medline Tracheostomy Clean & Core Tray #DYND40590	46.78
Diagnostic Imaging Inc	01	Radiologic Technology	Maintenance Services	Chemistry Supplies Rad Tech	65.00
JRCERT	01	Radiologic Technology	Instructional Service Contracts	Site Expense	1,000.00
Diagnostic Imaging Inc	01	Radiologic Technology	Instructional Supplies	Chemistry Supplies Rad Tech	41.37
SBM Business Equipment Center	01	Paramedic Program	Office Supplies	64460R Keyboard Table Right/Black	440.00
SBM Business Equipment Center	01	Paramedic Program	Office Supplies	Desk-height Work Station D3048/9 MP 48" w M.Oak/Blk	191.00
Clevenger, Walter	01	Dean of Information Systems	Conference/Meeting Expense	Sauk Valley Users Group Mtg 2/14	4.14
SBM Business Equipment Center	01	Learning Resource Center	Library Supplies	Supplies	17.04
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	30.13
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	16.96
Davidson Titles, Inc	01	Learning Resource Center	Books and Binding Costs	Book	10.40
Gale Research	01	Learning Resource Center	Books and Binding Costs	Biiks	317.34
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	186.73
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	117.02
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	116.35
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	93.48
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	317.25
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	150.25
Gale Research	01	Learning Resource Center	Books and Binding Costs	Books	160.23
Grove's Dictionaries	01	Learning Resource Center	Books and Binding Costs	Grove Dictionary of Music & Musicians	3,400.00
Thomas, Robert	01	Learning Resource Center	Books and Binding Costs	Media Play Purchases	132.88

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Faxon Illinois Service Center	01	Learning Resource Center	Publications and Dues	Subscription	14.97
Faxon Illinois Service Center	01	Learning Resource Center	Publications and Dues	Subscription	67.00
Illinois Heritage Association	01	Learning Resource Center	Publications and Dues	Annual Membership Renewal	30.00
Illinois Library Association	01	Learning Resource Center	Publications and Dues	Annual Membership Renewal	120.00
H. W. Wilson Company	01	Learning Resource Center	Other Materials and Supplies	Online Reader's Guide	2,795.00
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel San Francisco 2/16/01	375.00
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel NILS Meeting 3/7/01	16.22
Xerox Corporation	050200	Xerox Copier	Maintenance Services	DC 265 Copier-Principal	54.89
Thomas, Robert	106000	Library Services	Library Supplies	Columbia House Direct Purchases thru 2/14/01	85.70
Hewlett-Packard	01	Computing & Instruct Tech	Maintenance Services	Annual Service Contract-Effective 7/1/00-6/30/01	156.70
Unique Computer	01	Computing & Instruct Tech	Office Supplies	Hard Drive	220.00
Hewlett-Packard	01	Computing & Instruct Tech	Computer Software	Annual Service Contract-Effective 7/1/00-6/30/01	148.00
New Mexico State University	01	Instructional Technology Center	Inatractional Technology Materia	Web CT Training Manual	38.00
Shelley, Chris	01	Instructional Technology Center	Inatractional Technology Materia	IT Supplies	49.66
Gastel, Tony	01	Administrative Data Processing	Consultants	Consulting-Installation of Oracle database	1,000.00
Hewlett-Packard	01	Administrative Data Processing	Maintenance Services	Annual Service Contract-Effective 7/1/00-6/30/01	43.30
Hewlett-Packard	01	Administrative Data Processing	Maintenance Services	Annual Service Contract-Effective 7/1/00-6/30/01	1,048.65
Acoustica	01	Administrative Data Processing	Office Supplies	Internet Software CD	19.95
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C36456 Systemax CDR 700mb 100 per spindle	80.17
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C33771 Falcon Dust Off Dusters	71.65
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	HOD-278-02 Weekly Appointment Planner	41.78
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C30843-Epson S02018911	631.01
Reg Soft Com.Inc	01	Administrative Data Processing	Office Supplies	Software CD	24.95
Toner Tech Plus	01	Administrative Data Processing	Office Supplies	Refurbished Toner	1,193.25
Unique Computer	01	Administrative Data Processing	Office Supplies	DDSZ Tapes	29.85

