

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

February 24, 2003

7:00 p.m.

A. Call to Order

B. Roll Call

C. Communication from Visitors

D. Consent Agenda

1. Approval of Minutes

2. Treasurers Report

3. Bills Payable

4. Payrolls -	January 31, 2003	\$225,876.24
	February 15, 2003	\$235,178.58

5. Budget Report

E. Presidents Report

1. Enrollment Update

2. Distinguished Service Awards

3. NIU Transfer Report

4. Tuition Deferred Payment Plan Update

5. NTO Look Pilot Project Mini-Grant

6. Connections Project Award of Distinction

F. Financial Reports and Actions

1. Protection, Health, and Safety Projects Completions

2. Accelerated College Enrollment Tuition Waivers

3. Proposed Tuition Increase

G. Closed Session (Appointment, employment, compensation, discipline, dismissal of specific employees of the College, including hearing testimony on a complaint lodged against an employee to determine its validity, collective negotiating matters, and closed session minutes consideration)

H. Closed Session Minutes of January 27, 2003

I. Personnel

- 1. Faculty Term Appointments**
- 2. Faculty Continuing Appointment (tenure)**
- 3. Faculty Promotions**
- 4. Faculty New Continuing Appointments (tenure)**
- 5. Sabbatical Leave Request**
- 6. Faculty Resignation**

J. Other

- 1. May Meeting Date - May 19?**
- 2. Summer Retreat Date - July 30-31?**
- 3. Board Ethics Policy**
- 4. Tax Abatement Policy**

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

March 24, 2003

April 28, 2003

May 19, 2003 (Tentative)

June 23, 2003

ICCTA Monthly Meetings

March 14 - 15, 2003

**William Rainey Harper -
Palatine**

**April 29, 2003 - Hilton Hotel,
Springfield**

**April 30, 2003
LOBBY DAY**

**June 19 - 21 Annual
Convention - Embassy Suites
Downtown Lakefront, Chicago**

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

February 24, 2003

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on February 24, 2003 in the third floor Board Room at 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 L. Varga	Pennie von Bergen Wessels
B.J. Wolf	Neal Singleton

SVCC Staff: President Richard L. Behrendt
Attorney Ole Bly Pace III
Vice President Ruth Bittner
Vice President Deborah Hecht
Vice President Joan Kerber
Director of College Relations, Cal Lyons
Secretary to the Board Pro-tem, Shirley Walker

Consent Agenda: It was moved by Member Thompson and seconded by Member Dixon that the Board approve the Consent Agenda. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

President's Report: President Behrendt reported that the College has received a Perkins Enhancement Grant; that enrollment for Spring 2003 was up .7% or 163 credit hours; that the Distinguished Service Awards winners for this year had been announced; that Sauk students continue to do better when transferring to NIU; that the Tuition Deferred Payment Plan is still cost effective; that the College was approved as a NTO Look Pilot Project; and that the College has earned an "Award of Distinction" for the second consecutive year from the Connections Project and Illinois State Board of Education/Center for Business, Community, and Family Partnerships.

Protection, Health, and Safety Projects Completions: It was moved by Member von Bergen Wessels and seconded by Member Thompson to approve three Protection, Health, and Safety Projects as having been certified as complete by their

respective architect/engineers. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Accelerated College Enrollment Tuition Waivers:

It was moved by Member Andersen and seconded by Member Simpson to approve an extension of the 50% tuition waiver for Accelerated College Enrollment Program students to the 2003-2004 academic year. In a roll call vote, Members Andersen, Dixon, Simpson, and Wolf voted aye; Members Thompson, Varga, and Von Bergen Wessels voted nay. Motion carried. Student Trustee Singleton advisory vote: aye.

Proposed Tuition Increase:

It was moved by Member Simpson and seconded by Member Andersen to approve an increase in the tuition and fees rate of \$6 per credit hour, starting with Summer 2003. It was moved by Member von Bergen Wessels and seconded by Member Varga to amend the increase to \$5. After a lengthy discussion, a vote on the amended proposal was called. In a roll call vote, Members Dixon, Varga, and von Bergen Wessels, voted aye; Members Andersen, Simpson, Thompson, and Wolf voted nay. Motion defeated. Student Trustee Singleton advisory vote: nay.

In a roll call vote on the original motion, Members Andersen, Simpson, Thompson, and Wolf voted aye; Members Dixon, Varga, and von Bergen Wessels voted nay. Motion carried. Student Trustee Singleton advisory vote: aye.

Closed Session:

At 7:55 p.m., it was moved by Member Dixon and seconded by Member Singleton that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, dismissal of specific employees of the College, including hearing testimony on a complaint lodged against an employee to determine its validity, collective negotiating matters, and closed session minutes consideration. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Regular Session:

The Board returned to regular session at 8:35 p.m.

Closed Session Minutes:

It was moved by Member Singleton and seconded by Member Andersen to amend the agenda to include the January 30, 2003 closed session minutes. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

It was moved by Member Singleton and seconded by Member Dixon that the Board approve the minutes of the January 27 and January 30, 2003 closed session meetings. In a roll call vote,

Members Andersen, Dixon, Simpson, Thompson, Varga, and Wolf voted aye; Member von Bergen Wessels abstained. Motion carried. Student Trustee Singleton advisory vote: aye.

Faculty Term Appointments:

It was moved by Member Singleton and seconded by Member Simpson to offer new term appointments for the 2003-2004 academic year as follows:

Reappointment for another year:

Marc Batt
Valarie Wittman
Jason Hedrick
Mary Heitmann
Mary Ann Hurd
Ken Youel
Amanda Vos
Terry Lynn Funston
John Nelson

In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Faculty Continuing Appointments (Tenure):

It was moved by Member Simpson and seconded by Member Singleton to recommend the attached list of faculty for continuing appointments for the 2003-2004 academic year. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Faculty Promotions:

It was moved by Member von Bergen Wessels and seconded by Member Varga to recommend that Paul Edelman be promoted from Assistant Professor to Associate Professor and Colleen Klein be promoted from Associate Professor to Professor effective the fall of 2003. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Faculty New Continuing Appointments (Tenure):

It was moved by Member Singleton and seconded by Member von Bergen Wessels to offer continuing appointment (tenure) for the 2003-2004 academic year to the following faculty:

Sam Braddock	Paul Edelman
Richard Eichman	Juel Iwaasa
Colleen Klein	Loren Niemeyer
Randall Norris	Larry Sileven

In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Sabbatical Leave:

It was moved by Member Varga and seconded by Member Singleton to grant Robertus van der Wege a Sabbatical Leave for the fall 2003 semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Resignation:

It was moved by Member von Bergen Wessels and seconded by Member Singleton to accept the resignation of Ronald Scarpinato effective May 23, 2003. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Change May Meeting Date:

It was moved by Member Varga and seconded by Member Dixon to change the May meeting date to May 19 due to Memorial Day being on May 26. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Summer Retreat Date:

It was moved by Member Thompson and seconded by Member Andersen to set July 30 & 31 as the dates for the Board's Summer Retreat. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: abstained.

