

# **SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA**

**March 25, 2002** ✓ **Third Floor Board Room**

**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**

<b>February 28, 2002</b>	<b>\$345,376.14</b>
<b>March 15, 2002</b>	<b>\$227,925.61</b>
- 5. Budget Report**
- ✓ **6. Board Policy 109.01 Duties and Responsibilities of the Board of Trustees (Second Reading)**  
**Workforce Councils Approval**

## **E. President's Report**

- 1. Board Policies Review - 114.02, 114.03, 115.01**
- 2. Enrollment Update**
- 3. ISU Transfer GPA Comparisons (attached)**
- 4. NIU Transfer GPA Comparisons (attached)**
- 5. ICCTA Paul Simon Student Essay Contest (attached)**
- 6. Tech Prep Award of Distinction (attached)**
- 7. NCA Update**
- 8. Sabbatical Leave Report - Debi Hill**

## **F. Financial Reports and Actions**

- ✓ **Tuition Increase Recommendation**

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

## **H. Closed Session Minutes of February 25, 2002**

## **I. Personnel**

- ~~1.~~ Administrative Appointment - Dean of Information Technology
- ~~2.~~ Administrative Appointment - Director of Admissions, Records and Enrollment Services
- ~~3.~~ Faculty Resignation
- ~~4.~~ Contractual Reappointments
- ~~5.~~ Administrative Reappointments
- ~~6.~~ Temporary Faculty Appointment
- ~~7.~~ Support Staff Salary Increases
- ~~8.~~ Professional/Technical Staff Salary Increases
- ~~9.~~ Administrative Staff Salary Increases

## **J. Other**

**None**

## **K. Reports**

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

## **L. Adjournment**

### **Board of Trustees Meetings**

**April 22, 2002**

**May 20, 2002**

**June 24, 2002**

### **ICCTA Monthly Meetings**

**April 17, 2002**

**April 18, 2002 - Lobby Day**

**Nothing Scheduled**

**Annual Meeting - June 13 - 15  
Crowne Plaza, Springfield**

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

**March 25, 2002**

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on March 25, 2002 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

Call to Order: Chair Wolf called the meeting to order at 7:00 p.m. and the following members answered roll call:

Edward Andersen	Henry S. Dixon, Jr.
William Simpson	Robert J. Thompson
Nancy Varga	Pennie von Bergen Wessels
B.J. Wolf	Mathew Mathew

SVCC Staff:

- President Richard L. Behrendt
- Attorney David Murray
- 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 Simpson and seconded by Member Andersen that the Board approve the Consent Agenda as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

President's Report: President Behrendt reported that credit hours for Spring were up 19.7%, that Sauk students who transfer to Illinois State University and Northern Illinois University maintain higher grade point averages than other students, that Sauk's Tech Prep program had been presented an Award of Distinction, that the NCA team will arrive next Sunday and reminded the Board of their 6:30 p.m. dinner and meeting with the team, and then introduced Debi Hill who gave a report on her Sabbatical Leave study;

Tuition Increase Recommendation: It was moved by Member Simpson and seconded by Member Thompson that the Board approve a \$3.00 increase in tuition and

fees, effective Summer 2002. In a roll call vote, the following was recorded: Ayes - Members Andersen, Dixon, Simpson, Thompson, Varga, and Wolf. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Mathew advisory vote: aye.

Closed Session: At 7:20 p.m. it was moved by Member Dixon and seconded by Member Varga that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the College and closed session minutes consideration. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

Open Session: The Board returned to regular session at 8:15 p.m.

Minutes: It was moved by Member Dixon and seconded by Member Varga that the Board approve the closed session minutes of the February 25th meeting. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

Administrative Appointment-Dean of Information Technology: It was moved by Member Dixon and seconded by Member von Bergen Wessels that the Board approve the appointment of Alan Pfeifer as Dean of Information Technology, effective July 1, 2002 at a yearly salary of \$79,000. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

Administrative Appointment-Director of Admissions, Records and Enrollment Services: It was moved by Member Dixon and seconded by Member Andersen that the Board approve the appointment of Pam Clodfelter as Director of Admissions, Records and Enrollment Services, effective April 1, 2002, at a yearly salary of \$49,500 (pro-rated). In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

Faculty Resignation: It was moved by Member von Bergen Wessels and seconded by Member Dixon that the Board accept the resignation of Edward Wicks, Instructor of Mathematics, effective May 23, 2002. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

- Contractual Reappointments: It was moved by Member Dixon and seconded by Member von Bergen Wessels that the Board approve the reappointment of the administrative and faculty contractual staff pending the continuation/renewal of their grants/contracts. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.
- Administrative Reappointments: It was moved by Member Varga and seconded by Member Dixon that the Board approve administrative reappointments as presented. In a roll call vote, the following was recorded: Ayes - Members Andersen, Dixon, Simpson, Thompson, Varga, and Wolf. Nays - Member von Bergen Wessels. Motion carried. Student Trustee Mathew advisory vote: aye.
- Temporary Faculty Appointment: It was moved by Member Thompson and seconded by Member von Bergen Wessels that the Board approve the appointment of Timothy Lundquist as an Assistant Instructor of Technology (Step 13), effective Spring, Summer, and Fall 2002. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.
- Support Staff Salary Increases: It was moved by Member Thompson and seconded by Member Andersen that the Board approve a salary increase of 4% for all satisfactorily-evaluated support staff. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.
- Professional/ Technical Salary Increases: It was moved by Member Andersen and seconded by Member Varga that the Board approve a salary increase of 4% for all satisfactorily-evaluated professional/technical staff. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.
- Administrative Salary Increases: It was moved by Member Andersen and seconded by Member Dixon that the Board approve a salary increase of 4% for all satisfactorily-evaluated administrative staff. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

Reports: Student Trustee Mathew reported on the March ICCTA meeting he attended and the Student Government Round Table Discussion Forum scheduled for April 19.

ICCTA Representative Robert Thompson reported that the ICCB estimates at least a 3.3% decrease in community college funding (eleven million shortfall) and a possible threat to community college nursing programs by the American Association of Colleges of Nursing's proposal to require nursing students to have Bachelor's Degrees. He also reported that he would be attending Lobby Day in Springfield on April 17<sup>th</sup>.

Foundation Liaison Andersen reported on the status of student housing and the Hole in One Shoot Out to be held on campus on July 2 - 4 to benefit academic scholarships for SVCC students.

Adjournment: Since the scheduled business was completed, it was moved by Member Dixon and seconded by Member Thompson that the Board adjourn. The next regular meeting will be held on April 22, 2002 in the third floor Board Room at 7 p.m. In a roll call vote, all voted aye. Motion carried. Student Trustee Mathew advisory vote: aye.

The Board adjourned at 8:30 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Nancy L. Varga, Secretary

For Board Meeting of  
March 25, 2002

Agenda Item D-6

**BOARD POLICY 109.01 DUTIES AND RESPONSIBILITIES  
OF THE BOARD OF TRUSTEES  
(SECOND READING)**

In reviewing Board Policy 109.01 Duties and Responsibilities of the Board of Trustees, Vice President Bittner reported that Clause I of this policy was out dated. The current State law requires the following changes to this policy:

**PRESENT**

To act upon competitive bids for supplies and equipment for construction and/or repairs in excess of \$5,000. All vendors shall have affirmative action and OSHA programs.

**PROPOSED**

To act upon competitive bids for supplies and equipment in excess of \$10,000, and for construction/repairs in excess of \$15,000. All vendors shall have affirmative action and OSHA programs.

**RECOMMENDATION:** Board approval of the revision to Board Policy 109.01 Duties and Responsibilities of the Board of Trustees for Second Reading.

109.01 Duties and Responsibilities of the Board of Trustees

The Board has overall responsibility for governance of the College. In carrying out its responsibility, it has the following specific duties, as well as others:

A. To select, appoint and establish the salary and conditions of employment of the President of the College;

B. To determine the broad general policies for governing the College, and to present yearly, short and long term direction for the college, to the President;

C. To approve the annual budget;

D. To give prior approval of all contractual agreements;

E. To act upon the recommendation of the President for the appointment and subsequent employment status of employees in accordance with established personnel policies;

F. To approve rates of compensation for regular full-time and/or part-time employees and annually review all salary schedules;

G. To act upon recommendations of the President on site and physical plant development and utilization;

H. To act upon recommendations of the President on matters of major repair and maintenance of buildings, grounds and equipment;

I. To act upon competitive bids for supplies and equipment in excess of \$10,000, and for construction and/or repairs in excess of \$15,000. All vendors shall have affirmative action and OSHA programs;

J. To approve curricular offerings of the College upon the recommendation of the President;

K. To approve the annual Administrative and Academic Calendar of the college;

L. To act upon the recommendation of the President in all matters of policy pertaining to the welfare of the college;

M. To provide for the establishment of proper accounting of all receipts and disbursement of College funds according to generally accepted accounting practices and according to law and relevant regulations;



N. To consider communications and requests from responsible citizens and organizations within the district on matters of policy;

O. To establish and/or approve citizens advisory committees as needed;

P. To serve as a Board of final appeal with the College for students, faculty and staff of the College and citizens of the districts who may have grievances in any matter concerning the College District;

Q. To appoint a treasurer and fix the salary of the treasurer for the District;

R. To designate depositories for college funds;

S. To establish a vehicle for presidential evaluation based on the Board's plans, goals and objectives for the College and leadership qualities;

T. To amend or make additions to the rules and policies of the Board as may from time to time be appropriate;

U. To evaluate annually the Board's activities, responsibilities and ethics;

V. To agree that correspondence to the Board from the President of the college marked "privileged" or "confidential" should not be read in open meeting nor made public without specific written permission of the President to all Board members or as authorized by a majority vote of the Board, and to agree that correspondence to the President from the Board or Board members marked "privileged" or "confidential" shall not be revealed without the permission of the sender;

W. To employ legal counsel for the College;

X. To employ a certified public accounting firm to audit the financial records and status in accordance with the Illinois Community College Act; and

Y. To assume such other duties and responsibilities as provided for in the Illinois Community College Act, in other laws of the State of Illinois, in the rules and regulations of the Illinois Community College Board, and the Board of Higher Education, in the rules and regulations of other relevant state regulatory agencies, and in relevant Federal regulations and laws.

For Board Meeting of  
March 25, 2002

Agenda Item D-7

#### WORK FORCE COUNCILS APPROVAL

The attached Work Force Councils are submitted for Board approval.

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

# SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

## MEMORANDUM

**DATE:** March 6, 2002

**TO:** Dr. Richard L. Behrendt

**FROM:** Dr. Deborah Hecht

A handwritten signature in black ink, appearing to read "Deborah", is written over the printed name "Dr. Deborah Hecht".

**SUBJECT:** Workforce Councils

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

js

attachments

**SAUK VALLEY COMMUNITY COLLEGE**  
**HUMAN SERVICES**  
**WORKFORCE COUNCIL 2002-2003**

Bob Bartles ..... Kreider Services, Inc.  
500 Anchor Road  
Dixon, IL 61021  
Term Expires: 12/2003

Paula Drane ..... Director, SVCC Child Care Center  
Term Expires: 12/2003

Sandra Julifs ..... Director, Tri-County Opportunities Council  
405 Emmons Avenue  
Rock Falls, IL 61071  
Term Expires: 12/2003

Jean McKeough Mlsna ..... American Health Enterprises  
501 West Sixth Street  
Lyndon, IL 61261  
Term Expires: 12/2003

John L. Stern ..... Self Help Enterprises  
2300 West LeFevre Road  
Sterling, IL 61081  
Term Expires: 12/2002

Connie Swanson ..... Director, Helping Hands Day Care  
1813 Second Avenue  
Sterling, IL 61081  
Term Expires: 12/2003

Judith Hill ..... Assistant Professor of Human Services  
Sauk Valley Community College  
Continuing Appointment

Patrick Kennedy ..... Dean of Arts, Social Science, Adult Education, and P.E.  
Sauk Valley Community College  
Continuing Appointment

Spring 2002

**SAUK VALLEY COMMUNITY COLLEGE**  
**CRIMINAL JUSTICE**  
**WORKFORCE COUNCIL 2002-2003**

Tim Bivens ..... Sheriff of Lee County  
122 West Third  
Dixon, IL 61021  
Term Expires: 12/2002

Rolfe Ehrmann ..... Attorney, Ehrmann, Gehlbach, Beckman, Badger and Lee  
215 East First Street  
Dixon, IL 61021  
Term Expires: 12/2002

Beto Perez ..... Chief Rock Falls Police Department  
1107 West Fifth Street  
Rock Falls, IL 61071  
Term Expires: 12/2003

Ronald Potthoff ..... Chief Sterling Police Department  
212 Third Avenue  
Sterling, IL 61081  
Term Expires: 12/2003

Roger Schipper ..... Sheriff of Whiteside County  
400 North Cherry  
Morrison, IL 61270  
Term Expires: 12/2003

Dennis Schumacher ..... Attorney, Dennis Schumacher Law Offices  
111 East Hitt Street  
Mt. Morris, IL 61054  
Term Expires: 12/2003

Gary L. Spencer ..... Whiteside County State's Attorney  
200 East Knox  
Morrison, IL 61270  
Term Expires: 12/2003

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

# **CRIMINAL JUSTICE WORKFORCE COUNCIL 2002-2003**

-2-

Samuel Braddock . . . . . Assistant Professor of Criminal Justice  
Sauk Valley Community College  
Continuing Appointment

Patrick Kennedy . . . . . Dean of Arts, Social Science, Adult Education, and P.E.  
Sauk Valley Community College  
Continuing Appointment

Spring 2002

**SAUK VALLEY COMMUNITY COLLEGE**  
**ADN - LPN - CNA**  
**WORKFORCE COUNCIL 2002-2003**

Jill Adolph, R.N. .... Sterling-Rock Falls Clinic  
101 East Miller Road  
Sterling, IL 61081  
Term Expires: 12/2003

Joanne Alexander, R.N. .... Director of Nursing  
Heritage Square  
620 North Ottawa  
Dixon, IL 61021  
Term Expires: 12/2003

Marianne Deyo, R.N. .... Director of Nursing  
Claremont Rehab and Living Center  
800 Division Street  
Dixon, IL 61021  
Term Expires: 12/2003