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Unique Computer	01	Administrative Data Processing	Office Supplies	Cable Ends	30.00
SCT Software & Resource Mgmt C	01	Administrative Data Processing	Computer Software	Annual Renewal of Software	61,376.00
Pfeifer, Alan	01	Administrative Data Processing	Conference/Meeting Expense	Work with Consultant	46.00
Kerber, Joan E.	01	Other Student Services	Conference/Meeting Expense	Travel President's Meeting 3/9/01	265.05
Drane, Paula	050500	Child Care Center	Other Supplies	Child Care Supplies thru 2/21/01	32.32
Drane, Paula	050500	Child Care Center	Other Supplies	supplies purchased-reimbursement	29.42
Drane, Paula	050500	Child Care Center	Other Supplies	Chid Care Supplies	67.50
Mac Warehouse	050500	Child Care Center	Other Supplies	Microsoft Office 2001 Mac Edition(#TCH4606)	210.94
Shell Oil Company	050800	Transportation	Vehicle Supplies	gas purchases for vans	256.02
Josten's Inc	01	Commencement	Other Supplies	Diploma Inserts	18.47
Josten's Inc	01	Commencement	Other Supplies	Backdated Diploma Insert	14.81
Consolidated Management Co	01	Admissions, Records & Placement	Office Supplies	Interview lunches	89.25
Pratt	01	Admissions, Records & Placement	Office Supplies	BNC Connectors	779.88
Quill Corporation	01	Admissions, Records & Placement	Office Supplies	002-S-9961G Glue Sticks	96.28
SBM Business Equipment Center	01	Admissions, Records & Placement	Office Supplies	Signature Stamp/C Alfano	29.95
Shawver Press Inc	01	Admissions, Records & Placement	Office Supplies	Certificates for President's and Dean's Lists	337.00
Consolidated Management Co	01	Admissions, Records & Placement	Conference/Meeting Expense	Lunch for Search Committee	44.00
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership Dues Brown/Stiefel	70.00
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership Dues D Peterson	35.00
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership Dues Dawn Heppler	35.00
Heppler, Dawn A.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel 2/22/01 ILASFAA Workshop	62.10
ILASFAA	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Membership Dues D Peterson	140.00
ILASFAA	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Membership Dues Brown/Stiefel	100.00
Indian Lakes Resort	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Hotel Reservation Conference Peterson	395.16
Sterling Area Chamber of Comme	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Conference Fees D Heppler/J Brown	90.00

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Pratt	01	Counseling	Office Supplies	BNC Connectors	779.87
Boston Park Plaza Hotel	01	Counseling	Conference/Meeting Expense	Hotel Room for ACPA Conference	536.40
Breed, Thomas	01	Counseling	Conference/Meeting Expense	travel 2/21-22/01 - Champaign, IL	33.33
Breed, Thomas	01	Counseling	Conference/Meeting Expense	travel reimb 3/06/01	14.84
Daly, Ann C.	01	Counseling	Conference/Meeting Expense	ACPA Conference Fee	340.00
Daly, Ann C.	01	Counseling	Conference/Meeting Expense	ACPA Conference Airfare	359.00
Funston, Terry L.	01	Counseling	Conference/Meeting Expense	travel reimb 3/7/01 - Polo	15.87
Kerber, Joan E.	01	Counseling	Conference/Meeting Expense	Travel ICCSO Conference 2/27/01	311.65
Frederick, Lesley J.	050600	Student Activities Assessment	Conference/Meeting Expense	Alternative Spring Break	250.00
Beert, Terry	050600	Men's Basketball	Other Contractual Services	Referee for BB Game 2/20/01	75.00
Berlage, Mike	050600	Men's Basketball	Other Contractual Services	Referee for 2/08/01 BB Game	75.00
Fassler, Daniel J.	050600	Men's Basketball	Other Contractual Services	game taping 2/13/01	20.00
Forren, Rebba	050600	Men's Basketball	Other Contractual Services	Basketball Ticket Taker for February 2001	75.00
Kiah, Jude	050600	Men's Basketball	Other Contractual Services	Referee for 2/08/01	75.00
Poston, Jamie L.	050600	Men's Basketball	Other Contractual Services	taping games 12/5/00-3/04/01 \$10.00	80.00
Stortzum, Wood	050600	Men's Basketball	Other Contractual Services	Referee for 2/08/01 BB Game	75.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	recruiting & meal exp 2/16-3/6/01	289.30
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Bus Transportation Fee Women 2-13-01	175.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Men Bus Transportation Fee 2-1-01 Kewanee	175.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Men Bus Transportation Fee 2-6-01 Freeport	175.00
Wiersema Charter Service	050600	Men's Basketball	Other Conference & Meeting	Bus Transportation Women's 1/25/01	215.00
Menards	050600	Men's Baseball	Instructional Supplies	Rakes for Baseball Field	49.95
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Tubes-Black	197.12
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Rawlings Pinstripe Baseball Pants	1,091.10
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Travel thru 2/26/01	57.78

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Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Meals for Spring Trip	2,545.00
Howard Johnson	050600	Men's Baseball	Other Conference & Meeting	Rooms for Spring 2001 Baseball Trip	3,306.42
Mesa Leasing Corporation	050600	Men's Baseball	Other Conference & Meeting	Van's for Spring 2001 Baseball Trip	1,929.97
Chattic, A C.	050600	Men's Tennis	Rental- Facilities	Rental for Tennis Courts Westwood	522.00
CGH Medical Center	050600	Women's Basketball	Other Supplies	Insurance Deductible Brianne Stralow	100.00
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel for Basketball Games	386.36
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel Basketball 2/24/01	299.03
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Men Bus Transportation Fee 2-1-01 Kewanee	175.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Men Bus Transportation Fee 2-6-01 Freeport	175.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Bus Transportation Fee Women 2-13-01	175.00
Wiersema Charter Service	050600	Women's Basketball	Other Conference & Meeting	Bus Transportation Women's 1/25/01	215.00
DC Sports	050600	Women's Softball	Instructional Supplies	T Shirts for Softball Team	225.10
Leseman, Jolene K.	050600	Women's Softball	Other Conference & Meeting	Softball Meal Money for March 22 thru March 29,01	1,440.00
Leseman, Jolene K.	050600	Women's Softball	Other Conference & Meeting	Travel Women's Softball 2/21/01	158.70
Leseman, Jolene K.	050600	Women's Softball	Other Conference & Meeting	Travel Softball games 2/26/01	122.13
Snowbird Softball	050600	Women's Softball	Other Conference & Meeting	Softball Spring Training Camp	3,120.00
W L M World Travel	050600	Women's Softball	Other Conference & Meeting	Airline Tickets Softball	3,191.86
Sterling Rock Falls Clinic	050600	General Athletics	Other Materials and Supplies	Drug Testing for Athletes	1,260.00
Byar, Christine M.	050600	Cheerleading & Pom Pon	Other- Salaries	athletic services - cheerleading/popcorn/meetings	500.00
Consolidated Management Co	050600	Student Activities	Consultants	Refreshments/One World Film/2/13/01	40.50
Filmakers Library, Inc	050600	Student Activities	Consultants	Film "Dax's Case-Who Should Decide"	90.00
Levi, David	050600	Student Activities	Consultants	Appearance 3/20/01	400.00
Smith Agency, Inc	050600	Student Activities	Consultants	The Real Deal Crazy Show	1,750.00
Adcraft Printwear Co.	050600	Student Activities	Other Supplies	Long Sleeve T-Shirts-VIP Shirts	248.25
Sauk Valley Newspapers	050600	Student Activities	Advertising	Frederick Winters Appearance	103.80