First Reading, Board Policy 116.01:

It was moved by Member Simpson and seconded by Member Andersen to approve for first reading Board Policy 116.01 Board Ethics. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

First Reading, Board Policy 306.01:

It was moved by Member Dixon and seconded by Member Andersen to approve for first reading Board Policy 306.01 Abatement Policy to replace the current policies 306.01 and 307.01. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

Reports:

Student Trustee Singleton reported that approximately 25-30 students attended the Student Forum on the tuition increase.

ICCTA Representative Thompson reported that he would be attending the next meeting in Palatine on March 14.

Foundation Liaison Andersen reported that the Foundation would be meeting the next morning.

Adjournment:

Since the scheduled business was completed, it was moved by Member Dixon and seconded by Member Singleton that the Board adjourn. The next regular meeting of the Board will be at 7:00 p.m. on March 24, 2003 in the Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Singleton advisory vote: aye.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Nancy L. Varga
Nancy L. Varga, Secretary

SAUK VALLEY COMMUNITY COLLEGE
 BOARD OF TRUSTEES - TREASURER'S REPORT
 As of January 31, 2003

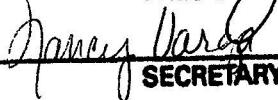
CHECKING ACCOUNTS

	INTEREST	
	RATE	AMOUNT
<u>INTEREST BEARING ACCOUNTS</u>		
General Account - Sterling Federal Bank	0.66	\$381,240.49
Illinois Funds - Firststar Bank, Springfield	1.27	1,587,981.13
SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS		1,969,221.62
<u>NON-INT. BEARING ACCOUNT</u>		
Restricted - Sterling Federal Bank		227,300.88
<u>MONEY MARKET</u>		
Sterling Federal Bank	2.23	1,303,069.65
ABN-AMRO Investment Services, Inc.	0.73	186,940.45
TOTAL CHECKING ACCOUNTS		\$3,686,532.60
	<u>DATE</u>	

SAUK VALLEY COMMUNITY COLLEGE
 APPROVED BY



PRESIDENT



SECRETARY

INVESTMENTS

	MATURITY	INTEREST	
	DATE	RATE	AMOUNT
<u>FINANCIAL INSTITUTION</u>			
Amcore Bank, Sterling	03-08-03	3.07	\$1,000,000
First National Bank, Amboy	04-24-03	2.23	1,000,000
Amcore Bank, Sterling	05-03-03	2.58	1,000,000
First National Bank, Amboy	07-09-03	1.74	500,000
Amcore Bank, Sterling	08-24-03	3.22	1,000,000
SUBTOTAL INVESTMENTS			4,500,000

BOND INVESTMENTS - Liability, Protection & Settlement

Federal Home Loan Mtg Corp	02-15-03	6.90	\$474,262.91
Federal Home Loan Mtg Corp	08-22-03	1.53	364,378.88
Cook County II Twp	12-01-03	5.00	581,288.76
Fed Natl Mtg. Assn.	12-15-03	2.50	205,349.57
Federal Natl Mtg. Assn.	03-15-04	4.75	542,843.04
Federal Home Loan Mtg Corp	07-15-04	1.75	515,214.95
Seattle WA L&P	11-01-04	4.70	228,211.30
Federal Home Loan Bank	12-15-04	2.12	611,496.84
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
Milwaukee Cnty Wis	09-01-06	4.75	218,744.28
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			\$5,487,088.03
TOTAL INVESTMENTS			\$9,987,088.03

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

<u>EDUCATION FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	2,955,979	1,467,559	3,021,500	1,519,815	50.3%
State Governmental Sources	2,435,138	1,248,074	2,407,922	1,271,612	52.8%
Federal Governmental Sources	17,700	14,400	30,700	855	2.7%
Student Tuition and Fees	2,172,500	2,622,503	2,604,821	2,625,269	100.7%
Sales and Service	164,000	80,656	212,500	183,015	86.1%
Investment Revenue	95,000	24,380	80,000	24,337	30.4%
Other Revenues	462,000	7,373	446,000	27,125	6.0%
TOTALS	8,302,317	5,464,949	8,803,443	5,652,031	64.2%
Expenditures					
Salaries	5,812,162	3,137,680	6,053,764	3,246,655	53.6%
Employee Benefits	1,412,345	544,125	1,458,859	650,752	44.6%
Contractual Services	289,346	256,816	328,162	250,126	76.2%
General Materials and Supplies	597,981	350,763	653,216	411,600	63.0%
Travel and Conference Meeting Exp.	85,800	39,965	121,420	51,343	42.2%
Fixed Charges	46,560	42,111	56,212	14,514	25.8%
Utilities	480				
Capital Outlay					
Other Expenditures	295,500	394,813	476,000	359,635	75.5%
TOTALS	8,540,174	4,766,276	9,147,633	4,984,626	54.4%
Transfers					
Transfers to Other Funds	100,000			60,000	
Transfers From Other Funds	-211,250		-178,000		0.0%
TOTALS	-111,250		-178,000		-33.7%
NET INCREASE/DECREASE IN NET ASSETS	-126,607	698,673	-166,190	727,405	
FUND BALANCE		1,682,338		1,473,837	

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

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<u>OPERATION AND MAINTENANCE FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	361,895	179,803	370,000	186,464	50.3%
State Governmental Sources	323,198	160,324	321,520	155,288	48.2%
Student Tuition and Fees	227,800	262,580	271,586	287,099	105.7%
Sales and Service	6,000	3,483	5,500	6,036	109.7%
Facilities Revenue	6,200	2,093	6,000	886	14.7%
Investment Revenue	9,000	460	9,000	818	9.0%
Other Revenues	29,000	173	39,500	231	.5%
TOTALS	963,093	608,919	1,023,106	636,824	62.2%
Expenditures					
Salaries	414,487	254,325	443,944	262,867	59.2%
Employee Benefits	134,458	67,269	153,329	77,985	50.8%
Contractual Services	61,500	34,744	69,500	53,716	77.2%
General Materials and Supplies	94,700	45,907	91,400	53,704	58.7%
Travel and Conference Meeting Exp.	2,100	95	2,400	1,423	59.2%
Fixed Charges				58,247	
Utilities	335,400	194,801	337,000	158,111	46.9%
Capital Outlay	35,000	2,573	15,000	12,181	81.2%
TOTALS	1,077,645	599,716	1,112,573	678,236	60.9%
Transfers					
Transfers From Other Funds	-125,750		-34,000		0.0%
TOTALS	-125,750		-34,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	11,197	9,203	-55,467	-41,411	
		34,407		8,417	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