Diana Durwood, R.N. .... Whiteside Area Vocational Center  
1608 Fourth Avenue  
Sterling, IL 61081  
Term Expires: 12/2003

Beth Fiorini, R.N. .... Public Health Administrator  
Whiteside County Health Dept.  
18925 Lincoln Road  
Morrison, IL 61270  
Term Expires: 12/2003

Nancy Granberry, R.N. .... Vice President of Patient Care Services  
CGH Medical Center  
100 East LeFevre  
Sterling, IL 61081  
Term Expires: 12/2002

Carol Gugerty, R.N. .... Vice President of Patient Care Nursing  
KSB Hospital  
403 East First Street, 4<sup>th</sup> Floor  
Dixon, IL 61021  
Term Expires: 12/2002

Heather Johnson, L.P.N. .... SVCC Graduate  
3410 Woodlawn Road  
Sterling, IL 61081  
Term Expires: 12/2002

Spring 2002

# **SAUK VALLEY COMMUNITY COLLEGE**

## **RADIOLOGIC TECHNOLOGY**

### **WORKFORCE COUNCIL 2002-2003**

Beverly Bromenschenkel, R.T.(R) ..... Chief Technologist  
Mendota Community Hospital  
Rt. 51 and Memorial Drive  
Mendota, IL 61342  
Term Expires: 12/2002

Al Corwin, R.T. .... Chief Technologist  
Perry Memorial Hospital  
Princeton, IL 61356  
Term Expires: 12/2002

Margy Frey, R.T. .... Chief Technologist  
Illinois Valley Community Hospital  
925 West Street  
Peru, IL 61354  
Term Expires: 12/2002

Richard Kerley, R.T.(R) ..... Administrative Technologist  
CGH Medical Center  
100 East LeFevre  
Sterling, IL 61081  
Term Expires: 12/2003

Ed McKenney, R.T.(R) ..... St. Margaret's Hospital  
600 East First Street  
Spring Valley, IL 61342  
Term Expires: 12/2003

Danell Mertes, R.T.(R) ..... St. Mary's Hospital  
111 East Spring Street  
Streator, IL 61364  
Expires: 12/2003

Dorothy Peare, R.T.(R) ..... Community Hospital of Ottawa  
1100 East Norris Drive  
Ottawa, IL 61350  
Term Expires: 12/2003

Spring 2002



# **SAUK VALLEY COMMUNITY COLLEGE**

## **PARAMEDIC PROGRAM**

### **WORKFORCE COUNCIL 2002-2003**

Chad Bergstrom ..... EMS Graduate  
608 Webster  
Oregon, IL 61061  
Term Expires: 12/2003

Marianne Cochran ..... EMS Student  
291 IL Route 2, Lot 49  
Dixon, IL 61021  
Term Expires: 12/2002

Bob Johnson. .... CGH Ambulance Service  
100 East LeFevre  
Sterling, IL 61081  
Term Expires 12/2003

Barbara Richter ..... EMS Student  
1200 Villa Road  
Dixon, IL 61021  
Term Expires: 12/2002

Doug Sears, Paramedic ..... EMT Instructor  
KSB Hospital  
403 East First Street  
Dixon, IL 61021  
Term Expires: 12/2003

Virginia Sheets, R.N ..... EMS System Coordinator  
KSB Hospital  
403 East First Street  
Dixon, IL 61021  
Term Expires: 12/2003

Steve Walters, Chief ..... Byron Fire Department  
123 North Franklin  
Byron, IL 61010  
Term Expires: 12/2002

Michael Wilcox, Chief ..... Dixon City Fire Department  
113 West Second Street  
Dixon, IL 61021  
Term Expires: 12/2003

Spring 2002

# **SAUK VALLEY COMMUNITY COLLEGE**

## **BUSINESS AND TECHNOLOGY**

### **WORKFORCE COUNCIL 2002-2003**

Chris Davis ..... Motorola Dixon/Ottawa Service Center  
716 North Galena Avenue  
Dixon, IL 61021  
Continuing Appointment

Bill Dempsey ..... Wahl Clipper Corporation  
2900 North Locust  
Sterling, IL 61081  
Continuing Appointment

Don Ebenezer ..... Wahl Clipper Corporation  
2900 North Locust  
Sterling, IL 61081  
Continuing Appointment

Foster Fike ..... Reliant Fasteners  
201 East 2nd Street  
Rock Falls, IL 61071  
Continuing Appointment

Don Garland ..... National Manufacturing  
1 First Avenue  
Sterling, IL 61081  
Continuing Appointment

Tom Gospodarczyk ..... Corporate and Community Services  
Sauk Valley Community College  
Continuing Appointment

Sally Hanrahan ..... BEST, Inc.  
112 East 2<sup>nd</sup> Street  
Dixon, IL 61021  
Continuing Appointment

Richard Linville ..... Sauk Valley Systems, Incorporated  
P.O. Box 1013  
318 1st Avenue  
Sterling, IL 61081  
Continuing Appointment

Oscar Navarro ..... National Manufacturing  
1 First Avenue  
Sterling, IL 61081  
Continuing Appointment

# **BUSINESS AND TECHNOLOGY WORKFORCE COUNCIL 2002-2003**

-2-

Tom Rich ..... Borg Warner  
1350 Franklin Grove Road  
Dixon, IL 61021  
Continuing Appointment

Tom Thompson ..... Burton Placement Services  
3917 East Lincolnway  
Sterling, IL 61081  
Continuing Appointment

Tim Wadsworth ..... Raynor Manufacturing  
1101 East River Road  
Dixon, IL 61021  
Continuing Appointment

Spring 2002

114.02 Conduct of Meeting

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

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

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

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

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

### Agenda

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

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

### Persons Addressing the Board

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

### Questions

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

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

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

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

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

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

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

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

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

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

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

115.01 Student Trustee

The Sauk Valley Community College Board shall have one non-voting member who is a student enrolled in Sauk Valley Community College under the jurisdiction of the Board. The method of selecting these student members shall be determined by campus-wide student referendum.

The student member shall serve a term of one year beginning on April 15 of each year.

This non-voting member shall have all of the privileges of membership, including the right to make and second motions and to attend Closed Sessions, other than the right to vote.

It is the policy of the Sauk Valley Community College Board of Trustees to allow the student trustee an advisory vote.

Travel by the student trustee is to be approved by the President of the College.

2/12/79

3/23/87

10/23/89



# SAUK VALLEY COMMUNITY COLLEGE VICE PRESIDENT OF STUDENT SERVICES

## MEMORANDUM

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**TO:** Dr. Richard Behrendt

**FROM:** Dr. Joan E. Kerber *QEK*

**DATE:** March 5, 2002

**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 Illinois State University for Fall 2001 semester.

### Illinois State University Transfer Student Summary Progress Report

#### Spring 2001 Data for Students

77	5,436	1,256	11,483
<b>Community College Transfers from Sauk Valley Community College</b>	<b>All Illinois Community College Transfers at Illinois State University</b>	<b>Four-year Transfers at Illinois State University</b>	<b>All Native Students at Illinois State University</b>
<b>Sauk Valley Community College Transfer GPA</b>	<b>Other Community College Transfer GPA</b>	<b>All Other Transfer GPA</b>	<b>Total Native GPA</b>
<b>Mean        2.97</b>	<b>Mean        2.85</b>	<b>Mean        2.93</b>	<b>Mean        2.90</b>

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

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**TO:** Dr. Richard Behrendt

**FROM:** Dr. Joan E. Kerber

**DATE:** March 5, 2002

**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 Fall 2001 semester.

### Northern Illinois University Transfer Student Summary Progress Report

#### Fall 2001 Data for Students

<b>156</b>	<b>5,320</b>	<b>1,859</b>	<b>9,887</b>
<b>Community College Transfers from Sauk Valley Community College</b>	<b>All Illinois Community College Transfers at Northern Illinois University</b>	<b>All Other Transfers at Northern Illinois University</b>	<b>All Native Students at Northern Illinois University</b>
<b>Sauk Valley Community College Transfer GPA Cum NIU</b>	<b>Other Community College Transfer GPA Cum NIU</b>	<b>All Other Transfer GPA Cum NIU</b>	<b>Total Native GPA Cum NIU</b>
<b>Mean        2.99</b>	<b>Mean        2.85</b>	<b>Mean        2.89</b>	<b>Mean        2.77</b>


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  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

**DATE:** March 8, 2002

**TO:** Dr. Richard Behrendt

**FROM:** Deborah Hecht 

**SUBJECT:** ICCTA Paul Simon Student Essay Contest

Attached are copies of the winning essays for the ICCTA contest. First place was won by Lisa Sanders and second place went to Celina Benson. Lisa will receive a scholarship for six credits and Celina will receive a scholarship for three credits at SVCC. The essays were judged by Noel Berkey, Karen Pinter and Judy Williamson. I am forwarding Lisa's essay to ICCTA for entry in the statewide essay contest.

js

attachments

**Lisa Sanders**

## **How My Community College Has Changed My Life**

A community college is a place where you can meet a diverse population of people in various ways. Attending Sauk Valley Community College has enabled me to meet students of a different culture and a vast age range. Through classes, clubs, extra-curricular activities and as a Student Ambassador I have learned a lot from the students and the people in the community of the areas I have been able to visit. In one of my classes I have met a student from Liberia. On an Alternative Spring Break trip I traveled with two students whose heritage was Vietnamese and Philippine. On the trip we met people from Vietnam, Bosnia, and Sudan. Most of the students that I have been involved with are the traditional age student. I have had students in my class from the age of 18 to the age of 63. As a non-traditional student I enjoy seeing students of all ages enroll at Sauk Valley Community College to obtain a higher education.

Having a student from another country gave the class a whole new perspective of how life is in other places. The differences in the two countries are great in the way they handle violence, dating, dress, and family. Listening to him speak about the peacefulness among his people in that country made me think about how I should treat my peers.

On the Alternative Spring Break trip we went to Nashville. On the ten-hour drive I learned about two student's cultures. In Nashville, we met a man who was a prisoner of war in the Vietnam War. He showed perseverance and listening to him I knew that I would have the determination to finish college. We met two men from Sudan at the airport. They had just arrived from Africa. Everything they owned was in a backpack. I thought of all the possessions I owned and all of the clothing that I had brought for a 6-day trip. These men had to start out with nothing. This gave me a time to reflect on my own life and think about what was most important.

I was chosen to be a Student Ambassador for Sauk Valley Community College. This has given me the opportunity to go out in the public and promote attending college. I have met with students from the fourth grade through senior year of high school. One of my personal goals was to find a way to reach more non-traditional age people. I feel that I am able to show them that it is possible to have a family, work, and attend college.

This community college is supportive of any person who attends it. Sauk has allowed me to learn more about myself and what I am capable of doing. I took what I have learned in the class and applied it life. I have become a woman that my children can look to as a positive role model.

## How My Community College Changed My Life

I enjoy saying **my** community college because **my** community college changed my life in all the ways I needed. My name is Celina Benson and I am a freshman at **my** community college. **My** community college has relieved me from un-needed stress, given me the financial help I needed to earn a great education, and given me the individual attention I needed. The Illinois community college mission statement has succeeded in my view because the summary of the mission statement is to provide quality education, provide affordable education, and to provide individual attention, and I have received all of those services from **my** community college to better my life.

Relief is a major part of what **my** community college has done for me. **My** community college has relieved me from un-needed stress that came upon me when the town of Sterling's major factory shut down, and my parents could no longer afford the expenses of the four-year college that I was accepted to. During the long battle of trying to discover financial aid, I failed and school was only a couple of weeks away. The day I decided to walk into **my** community college is the day my educational worries declined. **My** community college took me right in and signed me up for classes as soon as possible.

**My** community college also solved my educational financial problems. Even though I wasn't eighteen years of age and I didn't qualify for any financial aid, I was able to receive a student loan to cover all my educational expenses. All I had to do was sign a few papers and attend one meeting and all of my books and classes were paid for. At first, this was a little hard to believe after my drawn out battle to figure out a way to pay

for the four-year institution I was accepted into, but **my** community college came through for me.

What really amazed me about **my** community college was all the individual attention I recieved. People knew who I was and even spelled my name right, which doesn't happen very often since my name is Celina spelled with a "C." All of the community college programs were also very helpful, especially the Student Support Services program. At first all the services the program offered was a little hard to believe, but I signed up for all the benefits and became a believer. The professors themselves even walked up to me to make sure that I found my class all right. **My** community college changed my views on colleges when I was known as myself and not a number like I was at other colleges.

People might insult or put down community colleges, but they really don't know how helpful community colleges are until they attend one. **My** community college has bettered my life by trying to help me succeed and by giving me the individual attention I needed. Before I discovered **my** community college, I almost gave up on college for a year because of financial problems and because time seemed to be running short on decisions. That is why I thank **my** community college for all it's helpful services and outstanding education it has given me.

Devoted Student,

Celina Benson

Sauk Valley Community College  
Instructional Services  
Business, Technology, and Natural Sciences  
**Linley V. White, Dean    whitel@svcc.edu**

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DATE:        March 18, 2002  
TO:         Dr. Richard L. Behrendt  
FROM:       Linley White  
SUBJECT:    Tech Prep Exit Review Comments

The Sauk Valley Community College Tech Prep Consortium completed a three-day review on March 7, 2002. The review team informed Virginia Johnson our Tech Prep Coordinator that the Sauk Consortium will receive an "Award of Distinction" at the June 2002 Connections Conference in Springfield. The team was favorably impressed with the progress of our consortium over the last couple years.

The team provided a list of exit review comments; our consortium has many strengths and also several areas for improvement. I am very proud of our consortium; the lead facilitators, workforce council members, and coordinator have all worked very diligently this year to serve the stakeholders of our community.

For Board Meeting of  
March 25, 2002

Agenda Item F

**TUITION INCREASE RECOMMENDATION**

The administration is recommending a \$3.00 increase in tuition and fees starting with Summer 2002. Vice President Bittner has prepared a budget analysis, and a budget forecast, along with a history of tuition rates and enrollment at the College.