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Frederick, Lesley J.	050600	Student Government	Other Materials and Supplies	reimb for supplies -open house 3/7/01	99.43
Alcala, Crystal L.	050600	Drama	Other Materials and Supplies	Supplies Theatre	75.71
Carpetland USA	050600	Drama	Other Materials and Supplies	Carpet for Play "Lovers & Other Strangers"	115.00
Lewis-Barr, Laura J.	050600	Drama	Other Materials and Supplies	Theatre Supplies	57.96
Menards	050600	Drama	Other Materials and Supplies	Additional Purchases for "Lovers & Other Strangers"	218.91
Zulauf, Kevin A.	050600	Drama	Other Materials and Supplies	Theatre Props	14.92
Lewis-Barr, Laura J.	050600	Speech & Readers Theater	Other Conference & Meeting	Travel Advance for Theatre (meals)	320.00
Broadcast Music, Inc	050600	Music	Other Materials and Supplies	Music License Fee	302.88
Scenic Stage Line, Inc	050600	Music	Other Conference & Meeting	bus service-Art Institute 3/20/01	1,048.00
Sauk Valley Newspapers	050600	Voyager	Other Materials and Supplies	February Issue Voyager	273.08
Williams, Priscilla J.	050600	Voyager	Other Materials and Supplies	Supplies for the Voyager	33.28
Arch Vending Inc	101010	Booster Club	Other	Booster Club Refreshments	91.00
Sauk Valley Newspapers	101010	Booster Club	Other	Annaul Antique Show	103.84
Smith, Robert	101010	Booster Club	Other	1/2 advertising expense pd -antique show	148.50
Kathryn Beich Inc	101080	Rad Tech Senior	Other	Candy for Fundraiser	600.00
Nunez, Steve C.	101140	Phi Theta Kappa Club	Other	Reimbursement PTK Conf Fees	1,124.00
Lewis, Craig E.	101245	Undiscovered Concept (Technology	Other	Supplies for Theatre	294.00
Chronicle of Higher Education	01	VP- Administrative Services	Publications and Dues	Renewal Ruth Bittner	75.00
Chronicle of Higher Education	01	VP- Administrative Services	Publications and Dues	RENEWAL FOR CHRONICLE OF HIGHER ED	75.00
NAESAA	01	VP- Administrative Services	Publications and Dues	Renewal of NAESAA for One Year	35.00
Breed, Nancy J.	01	VP- Administrative Services	Conference/Meeting Expense	Travel thru 3/14/01	145.86
Illinos Community College Chie	01	VP- Administrative Services	Conference/Meeting Expense	Chief Financial Officers Mtg 5/10/01 Meyer/Evans	100.00
Lloyd, Lisa M.	01	Education Fund	Other Revenues	Replacement for Lost Check 28503	10.00
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Surface Repair Phase III Work	2,408.80
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Exterior renovation Final Architectural Fees	866.25