<u>OPERATION & MAINTENANCE- RESTRICTED</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	603,159	299,655	613,000	309,784	50.5%
State Governmental Sources	3,209,827	49,827	3,204,922	44,922	1.4%
Investment Revenue	30,000	-19,850	30,000	2,535	8.4%
Other Revenues	250,000		250,000		0.0%
TOTALS	4,092,986	329,632	4,097,922	357,242	8.7%
Expenditures					
Contractual Services		11,887		13,419	
General Materials and Supplies		6,144			
Capital Outlay	5,523,529	605,332	4,441,152	250,582	5.6%
TOTALS	5,523,529	623,365	4,441,152	264,001	5.9%
Transfers					
Transfers From Other Funds	-570,000		-570,000	-1,282,769	225.0%
TOTALS	-570,000		-570,000	-1,282,769	225.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-860,543	-293,732	226,770	-1,189,529	
		1,134,151		2,354,966	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

<u>BOND AND INTEREST FUND</u>	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget <u>Percent</u>
Revenues					
Local Governmental Sources	1,108,109	352,607	1,385,000	706,532	51.0%
Investment Revenue	5,000	17,870	5,000	6,708	134.1%
TOTALS	1,113,109	370,478	1,390,000	713,241	51.3%
Expenditures					
Contractual Services	250	6,929	5,000	853	17.0%
Fixed Charges	796,413	619,368	1,382,008	1,269,718	91.8%
TOTALS	796,663	626,298	1,387,008	1,270,572	91.6%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	316,446	-255,819	2,992	-557,330	
		99,053		96,117	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

<u>AUXILIARY ENTERPRISES FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Student Tuition and Fees	139,000	159,173	153,000	159,105	103.9%
Sales and Service	44,900	26,528	44,400	22,742	51.2%
Facilities Revenue	75,000	37,916	75,000	32,500	43.3%
Investment Revenue	1,800	-910	1,800	584	32.4%
Other Revenues	1,052,900	685,647	1,329,250	823,220	61.9%
TOTALS	1,313,600	908,355	1,603,450	1,038,153	64.7%
Expenditures					
Salaries	63,329	35,428	72,253	38,709	53.5%
Employee Benefits	7,265	3,633	11,710	4,234	36.1%
Contractual Services	36,835	21,615	38,455	21,369	55.5%
General Materials and Supplies	1,115,105	784,866	1,392,405	760,813	54.6%
Travel and Conference Meeting Exp.	67,390	33,798	68,340	39,320	57.5%
Fixed Charges	2,450	8,218	2,450	4,503	183.7%
Capital Outlay				12,015	
Other Expenditures	5,300	1,176	5,300	1,632	30.8%
TOTALS	1,297,674	888,737	1,590,913	882,598	55.4%
Transfers					
Transfers to Other Funds	75,000		75,820		0.0%
Transfers From Other Funds	-63,000		-63,820		0.0%
TOTALS	12,000		12,000		0.0%
NET INCREASE/DECREASE IN NET ASSETS	3,926	19,618	537	155,554	
FUND BALANCE		337,323		477,788	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

<u>RESTRICTED PURPOSES FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	1,875,000	1,877,574			
State Governmental Sources	1,491,714	983,331	1,366,393	807,855	59.1%
Federal Governmental Sources	2,203,474	1,364,459	2,452,224	1,584,325	64.6%
Investment Revenue		29,641	20,000		0.0%
Other Revenues	65,895	60,387	99,860	89,484	89.6%
TOTALS	5,636,083	4,315,394	3,938,477	2,481,664	63.0%
Expenditures					
Salaries	1,243,970	611,052	1,215,965	689,811	56.7%
Employee Benefits	207,246	106,647	197,591	126,294	63.9%
Contractual Services	113,022	37,921	147,766	19,456	13.1%
General Materials and Supplies	233,719	148,116	722,280	404,839	56.0%
Travel and Conference Meeting Exp.	70,556	24,465	68,952	17,243	25.0%
Fixed Charges	1,885,047	1,916,869	13,107	10,207	77.8%
Utilities	16,839	6,419	16,200	5,960	36.7%
Capital Outlay	713,090	60,121	189,500	128,589	67.8%
Other Expenditures	1,846,073	1,240,543	1,988,480	1,585,718	79.7%
TOTALS	6,329,562	4,152,156	4,559,841	2,988,121	65.5%
Transfers					
Transfers to Other Funds					
Transfers From Other Funds			50,847		0.0%
TOTALS	-----	-----	50,847	-----	0.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-693,479	163,237	-672,211	-506,457	
		2,174,307		1,009,979	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

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<u>WORKING CASH FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Investment Revenue	125,000	-4,373	100,000	-2,308	-2.3%
TOTALS	125,000	-4,373	100,000	-2,308	-2.3%
Expenditures					
Investment Revenue	-----	-----	-----	-----	-----
TOTALS	-----	-----	-----	-----	-----
Transfers					
Transfers to Other Funds	225,000	-----	200,000	-----	0.0%
TOTALS	225,000	-----	200,000	-----	0.0%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-100,000	-4,373	-100,000	-2,308	2,468,475
	<i>2,566,410</i>				

SAUK VALLEY COMMUNITY COLLEGE REVENUES,
 EXPENDITURES, AND TRANSFERS
 AS OF JANUARY 31

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<u>TRUST AND AGENCY FUND</u>	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget Percent
Revenues					
Sales and Service				1,652	
Other Revenues		13,349		9,071	
TOTALS	-----	13,349	-----	10,723	-----
Expenditures					
Contractual Services				12	
General Materials and Supplies					
Travel and Conference Meeting Exp.					
Capital Outlay				2,000	
Other Expenditures		9,952		4,784	
TOTALS	-----	9,964	-----	6,784	-----
NET INCREASE/DECREASE IN NET ASSETS		3,384		3,938	
FUND BALANCE		22,855		22,293	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

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02/13/2003 <u>AUDIT FUND</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	31,364	15,626	30,700	15,554	50.6%
Investment Revenue	1,000	179	1,000	62	6.2%
TOTALS	32,364	15,805	31,700	15,617	49.2%
Expenditures					
Contractual Services	38,000	28,225	30,000	27,035	90.1%
TOTALS	38,000	28,225	30,000	27,035	90.1%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-5,636	-12,419	1,700	-11,417	
		20,739		18,071	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

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02/13/2003

<u>LIABILITY, PROTECTION & SETTLEMENT</u>	<u>2001-2002 Budget</u>	<u>2001-2002 Actual</u>	<u>2002-2003 Budget</u>	<u>2002-2003 Actual</u>	<u>Budget Percent</u>
Revenues					
Local Governmental Sources	302,786	151,042	291,000	146,235	50.2%
Investment Revenue	200,000	-131,976	200,000	-119,665	-59.8%
Other Revenues	20,000		29,000		0.0%
TOTALS	522,786	19,065	520,000	26,570	5.1%
Expenditures					
Salaries	258,368	129,075	273,621	137,934	50.4%
Employee Benefits	165,824	89,088	203,794	107,697	52.8%
Contractual Services	62,100	29,140	66,200	33,302	50.3%
General Materials and Supplies	22,000	15,145	12,600	824	6.5%
Travel and Conference Meeting Exp.	2,000	350	2,000	550	27.5%
Fixed Charges	39,500	28,330	45,000	72,702	161.5%
Utilities	1,000	625	1,000	626	62.6%
Capital Outlay	50,000	7,096	50,000	18,055	36.1%
TOTALS	600,792	298,851	654,215	371,694	56.8%
NET INCREASE/DECREASE IN NET ASSETS	-78,006	-279,785	-134,215	-345,123	
FUND BALANCE		5,827,250		5,843,808	

SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF JANUARY 31

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02/13/2003

BUILDING BOND PROCEEDS FUND

Revenues

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget <u>Percent</u>
Investment Revenue	50,000	418	45,000	49	.1%
TOTALS	50,000	418	45,000	49	.1%

Expenditures

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget <u>Percent</u>
Investment Revenue	-----	-----	-----	-----	-----
TOTALS	-----	-----	-----	-----	-----

Transfers

	2001-2002 <u>Budget</u>	2001-2002 <u>Actual</u>	2002-2003 <u>Budget</u>	2002-2003 <u>Actual</u>	Budget <u>Percent</u>
Transfers to Other Funds	570,000	-----	570,000	1,222,769	214.5%
TOTALS	570,000	-----	570,000	1,222,769	214.5%
NET INCREASE/DECREASE IN NET ASSETS FUND BALANCE	-520,000	418	-525,000	1,222,819	
		1,166,832		49	

SAUK VALLEY COMMUNITY COLLEGE

VICE PRESIDENT OF STUDENT SERVICES

MEMORANDUM

TO: Dr. Richard Behrendt

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

DATE: February 18, 2003

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 2002 semester.

Northern Illinois University Transfer Student Summary Progress Report

Fall 2002 Data for Students

177 Community College Transfers from Sauk Valley Community College	5,538 All Illinois Community College Transfers at Northern Illinois University	1,971 All Other Transfers at Northern Illinois University	10,165 All Native Students at Northern Illinois University
Sauk Valley Community College Transfer GPA Cum NIU	Other Community College Transfer GPA Cum NIU	All Other Transfer GPA Cum NIU	Total Native GPA Cum NIU
Mean 3.08	Mean 2.88	Mean 2.90	Mean 2.79

(G.P.A. based on the Northern Illinois University cumulative grades)

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.

Memorandum

TO: Richard Behrendt
FROM: Ruth Bittner *RBB*
DATE: February 3, 2003
SUBJECT: Tuition deferred payment plan update

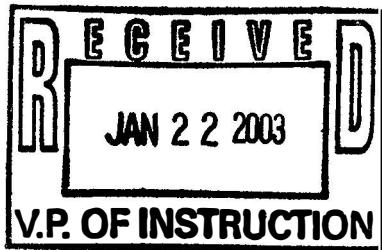
In Fall 2000 SVCC began a tuition deferred payment plan. The plan allows students to make a down payment of \$100 or one-third of their tuition (whichever is higher), and then pay the remainder by October 15 for Fall, March 15 for Spring, and June 30 for Summer. As long as a balance remains unpaid, the student may not receive grades or a transcript or register again. Twice a year long-term unpaid balances are sent to a collection agency.

Writeoffs of unpaid balances are offset by revenue from plan fees (\$10), late payment fees (\$25), and ICCB Credit Hour grants (about \$55 per hour, 2 years later).

The status of the plan is as follows for Fall 2000 through Fall 2002 (see attached schedule for semester details):

Number of plan agreements with students	1,763
Number uncollected	113
% of plans uncollected	6.4%
Total balances deferred	\$631,144
Balances uncollected so far	\$35,903
% of balances uncollected so far	5.7%
Plan fees collected	\$17,329
Late payment fees collected	\$11,500
Credit Hour grants earned on uncollected hours	\$36,568

About 80% of the uncollected balance has been covered through fees, while Credit Hour grants earned on the enrollments of students who have not paid in full more than cover the rest. Therefore, the plan has covered its costs.



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

DATE: January 21, 2003

TO: Dr. Deborah Hecht

FROM: Linley White

SUBJECT: NTO Look Pilot Project

Previously I notified you that Sauk Valley Community College was approved as a NTO Look Pilot Project. Sauk is one of twelve such sites in the state.

On January 14, 2003, Sauk was notified that our mini-grant entitled "Sauk Valley Community College Nontraditional Activities" was approved for funding. This mini-award will help defer the cost associated with creating a brochure for our non-traditional students. Virginia Johnson and Keith Bos are to be commended for the work they have given to this project.

Thank you for your time.

Enclosure



Illinois Center for Specialized Professional Support

705 East Lincoln Street
Suite 313 East Wing
Normal, IL 61761
(309) 454-4944 Fax (309) 454-7493
www.coe.ilstu.edu/icsp
Affiliated with Illinois State University

January 14, 2003

Virginia Johnson and Keith Bos
Sauk Valley Community College
173 Illinois Route 2
Dixon, IL 61021

Dear Virginia and Keith,

Congratulations! We are writing to inform you that your application to the ICSPS Mini-Award Program, entitled "Sauk Valley Community College Nontraditional Activities," **has been accepted**. Enclosed is a two-party agreement, in the amount of \$500, that must be completed (please be sure that the agency FEIN number is supplied), signed by the appropriate administrator/fiscal agent and returned in the envelope provided. The awarded funds will be distributed approximately two weeks after the agreement is returned.

In addition, the following reminders regarding the Mini-Award Program should be observed:

- Awardees may be asked to co-present in a session with ICSPS staff during the June 10-11 Connections Conference in Springfield.
- Awardees will be invited to attend an awards luncheon at the ICSPS Pre-Conference Workshop on June 9, 2003 in Springfield.
- Final reports, with supporting documentation, artifacts, samples of products, etc. must be submitted to ICSPS by June 15, 2003. The preferred route of submission is by email to Stefanie Berardi at sileebe@ilstu.edu.

Thank-you for allowing ICSPS/ Special Populations Project to contribute to your success in serving special populations learners. If you have any further questions, please feel free to contact us. We wish you much success on completing your planned activity.

Sincerely,

Lynn Reha

Lynn Reha,
Co-Director

S. Lee Berardi

Stefanie Lee Berardi,
Co-Director

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

DATE: February 6, 2003

TO: Dr. Deborah Hecht

FROM: Linley White 

SUBJECT: Award of Distinction

I am pleased and honored to inform you that Sauk Valley Community College has earned an “Award of Distinction” for the second consecutive year from the Connections Project and Illinois State Board of Education/Center for Business, Community, and Family Partnerships. Over 80 institutions applied for this Award and 29 were selected as recipients.

Virginia Johnson and Janet Matheney are to be commended for their work on “Developing Career Pathways – Linking the High School, Area Career Center, and Community College Curriculums.” This proposal will be presented at both Connections Conferences in St. Charles and Springfield. It is truly an honor to have our staff’s work recognized with such a prestigious award. Please recognize Virginia and Janet accordingly.