**RECOMMENDATION:** Board approval of a \$3.00 increase in tuition and fees, effective Summer 2002.





**TO:** Richard Behrendt  
**FROM:** Ruth Bittner *RB*  
**DATE:** March 12, 2002  
**SUBJECT:** Tuition and Fees Recommendation for Fiscal Year 2003

Tuition is a significant funding source for Sauk's operating funds, accounting for 30% of total revenues. If we plan to make a change in the tuition and fees rate for next fiscal year, it is important to decide now in order to inform students and incorporate the information into College publications.

I recommend that we increase the tuition and fees rate by \$3.00 per credit hour, starting with Summer 2002.

Attached are three tables. Table 1 projects operating funds financial results for FY 2002 and estimates the budget for FY 2003. It is important to note that this early budget was prepared on a macro level without input from College departments. It is not intended to be the official budget for FY 2003; instead, it is a tool to use in analyzing the tuition rate. Table 2 compares Sauk's tuition rate to rates at other colleges. Table 3 is a history of tuition rates and enrollment at Sauk.

#### FY 02 Budget Analysis

The projections in Table 1 indicate that we will likely end this year with a gain in Operating Funds balance. The reason for this gain ties directly to the significant increase in enrollment we have experienced, mainly due to the downturn in the local economy last summer. We had budgeted for flat enrollment.

We forecast an overall excess of revenues over expenditures for FY 02 of about \$337,000.

#### FY 03 Budget Forecast

The FY 2003 budget projection is based on the following assumptions for revenues: a 2% increase in property tax and miscellaneous income, a slight drop in ICCB grants (based on the Governor's budget recommendation), a 5% increase in enrollment vs. FY 01 (not vs. FY 02's extraordinary results), and a \$3.00 (6.25%) increase in the tuition rate. There is a transfer in of \$100,000 from accumulated Working Cash Fund balance.

For expenditures, benefits assume a 5% increase, and miscellaneous expenses have a 2% cost of living increase. Salaries reflect the amounts negotiated with the Faculty Association last year, with slightly smaller raises for support staff and administrators. Capital outlay is set at a minimal \$35,000, since most capital purchases will be made through funding bonds. It is possible that the benefits estimate is understated. While the CPI for medical costs currently is 4.9%, there have been reports of insurance premiums rising as much as 15% this year.

So, the FY 03 budget forecast indicates that even with a \$3.00 per credit hour tuition increase, purchase of equipment from funding bonds and grants, and a possibly low estimate of health insurance costs, the projected budget still ends up with a \$63,000 loss. A projection into future years, assuming continuing tuition rate increases, results in small annual gains. Therefore, this FY 03 projection in effect uses some of the expected FY 02 surplus to achieve a multi-year balanced budget.

### Tuition Rate Comparisons

Sauk's current tuition and fees rate is \$51.00 per credit hour. The average for Sauk's peer group is \$53.61. Sauk ranks fifth out of eight colleges, with a range from \$49.00 to \$63.50. The statewide average this year is \$51.65, with rates ranging from \$40.00 to \$68.02; Sauk ranks 22nd out of 39. It's too early to know what next year's rates will be for other colleges, but it is likely that many will increase. Compared with expected increases from Sauk's peer group, Sauk's new proposed rate would rank sixth out of eight, at \$54.00 vs. an average of \$56.61.

### Tuition Rate History and Inflation

Sauk raised its rate last year by \$3.00 per hour (6.3%). Following small but steady increases in the early years of the College, there was a fifteen-year period starting in 1981 in which we had infrequent but large increases. Since 1996 the pattern has returned to small, steady increases. It appears that tuition is not the prime driver behind enrollment, since some years with large tuition increases also had large enrollment increases, while other years produced the opposite result.

Sauk's first tuition rate in fiscal year 1967 was \$10 per credit hour. That \$10 is worth \$54.66 in today's dollars. So, the proposed rate of \$54.00 is just below what it should be to keep pace with inflation.

### Revenue Mix

If we wish to maintain a parity balance among revenue sources, a tuition increase is in order. Parity calls for approximately 30% of revenues to come from each of our major sources: state funds, property tax, and tuition. The remaining 10% would be derived from interest and various other sources. The FY 02 projection is 33.9% from property tax, 28.4% from the State, and 31.0% from tuition. The

FY 03 projection with a tuition increase would be 34.4% from property tax, 28.1% from the State, and 30.6% from tuition.

### Conclusion

In conclusion, a \$3.00 per credit hour tuition rate increase starting with Summer 2002 would generate approximately \$145,000 of new revenue, which is needed to assist in balancing the budget.

Description	Total Operating Funds				Educational Fund				Operations and Maintenance Fund			
	FY 01 Actual	FY 02 Bud	FY 02 Proj	FY 03 Proj	FY 01 Actual	FY 02 Bud	FY 02 Proj	FY 03 Proj	FY 01 Actual	FY 02 Bud	FY 02 Proj	FY 03 Proj
Property Tax	3,247,673	3,317,874	3,317,874	3,384,232	2,893,428	2,955,979	2,955,979	3,015,099	354,245	361,895	361,895	369,133
State Government:												
ICCB Credit Hour Grant	1,444,370	1,568,438	1,568,438	1,574,257	1,285,489	1,395,910	1,395,910	1,401,089	158,881	172,528	172,528	173,168
ICCB Equalization Grant	534,145	684,778	684,778	672,315	475,389	609,452	609,452	598,360	58,756	75,326	75,326	73,955
ICCB Small School Grant	60,000	53,400	53,400	60,000	45,000	53,400	53,400	53,400	15,000	0	0	6,600
Other	159,790	37,500	57,500	40,000	138,098	0	20,000	20,000	21,692	37,500	37,500	20,000
ISBE Vocational Education	70,084	70,312	70,312	71,718	70,084	70,312	70,312	71,718	0	0	0	0
Corp Pers Prop Replace Tax	338,493	343,908	343,908	350,786	301,259	306,064	306,064	312,185	37,234	37,844	37,844	38,601
Total State Government	2,606,882	2,758,336	2,778,336	2,769,076	2,315,319	2,435,138	2,455,138	2,456,752	291,563	323,198	323,198	312,324
Federal Government	3,484	17,700	17,000	17,000	3,484	17,700	17,000	17,000	0	0	0	0
Student Tuition & Fees:												
Tuition	2,021,466	2,189,300	2,588,000	2,589,633	1,805,980	1,961,500	2,312,000	2,313,581	215,486	227,800	276,000	276,052
Fees	266,285	211,000	445,000	425,902	266,285	211,000	445,000	425,902	0	0	0	0
Total Tuition & Fees	2,287,751	2,400,300	3,033,000	3,015,535	2,072,265	2,172,500	2,757,000	2,739,483	215,486	227,800	276,000	276,052
Other:												
Sales & Service Fees	238,816	170,000	55,500	56,610	233,391	164,000	50,000	51,000	5,425	6,000	5,500	5,610
Facilities Revenue	7,603	6,200	4,000	4,080	0	0	0	0	7,603	6,200	4,000	4,080
Investment Income	115,229	104,000	98,000	98,000	97,616	95,000	90,000	90,000	17,613	9,000	8,000	8,000
Other	35,088	8,000	10,500	10,500	34,794	7,000	10,000	10,000	294	1,000	500	500
SURS Revenue on Behalf	437,860	483,000	483,000	492,660	401,372	455,000	455,000	464,100	36,488	28,000	28,000	28,560
Total Other	834,596	771,200	651,000	661,850	767,173	721,000	605,000	615,100	67,423	50,200	46,000	46,750
TOTAL REVENUE	8,980,386	9,265,410	9,797,210	9,847,693	8,051,669	8,302,317	8,790,117	8,843,434	928,717	963,093	1,007,093	1,004,259
Salaries	5,735,301	6,226,650	6,200,000	6,489,969	5,325,992	5,812,162	5,800,000	6,063,405	409,309	414,488	400,000	426,564
Employee Benefits	981,716	1,063,803	1,067,000	1,120,350	868,427	957,345	960,000	1,008,000	113,289	106,458	107,000	112,350
Contractual Services	360,704	350,846	345,000	351,900	292,496	289,346	290,000	295,800	68,208	61,500	55,000	56,100
Materials & Supplies	782,673	692,681	688,000	706,760	685,572	597,981	598,000	614,960	97,101	94,700	90,000	91,800
Conferences & Meetings	158,103	87,900	87,000	138,740	155,589	85,800	85,000	136,700	2,514	2,100	2,000	2,040
Fixed Charges	84,026	46,560	47,000	47,940	84,026	46,560	47,000	47,940	0	0	0	0
Utilities	460,652	335,880	300,000	306,000	0	480	0	0	460,652	335,400	300,000	306,000
Capital Outlay	478,571	35,000	30,000	35,000	433,761	0	0	0	44,810	35,000	30,000	35,000
Other	358,787	295,500	450,000	459,000	358,787	295,500	450,000	459,000	0	0	0	0
SURS Expenditure on Behalf	437,860	483,000	483,000	492,660	401,372	455,000	455,000	464,100	36,488	28,000	28,000	28,560
TOTAL EXPENDITURES	9,838,393	9,617,820	9,697,000	10,148,319	8,606,022	8,540,174	8,685,000	9,089,905	1,232,371	1,077,646	1,012,000	1,058,414
TRANSFERS	448,886	237,000	237,000	237,000	391,862	111,250	111,250	111,250	57,024	125,750	125,750	125,750
NET GAIN/(LOSS)	-409,121	-115,410	337,210	-63,626	-162,491	-126,607	216,367	-135,221	-246,630	11,197	120,843	71,595
FUND BALANCE, BEGINNING	1,417,990	1,008,869	1,008,869	1,346,079	1,146,156	983,665	983,665	1,200,032	271,834	25,204	25,204	146,047
FUND BALANCE, ENDING	1,008,869	893,459	1,346,079	1,282,453	983,665	857,058	1,200,032	1,064,811	25,204	36,401	146,047	217,642

Table 2

**Illinois Community Colleges  
Planned Tuition and Fee Rates for FY 03  
As of January 2002**

School	Spring FY 02		Total	Planned Increase	Planned Total FY 03
	Tuition	Fees			
Sandburg	55.50	8.00	63.50	2.00	65.50
Wood	55.00	3.00	58.00	4.00	62.00
Spoon River	50.00	7.00	57.00	3.00	60.00
Highland	50.00	1.35	51.35	3.00	54.35
Kishwaukee	47.00	2.00	49.00	5.00	54.00
<b>Sauk Valley</b>	<b>51.00</b>		<b>51.00</b>	<b>3.00</b>	<b>54.00</b>
Richland	47.00	3.00	50.00	2.00	52.00
Danville	48.00	1.00	49.00	2.00	51.00
<b>Peer group average</b>	<b>50.44</b>	<b>3.62</b>	<b>53.61</b>	<b>3.00</b>	<b>56.61</b>
Harper	58.00	10.02	68.02		68.02
Prairie State	51.00	9.00	60.00		60.00
South Suburban	53.00	6.50	59.50		59.50
DuPage	50.03	5.47	55.50	3.00	58.50
Lewis & Clark	52.00	6.00	58.00		58.00
Illinois Valley	50.00	7.25	57.25		57.25
Oakton	50.00	1.25	51.25	4.80	56.05
Elgin	52.00		52.00	4.00	56.00
Moraine Valley	49.00	5.00	54.00	2.00	56.00
Chicago	50.00	3.47	53.47	2.00	55.47
Lake Land	43.00	10.80	53.80	1.50	55.30
Black Hawk	51.00	4.00	55.00		55.00
Lake County	50.00	5.00	55.00		55.00
Parkland	52.00	3.00	55.00		55.00
Joliet	46.00	7.00	53.00	0.00	53.00
Triton	48.00	5.00	53.00	0.00	53.00
Illinois Central	50.00	2.45	52.45	0.00	52.45
McHenry	46.00	5.00	51.00		51.00
Waubonsee	47.00	1.23	48.23	2.00	50.23
Lincoln Land	42.00	4.00	46.00	4.00	50.00
Logan	46.00		46.00	3.00	49.00
Southwestern	47.00		47.00	2.00	49.00
Heartland	44.00	4.00	48.00	0.00	48.00
Morton	47.00	1.00	48.00		48.00
Rock Valley	43.00	5.00	48.00		48.00
Southeastern	45.00		45.00	2.00	47.00
Rend Lake	45.00		45.00		45.00
Shawnee	38.75	3.25	42.00	2.00	44.00
Kaskaskia	41.00	2.00	43.00		43.00
Kankakee	39.50	2.50	42.00	0.00	42.00
Illinois Eastern	40.00		40.00		40.00
<b>State average</b>	<b>47.94</b>	<b>4.52</b>	<b>51.65</b>	<b>2.25</b>	<b>53.09</b>

Table 3

Sauk Valley Community College  
Tuition, Fees and Enrollment History  
March 2002

<u>EY</u>	<u>Tuition</u>	<u>Fees</u>	<u>Total</u>	<u>Increase</u>	<u>% Increase</u>	<u>Credit Hour Enrollment</u>	<u>% Increase</u>
1967	8.50	1.50	10.00			12,359	
1968	8.50	1.50	10.00			25,378	105.3%
1969	8.50	1.50	10.00			28,228	11.2%
1970	10.00	1.50	11.50	1.50	15.0%	33,260	17.8%
1971	11.00	1.50	12.50	1.00	8.7%	34,472	3.6%
1972	11.00	1.50	12.50			36,141	4.8%
1973	12.00	1.00	13.00	0.50	4.0%	37,573	4.0%
1974	13.00	1.00	14.00	1.00	7.7%	39,993	6.4%
1975	13.00	1.00	14.00			46,073	15.2%
1976	14.00	1.00	15.00	1.00	7.1%	62,707	36.1%
1977	14.00	1.00	15.00			58,489	-6.7%
1978	15.00	1.00	16.00	1.00	6.7%	53,087	-9.2%
1979	17.00	1.00	18.00	2.00	12.5%	49,628	-6.5%
1980	19.00	1.00	20.00	2.00	11.1%	49,681	0.1%
1981	19.00	1.00	20.00			57,153	15.0%
1982	19.00	1.00	20.00			53,709	-6.0%
1983	24.00	1.00	25.00	5.00	25.0%	59,087	10.0%
1984	24.00	1.00	25.00			54,592	-7.6%
1985	26.00	1.00	27.00	2.00	8.0%	46,940	-14.0%
1986	26.00	1.00	27.00			47,750	1.7%
1987	28.00	1.00	29.00	2.00	7.4%	48,847	2.3%
1988	28.00	1.00	29.00			50,305	3.0%
1989	28.00	1.00	29.00			49,601	-1.4%
1990	28.00	1.00	29.00			49,375	-0.5%
1991	28.00	1.00	29.00			53,754	8.9%
1992	28.00	1.00	29.00			56,191	4.5%
1993	35.00	2.00	37.00	8.00	27.6%	52,314	-6.9%
1994	37.00	3.00	40.00	3.00	8.1%	47,021	-10.1%
1995	37.00	3.00	40.00			45,104	-4.1%
1996	38.00	3.00	41.00	1.00	2.5%	44,595	-1.1%
1997	40.00	3.00	43.00	2.00	4.9%	44,566	-0.1%
1998	41.00	3.00	44.00	1.00	2.3%	43,623	-2.1%
1999	43.00	3.00	46.00	2.00	4.5%	41,880	-4.0%
2000	43.00	3.00	46.00			43,040	2.8%
2001	45.00	3.00	48.00	2.00	4.3%	42,686	-0.8%
2002*	48.00	3.00	51.00	3.00	6.3%	53,626	25.6%
2003#	51.00	3.00	54.00	3.00	5.9%		

\* FY 2002 enrollment is estimated.