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Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Exterior renovation Final Architectural Fees	866.25
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Surface Repair Phase III Work	575.00
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	building Remodeling	Exterior renovation Final Architectural Fees	1,941.03
PAT SERVICES	03	Operations & Maintenance- Restri	building Remodeling	Air Testing for Asbestos Abatement	4,550.00
Avaya Financial Services	13	Building Bond Proceeds	Debt Principal Retirement	Backbone Cable-Principal	2,895.89
Avaya Financial Services	13	Building Bond Proceeds	Interest	Backbone Cable-Principal	43.76
Clodfelter, Pamela J.	01	Other Institutional	Tuition Reimbursement	fall 2000 tuition reimb 4 hr	460.00
United Parcel Service	01	Other Institutional	Library Supplies	SERVICE	238.88
Federal Express Corp	01	Other Institutional	Postage	Federal Express Charges	56.70
Paulsen, Carmel A.	01	Other Institutional	Postage	reimb for bluk mail permit payment	125.00
US Postmaster	01	Other Institutional	Postage	Permit 94 Summer/Fall Schedule 2002	1,500.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill 7/01/2000-6/30/2000	3,000.00
US Postmaster	01	Other Institutional	Postage	Permit 7 Summer/Fall Schedule 2002	1,250.00
US Postmaster	01	Other Institutional	Postage	Permit 243 Refill	500.00
US Postmaster	01	Other Institutional	Postage	Refill bulk Mail Permit 243	500.00
US Postmaster	01	Other Institutional	Postage	Business Reply Account Refill	500.00
Drew, Gary	01	Other Institutional	Conference/Meeting Expense	Travel Turf Conference	42.44
Chronicle of Higher Education	01	Other Institutional	Recruitment	Recruitment Ad (Registrar)	1,010.00
Chronicle of Higher Education	01	Other Institutional	Recruitment	Recruitment Advertisement	1,212.00
Chronicle of Higher Education	01	Other Institutional	Recruitment	Recruitment Ad	1,818.00
Daily Chronicle	01	Other Institutional	Recruitment	Open PO for Recruitment	439.40
Lovekin, Carol N.	01	Other Institutional	Recruitment	Reimbursement for transcript fee	5.00
Rockford Register Star	01	Other Institutional	Recruitment	Open Purchase Order for Recruitment	526.45
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Open Purchase Order for Recruitment	311.12
Avaya Financial Services	01	Other Institutional	Debt Principal Retirement	Backbone Cable-Principal	1,265.39

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Xerox Corporation	01	Other Institutional	Debt Principal Retirement	5100 Copier Lease Payment-Principal	424.77
Xerox Corporation	01	Other Institutional	Debt Principal Retirement	DC 265 Copier-Principal	486.92
Xerox Corporation	01	Other Institutional	Debt Principal Retirement	DC265 Copier-Principal	457.58
Avaya Financial Services	01	Other Institutional	Interest	Backbone Cable-Principal	19.18
Xerox Corporation	01	Other Institutional	Interest	DC265 Copier-Principal	287.07
Xerox Corporation	01	Other Institutional	Interest	DC 265 Copier-Principal	257.73
Xerox Corporation	01	Other Institutional	Interest	5100 Copier Lease Payment-Principal	293.89
Consolidated Management Co	01	NCA Accreditation	Office Supplies	Steering Committee meeting NCA 2/28/01	68.85
Higher Learning Commission	01	NCA Accreditation	Conference/Meeting Expense	Conference NCA Linda Little	295.00
Higher Learning Commission	01	NCA Accreditation	Conference/Meeting Expense	Conference NCA Larry Sileven	175.00
Higher Learning Commission	01	NCA Accreditation	Conference/Meeting Expense	Conference NCA Pam Clodfelter	105.00
Wilkins-Lowe and Company	12	Risk Management	General Insurance	Workers Compensation premium audit	1,322.00
Wilkins-Lowe and Company	12	Risk Management	General Insurance	Quarterly Installment of Workers Comp Insurance	5,547.00
Universal Valuation Consultant	12	Risk Management	Property & Casualty Insurance	Building Insurance Appraisal	300.00
Gallatin River Communications	12	Risk Management	Telephone	Monthly Charge Cama Trunks (911)	89.32
SBM Business Equipment Center	01	Business Office	Maintenance Services	Open Purchase Order for Maintenance on copier	54.55
Corporate Office City	01	Business Office	Office Supplies	Credit Memo 1099 Forms	-45.00
Kiplinger Washington Letter	01	Business Office	Publications and Dues	Annual Subscription	29.00
Illinois ASBO	01	Business Office	Conference/Meeting Expense	IASBO Conference 5/9/01	750.00
Illinois Community College Chie	01	Business Office	Conference/Meeting Expense	Chief Financial Officers Mtg 5/10/01 Meyer/Evans	200.00
Professional Benefit Administr	051000	Medical Insurance	Individual Stop Loss		4,592.88
Professional Benefit Administr	051000	Medical Insurance	Dependent Stop Loss		3,106.25
Professional Benefit Administr	051000	Medical Insurance	Precertification		294.00
Professional Benefit Administr	051000	Medical Insurance	Cobra Conversion		10.00
Professional Benefit Administr	051000	Medical Insurance	Administrative		2,160.75