ILLINOIS STATE
UNIVERSITY

COLLEGE OF APPLIED SCIENCE &
TECHNOLOGY
Department of Technology

January 30, 2003



Connections Project
220 N. Main St.
Campus Box 1600
Normal, IL 61790-1600
Telephone: (309) 438-5185
Facsimile: (309) 438-3211
Web: <http://lilt.ilstu.edu/connections>

Virginia Johnson
Sauk Valley Community College
173 Illinois Route 2
Dixon IL 61021-

Dear Virginia,

On behalf of the Connections Project and the Illinois State Board of Education/Center for Business, Community, and Family Partnerships, I would like to take this opportunity to congratulate you on being selected as a recipient of the Connections Award of Distinction with your proposal, "**Developing Career Pathways - Linking the High School, Area Career Center, and Community College Curriculums.**" Over 80 different institutions applied for this Award and 29 were selected as recipients, so you should indeed feel honored to have been selected for this prestigious award.

The Connections Awards of Distinction are offered annually to teachers, administrators, and associated educational personnel in an effort to recognize innovative educational projects through monetary and publication awards. Each of the 29 recipient programs will be highlighted in the 2003 Compendium of Illinois Award Winning Educational Innovations publication, and award recipients will be recognized at the "Connections Award of Distinction" ceremonies held in conjunction with each of the Connections 2003 Conferences. Additionally, the organization/school of the main contact person for each award winning program will receive a check for \$200.

Please take this opportunity to examine the enclosed "Award of Distinction Verification Page" and the "Presenting Your Award of Distinction at the Connections Conference" pages to make certain that all information is correct. Take special care to make certain that all individuals responsible for the program are listed and that the program name and the institution names, addresses and phone numbers for all project members are correct. This information is needed for a PowerPoint presentation at the Awards ceremony, the Compendium of Awards publication, news releases, the certificates, and the conference program book. Please note that we also need the names of guests (spouses, friends, etc. who are not project members) in order to plan refreshments for the ceremony receptions. News releases and more information concerning the ceremonies will be mailed in the coming weeks. Therefore, it is essential that any changes be processed immediately. Please make changes on the enclosed information sheets or on separate pages as necessary. Fax the changes to Sue Sloss at (309) 438-3211 prior to February 21, 2003. Note: The \$200 monetary award will be mailed directly to your institution in late April, 2003.

Congratulations again on your exemplary efforts. I will look forward to seeing you at one of the Connections Award of Distinction receptions.

Sincerely,

A handwritten signature in black ink that reads "Michael K. Daugherty".

Michael K. Daugherty
Connections Project
Illinois State University
Campus Box 1600
Normal, IL 61790-1600

For Board Meeting of
February 24, 2003

Agenda Item F-1

PROTECTION, HEALTH, AND SAFETY PROJECTS COMPLETIONS

Attached is a list of Protection, Health, and Safety Projects that have been certified as complete by their respective architect/engineers.

RECOMMENDATION: Approval of the Protection, Health, and Safety Projects completions as presented.

TO: Dr. Richard Behrendt
FROM: Ruth C. Bittner *RLB*
DATE: February 4, 2003
SUBJECT: Protection, Health and Safety Projects

The following Protection, Health and Safety Projects have been certified as complete by their respective architect/engineers. Statements of Final Construction Compliance are attached.

1. Exterior Concrete Repair-Phase 4 – This was the final phase in the exterior concrete repair project. It involved completing the work necessary to protect the remainder of the concrete structure and extend the life of the facility. Total cost for this project was \$221,256, or \$10,144 under the approved budget.
2. Correct Electrical Deficiencies – This project specified four areas of electrical deficiencies for correction, including installation of exterior security lighting fixtures, replacement of damaged equipment, correction of improper grounding, and installation of surge suppressors. Total cost for this project was \$127,234, or \$11,604 under the approved budget.
3. Cooling Towers Replacement – This project involved the replacement of the original cooling towers that were installed when the main facility was built. Total cost for this project was \$335,384 which was over the approved budget by 5% or \$15,624. According to ICCB regulations, a formal change in the budget or scope of a project is not required if the amount does not increase the total by more than 5%.

Protection, Health, and Safety Project**Statement of Final Construction Compliance**

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

Burnidge Cassell Associates
2425 Royal Boulevard
Elgin, IL 60123

Final cost of the project:

Approved Budget \$ 231,400.00 Actual Cost \$ 221,255.75

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

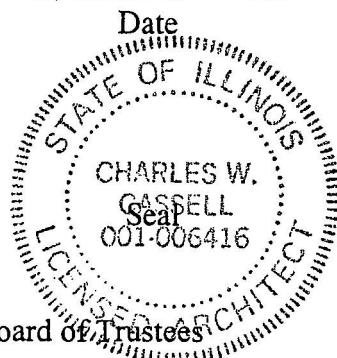


Architect/Engineer's Signature

001-006416

Illinois Registration or License Number

October 17, 2002



Approved by the Sauk Valley Community College Board of Trustees

Date February 24, 2003

Signed B. W. Cassell, Chairperson

Nancy L. Yarza, Secretary

Protection, Health and Safety Project**Statement of Final Construction Compliance**

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

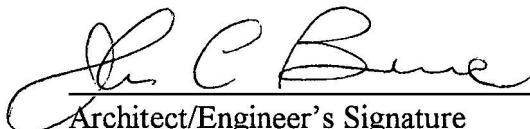
John C. Bouse P.E.
Gage Consulting Engineers, Inc.
1100 Jorie Boulevard
Oak Brook, Illinois 60523

Final cost of the project:

Approved Budget \$ 127,234.

Actual Cost \$ 115,629.71

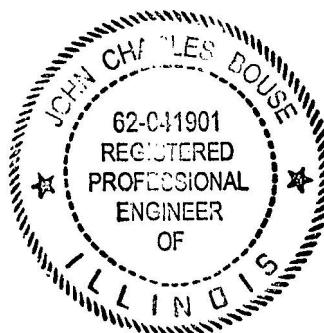
I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes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



Architect/Engineer's Signature

062-041901

Illinois Registration or License Number

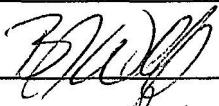


01/27/03

Date

Approved by the Sauk Valley Community College Board of Trustees

Date February 25, 2003

Signed , Chairperson

, Secretary

Protection, Health and Safety Project**Statement of Final Construction Compliance**

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

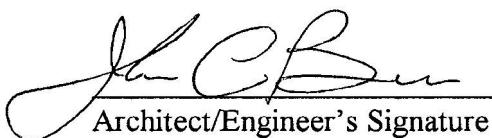
John C. Bouse P.E.
Gage Consulting Engineers, Inc.
1100 Jorie Boulevard
Oak Brook, Illinois 60523

Final cost of the project:

Approved Budget \$ 320,760.