# FY 2003 tuition is tentative.

For Board Meeting of  
March 25, 2002

Agenda Item I-1

**ADMINISTRATIVE APPOINTMENT  
DEAN OF INFORMATION TECHNOLOGY**

The Search Committee and the administration are recommending the appointment of Alan Pfeifer as Dean of Information Technology, effective July 1, 2002.

**RECOMMENDATION:** Board approval of the appointment of Alan Pfeifer as Dean of Information Technology, effective July 1, 2002, at a yearly salary of \$79,000.

# SAUK VALLEY COMMUNITY COLLEGE INSTRUCTIONAL SERVICES

## MEMORANDUM

---

TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht 

DATE: March 7, 2002

RE: Mr. Alan Pfeifer

I would like to recommend that we appoint Mr. Alan Pfeifer as Dean of Information Technology. In support of this recommendation, I offer the following information:

### Announcement Process

The position was advertised in the *Dixon Evening Telegraph*, the *Sterling Gazette*, *The Chronicle of Higher Education*, *The Quad City Times*, *The Rockford Register Star*, newspapers in both DeKalb and Peoria, Sauk's Employment Website and the Chamber of Commerce NationJob.com network.

### Application Responses

Thirty-four applications were received, twenty-five of which met the minimum qualifications.

### Screening

A committee composed of Brigitte Warren, Chris Shelley, Cal Lyons, Karen Pinter, Dave Peterson, and Patrick Kennedy, and chaired by Vice President Deborah Hecht, reviewed the applications of all the candidates who met the minimum qualifications. After checking references, Mr. Pfeifer was invited to interview at the Sauk Valley Community College campus. Mr. Pfeifer was interviewed by the committee, the Vice President of Instructional Services, and the President.

### Qualifications

1. Academic Background - Mr. Pfeifer received an A.A.S. in Data Processing from



Sauk Valley Community College, a B.A. in Business Administration from Upper Iowa University, and an M.S. in Instructional Technology and Telecommunication from Western Illinois University.

2. Professional Background - Mr. Pfeifer has served as the Director of Computing and Instructional Technology at Sauk Valley Community College. He has been employed at SVCC since 1971. In his role as Director he has been responsible for all campus computing classrooms and labs, the college's compressed video projects (both on and off campus), and the administrative software (Banner) that is used by the college. He has extensive experience in all facets of institutional technology and has supervised staff and maintained the budgets of his area.

## References

Mr. Pfeifer's references were checked by the Vice President for Instructional Services. His colleagues are impressed with Mr. Pfeifer's broad knowledge of technology, his willingness to innovate and try new ideas, and his positive contacts with peers throughout the state of Illinois. He works well with faculty and has developed training and professional development programs to incorporate forms of alternative delivery education in the classroom. He has the background to work well with the LRC staff to update the information retrieval system to incorporate more technology. He understands the College's technology infrastructure and the statewide and local connections that are needed to maintain the system efficiently.

Our screening committee has indicated that Alan Pfeifer should fit very well with our Deans and the Information Technology staff. I recommend the employment of Alan Pfeifer as the Dean of Information Technology without reservation of any kind.

For Board Meeting of  
March 25, 2002

Agenda Item I-2

**ADMINISTRATIVE APPOINTMENT  
DIRECTOR OF ADMISSIONS, RECORDS AND ENROLLMENT SERVICES**

The Search Committee and the administration are recommending the appointment of Pamela Clodfelter of Sterling as the Director of Admissions, Records and Enrollment Services, effective April 1, 2002.

**RECOMMENDATION:** Board approval of the appointment of Pam Clodfelter as Director of Admissions, Records and Enrollment Services, effective April 1, 2002, at a yearly salary of \$49,500 (Pro-rated).

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

**MEMORANDUM**

---

**TO:** Richard L. Behrendt

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

**DATE:** March 21, 2002

**SUBJECT:** Documentation of Recommendation for Appointment of  
Director of Admissions, Records and Enrollment Services

**SEARCH PROCESS**

Announcement Process

The Director of Admissions, Records, and Enrollment Services position was advertised in the Chronicle of Higher Education, newspapers in the Quad Cities, Rockford, Peoria, DeKalb, Dixon and Sterling, as well as internally to the Sauk Valley Community College current employees.

Application Process

Twenty-four applications were received and reviewed.

Screening

The search committee consisted of faculty, administrators and classified staff. They were the following: Dr. Joan Kerber, Cheryl Bertolozzi, Tom Breed, Pam Medema, Paula Meyer, Alan Pfeifer and Kris Murray. Additional input was sought from Dr. Richard Behrendt, Dr. Deborah Hecht, Jenny Hanson, Jade Ewald, Lisa Masengarb, Sherri Whitlock, Virginia Johnson.

After review of all applications, six candidates were chosen for reference checks and four candidates were selected by the committee to be interviewed. Two candidates withdrew and two agreed to be interviewed and were provided with a similar schedule which included a formal interview with the committee, an open forum for the entire college, lunch with a selected group of individuals, overview of benefits by the personnel officer, and interviews with the President and Vice President of Instructional Services.

**ANALYSIS OF QUALIFICATIONS:**

Academic Background

Pam Clodfelter holds a Bachelor of Science degree in Agricultural Communications from the University of Illinois and will complete a Master of Education degree in Human Resource Development from the University of Illinois, August 2002.

### Professional Background

Ms. Clodfelter has fourteen years of experience that relate directly and indirectly to the Director of Admissions, Records, and Enrollment Services position. She has been employed at Sauk Valley Community College in a full-time capacity since September 1998 as the Career Services/Job Placement Coordinator. Beginning in 1990, Pam was employed at Wabash Valley College for two years in the student services division where her duties included advising incoming students, recruiting high school students, performing degree audits and assisting with new student orientation. In addition to her academic employment, Pam has worked in the business world as a sales agent for Country Companies and State Farm for seven years and as Director of Promotions/Producer Services with the Illinois Pork Producers Association for two years. This business background experience will be valuable to Sauk in the areas of marketing and recruitment programs targeting area business/industry students and adult students.

### Personal Qualifications/References

Ms. Clodfelter received outstanding recommendations from every contact person, both in the academic and the business sector. At Sauk Valley Community College, she has done an exemplary job as Career Services/Job Placement Coordinator -- actively recruiting Whiteside Area Career Center students, serving as the College's point person with the closure of NWSW, hosting SVCC's Career Fair and Job Fest as well as serving on numerous college committees including the Enrollment Task Force. Most recently, Pam served as a sub-committee chairperson for the College's NCA self-study. Wabash Valley College references, including the President of the College, indicated she was a valuable team player and they never would have let her leave except for budgetary constraints. Ms. Clodfelter is active in the community, serving as a Sterling Chamber of Commerce Ambassador and is described as being held in very high regard by her fellow chamber members.

I recommend the employment of Pamela Clodfelter as the Director of Admissions, Records, and Enrollment Services without reservation of any kind.

For Board Meeting of  
March 25, 2002

Agenda Item I-3

**FACULTY RESIGNATION**

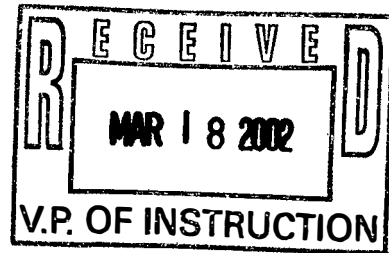
We have received the attached letter of resignation from Edwards Wicks, Instructor of Mathematics, effective May 23, 2002.

**RECOMMENDATION:** Board approval of the resignation of Edward Wicks, Instructor of Mathematics, effective May 23, 2002.

Edward Wicks  
Sauk Valley Community College  
173 Rt. 2  
Dixon, IL 61021

March 15, 2002

Mr. Linley White  
Dean of Business, Technology & Natural Science  
Sauk Valley Community College  
173 Rt. 2  
Dixon, IL 61021



Dear Mr. White:

This letter is to apprise you of my intention to resign from my position as Mathematics Instructor, effective May 23, 2002. I have decided to pursue a Ph.D. back in New York beginning this fall, and so I will be unable to return to Sauk for the 2002-03 academic year.

I wish to convey how genuinely appreciative I am of the opportunity to work here with you. This was a wonderful environment in which to teach, and I was particularly grateful for the kind support and encouragement that was consistently offered as I adjusted to the new routine and the pressures of meeting some of the challenges that periodically arose in the classroom. I have certainly benefited from my experiences here, and I am hopeful that I have had a positive impact on the students I have known during my stay.

I will not forget you or the confidence you showed in me when you brought me to Sauk. Thank you for everything.

Sincerely,

Edward Wicks

For Board Meeting of  
March 25, 2002

Agenda Item I-4

**CONTRACTUAL REAPPOINTMENTS**

The following contractual employees have been recommended for reappointment for the 2002 - 2003 year pending continuation/renewal of their grants/contracts, and for the time periods specified. The administrators and the counselors have been evaluated by their supervisors and rated satisfactory or better.

NAME	GRANTS	FISCAL YEAR
------	--------	-------------

**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
Irving, Kristi 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 25, 2002

Agenda Item I-5

**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 2001 - 2002

**Continuing Appointments Per Policy 401.01**

Pfeifer, Alan	Dean of Information Technology
---------------	--------------------------------

**Two Year Contracts Per Policy 409.01**

Bittner, Ruth	Vice President of Administrative Services
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
Hecht, Deborah	Vice President of Instructional Services
Johnson, Rose	Director of Health Careers Education
Kerber, Joan	Vice President of Student Services
Little, Linda	Director of Grants, Planning and Institutional Research
Lyons, Cal	Director of College Relations
Peterson, David	Director of Student Financial Assistance

**One Year Contract Per Policy 409.01**

TBA	Director of Admissions, Records, and Enrollment Services
Kennedy, Patrick	Dean of Arts, Social Sciences, Adult Education, and Physical Education
Meyer, Paula	Business Manager (part-time)
White, Linley	Dean of Business, Technology, and Natural Sciences
TBA	Director of Computing & Instructional Technology

**RECOMMENDATION:** Reappointment of the administrators as indicated.



For Board Meeting of  
March 25, 2002

Agenda Item I-6

TEMPORARY FACULTY APPOINTMENT


Illinois Valley Community College has asked Sauk's assistance in providing HVAC courses in the IVCC district. Due to the expansion of our HVAC program, we have previously hired Mr. Lundquist to teach evening courses. We are recommending Mr. Lundquist be given a temporary (two semester) contract as an Assistant Instructor of Technology.

RECOMMENDATION: Board approval of the appointment of Timothy Lundquist as an Assistant Instructor of Technology (Step 13), effective Spring, Summer, and Fall 2002.

DATE: February 15, 2002

TO: Dr. Deborah Hecht

FROM: Linley V. White



SUBJECT: Tim Lundquist

This memorandum will serve as my recommendation to appoint Tim Lundquist as a temporary (two semester) Assistant Instructor of Technology. The following information is offered in support of the recommendation:

### **Justification**

With the closing of the LTV Steel plant in Hennepin, Illinois Valley Community College has received many request for technical courses including HVAC. IVCC has requested Sauk Valley Community College's assistance in providing HVAC courses in the IVCC district. Sauk's HVAC program has been re-engineered with new equipment, technology and a new instructor. Due to the expansion of the SVCC HVAC program, Mr. Lundquist was hired to teach evening courses and has done excellent work.

Mr. Lundquist is a multidisciplinary instructor who can teach industrial and electrical courses. His reputation as a competent, demanding instructor make him an excellent candidate for this position.

I request that Mr. Lundquist be hired to teach the following courses:

#### *Spring/Summer*

Sauk	HRS 222N	Commercial Refrigeration	3.5 equated credits
Sauk	HRS 222NA	Commercial Refrigeration	3.5 equated credits
IVCC	HRS 120WI	Basic Refrigeration	3.5 equated credits
IVCC	HRS 130WI	Basic Heating	3.5 equated credits
IVCC	HRS 114WI	Sheet Metal Fabrication	<u>3.5 equated credits</u>
		Total semester	17.5 equated credits

#### *Fall*

IVCC	HRS 112WI	Design, Installation and Servicing	3.5 equated credits
IVCC	HRS 236WI	Advanced Heating	3.5 equated credits
Sauk	HRS 114N	Sheet Metal Fabrication	3.5 equated credits
Sauk	HRS 120A	Basic Refrigeration	<u>3.5 equated credits</u>
		Total semester	14 equated credits

Total equated credits: 31.5

This assignment would make for a full-time instructor load with 1.5 credit hours of overload.

## **Qualifications**

### **1. Academic Background**

Mr. Lundquist graduated from Waubensee Community College with an Associate's in Applied Science degree in Heating and Air-conditioning.

### **2. Professional Background**

Mr. Lundquist has served as an adjunct instructor at Waubensee Community College and Sauk Valley Community College. He has 22 years of related work experience and is currently operating his own heating and air business.