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Professional Benefit Administratr	051000	Medical Insurance	Life & AD&D		2,004.80
College of DuPage	01	Business Office	Tuition Chargeback	Books	1,615.76
Waubonsee Community College	01	Business Office	Tuition Chargeback	Chargeback for Spring 2001	2,900.35
Mac Warehouse	01	Personnel Office	Office Supplies	DEH4908 4-Port USB Hub	131.19
Devan, Curtis	01	Personnel Office	Conference/Meeting Expense	Travel Thru 2/21/01	99.16
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Open Purchase Order for 2000/2001 Winners Birthday	127.00
Comp-Unique	01	Personnel Office	Office Other Equipment	Jaws For Windows for Vision Impaired Student	1,405.00
Anderson, Pamela J.	01	ADA	Other Contractual Services	Sign Language Interpreter	252.00
ECOLAB	02	maint	Maintenance Services	Perform Service Once a month to area's	181.20
Montgomery Kone Inc	02	maint	Maintenance Services	Continued Contract Blanket 7/01/00-6/30/2001	650.19
PAT SERVICES	02	maint	Maintenance Services	Air Sampling of asbestos removal project	900.00
PDC Laboratories, Inc	02	maint	Maintenance Services	Water Labortoies	88.00
PDC Laboratories, Inc	02	maint	Maintenance Services	Water Testing	10.00
Radio Ranch Inc	02	maint	Maintenance Services	Repeater & Monthly Usage Per Quarter	297.00
Grainger	02	maint	Maintenance Supplies	Supplies- Blanket 7/01/2000-06/30/2001	6.84
Grainger	02	maint	Maintenance Supplies	Supplies- Blanket 7/01/2000-06/30/2001	4.26
Grainger	02	maint	Maintenance Supplies	Supplies- Blanket 7/01/2000-06/30/2001	73.25
Grainger	02	maint	Maintenance Supplies	Supplies- Blanket 7/01/2000-06/30/2001	82.72
Grainger	02	maint	Maintenance Supplies	Supplies- Blanket 7/01/2000-06/30/2001	26.10
Grummert's True Value	02	maint	Maintenance Supplies	plug	3.68
Grummert's True Value	02	maint	Maintenance Supplies	Paint	111.93
Grummert's True Value	02	maint	Maintenance Supplies	Paint/Plug	26.94
H F Wilson	02	maint	Maintenance Supplies	Stairwell Fixtures	392.94
Honeywell Inc	02	maint	Maintenance Supplies	Pneumatic Thermostats TP971A 2045 5	1,981.78
Menards	02	maint	Maintenance Supplies	Electrial Supplies	49.14

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Menards	02	maint	Maintenance Supplies	HVAC Supplies & Photolab	72.30
Menards	02	maint	Maintenance Supplies	Electrical Supplies	35.96
Menards	02	maint	Maintenance Supplies	Seals/Fluor lamps	55.92
Grainger	02	maint	Office Other Equipment	5Z704 5 HP Climate Control Air Compressor	4,771.80
Morgan Services Inc.	02	custodial	Maintenance Services	Clean Towel Supply & Demand Service 7/01/00-6/30/0	110.59
Morgan Services Inc.	02	custodial	Maintenance Services	Clean Towel Supply & Demand Service 7/01/00-6/30/0	111.22
Grainger	02	custodial	Maintenance Supplies	Mop Heads	46.98
Paulsen, Darryl D.	02	custodial	Maintenance Supplies	radio/batteries	85.99
Vonachen Industrial Supplies	02	custodial	Maintenance Supplies	Open Purchase Order for Supplies	5.01
Huntley Horticulture Service	02	Grounds	Maintenance Services	treatment of trees	1,530.00
Dixon Tire Center	02	Grounds	Maintenance Supplies	New Tire	50.79
Grainger	02	Grounds	Maintenance Supplies	Mop Heads	169.04
Menards	02	Grounds	Maintenance Supplies	Supplies/Grounds	69.71
Menards	02	Grounds	Maintenance Supplies	Clamps, Glue and supplies	49.54
Northern Tool & Equipment Co	02	Grounds	Maintenance Supplies	Large Tire Changer	109.67
Polo Equipment Company	02	Grounds	Maintenance Supplies	38175 Wing Blades 9180	399.20
Stone Cold Chemicals	02	Grounds	Maintenance Supplies	Van Cleaner	241.25
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	Bushings #360529	217.15
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	Chain & Clevis Assy #162444	37.15
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	Keyswitch, Toggle Switch	72.60
Stericycle	12	Safety & Security	Maintenance Services	Hazardous Waste Pickup	172.04
Stewart Security	12	Safety & Security	Other Contractual Services	Renew Contract for Security Services 7/00-6/30/01	1,254.08
Stewart Security	12	Safety & Security	Other Contractual Services	Renew Contract for Security Services 7/00-6/30/01	864.80
Gall's Inc	12	Safety & Security	Other Supplies	Coat Patches	60.95
Radio Ranch Inc	12	Safety & Security	Other Supplies	Antennas for Security Radios	42.60

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Radio Ranch Inc	12	Safety & Security	Other Supplies	Radio Charger	35.00
Nicor Energy, LLC	02	Utilities	Gas	Gas Energy Charges	37,114.38
Nicor Gas	02	Utilities	Gas	Natural Gas	50.50
Nicor Gas	02	Utilities	Gas	Natural Gas	758.34
Nicor Gas	02	Utilities	Gas	Natural Gas	130.37
Nicor Gas	02	Utilities	Gas	Natural Gas	113.35
Nicor Gas	02	Utilities	Gas	Natural Gas	520.52
Commonwealth Edison	02	Utilities	Electricity	Supply & Demand Electrical Service	10,887.03
Commonwealth Edison	02	Utilities	Electricity	Supply & Demand Electrical Service	19.37
Commonwealth Edison	02	Utilities	Electricity	Supply & Demand Electrical Service	53.14
Commonwealth Edison	02	Utilities	Electricity	Supply & Demand Electrical Service	36.07
AT & T	02	Utilities	Telephone	Monthly Telephone Charges Jan-Feb	1,628.56
Gallatin River Communications	02	Utilities	Telephone	Monthly Charge	2,730.46
Verizon Wireless	02	Utilities	Telephone	Monthly Charge	57.98
Rock Valley Disposal	02	Utilities	Refuse Disposal	Trash removel 7/01/00-06/30/2001 Per Quote	253.00
Caterpillar-Engine Protection	02	Utilities	Other Utilities	Per Maintenance Agreement Blanket 7/1/00-6/30/01	444.33
Caterpillar-Engine Protection	02	Utilities	Other Utilities	Per Maintenance Agreement Blanket 7/1/00-6/30/01	444.33
Corporate Office City	02	Building and Grounds Administrat	Consultants	Maintenace Contract on Office Copier	395.00
Corporate Office City	02	Building and Grounds Administrat	Office Supplies	Toner Cartridges for Mita DC1470	75.80
Frederick, James E.	02	Building and Grounds Administrat	Conference/Meeting Expense	Travel Rockford 3/7/01	34.16
Calumet Photographic	02	Building and Grounds Administrat	building Remodeling	DT1041 4' TRP Sink II	849.91
Crescent Electric Supply Co	02	Building and Grounds Administrat	building Remodeling	5163405 CTX 1/2 Ent Term Adptr	278.00
Crescent Electric Supply Co	02	Building and Grounds Administrat	building Remodeling	1/2 Ent Flex PVC 12005 200 CL (100' Roll)	135.53
Crescent Electric Supply Co	02	Building and Grounds Administrat	building Remodeling	5163405 CTX 1/2 Ent Term Adptr	13.20
Grummert's True Value	02	Building and Grounds Administrat	building Remodeling	Paint-Photolab, HVAC	257.27