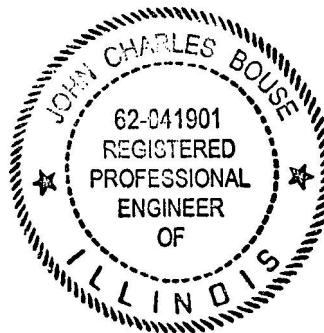
Actual Cost \$ 336,383.94

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



Architect/Engineer's Signature

062-041901
Illinois Registration or License Number



01/27/03
Date

Approved by the Sauk Valley Community College Board of Trustees

Date February 24, 2003

Signed B. Bouse, Chairperson

Nancy Clapp, Secretary

For Board Meeting of
February 24, 2003

Agenda Item F-2

ACCELERATED COLLEGE ENROLLMENT TUITION WAIVERS

In January, 2002, the Board approved granting a 50% tuition waiver for Accelerated College Enrollment Program students for Fall 2002 and Spring 2003. It is requested that this waiver be extended for the upcoming year, 2003-2004.

RECOMMENDATION: Approval to extend the 50% tuition waiver for Accelerated College Enrollment Program students to the 2003-2004 academic year.

TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht
Dr. Joan Kerber 

DATE: January 13, 2003

RE: Accelerated College Enrollment (ACE) Tuition waivers

In January, 2002, the Board approved granting a 50% tuition waiver for Accelerated College Enrollment Program students for Fall 2002 and Spring 2003. We would like to request that we extend this waiver for the upcoming year, 2003-2004.

For FY04, it is expected that the State will fund \$12,500 for the ACE grant. Last year, the grant was funded for \$15,000. Although not all students are yet registered for Spring 2003, preliminary numbers indicate that to date over 500 credits have been generated and over 140 students impacted by this grant. The total dollars waived for these students once all Spring courses have been implemented will be approximately \$15,000.

Every credit hour earned in this program qualifies for ICCB Credit Hour Grant reimbursement to Sauk two years later and impacts several other ICCB grant payments as well. We receive approximately \$55 in ICCB grants for each credit hour. So, even with the 50% tuition waiver, Sauk still earns \$82 per credit hour for each enrolled credit (\$27 from the ACE grant, \$55 from ICCB apportionment).

We still firmly believe that this program "saves students time and money on their journey to earning a degree in higher education, and supports the P-16 movement that is emerging as a priority throughout the nation." ("Dual Credit Partnerships," Robert Mees and Julia Schroeder, John A. Logan College)

Therefore, we request that the Board extend the 50% tuition waiver for the 2003-2004 academic year for dually enrolled students at Sauk. We will provide an update each year on the total number of dollars waived and the number of students impacted by this program.

We are available to respond to any questions at your convenience.

For Board Meeting of
February 24, 2003

Agenda Item F-3

PROPOSED TUITION INCREASE

Attached is a memo from Ruth Bittner recommending that tuition and fees be increased by a rate of \$6 per credit hour, starting with Summer 2003.

RECOMMENDATION: It is recommended that the Board approve an increase in the tuition and fees rate of \$6 per credit hour, starting with the Summer 2003 term. The total tuition and fees rate will then be \$60 per credit hour.

TO: Richard Behrendt

FROM: Ruth Bittner *RB*

DATE: February 12, 2003

SUBJECT: Tuition and Fees Recommendation for Fiscal Year 2004

Tuition is a significant revenue source for Sauk's operating funds, accounting for over 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 \$6 per credit hour, starting with Summer 2003.

Attached are three tables. Table 1 projects operating funds financial results for FY 2003, estimates the budget for FY 2004, and projects five additional years of budget. It is important to note that this projection was prepared on a macro level without input from College departments. It is not intended to be the official budget for future years; 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.

Rationale

There are three major reasons for recommending this relatively large \$6 per credit hour tuition rate increase: health insurance, property valuation, and the State's budget problems.

In 1997 Sauk spent \$580,000 on employee health insurance. For FY 04 we expect to spend \$1.5 million on insurance, almost a tripling over seven years. So far we haven't passed this cost increase on to students via the tuition rate, since we weren't prepared to accept the rapid rise in cost as a permanent one. However, the costs haven't dropped and the pace of increase hasn't slowed significantly. During these seven years, Sauk's operating fund had net losses in fiscal years 97, 98, 99, 01 and 02, with another \$220,000 loss expected for 03. We've reached the point where the loss needs to stop.

The second major cause of the recommended tuition increase is property valuation. Just a few years ago property in Sauk's district grew in value by 5% to 8% a year. However, in the last three years that growth rate has dropped to 2% or 3%, below the rate of

inflation. With property tax supplying a third of operating fund revenues, this slow growth rate is not enough to keep up with even routine inflationary cost increases.

The third major cause of the tuition increase is State funding. In theory, about a third of operating fund revenue is supposed to come from the State. However, the State share has instead dropped to about 27%. Given the current budget problems facing State government, we are not likely to see a significant increase for FY 04. If the State were able to re-balance their share of the revenues, the extra funding would be the equivalent of \$7 per hour on the tuition rate – instead, that's the additional burden our students bear because of the State budget situation.

It would take a \$10 increase in the tuition rate to balance the FY 04 budget. However, instead of asking next year's students to accept such a large jump in one year, we instead recommend an increase of \$6. We will probably also recommend increases of about \$5 per hour each year for several years thereafter, although it is premature to do so at this time. Sauk's operating fund balance has already started to fall to an uncomfortably low level; we would like to maintain it at about \$1 million as a safety net in case of unexpected large expenditures. However, with this \$6 increase, we expect the fund balance to fall to \$470,825 in June 2004. The attached projection, using \$5 increases in each of the following five years, shows the fund balance dipping to a low of \$376,520 before recovering to \$928,884 in 2009.

Tuition Rate Comparisons

Sauk's current tuition and fees rate is \$54.00 per credit hour. The average for Sauk's peer group is \$56.38. Sauk ranks sixth out of eight colleges, with a range from \$51.00 to \$65.50. The statewide average this year is \$54.23, with rates ranging from \$44.00 to \$71.79; Sauk ranks 21st 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 estimated (not approved) increases from Sauk's peer group, Sauk's new proposed rate would rank third, fourth or fifth out of eight, at \$60.00 vs. an average of \$59.56.

Tuition Rate History

Sauk raised its rate last year by \$3.00 per hour (5.9%). For all but a fifteen-year period starting in 1981 in which we had infrequent but large increases, the rate has gone up in small, steady amounts. 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.

Recommendation

It is recommended that the Board of Trustees approve an increase in the tuition and fees rate of \$6 per credit hour, starting with the Summer 2003 term. The total tuition and fees rate will then be \$60 per credit hour.