### **3. Salary Placement**

Based on the academic and professional background of Mr. Lundquist, he would be placed as an Assistant Instructor, step 13.

If you have any questions regarding this matter, please feel free to contact me anytime.

For Board Meeting of  
March 25, 2002

Agenda Item I-7

**SUPPORT STAFF SALARY INCREASES**

The administration is recommending that the salaries for satisfactorily-evaluated support staff be increased by 5% for 2002 - 2003.

**RECOMMENDATION:** Board approval of the salary increase of 5% for 2002-2003 for all satisfactorily-evaluated support staff.

For Board Meeting of  
March 25, 2002

Agenda Item I-8

PROFESSIONAL/TECHNICAL SALARY INCREASES

The administration is recommending that the salaries for satisfactorily-evaluated professional/technical staff be increased by 5% for 2002 - 2003.

RECOMMENDATION: Board approval of the salary increase of 5% for 2002-2003 for all satisfactorily-evaluated professional/technical staff.

For Board Meeting of  
March 25, 2002

Agenda Item I-9

**ADMINISTRATIVE SALARY INCREASES**

It is recommended that the salaries for satisfactorily-evaluated administrative staff be increased by 4% for 2002 - 2003.

**RECOMMENDATION:** Board approval of the salary increase of 4% for 2002-2003 for all satisfactorily-evaluated administrative staff.

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES - TREASURER'S REPORT  
As of February 28, 2002

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

PRESIDENT

SECRETARY

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS

	RATE	DATE	AMOUNT
General Account - Sterling Federal Bank	1.18		\$448,434.65
Illinois Funds - Firststar Bank, Springfield	1.90		539,373.80
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS			987,808.45

NON-INT. BEARING ACCOUNT

Restricted - Sterling Federal Bank	95,728.71
------------------------------------	-----------

MONEY MARKET

Sterling Federal Bank	3.20	1,875,000.00
ABN-AMRO Investment Services, Inc.	1.14	190,563.64

TOTAL CHECKING ACCOUNTS

\$3,149,100.80

INVESTMENTS

FINANCIAL INSTITUTION	MATURITY DATE	INTEREST RATE	AMOUNT
Union Bank, Tampico	03-01-02	5.22	\$1,000,000
Amcore Bank, Sterling	03-14-02	4.21	1,000,000
Sterling Federal Bank	04-03-02	5.03	1,000,000
Union Bank, Tampico	04-24-02	4.44	1,000,000
Union Bank, Tampico	05-24-02	4.44	1,000,000
Marquette Bank, Morrison	07-05-02	5.00	500,000
SUBTOTAL INVESTMENTS			5,500,000

BOND INVESTMENTS - Liability, Protection & Settlement

Fedl Farm Credit Bk	03-13-02	2.05	\$554,419.44
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	11-07-02	1.79	360,422.29
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
Miami Dade Cnty Fla Solid Waste Sys	10-01-05	2.60	107,157.33
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			\$5,048,535.59

TOTAL INVESTMENTS


\$10,548,535.59

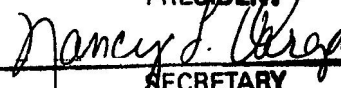
3-25-02

Sauk Valley Community College  
Board of Trustees  
March 25, 2002

<u>Summary of Bills Payable</u>	<u>Amount</u>
Pages 1-21	
General Operating Funds	\$ 1,441,818.60
Pages 22-23	
Restricted Fund	\$ <u>34,179.21</u>
 TOTAL	 <u>\$ 1,475,997.81</u>

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY

DATE 3-25-02



REPORT SVRCHKR  
FISCAL YEAR 20  
BANK: 1

Sauk Valley Community College  
Check Register  
From 02/21/02 To 03/25/02

RUN DATE: 03/15/02  
TIME: 12:56 PM  
PAGE: 1

PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Byar, Christine M.	050600		Petty Cash	Petty Cash Region IV 3/02	1,000.00
Sterling Federal Bank	01		Cash Transfer Clearing	Cash for ATM Machine 3/8/02	10,000.00
Marquette Bank	00		Time Deposits	CD for Six Months	1,000,000.00
KSB Hospital	01		Tuition Billed to Employer	Net Refund	945.00
Anderson, Pamela J.	01		Tutors - DORS	ORS Reimbursed-	73.50
Apple Computer Inc	01		Foundation Expense	Apple Studio Display	919.00
Apple Computer Inc	01		Foundation Expense	Power MAC G4 B	3,092.00
Consolidated Management Co	01		Foundation Expense	VIP Training & Luncheon 2/6/02	125.00
Consolidated Management Co	01		Foundation Expense	Feb 02 Winner's Birthday Refreshment	179.00
Heritage Music Center Inc	01		Foundation Expense	Apex Keyboard Stand	216.00
Illini Trophy	01		Foundation Expense	VIP Name Badge	5.50
Nexus Office Systems, Inc	01		Foundation Expense	Fax Machine Repair	110.00
Creative Printing	01		Dislocated Worker Expense	SVCC Business Cards - Sarah Partington 500/Box	40.00
Follett Bookstore	01		Dislocated Worker Expense	Bookstore Charges February 2002	4.80
Cantu, Tara L.	051400		Student Loans	Student Loan Due 5/13/02	300.00
Drane, Stacey L.	051400		Student Loans	Student Loan Due 5/13/02	200.00
Frerichs, Nancy M.	051400		Student Loans	Student Loan Due 5/13/02	832.00
Toomsen, Alan M.	051400		Student Loans	student loan due 05/13/02	150.00
Trujillo, Raul M.	051400		Student Loans	Student Loan Due 5/13/02	300.00
Illinois Department of Revenue	01		State Withholding Payable		12,998.24
Illinois Department of Revenue	01		State Withholding Payable		8,057.26
State Universities Retirement	01		SURS Payable		43,113.44
State Universities Retirement	01		SURS Payable		26,407.35
Select Employees Credit Union	01		Credit Union Payable		12,305.49
Select Employees Credit Union	01		Credit Union Payable		12,335.49

REPORT SVRCHKR  
FISCAL YEAR 20  
BANK: 1

Sauk Valley Community College  
Check Register  
From 02/21/02 To 03/25/02

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
SVCC Faculty Association	01		Faculty Association Payable		1,240.81
SVCC Faculty Association	01		Faculty Association Payable		1,240.81
Cash Advance Centers of Illino	01		Wage Garnishment Payable	Garnishment	151.39
Cash Advance Centers of Illino	01		Wage Garnishment Payable	GARNISHMENT	19.44
Minnesota Child Support Paymen	01		Wage Garnishment Payable	Garnishment	302.40
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	302.40
RRCA-Management	01		Wage Garnishment Payable	GARNISHMENT	64.82
RRCA-Management	01		Wage Garnishment Payable	Garnishment	118.85
State Disbursement Unit	01		Wage Garnishment Payable	Garnishment	65.00
United Way of Dixon	01		United Way Payable		63.25
United Way of Dixon	01		United Way Payable		63.25
United Way of Sterling-Rock Fa	01		United Way Payable		40.90
United Way of Sterling-Rock Fa	01		United Way Payable		40.90
Trustmark Insurance	01		Optional Life Insurance		521.55
Trustmark Insurance	01		Optional Life Insurance		521.55
Illinois Mutual	01		Optional Disability Insurance		9.61
Illinois Mutual	01		Optional Disability Insurance		9.61
SVCC Foundation	01		Foundation Payable		116.50
SVCC Foundation	01		Foundation Payable		104.00
American Express Financial Adv	01		American Express		370.00
American Express Financial Adv	01		American Express		370.00
Equitable Life Assurance	01		Equitable		132.00
Equitable Life Assurance	01		Equitable		132.00
Federal Life Insurance Company	01		Federal Life		20.00
Federal Life Insurance Company	01		Federal Life		20.00

REPORT SVRCHKR  
FISCAL YEAR 20  
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Sauk Valley Community College  
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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Franklin Financial Services Co	01		Franklin Life		477.50
Franklin Financial Services Co	01		Franklin Life		477.50
New York Life Insurance & Annu	01		New York Life	ACCRUED ANNUITIES-New York Life	300.00
New York Life Insurance & Annu	01		New York Life	ACCRUED ANNUITIES-New York Life	300.00
Fidelity Investments	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	60.00
Fidelity Investments	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	60.00
TIAA/CREF	01		TIAA/ CREF		6,284.50
TIAA/CREF	01		TIAA/ CREF		6,284.50
Waddell & Reed, Inc	01		Waddell & Reed		360.00
Waddell & Reed, Inc	01		Waddell & Reed		360.00
Main Stay Funds	01		Main Stay Fund		75.00
Main Stay Funds	01		Main Stay Fund		75.00
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Appenzeller, Christina L.	01		Accounts Payable	Stafford Ln	848.75
Blase, Russell E.	01		Accounts Payable	PELL	300.00
Bulfer, Bridgette A.	01		Accounts Payable	Stafford Ln	637.29
Castillo, Jose A.	01		Accounts Payable	Online Refund	42.00
Cunningham, Lonn J.	01		Accounts Payable	St Supp	340.00
Doane, Duwayne K	01		Accounts Payable	Online Refund	95.00
Donahue, Shirley M.	01		Accounts Payable	Online Refund	120.00
Dorta, Angel R.	01		Accounts Payable	PELL	938.00
Eagle, Tia A.	01		Accounts Payable	Stafford Ln	637.29
Fox, Troy M.	01		Accounts Payable	Stafford Ln	637.29
Fox, Troy M.	01		Accounts Payable	Correction	-637.29

REPORT SVRCHKR  
FISCAL YEAR 20  
BANK: 1

Sauk Valley Community College  
Check Register  
From 02/21/02 To 03/25/02

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Fox, Troy M.	01		Accounts Payable	Stafford Ln	383.73
Frerichs, Nancy M.	01		Accounts Payable	Fndtn	200.00
George, Randy M.	01		Accounts Payable	Athl Scholarship	175.00
Gilkey, Billie Jo	01		Accounts Payable	Stafford Bal	148.00
Harris, Christion L.	01		Accounts Payable	Athl Schol Bal	225.00
Johnson, Charisse	01		Accounts Payable	Stafford Ln	1,272.64
Johnson, Rashaun A	01		Accounts Payable	Athletic Schol	200.00
Jonaway, Debra A.	01		Accounts Payable	Online Refund	66.00
Kaplan, Jason R.	01		Accounts Payable	Athl Schol	225.00
Kaye, Veronica	01		Accounts Payable	Stafford Ln	637.29
Kuebel, Margaret E.	01		Accounts Payable	Stafford Ln	424.86
Leif, Joshua J.	01		Accounts Payable	Online Refund	501.29
Mathew, Mathew A.	01		Accounts Payable	R Byrd Schol	750.00
McArthur, Ken O.	01		Accounts Payable	Online Refund	168.00
McClure, Mark C.	01		Accounts Payable	Online Refund	150.00
McDonald, Mary L.	01		Accounts Payable	St Supp	200.00
Mewhirter, Tedra S.	01		Accounts Payable	St Supp	200.00
Noordhoff, Karen S.	01		Accounts Payable	Online Refund	55.00
Peltier, Derrick G.	01		Accounts Payable	Stafford Bal	282.90
Pence, Lisa J.	01		Accounts Payable	PELL	1,350.00
Peterson, Melissa A.	01		Accounts Payable	Stafford Ln	636.32
Pizarro, Dianna K.	01		Accounts Payable	Online Refund	60.00
Pottinger, Sara M.	01		Accounts Payable	Stafford Ln	637.29
Queckboerner, Jena R.	01		Accounts Payable	Stafford Lns	636.32
Richmond, Sarah B.	01		Accounts Payable	Stafford Bal	85.28

REPORT SVRCHKR  
FISCAL YEAR 20  
BANK: 1

Sauk Valley Community College  
Check Register  
From 02/21/02 To 03/25/02

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Smith, Jerry D.	01		Accounts Payable	St Supp	340.00
Steinhaus, Suzanne R.	01		Accounts Payable	St Supp	410.00
Stuart, Brenda K.	01		Accounts Payable	Stafford Ln	637.29
Stuart, Dwayne N.	01		Accounts Payable	Online Refund	255.00
Thibado, Terri A.	01		Accounts Payable	Stafford Ln	637.29
Trujillo, Raul M.	01		Accounts Payable	St Supp	410.00
VanNatta, Jeffery J.	01		Accounts Payable	Stafford Ln	970.00
VanNatta, Jeffery J.	01		Accounts Payable	Stafford Ln	970.00
Wagner, Bradley W.	01		Accounts Payable	St Supp	340.00
Weaver, Anthony E.	01		Accounts Payable	Stafford Bal	177.90
White, Connie L.	01		Accounts Payable	Stafford Ln	1,345.39
Whitebread, Larry D.	01		Accounts Payable	Online Refund	35.00
Follett Bookstore	01		PELL EOG BT	Bookstore Charges 1/28-1/31/02	2,784.68
Follett Bookstore	01		Stafford Loans BT	Book Charges 1/21/-1/25/02	400.95
Follett Bookstore	01		Stafford Loans BT	Student Books	2,581.01
Follett Bookstore	01		MRS BT	Student Books	409.21
Follett Bookstore	01		JTPA Whiteside B	Bookstore Charges 1/28-1/31/02	523.68
Follett Bookstore	01		JTPA Lee B	Book Charges 1/21/-1/25/02	98.00
Follett Bookstore	01		JTPA Lee B	Student Books	195.00
Follett Bookstore	01		JTPA Lee B	Bookstore Charges 1/28-1/31/02	18.27
Follett Bookstore	01		DORS B	Book Charges 1/21/-1/25/02	34.50
Follett Bookstore	01		DORS B	Student Books	16.25
Follett Bookstore	01		Vets Rehab B	Student Books	96.86
Follett Bookstore	01		Vets Rehab B	Book Charges 1/21/-1/25/02	82.24
Follett Bookstore	01		Trade Act TFA Freeport B	Bookstore Charges 1/28-1/31/02	-41.50