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Menards	02	Building and Grounds Administrat	building Remodeling	Supplies	107.40
Menards	02	Building and Grounds Administrat	building Remodeling	Photo Lab Supplies	169.68
Adam's Mark Hotel	01	Phi Theta Kappa	Conference/Meeting Expense	PTK Hotel Reservations	1,476.16
Nunez, Steve C.	01	Phi Theta Kappa	Conference/Meeting Expense	Reimbursement PTK Conf Fees	700.00

BANK ACCOUNT TOTAL: 1,499,410.08

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	062010		I/F Payable	Interfund Payment-SP Pop	7,578.33
SVCC Educational Fund	062021		I/F Payable	Interfund Payment-SP Pop	7,211.50
SVCC Educational Fund	062024		I/F Payable	Interfund Payment-SP Pop	2,886.10
SVCC Educational Fund	062026		I/F Payable	Interfund Payment-SP Pop	12,500.00
SVCC Educational Fund	062050		I/F Payable	Interfund Payment-SP Pop	3,193.98
SVCC Educational Fund	062140		I/F Payable	Interfund Payment-SP Pop	20,575.76
SVCC Educational Fund	063020		I/F Payable	Interfund Payment-SP Pop	12,103.91
SVCC Educational Fund	063042		I/F Payable	Interfund Payment-SP Pop	19,230.47
SVCC Educational Fund	063044		I/F Payable	Interfund Payment-SP Pop	14,646.63
SVCC Educational Fund	063045		I/F Payable	Interfund Payment-SP Pop	8,744.71
SVCC Educational Fund	063071		I/F Payable	Interfund Payment-SP Pop	120,967.52
SVCC Educational Fund	064020		I/F Payable	Interfund Payment-SP Pop	651.30
Hall, Doris	063041	ISBE Adult Education- EA	Other Supplies	travel reimb-February 01	116.35
New Readers Press	063042	ISBE Adult Education- GG	Instructional Supplies	0-88336-783-1 Challenger #3	102.96
Kim, Linda A.	063044	ISBE Adult Education- VV	Conference/Meeting Expense	Travel Story Telling Des Plaines 2/16/01	70.05
Deem, Craig	063044	ISBE Adult Education- VV	Other	cleaning for Adult Ed classes	25.00
Face to Face Productions, Ltd	062220	Illinois Arts Counsil Grant	Other Contractual Services	2 performances Lewis & Clark Adventures	1,520.00
Sauk Valley Newspapers	062220	Illinois Arts Counsil Grant	Advertising	Advertisement "The Darians"	155.76
Alcala, Crystal L.	062220	Illinois Arts Counsil Grant	Conference/Meeting Expense	Technical Assistance 2/6/01	25.00
Allianz-SRC Accounting Dept	063075	IDHS AmeriCorps	Medical Insurance	Member's Health Insurance	1,510.20
State Universities Retirement	063075	IDHS AmeriCorps	Allocated Employee Benefits	matching funds 3/15/01	212.53
State Universities Retirement	063075	IDHS AmeriCorps	Allocated Employee Benefits	SBDC-Matching Funds 2/28/01	212.53
White, Rebecca	063075	IDHS AmeriCorps	Office Supplies	Supplies for Americorp	9.56
Washoe County District Health	063075	IDHS AmeriCorps	Other Supplies	Birth Certificate Request L Harding	11.00
Bureau County Clerk	063075	IDHS AmeriCorps	Advertising	Birth Certificate Request for A Kelm	7.00