TABLE 1

TOTAL OPERATING FUNDS - TENTATIVE BUDGETS
FY 2002 - 2009

	FY 2002 Actual	FY 2003 Projected	FY 2004 Budget	FY 2005 Budget	FY 2006 Budget	FY 2007 Budget	FY 2008 Budget	FY 2009 Budget
Revenues								
Property Tax	3,323,750	3,391,500	3,466,113	3,570,096	3,677,199	3,787,515	3,901,140	4,018,174
Tuition & Fees	3,032,113	2,920,000	3,260,272	3,579,372	3,904,528	4,235,829	4,573,366	4,917,230
State Funding	2,685,490	2,697,442	2,729,036	2,764,195	2,823,532	2,884,177	2,946,159	3,009,511
Other	887,466	808,000	823,422	844,914	867,051	889,853	913,339	937,529
Total Revenue	9,928,819	9,816,942	10,278,843	10,758,577	11,272,310	11,797,374	12,334,004	12,882,444
Expenditures								
Salaries	6,210,644	6,497,708	6,791,988	6,995,748	7,275,578	7,493,845	7,793,599	8,027,407
Benefits	1,169,850	1,131,188	1,244,307	1,306,522	1,371,848	1,440,440	1,512,462	1,588,085
Capital	11,036	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Other	2,838,283	2,606,345	2,663,685	2,743,594	2,825,902	2,910,680	2,998,000	3,087,940
Total Expenditures	10,229,813	10,250,241	10,714,980	11,060,864	11,488,328	11,859,965	12,319,061	12,718,432
Net gain/(loss)	-300,994	-433,299	-436,137	-302,287	-216,018	-62,591	14,943	164,012
Transfers in and out	208,386	212,000	212,000	212,000	212,000	212,000	112,000	112,000
Net increase/(decrease)	-92,608	-221,299	-224,137	-90,287	-4,018	149,409	126,943	276,012
Fund Balance, End of Year	916,261	694,962	470,825	380,538	376,520	525,929	652,872	928,884

Tuition rate: FY 04 +\$6 per credit hour; FY 05-FY 09 +\$5 per credit hour

Enrollment: FY 04 +0%; FY 05-FY 09 +1%

ICCB grants: FY 04-FY 05 +1%; FY 06-FY 09 +2%

Inflation rate: 3%

Benefits: FY 04 +10%; FY 05-FY 09 +5%

TABLE 2

Comparison of Community College Tax and Tuition Rates
As of February 2003

<u>College</u>	<u>Location</u>	FY 02 Tuition & Fees	Increase	FY 03 Tuition & Fees	**** <i>Tentative</i> Increase	FY 04 <i>Tentative</i> Tuit/Fees	<u>Comments</u>
Sauk Valley	Dixon	51.00	3.00	54.00	6.00	60.00	
Danville	Danville	46.00	5.00	51.00	3.00	54.00	
Highland	Freeport	49.35	5.15	54.50	4.00	58.50	maybe \$6
Kishwaukee	Malta	47.00	9.00	56.00	2.00	58.00	
Richland	Decatur	46.50	5.50	52.00	1.50	53.50	
Carl Sandburg	Galesburg	62.00	3.50	65.50	5.00	70.50	
Spoon River	Canton	56.00	4.00	60.00	2.00	62.00	
John Wood	Quincy	55.00	3.00	58.00	2.00	60.00	
Peer group average		51.61	4.77	56.38	3.19	59.56	
State average		49.52	4.97	54.23			

**TENTATIVE FIGURES -
DO NOT QUOTE AS FACT!!!**

TABLE 3

Sauk Valley Community College
Tuition, Fees and Enrollment History
January 2003

<u>FY</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%	51,124	19.8%	
2003*	51.00	3.00	54.00	3.00	5.9%	51,500	0.7%	
2004#	57.00	3.00	60.00	6.00	11.1%			

* FY 2003 enrollment is estimated.

FY 2004 tuition is tentative.

For Board Meeting of
February 24, 2003

Agenda Item I-1

FACULTY TERM APPOINTMENTS

At the end of spring semester, the following faculty members will have completed a year of satisfactory service as term appointees and are eligible for reappointment to another year of the same designation:

Marc Batt
Valarie Wittman

At the end of spring semester, the following faculty members will have completed two years of satisfactory service as term appointees and are eligible for reappointment to another year of the same designation:

Jason Hedrick
Mary Heitmann
Mary Ann Hurd
Ken Youel

As of December 2003, the following faculty members will have completed three years of satisfactory service as term appointees and will be eligible for tenure in the Fall of 2004:

Terry Lyn Funston
John Nelson

As of December 2003, the following faculty member will have completed one year of satisfactory service as term appointee and will be eligible for appointment to another year of the same designation:

Amanda Vos

RECOMMENDATION: It is recommended that the faculty indicated above be offered a new term appointment for the 2003-2004 year.

For Board Meeting of
February 24, 2003

Agenda Item I-2

FACULTY CONTINUING APPOINTMENTS

TENURE

Judy Anderson	Janet Matheney
Charles Atchley	Paul McMahon
Noel Berkey	Kevin Megill
Randall Bradshaw	Kris Murray
Tom Breed	Fred Nesbit
David Breen	Steve Nunez
Pamela Cunningham	Deb Okey
Dennis Day	Ralph Pifer
Ann Daly	Karen Pinter
David Edelbach	Steve Shaff
Ernie Etter	Stan Shippert
William Bryan Fountain	Bradley Smith
Jerry Frana	Jeanine Tufty
Chris Gehlbach	Kay Turk
Debi Hill	Robertus van der Wege
Judy Hill	Charles West
Mary Lou Kidder	Peggy White
Jolene Leseman	Judy Williamson
Janet Lynch	Jim Wright

RECOMMENDATION: It is recommended that the faculty indicated above be offered a continuing appointment for the 2003-2004 year.

For Board Meeting of
February 24, 2003

Agenda Item I-3

FACULTY PROMOTIONS

The following faculty are presented as having successfully completed the requirements outlined in the Faculty Contract for promotion to a higher rank. Their record has been carefully reviewed and evaluated for each of these criteria:

1. Mastery of Subject matter
2. Teaching capability
3. Interest in students as individuals
4. Understanding of comprehensive community college
5. Evidence of personal growth
6. Meritorious service
7. Years in present rank

PROMOTIONS RECOMMENDED

Paul Edelman
Colleen Klein

Assistant Professor to Associate Professor
Associate Professor to Professor

RECOMMENDATION: It is recommended that the faculty nominated above be promoted as outlined, effective the fall of 2003.

SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES
MEMORANDUM

DATE: February 11, 2003

TO: Dr. Richard Behrendt

FROM: Dr. Deborah Hecht 

SUBJECT: Recommendations for Promotion

Attached is supporting documentation for the recommendations for promotion for Colleen Klein and Paul Edleman. Let me know if you need any other information.

js

attachments

SAUK VALLEY COMMUNITY COLLEGE
INSTRUCTIONAL SERVICES
MEMORANDUM

TO: Richard L. Behrendt

FROM: Deborah Hecht 

DATE: February 14, 2003

RE: Recommendation to promote Paul Edleman to the rank of Associate Professor

This memorandum will serve as a formal recommendation to appoint Paul Edleman to the rank of Associate Professor. The following information is offered in support:

1. Mastery of Subject Matter

Mr. Edleman has a Bachelor's degree in Political Science from the University of South Dakota and a Master's degree in Communication Studies from the University of Kansas. He has a Master's degree in Political Science from Syracuse University and has completed all requirements for the Doctoral degree in Political Science from Syracuse University with the exception of the dissertation. He has been employed at Sauk Valley Community College since 2000. His studies have enhanced his teaching and his ability to advise and counsel students in the disciplines of Speech and Political Science.