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Follett Bookstore	01		Trade Act TFA Freeport B	Book Charges 1/21/-1/25/02	53.00
Follett Bookstore	01		Trade Act TFA Freeport B	Student Books	561.40
Follett Bookstore	01		Short Term Book Loan due Booksto	Book Charges 1/21/-1/25/02	-107.05
Follett Bookstore	01		Short Term Book Loan due Booksto	Student Books	968.45
Follett Bookstore	01		Short Term Book Loan due Booksto	Bookstore Charges 1/28-1/31/02	-204.16
Follett Bookstore	01		Americorps	Student Books	411.14
Follett Bookstore	01		WIA- Clinton	Student Books	18.00
SVCC Foundation	01		Foundation Payable	Donation-M Blum	100.00
Consolidated Management Co	01		Cafeteria payable	Punch-A-Lunch Card Sales for February	4,280.00
SVCC Foundation	01		Cafeteria payable	KSB Hospital	500.00
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	General Legal Services for February 2002	1,278.00
Creative Printing	01	Board of Trustees	Office Supplies	SVCC Business Cards 250/box	35.00
Sauk Valley Newspapers	01	Board of Trustees	Advertising	Open P.O. For Legal Notices for 2002 fiscal year	24.32
Consolidated Management Co	01	Board of Trustees	Conference/Meeting Expense	Lunch Board Retreat 3/28/02	128.90
Thompson, Robert J.	01	Board of Trustees	Conference/Meeting Expense	Travel ICCTA Meeting 3/02	59.13
VISA	01	President	Conference/Meeting Expense	AACC Convention	473.00
SBM Business Equipment Center	01	College Relations	Office Supplies	FEL 99722 Telephone Cleaning Wipes	19.96
Amboy News	01	College Relations	Publications and Dues	1 year Subscription	18.00
Committee For Citizen Awarenes	01	College Relations	Advertising	Where We Stand Video Tape	2,500.00
WCCI-FM	01	College Relations	Advertising	Advertising	89.50
Withers Broadcasting	01	College Relations	Advertising	February Commercials	1,460.52
Dixon Area Chamber of Commerce	01	College Relations	Conference/Meeting Expense	2002 Annual Dinner	25.00
Xerox Corporation	01	Printshop	Maintenance Services	5100 Copier Lease Payment-Principal	6.24
Xerox Corporation	01	Printshop	Maintenance Services	DC 265 Copier Lease Payment-Principal	54.89
Xerox Corporation	01	Printshop	Maintenance Services	Meter Charges	103.86

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ABDICK Multigraphics	01	Printshop	Purchases for Resale	Dispersant-case	566.30
Menards	01	Printshop	Purchases for Resale	Humidifier	29.99
Midland Paper	01	Printshop	Purchases for Resale	11x17 24/60 Laser Print Radiant Wh. Hammermill	195.30
Unique Computer	01	Printshop	Purchases for Resale	CRDW Disk	17.00
Unique Computer	01	Printshop	Purchases for Resale	EZ CD Creator 5	164.00
Xerox Corporation	01	Printshop	Debt Principal Retirement	5100 Copier Lease Payment-Principal	485.81
Xerox Corporation	01	Printshop	Debt Principal Retirement	DC 265 Copier Lease Payment-Principal	518.16
Xerox Corporation	01	Printshop	Interest	5100 Copier Lease Payment-Principal	232.85
Xerox Corporation	01	Printshop	Interest	DC 265 Copier Lease Payment-Principal	226.49
SBM Business Equipment Center	01	Information Center	Maintenance Services	Copy Charge Information Center	30.20
SBM Business Equipment Center	01	Information Center	Office Supplies	FEL 99722 Telephone Cleaning Wipes	26.94
Unique Computer	01	Information Center	Office Supplies	Cable Hoop-ups	98.00
Unique Computer	01	Information Center	Office Supplies	Memory & Cable Scanner for B Olmsted	88.90
SBM Business Equipment Center	01	Information Center	Instructional Supplies	Boston Rapid Deluxe Staples	23.90
CMS Communications	01	Information Center	Other Supplies	Refurbish 8110 Phones for Reuse	287.42
Follett Bookstore	01	Information Center	Other Supplies	Bookstore Charges February 2002	7.03
Shelley, Chris	01	Information Center	Other Supplies	Phone Cable BB Tournament	33.96
Follett Bookstore	01	Grant, Planning, & Research	Office Supplies	Bookstore Charges February 2002	1.00
Follett Bookstore	01	VP-Instructional Services	Office Supplies	Bookstore Charges February 2002	9.16
Rock Falls Rotary Club	01	VP-Instructional Services	Publications and Dues	Rotary Dues D hecht Jan-Mar 2002	107.00
Creative Printing	01	Dean of Arts,Social Sciences & P	Office Supplies	SVCC Business Cards-Dr. Patrick Kennedy 500/Box	40.00
Staples	01	Dean of Arts,Social Sciences & P	Office Supplies	Metal Binder Clips-Medium 24/pack	4.14
Kennedy, Patrick	01	Dean of Arts,Social Sciences & P	Conference/Meeting Expense	Travel- 3/5/02 Dual Enrollment	12.05
Kennedy, Patrick	01	Dean of Arts,Social Sciences & P	Conference/Meeting Expense	Travel 2/15/02 Oregon High School	17.52
Clucas, Henry	01	Art	Consultants	Art Class 2/14/02	35.00

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Hendrix, Laurel R.	01	Art	Consultants	Art 213 & 214 2/19/02	30.00
Hendrix, Laurel R.	01	Art	Consultants	Art 213 & 214 2/21/02	30.00
Hook, Amanda J.	01	Art	Consultants	Art 213 2/12/02	35.00
Reecher, Gina M.	01	Art	Consultants	Art 213 & 214 3/7/02	62.50
Reecher, Gina M.	01	Art	Consultants	Art 213 & 214 2/26/02	30.00
Reecher, Gina M.	01	Art	Consultants	Art 213 & 214 2/28/02	30.00
Xerox Corporation	01	Art	Maintenance Services	Renewal of Service Agreement for Tektronix Printer	649.00
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges February 2002	28.01
Lundgren's Inc	01	Art	Instructional Supplies	Sandmsr Safelight	44.12
Green River Lines Inc	01	Art	Other Conference & Meeting	Trip to Art Institute 3/19/02	580.00
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges February 2002	13.68
Follett Bookstore	01	Foreign Language	Instructional Supplies	Bookstore Charges February 2002	2.39
People-En Espanol	01	Foreign Language	Publications and Dues	Subscription Dues 3/02	14.97
Clow, Maria A.	01	Foreign Language	Conference/Meeting Expense	Travel -Ill State University 2/12/02	103.09
Follett Bookstore	01	Humanities	Instructional Supplies	Bookstore Charges February 2002	12.69
Heritage Music Center Inc	01	Humanities	Instructional Supplies	UIQ Single X Stand	40.00
Follett Bookstore	01	Music	Instructional Supplies	Bookstore Charges February 2002	7.99
Kidder Music	01	Music	Instructional Supplies	Clowns	193.50
Follett Bookstore	01	Speech	Instructional Supplies	Bookstore Charges February 2002	2.29
Follett Bookstore	01	Physical Education	Instructional Supplies	Bookstore Charges February 2002	32.75
Men's Health Magazine	01	Fitness Center	Instructional Supplies	Subscription 2002	25.97
Self	01	Fitness Center	Instructional Supplies	Subscription 2002	14.97
StairMaster	01	Fitness Center	Instructional Supplies	Part #12294 Heart Rate Hand Grip/Shipping Only	6.58
Braddock, Samuel L.	01	Criminal Justice	Instructional Supplies	Criminal Justice Supplies	66.57
Film for the Humanities & Scie	01	Criminal Justice	Instructional Supplies	Video "Why We Lie" Item No. FQT11992	137.75



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Follett Bookstore	01	Criminal Justice	Instructional Supplies	Bookstore Charges February 2002	1.99
Braddock, Samuel L.	01	Criminal Justice	Conference/Meeting Expense	ICCB Travel Springfield 2/13/02	143.21
Braddock, Samuel L.	01	Criminal Justice	Conference/Meeting Expense	Travel Highland CC 2/4/02-2/27/02	181.77
Follett Bookstore	01	History	Instructional Supplies	Bookstore Charges February 2002	86.50
Follett Bookstore	01	Psychology	Instructional Supplies	Bookstore Charges February 2002	7.63
Indiana University Audio Visua	01	Psychology	Instructional Supplies	I Told Em Exactly How To Do It - Req. 2/5/02	39.55
Newsweek	01	Academic Skills	Instructional Supplies	Newsweek Subscription	889.20
Follett Bookstore	01	Dean of Business,Tech & Natural	Office Supplies	Bookstore Charges February 2002	14.05
White, Linley V.	01	Dean of Business,Tech & Natural	Instructional Supplies	Dean's Supplies	29.61
Follett Bookstore	01	Accounting	Instructional Supplies	Bookstore Charges February 2002	3.34
Graybar Electric Company Inc.	01	Accounting	Instructional Supplies	OR-851004904 Patch Panel, 24 Port	.00
Follett Bookstore	01	Business	Instructional Supplies	Bookstore Charges February 2002	-1.25
Follett Bookstore	01	Computer Information Systems	Instructional Supplies	Bookstore Charges February 2002	126.74
Graybar Electric Company Inc.	01	Computer Information Systems	Instructional Supplies	OR-851004904 Patch Panel, 24 Port	245.47
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Monthly Service Contract: Sharp AR201 Copier OAS	24.37
Unique Computer	01	Office & Administrative Services	Instructional Supplies	OAS Supplies	265.00
Menards	01	Electronics	Instructional Supplies	4/Pack Common Key Padlocks	69.85
Staples	01	Electronics	Instructional Supplies	385556-63 White Out Correction Pen 4/pack	101.52
Airgas North Central	01	HVAC	Instructional Supplies	HVAC Supplies	14.84
Follett Bookstore	01	HVAC	Instructional Supplies	Bookstore Charges February 2002	4.50
Johnstone Supply	01	HVAC	Instructional Supplies	Sheets of Sheet Metal 3x8 30 gage	180.00
Sileven, Larry L.	01	HVAC	Instructional Supplies	HVAC Supplies	191.00
C & N Supply	01	Machine Tool	Instructional Supplies	60 degree Threading Tools FESO E12C6	60.00
C & N Supply	01	Machine Tool	Instructional Supplies	9/16 Collet GP40 036	147.05
Lapmaster International	01	Machine Tool	Instructional Supplies	Mets Acut 012 HS60 (12 x .062 x 1.25)	471.12

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RNJ	01	Mechanical Design	Instructional Supplies	2-Story Townhouse Kit #552	228.98
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies	327.33
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies	30.95
Carolina Biological Supply Co	01	Biology	Instructional Supplies	RG-15-18728 Hormone Kit	25.73
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies	33.76
Follett Bookstore	01	Biology	Instructional Supplies	Bookstore Charges February 2002	.75
Optical Analysis Corporation	01	Biology	Instructional Supplies	B-0681 Eyepiece pointer for CH2 & CH30	43.65
Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies	113.98
VWR Scientific	01	Chemistry	Instructional Supplies	77776-670 Checkmite 10pH Meter	324.80
Ward's-Biology	01	Chemistry	Instructional Supplies	85-W-1874 Halobacterium Salinarium Freeze Dried	52.37
American Mathematics Competiti	01	Mathcmatics	Instructional Supplies	Additional Math Books	50.00
Follett Bookstore	01	Mathematics	Instructional Supplies	Bookstore Charges February 2002	174.00
Bond, Chuck	010120	Leisure	Consultants	Intro to Camera Spring 2002	330.00
Dale, Julie	010120	Leisure	Consultants	Intermediate/Advanced Spring 2002	73.50
Dale, Julie	010120	Leisure	Consultants	Beginning Ballroom Spring 2002	705.60
Dale, Julie	010120	Leisure	Consultants	Swing Dance Spring 2002	470.40
Nolan, Charlin A	010120	Leisure	Consultants	Perennial Gardens 2/02	60.00
Pruis, Jennie N.	010120	Leisure	Consultants	Learning to Scrapbook Spring 02	153.00
Saunders, Lori A	010120	Leisure	Consultants	Bead Stringing Basics 2/7/02	60.00
Slain, Verna	010120	Leisure	Consultants	Beginning Quilting	300.00
Pruis, Jennie N.	010120	Leisure	Instructional Supplies	Materials for Scrapbooking Class	630.77
Saunders, Lori A	010120	Leisure	Instructional Supplies	Supplies for Class	178.00
Dixon YMCA	010120	Senior Programs	Consultants	Young at Heart Spring 2002	126.00
Quill Corporation	010120	Community Service Administration	Office Supplies	034-B8E Electric Stapler	56.21
Education To Go	010120	Computers	Consultants	Internet Computer Classes/Feb 2002	761.00

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Education To Go	010120	Computers	Consultants	Internet Computer Classes	252.00
Consolidated Management Co	010120	Computers	Conference/Meeting Expense	Lunch for Computer Class	30.89
Summit Group	010120	Professional Development	Consultants	Volunteer Success Spring 2002	350.00
Braddock, Samuel L.	010120	Polygraph Institute	Publications and Dues	APA Dues	125.00
IMEC	010110	Corp Serv Professional Developme	Consultants	Lean Mfg Raynor 2/7/02	3,500.00
Simmons, Tom	010110	Corp Serv Professional Developme	Consultants	Value Stream Mapping 2/20-21/2002	6,500.00
Follett Bookstore	010110	Corp Serv Professional Developme	Instructional Supplies	Bookstore Charges February 2002	973.50
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	034-B8E Electric Stapler	56.21
Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel Area Meeting Raynor-IMECO-Dixon Marq	49.28
American Nurses Publishing	01	Director of Health Careers Ed	Publications and Dues	Books-Clinical Nursing 2nd Edition	15.95
Johnson, Rosemary	01	Director of Health Careers Ed	Conference/Meeting Expense	Travel 9/20/01 Region 1A Meeting	34.50
Johnson, Rosemary	01	Director of Health Careers Ed	Conference/Meeting Expense	Travel CNA Educator meeting 2/22/02	95.56
Shippert, Stanley	01	Health Careers Education	Conference/Meeting Expense	Clinical Travel thru 1/16/02-2/28/02	327.77
Quill Corporation	01	Clinical Laboratory Science	Office Supplies	Binder Labels-	46.24
CGH Home Health Center	01	Associate Degree Nursing	Instructional Supplies	BAXTER Interlink Inj. Site #50 - #2N3399	87.50
CGH Medical Center	01	Associate Degree Nursing	Instructional Supplies	Linen Services Feb 2002	94.00
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	1 1/2" Filter Needles 100/box	63.96
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	2 ml .94% NaCl Capiljet w needle	44.20
Mueller Audio Visual	01	Associate Degree Nursing	Instructional Supplies	Dalite 80x60 Video Format Wall Screen & Brackets	190.00
SBM Business Equipment Center	01	Associate Degree Nursing	Instructional Supplies	TIF-8300MROAKBLK Mobile Multimedia Workstation	245.00
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Pencilite Slimline #14-1292	40.18
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	BARD Foley Bladder Care Tray 16 Fr. #899716	212.79
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Monoject Syringe 516937	282.11
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	ABBOTT 2ml 0.9% NaCl Corpject 22G 1 1/4" Needle	88.90
Wallcur, Inc	01	Licensed Practical Nursing	Instructional Supplies	Inject-a-pad	287.51