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Sauk Valley Newspapers	063075	IDHS AmeriCorps	Advertising	Recruitment Advertisement ABC Literacy	116.78
Best Western Brandywine Lodge	063075	IDHS AmeriCorps	Conference/Meeting Expense	Conference Retreat	174.16
White, Rebecca	063075	IDHS AmeriCorps	Conference/Meeting Expense	Travel 3/7/01 Program Management Trng	136.37
Consolidated Management Co	063075	IDHS AmeriCorps	Other Conference & Meeting	Tutor Training	287.60
Consolidated Management Co	063075	IDHS AmeriCorps	Other Conference & Meeting	Tutor Training	30.00
White, Rebecca	063075	IDHS AmeriCorps	Other Conference & Meeting	Travel In District thru 2/22/01	129.01
Bos, Keith A.	062022	WFP- Education to Careers Grant	Conference/Meeting Expense	Travel for Perkins Workshop	96.71
Norris, Randall	062022	WFP- Education to Careers Grant	Conference/Meeting Expense	travel reimb -2/28-3/03/01	188.12
Engineering Geometry Systems	062022	WFP- Education to Careers Grant	Instructional Computer Equipment	P/N 10051 Version 7	535.00
Presto	062022	WFP- Education to Careers Grant	Instructional Other Equipment	CO 2 Meter MOD 535	255.16
Johnstone Supply	062071	ISBE Voc Ed- Program Improvment	Instructional Other Equipment	25' Measuring Tapes 1424-531	642.94
Johnstone Supply	062071	ISBE Voc Ed- Program Improvment	Instructional Other Equipment	H24-78C Pocket Magnifier	180.84
Hurd, Mary Ann	062073	ISBE Voc Ed- Tech Prep Grant	Other Contractual Services	Replacement Check 4556	200.00
Clemens, Amy J.	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	travel reimb 2/27-3/2/01-Matteson, IL	272.93
Clemens, Amy J.	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	travel reimb 1/23-2/22/01	97.29
Illinois State University	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	Tech Prep 2001 Conference	900.00
Illinois State University	062073	ISBE Voc Ed- Tech Prep Grant	Conference/Meeting Expense	Tech Prep Pre-Session Conference	65.00
Consolidated Management Co	062073	ISBE Voc Ed- Tech Prep Grant	Other Conference & Meeting	Tech Prep Dec Meeting	16.00
Consolidated Management Co	062073	ISBE Voc Ed- Tech Prep Grant	Other Conference & Meeting	Tech Prep Meeting Expense	18.00
State Universities Retirement	063020	Perkins IIc	Allocated Employee Benefits	SBDC-Matching Funds 2/28/01	138.17
State Universities Retirement	063020	Perkins IIc	Allocated Employee Benefits	matching funds 3/15/01	138.17
Landherr, Mary E.	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Replacement Check 5242	15.75
Landherr, Mary E.	063035	FED ISBE Post Sec Stud Trans Ini	Other Contractual Services	Replacement Check 5242	50.00
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	SBDC-Matching Funds 2/28/01	50.97
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	matching funds 3/15/01	50.97

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	39.57
SBM Business Equipment Center	062050	SBDC Grant	Office Supplies	Open PO Contract for Copier 7/01/00-6/30/01	32.47
Gallatin River Communications	062050	SBDC Grant	Telephone	1/2 monthly phone bill	36.57
Pathfinder Networking Corp	062032	Adv Tech- Technology Support Gra	Consultants	Consulting	200.00
Unique Computer	062032	Adv Tech- Technology Support Gra	Instructional Service Contracts	Maintenance Contract Xerox/Tektronix	599.00
Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Computer Software	Annual Service Contract-Effective 7/1/00-6/30/01	814.00
Verizon Wireless	062032	Adv Tech- Technology Support Gra	Telecommunications	Service thru 2/10/01	23.21
Conference Planners	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Conference Fee Al Pfeifer	495.00
Travel Consultants of Dixon, I	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Travel SCT Banner Conference	1,081.44
King, Patricia	062043	ICCB Leadership & Core Values Gr	Consultants	Speaker for Core Values Workshop 3/15	1,500.00
Quill Corporation	062024	WFP- Career Services	Office Supplies	Name Badge Refills 2 1/4x3 1/2" (400)	18.57
Clodfelter, Pamela J.	062024	WFP- Career Services	Conference/Meeting Expense	Travel With In District thru 2/21/01	20.01
Alfano, Cindy	062022	WFP- Ed to Careers	Conference/Meeting Expense	Game Show Travel 3/8/01	50.17
Ewald, Jade C.	062022	WFP- Ed to Careers	Conference/Meeting Expense	How To Take Charge of the Front Desk Seminar	76.00
Matheney, Janet I.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Convention Fee Boston	340.00
Matheney, Janet I.	062022	WFP- Ed to Careers	Conference/Meeting Expense	Ttravel 3/7/01 ACPA Convention	82.82
Padgett Thompson	062022	WFP- Ed to Careers	Conference/Meeting Expense	3/5/01 conf fee- J Ewald	169.00
Consolidated Management Co	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	Cross Cultural 1/23/01	31.50
Consolidated Management Co	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	ALAS Lunch 12/01/00	556.44
Gomez-Rodas, Anamaria	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	Travel 3/9/01 Woman Roundtable WIU Moline	56.97
Gomez-Rodas, Anamaria	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	travel reimb-Moline 3/1-4/01	129.83
Romero, Dr. Bazan	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	Migrant Lecture 3/2/01	500.00
Unique Computer	064020	WIU Cross-Cultural Ed. Programs	Conference/Meeting Expense	Software Cross-Cultural Program	50.00
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	matching funds 3/15/01	423.47
State Universitietirement	063011	Student Support Services Grant	Allocated E	SBDC-Matching Funds 2/28/01	423.47