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Diagnostic Imaging Inc	01	Radiologic Technology	Maintenance Services	Labor for Nursing Area	65.00
Illinois Department of Nuclear	01	Radiologic Technology	Maintenance Services	Radiation Machine Annual Fee	150.00
Diagnostic Imaging Inc	01	Radiologic Technology	Instructional Supplies	Developer DI 5-gal Premix Jug Image Plus	41.37
Techno-Aide Mfg Co, Inc	01	Radiologic Technology	Instructional Supplies	Set A-Z Unmounted Lead Characters (26) LT-13	69.27
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Clinical Travel thru 2/13/02	221.56
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Clinical Travel thru 2/28/02	202.94
Follett Bookstore	01	Other Health Careers	Office Supplies	Bookstore Charges February 2002	38.71
Follett Bookstore	01	Dean of Information Systems	Office Supplies	Bookstore Charges February 2002	1.20
Unique Computer	01	Dean of Information Systems	Office Supplies	Zip Pack	200.00
SBM Business Equipment Center	01	Learning Resource Center	Library Supplies	Supplies	24.31
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	38.52
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	661.63
Gale Group	01	Learning Resource Center	Books and Binding Costs	Books	858.90
Harcourt Brace & Company	01	Learning Resource Center	Books and Binding Costs	Nursing Books	203.35
Manufacturers' News, Inc	01	Learning Resource Center	Books and Binding Costs	Directories	340.95
Thomas, Robert	01	Learning Resource Center	Books and Binding Costs	Direct Purchases Media Play 3/5/02	141.54
Thomas, Robert	01	Learning Resource Center	Books and Binding Costs	Direct Library purchases DVD's	125.97
Thomas, Robert	01	Learning Resource Center	Books and Binding Costs	Direct Purchase Media Play 2/21/2002	343.27
Illinois Heritage Association	01	Learning Resource Center	Publications and Dues	Membership Renewal 2002	30.00
Northern Illinois University	01	Learning Resource Center	Publications and Dues	Statewide Library Collection Assessment	450.00
Northern Illinois Library Syst	01	Learning Resource Center	Other Materials and Supplies	1/2 Nils CatT Cost for Year 2002	255.00
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel NILRC 2/7/02	246.08
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel NILS State Automation 3/5/02	36.50
Thomas, Robert	01	Learning Resource Center	Conference/Meeting Expense	Travel NILS 2/21/02	78.00
Kahlon Inc	01	Computing & Instruct Tech	Instructional Supplies	Open P.O. for Parts Acquisition	220.00

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Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Adapter	52.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Memory	220.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Upgrade	90.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Hard Drive	447.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Memory	550.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	HDD	90.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Upgrade	90.00
Follett Bookstore	01	Instructional Technology Center	Instructional Technology Materia	Bookstore Charges February 2002	7.88
Menards	02	Instructional Technology Center	Instructional Technology Materia	Supplies	67.85
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	2126-828 AMX MX-MM Mobile Mouse for PC's	224.10
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	2126-828 AMX MX-MM Mobile Mouse for PC's	448.20
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	CTOH39JS Advance Computer Cart	348.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	Advance Cart Model AV6-54J-5	400.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	Overhead Projector Bulbs	85.00
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	2144-009 Digital Stereo Headphones	67.50
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	Mouse splitter	144.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	3-Disk Drive	297.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	3-USB Mouse	90.00
Spectrum Industries	010200	Technology Fee	Capital Supplies	67053 D Shelf Rack (solid Left Side)	2,676.15
Global Computer Supplies	01	Administrative Data Processing	Office Supplies	C34302 HP 9400 Black	366.77
Unique Computer	01	Administrative Data Processing	Office Supplies	Wires	120.00
Toner Tech Plus	01	Administrative Data Processing	Instructional Technology Materia	Refurbished Toner	1,035.25
Follett Bookstore	01	VP- Student Services	Office Supplies	Bookstore Charges February 2002	25.54
Notaries Association of Illino	01	VP- Student Services	Publications and Dues	Annual Membership	8.00
Kerber, Joan E.	01	VP- Student Services	Conference/Meeting Expense	Travel 2/22/02 ICCSSO Conference	249.89

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Kennay, Doris J	01	Special Needs- ADA	Instructional Service Contracts	Notetaking-Americorp Court Reporting	187.50
Anderson, Pamela J.	01	Special Needs- ADA	Other Contractual Services	ORS Reimbursed-	31.50
Burnidge Cassell Associates, I	01	Special Needs- ADA	Other Contractual Services	Architectural Pre-Design for ADA Accessibility	2,865.00
Constructive Playthings	050500	Child Care Center	Other Supplies	Five Piece Furniture Set XX-4281	335.20
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies thru 2/19/02	102.66
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies 3/5/02	42.03
AMOCO Oil Company	050800	Transportation	Vehicle Supplies	Gas-College Vans	75.15
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas-College Vans	31.63
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Vans	33.00
Josten's Inc	01	Commencement	Other Supplies	Diploma	194.33
Josten's Inc	01	Commencement	Other Supplies	Certificates	173.38
Quill Corporation	01	Admissions, Records & Placement	Office Supplies	Refill Ink Red	73.08
SBM Business Equipment Center	01	Admissions, Records & Placement	Office Supplies	COS-0286987 Gold Base-Brushed anodized aluminum	15.70
ILASFAA	01	Financial Aid & Veterans Affairs	Publications and Dues	Membership Brown,Stiefel, & Heppler	105.00
Brown, John W.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel 2/28/02 ILASFAA Winter Workshop	103.66
Heppler, Dawn A.	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel ILASFAA Winter Workshop 2/28/02	13.00
ILASFAA	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Conference Registration 4/14/02	175.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel 2/28/02 ILASFAA Winter Workshop	82.35
Follett Bookstore	01	Counseling	Office Supplies	Bookstore Charges February 2002	60.35
Breed, Thomas	01	Counseling	Conference/Meeting Expense	Travel 2/8/02 Articulation Conference	122.64
Breed, Thomas	01	Counseling	Conference/Meeting Expense	Travel 2/28/02 Heartland CC ICCCA Conference	91.51
Breed, Thomas	01	Counseling	Conference/Meeting Expense	Recruiting Visits to High Schools	100.52
Daly, Ann C.	01	Counseling	Conference/Meeting Expense	Crisis Management Workshop-Starved Rock	114.35
Damhoff, Russ K.	050600	Men's Basketball	Other Contractual Services	Practice Officials 2/25/02	30.00
Byar, Christine M.	050600	Men's Basketball	Instructional Supplies	Flowers Sophomore Night 2/23/02	32.00

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PAYEE/VENDOR	FUND	ORGANIZATION	ACCOUNT	COMMODITY	CHECK AMOUNT
Charles Kriston Enterprises	050600	Men's Basketball	Instructional Supplies	Strips of Basketball Award Decals-Men's Basketball	41.50
Santo Sport Store	050600	Men's Basketball	Instructional Supplies	Coaches Tape	164.30
Preston, James M.	050600	Men's Basketball	Other Conference & Meeting	Scouting at Highland 2/16	29.93
Preston, James M.	050600	Men's Basketball	Other Conference & Meeting	Scouting at Black Hawk College 1/22	40.15
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Transportation Basketball 1/29/02	600.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Transportation-BB Game Moline 2/14/02	200.00
Wiersema Charter Service	050600	Men's Basketball	Other Conference & Meeting	Bus Transpostation 11/8/02	250.00
Wiersema Charter Service	050600	Men's Basketball	Other Conference & Meeting	Transportation -BB Game Galesburg-2/21/02	250.00
Acushnet Company	050600	Men's Golf	Instructional Supplies	DCI 990 RH IRONS-Tour Wrap Grips-Standard	459.00
Emerald Hill	050600	Men's Golf	Instructional Supplies	Golf Supplies-Balls-Umbrella	290.00
Stone III, James	050600	Men's Baseball	Other Contractual Services	Umpire Fee for Game 3/16/ & 3/17/02	240.00
Prentice Hall, Inc	050600	Men's Baseball	Instructional Supplies	Book "Drills for Winning Baseball"	38.94
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Champro Mock Turtles-Black	653.04
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Scarlet/&Black Sleeves Mock	858.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Red Mesh BP Tops SV on Left Chest 8" #s on Back	923.16
Consolidated Management Co	050600	Men's Baseball	Other Conference & Meeting	Baseball team Meeting 1/31/02	136.85
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Advance Meal Money for Spring Trip 3/02	2,500.00
Five Star Rent A Car	050600	Men's Baseball	Other Conference & Meeting	Van Rental for Spring Trip 3/02	2,116.11
Quality Inn	050600	Men's Baseball	Other Conference & Meeting	Rooms for Spring Baseball Trip 2002	3,010.50
Triple Crown Sports	050600	Men's Baseball	Other Conferencce & Meeting	Fee for Entry Fee	400.00
Barnes, Kris	050600	Women's Basketball	Other Contractual Services	WBB Game 3/1/02 Stats	15.00
Williams, Nicholas A.	050600	Women's Basketball	Other Contractual Services	WBB Game 3/1/02 Stats	15.00
Byar, Christine M.	050600	Women's Basketball	Instructional Supplies	Flowers Sophomore Night 2/23/02	32.00
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel 3/01/02 Black Hawk Playoff Game	115.56
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Meals after BlackHawk and Carl Sandburg Games	164.09

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Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Transportation-BB Game Moline 2/14/02	200.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Transportation Basketball 1/29/02	600.00
Wiersema Charter Service	050600	Women's Basketball	Other Conference & Meeting	Transportation -BB Game Galesburg-2/21/02	250.00
Wiersema Charter Service	050600	Women's Basketball	Other Conference & Meeting	Bus Transpostation 11/8/02	250.00
Leseman, Jolene K.	050600	Women's Softball	Other Conference & Meeting	Advance Meal Money Travel 3/21/02	1,440.00
Snowbird Softball	050600	Women's Softball	Other Conference & Meeting	Reservation for Travel 3/21/02	5,130.00
Follett Bookstore	050600	Women's Volleyball	Instructional Supplies	Bookstore Charges February 2002	191.62
Byar, Christine M.	050600	General Athletics	Other Sales & Service	Ticket Taker Jan-Feb 2002	215.00
Johnson, Stacie	050600	General Athletics	Other Materials and Supplies	Trainer BB Game 2/16/02	50.00
Anderson, Kevin	050600	Tournaments	Other Materials and Supplies	Book Official Region IV 3/02 (10 games)	150.00
Blackburn, Jan	050600	Tournaments	Other Materials and Supplies	Region IV Games 3/02 (20 games)	300.00
Consolidated Management Co	050600	Tournaments	Other Materials and Supplies	Region IV Director's Meeting 3/6/02	244.35
Damhoff, Bill	050600	Tournaments	Other Materials and Supplies	Region IV Games 3/02 (10 Games)	150.00
Hajart, Aaron	050600	Tournaments	Other Materials and Supplies	Trainer for Region IV 3/02 6 games	240.00
Johnson, Stacie	050600	Tournaments	Other Materials and Supplies	Trainer Region IV 3/02 14 games	560.00
Sauk Valley Newspapers	050600	Tournaments	Other Materials and Supplies	Region IV Tournament Advertisement	575.00
Strating, James A	050600	Tournaments	Other Materials and Supplies	Region IV Games 30 Sec Clock (20 games)	300.00
Worthington, Patrick	050600	Tournaments	Other Materials and Supplies	Announcer Region IV 3/02 (20 games)	200.00
Film for the Humanities & Scie	050600	Student Activities	Consultants	Flm Rental "Where Do We Go From Here?"	80.95
Follett Bookstore	050600	Student Activities	Other Materials and Supplies	Bookstore Charges February 2002	44.25
Wilkinson, Rachel J.	050600	Drama	Other Materials and Supplies	Video Spring 2002 Production	500.00
Hedrick, Jason J.	050600	Speech & Readers Theater	Other Conference & Meeting	Advance for Film Contest- Carbondale 2/28/02-3/03	760.00
Super 8 Motel	050600	Speech & Readers Theater	Other Conference & Meeting	Rooms for Film Contest 2/28/02	396.00
Illinois Community College Jou	050600	Voyager	Other Conference & Meeting	Voyager's Membership 2002	45.00
Arch Vending Inc	101010	Booster Club	Other	Booster supplies	54.60



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Consolidated Management Co	101010	Booster Club	Other	Basketball Popcorn Supplies	97.52
Damhoff, Russ K.	101010	Booster Club	Other	Reimbursement for Pizza-Banner Night	320.00
Gold Medal	101010	Booster Club	Other	Bar Popcorn Oil-#2042	258.20
Porter Athletics	101010	Booster Club	Other	#204-000 3'-6"x6' Rectangular Glass Board	1,335.00
Salkeld Sports, Inc	101010	Booster Club	Other	Charges for Banner Additions & New Banner	232.25
PHI THETA KAPPA Society	101140	Phi Theta Kappa Club	Other Materials and Supplies	International & Regional Dues	1,462.00
Nunez, Steve C.	101140	Phi Theta Kappa Club	Other	Advance PTK Convention Trip	180.00
Menards	03	Operations & Maintenance- Restri	Other Supplies	Sanding Blocks, Paint Hardener	68.38
ALCO Sales & Service Company	03	Operations & Maintenance- Restri	Building Remodeling	Curtain tracks-Nursing Area	353.94
Burnidge Cassell Associates, I	03	Operations & Maintenance- Restri	Building Remodeling	Engineering Services for T-1 and T-2 Roof Project	522.50
Clark Engineers MW Inc	03	Operations & Maintenance- Restri	Building Remodeling	Engineering Services for Underground Storage Tanks	4,926.00
Clark Engineers MW Inc	03	Operations & Maintenance- Restri	Building Remodeling	Services to officially close UST project w/State	2,015.50
John A Loos Sons Inc	03	Operations & Maintenance- Restri	Building Remodeling	Replacement of the College Cooling Towers per bid	33,228.00
Menards	03	Operations & Maintenance- Restri	Building Remodeling	Ladders-Supplies-Nursing Shelves	187.60
Sjostrom & Sons, Inc	03	Operations & Maintenance- Restri	Building Remodeling	Perform Contractual work on egress project per bid	49,639.50
Federal Express Corp	01	Other Institutional	Postage	Shipping Charges	100.70
Medema, Pamela S.	01	Other Institutional	Postage	Postage due Athletic Mailing	10.64
US Postmaster	01	Other Institutional	Postage	Summer/Fall 2002 Schedule	500.00
US Postmaster	01	Other Institutional	Postage	Summer/Fall 2002 Class schedule	1,000.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	3,500.00
US Postmaster	01	Other Institutional	Postage	Summer/Fall 2002 Class Schedule	1,600.00
US Postmaster	01	Other Institutional	Postage	Bulk Refill Permit 243	500.00
US Postmaster	01	Other Institutional	Postage	Permit No. 243 Standard Mail Fee	125.00
Quad-City Times	01	Other Institutional	Recruitment	Open P.O.	346.32
Rockford Register Star	01	Other Institutional	Recruitment	Open P.O.	446.42

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Sauk Valley Newspapers	01	Other Institutional	Recruitment	Open P.O.	270.80
Gallatin River Communications	12	Risk Management	Telephone	Cama 911 Trunk Lines	89.48
SBM Business Equipment Center	01	Business Office	Maintenance Services	Maintenance Copier Business Office	24.00
Staples	01	Business Office	Office Supplies	Metal Binder Clips-Medium 24/pack	11.96
Professional Benefit Administr	051000	Medical Insurance	Individual Stop Loss		6,704.40
Professional Benefit Administr	051000	Medical Insurance	Dependent Stop Loss		4,504.24
Professional Benefit Administr	051000	Medical Insurance	Precertification		296.00
Professional Benefit Administr	051000	Medical Insurance	Life & AD&D		5.00
Professional Benefit Administr	051000	Medical Insurance	Life & AD&D		2,448.50
Professional Benefit Administr	051000	Medical Insurance	Life & AD&D		2,121.56
College of DuPage	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Spring 2002	1,825.32
Waubensee Community College	01	Tuition Chargeback	Tuition Chargeback	Chargeback Spring 2002	4,084.64
Burbank Grease Services	02	Maintenance	Maintenance Services	Grease Pickup Fee	45.00
ECOLAB	02	Maintenance	Maintenance Services	Monthly Exterminator Service 3/02	181.20
ECOLAB	02	Maintenance	Maintenance Services	Monthly Exterminator Service	181.20
Hill's Electric Motor Service	02	Maintenance	Maintenance Services	Test Air Compressor Motor	66.15
Honeywell Inc	02	Maintenance	Maintenance Services	Maintenance Contract 4/1/02-6/30/02	2,396.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water testing	78.00
Davenport Trane	02	Maintenance	Maintenance Supplies	Gaskets For Chiller	1,301.40
Fastenal Company	02	Maintenance	Maintenance Supplies	Plumbing Supplies	47.65
Fastenal Company	02	Maintenance	Maintenance Supplies	Misc. Tool Parts	85.93
Fastenal Company	02	Maintenance	Maintenance Supplies	Misc. Tools/Parts	178.33
Ferguson Thrall	02	Maintenance	Maintenance Supplies	Gaskets	77.67
Ferguson Thrall	02	Maintenance	Maintenance Supplies	Plumbing Supplies	49.23
Ferguson Thrall	02	Maintenance	Maintenance Supplies	Gaskets	69.98

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Ferguson Thrall	02	Maintenance	Maintenance Supplies	V600AA 1-1/2 x 24-1/2 CP VB	98.46
Ferguson Thrall	02	Maintenance	Maintenance Supplies	Misc Supplies	78.50
Goodway Technologies Corporati	02	Maintenance	Maintenance Supplies	Tool/Punch	70.00
Grainger	02	Maintenance	Maintenance Supplies	Open Purchase Order Supplies	49.20
Grainger	02	Maintenance	Maintenance Supplies	Open Purchase Order Supplies	36.52
Grainger	02	Maintenance	Maintenance Supplies	Open Purchase Order Supplies	49.55
Graybar Electric Company Inc.	02	Maintenance	Maintenance Supplies	Daybrite Light	207.70
Maintenance USA	02	Maintenance	Maintenance Supplies	Lavatory Components	245.16
Maintenance USA	02	Maintenance	Maintenance Supplies	#120170 Lavatory Faucet	245.16
Maintenance USA	02	Maintenance	Maintenance Supplies	Lavatory Components	58.08
Menards	02	Maintenance	Maintenance Supplies	Plumbing Supplies	161.84
Menards	02	Maintenance	Maintenance Supplies	Supplies	22.21
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	67.87
Menards	02	Maintenance	Maintenance Supplies	Steel Cable & Masking Tape	20.71
Menards	02	Maintenance	Maintenance Supplies	Ladders-Supplies-Nursing Shelves	325.66
Menards	02	Maintenance	Maintenance Supplies	Sanding Blocks, Paint Hardener	23.39
Menards	02	Maintenance	Maintenance Supplies	Masonry Bits	24.49
S J Smith Welding Supply	02	Maintenance	Maintenance Supplies	Oxygen & Acetylene	45.26
S J Smith Welding Supply	02	Maintenance	Maintenance Supplies	5 Pipemaster 60 3/32	13.75
S J Smith Welding Supply	02	Maintenance	Maintenance Supplies	Regulator Acety	59.28
U S Filter Corporation	02	Maintenance	Maintenance Supplies	Supplies	91.07
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	119.78
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	119.10
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Supplies	100.00
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Supplies	109.86

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Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Supplies	100.00
Dahhlstrom Tire & Alignment	02	Grounds	Maintenance Services	Repair College Pickup per Attached Estimate	744.13
High Country Gardens	02	Grounds	Maintenance Supplies	Misc Plants for Grounds	107.25
Menards	02	Grounds	Maintenance Supplies	Paint	83.94
Menards	02	Grounds	Maintenance Supplies	Paint Supplies	15.78
Menards	02	Grounds	Maintenance Supplies	Paint Brushes & Thinner	17.26
Mike's Repair Service	02	Grounds	Maintenance Supplies	Inventory Items per Attached	490.90
Napa Auto Parts	02	Grounds	Maintenance Supplies	Inventory Parts Order	15.84
Napa Auto Parts	02	Grounds	Maintenance Supplies	Inventory Parts Order	257.40
Polo Equipment Company	02	Grounds	Maintenance Supplies	Inventory Items per Attached	132.66
Polo Equipment Company	02	Grounds	Maintenance Supplies	Inventory Items per Attached	423.86
Polo Equipment Company	02	Grounds	Maintenance Supplies	Inventory Items per Attached	151.20
Polo Equipment Company	02	Grounds	Maintenance Supplies	Custodial Supplies	94.81
S J Smith Welding Supply	02	Grounds	Maintenance Supplies	Oxygen & Acetylene	23.05
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	Cylinder	327.00
Drew, Gary	02	Grounds	Conference/Meeting Expense	Travel-2/20/02 Turf Seminar	43.98
Stewart & Associates Inc.	12	Public Safety	Other Contractual Services	Contract Security	864.80
Stewart & Associates Inc.	12	Public Safety	Other Contractual Services	Security Contract	1,254.08
Menards	12	Public Safety	Other Supplies	Security Locks & Cables	26.72
Nicor Gas	02	Utilities	Gas		441.03
Reliant Energy Retail, Inc	02	Utilities	Gas	Monthly Service	9,474.46
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	36.02
Commonwealth Edison	02	Utilities	Electricity	Electrical service	19.12
Commonwealth Edison	02	Utilities	Electricity	Electrical Usage	10,468.37
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	87.06

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AT & T	02	Utilities	Telephone	Monthly Telephone Charges for 1/02	1,905.56
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Charge	2,914.54
Hipple, Joan P.	02	Utilities	Telephone	Phone Cords	41.29
United States Cellular	02	Utilities	Telephone	College Cell Phone	66.92
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthly Trash Removal	846.50
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	444.33
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Office Supplies	55.90
APPA	02	Building and Grounds Administrat	Publications and Dues	Annual Dues	588.50
Davenport Trane	03	ICCB Deferred Maintenance Grant	Maintenance Services	Credit Memo Trane Parts Returned	-2,191.06
Davenport Trane	03	ICCB Deferred Maintenance Grant	Maintenance Services	Repair Chiller 1 per proposal	7,254.00
Consolidated Management Co	01	Phi Theta Kappa	Office Supplies	Phi Theta Kappa Induction	84.00
Gaylord Opryland Resort	01	Phi Theta Kappa	Conference/Meeting Expense	Hotel Reservation April 4-7-2002 PTK Conference	1,681.74
PHI THETA KAPPA Society	01	Phi Theta Kappa	Conference/Meeting Expense	PTK Conference Fees 4//02	1,600.00
BANK ACCOUNT TOTAL:					1,441,818.60

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	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	Cleading Adult GED Classes-Feb 02	25.00
Sagamon County Regional Office	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	GED Batch Header Sheets	50.00
Fiorini, Anthony D.	062056	ICCB Adult Ed-Federal Basic	Other Supplies	Travel GED thru 2/27/02	22.75
Hall, Doris	062056	ICCB Adult Ed-Federal Basic	Other Supplies	Travel GED Testing	27.30
Hands-on English	062057	ICCB Adult Ed-Public Assistance	Instructional Supplies	One Year Subscription	21.00
Peterson, Laura	062057	ICCB Adult Ed-Public Assistance	Conference/Meeting Expense	GED Online Training 2/13	72.80
Peterson, Laura	062057	ICCB Adult Ed-Public Assistance	Conference/Meeting Expense	GED Online Training 2/20	72.80
Follett Bookstore	062058	ICCB Adult Ed-State Basic	Instructional Supplies	Bookstore Charges February 2002	11.11
Willis Corroon Administrative	063075	IDHS AmeriCorps - Member Activit	Medical Insurance	Member's Health Insurance	2,044.25
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds 2/28 Payroll	228.12
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds Payroll 3/15/02	228.12
Just say No! Parade	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	T-Shirt Order Dixon Parade 5/18/02	121.00
Mississippi Industries for the	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Shipping and Handling Charges	12.00
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Other Conference & Meeting	Travel Site Visits thru 3/1/02	313.48
Bureau County Republican	062022	WFP- Education to Careers Grant	Advertising	Advertising for BIO 120WB	412.80
Illinois State University	062073	ISBE Voc Ed- Tech Prep Grant	Other Revenues	Fee for ISU class Registration	240.00
Lee Wayne	063020	Perkins IIc	Advertising	Advertising Materials	1,202.80
Bos, Keith A.	063020	Perkins IIc	Conference/Meeting Expense	Travel NIU HECA Meeting 2/19/02	43.80
Bos, Keith A.	063020	Perkins IIc	Conference/Meeting Expense	Travel 3/6/02 Asset Retest BUHS	18.25
Lawrence, Marcy S.	063020	Perkins IIc	Conference/Meeting Expense	Travel 11/19-1/24 to Lyndon Center BPS 110 Class	84.40
Ashton High School	063030	Perkins IIIIE Tech Prep	Other Contractual Services	Tech Prep Transit per Grant Claim No 5	495.00
Follett Bookstore	063030	Perkins IIIIE Tech Prep	Office Supplies	Bookstore Charges February 2002	7.72
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	Matching Funds Payroll 3/15/02	88.73
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	Matching Funds 2/28 Payroll	88.73
Hughes, Glen S.	062050	SBDC Grant	Consultants	Consulting Services 2/26/02 Starting a Business	50.00

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Gospodarczyk, Thomas J.	062050	SBDC Grant	Conference/Meeting Expense	DCCA Mtg Springfield 2/6-2/7	254.48
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charges	77.40
SPRINT	062050	SBDC Grant	Telephone	Monthly Long Distance Charges	14.81
SCT Software & Resource Mgmt C	062032	Adv Tech- Technology Support Gra	Consultants	Consulting Fee 1/31/02	2,000.00
Verizon Wireless	062032	Adv Tech- Technology Support Gra	Telecommunications	Monthly Charges 1/11-2/10	23.33
Hilton-Anaheim	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Hotel-Banner Conference 3/23/02-3/28/02	2,587.50
Masengarb, Lisa G.	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Airline Tickets SCT BANNER Conference 3/23/02	1,482.95
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds Payroll 3/15/02	619.23
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds 2/28 Payroll	619.23
AHEAD	063011	Student Support Services Grant	Publications and Dues	Membership Dues for Four Members	600.00
Best Western	063011	Student Support Services Grant	Other Conference & Meeting	Reservation-EIU Campus Visit 3/26/02	57.72
Jackson, Lawrence E.	063011	Student Support Services Grant	Other Conference & Meeting	Travel Advance EIU Campus Visit 3/26/02	89.10
American Seating	064030	Restricted Fund-GOD Certificates	Capital Supplies	Action Stacker Chairs: H Black Frame W Platinum	19,413.50
Gallatin River Communications	064030	Restricted Fund-GOD Certificates	Capital Supplies	Install Credit Card Machine Phone Lines	358.00
BANK ACCOUNT TOTAL:					34,179.21
ALL ACCOUNTS TOTAL:					1,475,997.81