REPORT SVRCHKR
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
SBM Business Equipment Center	063011	Student Support Services Grant	Maintenance Services	December Copy Charge	55.07
Creative Printing	063011	Student Support Services Grant	Office Supplies	SVCC Business Cards Larry Jackson	60.00
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Paper Shedder	59.88
Quill Corporation	063011	Student Support Services Grant	Office Supplies	49106 Recycled Business Card Holder	67.86
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Paper Shedder	-64.13
Reliable	063011	Student Support Services Grant	Office Supplies	Combination Organizer	421.58
Economy Trophy Co	063011	Student Support Services Grant	Other Supplies	Plaques for SSS Tutor Recognition	139.50
ILAEOPP	063011	Student Support Services Grant	Conference/Meeting Expense	Conference Fee Larry Jackson	155.00
Jackson, Lawrence E.	063011	Student Support Services Grant	Conference/Meeting Expense	travel reimb-DeKalb 2/24/01	35.54
MAEOPP	063011	Student Support Services Grant	Conference/Meeting Expense	Membership Renewal	60.00
Candlelight Inn	063011	Student Support Services Grant	Other Conference & Meeting	Lunch SSS Tutor Training	85.55
Consolidated Management Co	063011	Student Support Services Grant	Other Conference & Meeting	Stress Management Workshop Dec 6, 2000	92.33
Council for Opportunity in Edu	063011	Student Support Services Grant	Other Conference & Meeting	Membership for B Dalton	200.00
Dalton, Belinda A.	063011	Student Support Services Grant	Other Conference & Meeting	travel-Orlando Fl 2/22-25/01	585.74
Vernon Company	063011	Student Support Services Grant	Other Conference & Meeting	supplies	676.86
Machen, William	062040	Retiree's Health Ins Grant	Medical Insurance	Replacement for Check 4638	15.80
Independent Bankers Bank	063071	Stafford Subsidized	Dept. of Education	Refund Stafford Loan J Imel	283.80

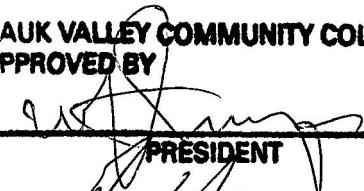
BANK ACCOUNT TOTAL:

249,733.98

ALL ACCOUNTS TOTAL:

1,749,144.06

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY


PRESIDENT


SECRETARY

DATE 3-26-01

SAUK VALLEY COMMUNITY COLLEGE
 BOARD OF TRUSTEES - TREASURER'S REPORT
 As of February 28, 2001

CHECKING ACCOUNTS

	INTEREST RATE	AMOUNT
<u>INTEREST BEARING ACCOUNTS</u>		
General Account - Sterling Federal Bank	3.89	\$112,712.16
Illinois Funds - Firstar Bank, Springfield	5.45	1,585,503.80
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS		1,698,215.96
<u>NON-INT. BEARING ACCOUNT</u>		
Restricted - Sterling Federal Bank		106,364.12
<u>MONEY MARKET</u>		
ABN-AMRO Investment Services, Inc.	5.14	116,815.38
TOTAL CHECKING ACCOUNTS		\$1,921,395.46

INVESTMENTS

	MATURITY	INTEREST	
<u>FINANCIAL INSTITUTION</u>	<u>DATE</u>	<u>RATE</u>	<u>AMOUNT</u>
Sterling Federal Bank	02-20-01	5.46	1,000,000
First National Bank, Amboy	03-01-01	7.10	1,000,000
Sauk Valley Bank, Sterling	03-09-01	6.65	100,000
Marquette Bank, Morrison	03-14-01	7.01	300,000
First National Bank, Amboy	04-03-01	6.62	1,000,000
Marquette Bank, Morrison	07-05-01	7.01	500,000
Union Bank, Tampico	07-24-01	7.15	1,000,000
Union Bank, Tampico	07-24-01	7.15	500,000
Union Bank, Tampico	07-24-01	7.15	400,000
First National Bank, Amboy	08-01-01	7.10	200,000
SUBTOTAL INVESTMENTS			\$6,000,000

BOND INVESTMENTS - Liability, Protection & Settlement

Federal Home Loan Bank	09-17-01	5.87	465,106.95
St. Louis, MO Mun Fin	02-15-02	4.90	556,745.24
Federal National Mtg. Assn.	11-15-02	6.05	513,271.63
Naperville, IL	12-01-02	4.20	542,575.35
Alachua Cnty Fal Sch	07-01-02	4.20	48,786.41
Federal Home Loan Mtg Corp	02-15-03	6.90	474,262.91
Cook County II Twp	12-01-03	5.00	581,288.76
Seattle WA L&P	11-01-04	4.70	228,211.30
GA Mun Elec Auth	01-01-05	4.70	378,488.89
NC Mun Elec Auth	01-01-06	5.25	311,835.47
Sun Prairie Wis Sch	04-01-06	5.20	337,648.75
Las Cruces NM	12-01-06	5.10	202,914.48
Houston TX Wtr & Swr System	12-01-06	4.60	50,988.83
Carol Stream IL Tax	01-15-07	5.20	201,643.72
Anch AL Tel Util	03-01-07	5.30	154,620.03
SUBTOTAL BONDS			\$5,048,388.72

TOTAL INVESTMENTS **\$11,048,388.72**