2. Demonstrated Service Ability

Mr. Edleman has been an asset to the College. He has always been an active member on committees. He has arranged for international visitors to speak to his classes and to general audiences at Sauk. He has worked with area secondary school teachers to discuss ways to prepare students to succeed in college courses. He has worked with students to engage in independent study on such topics as state and local government, international relations, and comparative government. He has also supervised student internships with area political organizations.

3. Interest in Students as Individuals

Mr. Edleman is interested in helping students learn and apply what they have learned to settings outside the classroom. He is well-prepared and up-to-date in the classroom. As noted above, he is open to developing independent study opportunities and internships for students. Student retention is high in his classes and he maintains high academic standards. He encourages the development of thinking skills necessary to succeed in college and outside the classroom.

4. Understanding the Comprehensive Community College Mission

Mr. Edleman places a high priority on teaching excellence. He is well-organized in the classroom and employs appropriate technology to enhance his teaching capabilities. He provides both a theoretical framework and hands-on activities to encourage the application of learning. He encourages students to work on honors projects and independent study.

5. Potential for Continued Professional Growth

Mr. Edleman is currently working on completing his dissertation in Political Science at Syracuse University. He also remains committed to professional preparation through his participation in the Middle East Institute and in a seminar on contract farming. He works continuously to update and refine the courses he teaches in Speech and Political Science.

6. Number of Years in Present Rank

Mr. Edleman was employed as an Assistant Professor in 2000. He has been in his current rank for three years.

C:\KENNEDY\Faculty (Full-Time)\Edleman\promotion recommendation 21403.wpd

SAUK VALLEY COMMUNITY COLLEGE

INSTRUCTIONAL SERVICES

MEMORANDUM

DATE: February 14, 2003

TO: Dr. Richard L. Behrendt

FROM: Dr. Deborah Hecht 

RE: Recommendation for Promotion

This memorandum will serve as a formal recommendation to appoint Colleen Klein to the rank of Professor pending successful completion of six semester hours of approved graduate courses by the end of the spring 2003 semester.

1. Mastery of Subject Matter

Ms. Klein has a diploma from Saint Anthony Medical Center School of Nursing, Rockford, IL, an Associate of Science Degree with honors from Rock Valley College, a Bachelor of Science in Nursing, a Master of Science in Nursing and a Post-Master's Family Nurse Practitioner Certification from Northern Illinois University. She has been employed at Sauk Valley Community College since January 2000. She is currently enrolled in the Educational Administration PhD program at Illinois State University and has 54 hours past her post-master's Family Nurse Practitioner Certificate.

2. Demonstrated Service Ability

Ms Klein has been an asset to the college. She is involved in college committees such as NCA Self-Study and the Safety Committee. She is an active participant in Faculty Forums. Ms. Klein is also active in her profession and her community. She is a member of the Parent Teacher Councils of her children's school. She is a lector for her church and teaches Sunday school. Professional organizations that she supports include the Thirteenth District Illinois Nurses Association. She has served as a director for the Illinois League for Nursing Board. She was selected to serve as a panel alternate for NCLEX-RN items writing session this fall.

3. Interest in Students as Individuals

Ms. Klein receives positive evaluations from her students. They indicate that she is enthusiastic about teaching, offers much assistance and is fair. She is available to students for tutoring and consultation. She participates in student activities such as "Free for Fall".

She uses a variety of instructional technology in her courses. These include using Power Point for presentations and enhancing presentations with Internet sites. She is developing a website for her courses. Ms. Klein has developed activities for class that promote group interaction and critical thinking. She has also developed activities for the nursing lab that utilize the Virtual Reality Cathsim equipment. In addition, she has increased clinical experiences by organizing a rotation for students with nurse preceptor at the Sterling/Rock Falls Clinic in a Pediatrician's office.

4. Understanding the Comprehensive Community College Mission

Ms. Klein has made valuable contributions to the nursing program over the past three years. She has updated course materials and learning activities for the courses under her responsibility as described above.

She has also been active in promoting the nursing program and the college. She was selected to do a poster presentation "The Learning Laboratory: An Effective Teaching Strategy: Updated Experiences in Pediatrics" at MCP Hahnemann University College of Nursing and Health Profession's Conference – Nursing Education 2001. This year she took the lead to write an abstract and organize the materials for a round table presentation that she made with Ms. Pam Cunningham and Ms. Janet Lynch. The presentation was "Effective Teaching Strategies: Enhancing Critical Thinking in ADN Students Through Use of Laboratory Activities and Clinical Performance Exams" at a National Conference on Professional Nursing Education and Development sponsored by the Kirchoff School of Nursing, Grand Valley State University, Grand Rapids, MI.

She is enthusiastic about exploring new methods that promote a positive learning environment for students.

5. Potential for Continued Professional Growth

Ms. Klein intends to continue to take courses toward her PhD in Educational Administration. In addition, she attends conferences relevant to nursing practice and education. She is interested in program standards and collaborates with other members of the nursing faculty to ensure consistency across the curriculum.

6. Number of Years in Present Rank

Ms. Klein was employed as an Associate Professor in January 2000. At the completion of the spring 2003 semester, she will have completed three years in her current rank.

For Board Meeting of
February 24, 2003

Agenda Item I-4

FACULTY NEW CONTINUING APPOINTMENTS

TENURE

The following faculty members have satisfactorily completed the period of instructional service as term appointees and are eligible for continuing appointment (tenure).

Sam Braddock
Paul Edleman
Richard Eichman
Juel Iwaasa
Colleen Klein
Loren Niemeyer
Randall Norris
Larry Sileven

RECOMMENDATION: It is recommended that the above named faculty be Offered continuing appointments (tenure) for the 2003-2004 year.

For Board Meeting of
February 24, 2003

Agenda Item I-5

SABBATICAL LEAVE

Robertus van der Wege has requested a Sabbatical Leave during the fall 2003 academic semester.

The Sabbatical Leave Committee has reviewed the request for a sabbatical leave and has recommended that the leave be granted.

RECOMMENDATION: It is recommended that Robertus van der Wege be granted Sabbatical Leave for the fall 2003 term.

SAUK VALLEY COMMUNITY COLLEGE

MEMORANDUM

To: Robertus van der Wege

From: **Sabbatical Leave Committee**
Mary Lou Kidder Richard Eichman Chris Gehlbach
Debi Hill Al Pfeifer Tom Gospodarczyk
Curt Devan

Date: February 5, 2003

Subject: **Recommendation for Sabbatical Leave**

The Sabbatical Leave Committee is pleased to inform you that we have reviewed your request for a sabbatical leave and have recommended to Dr. Behrendt that your leave be granted.

If you have questions, please don't hesitate to contact me.

Cc: Dr. Richard Behrendt

SAUK VALLEY COMMUNITY COLLEGE

MEMORANDUM

To: Dr. Richard Behrendt

From: **Sabbatical Leave Committee**

Mary Lou Kidder	Richard Eichman	Chris Gehlbach
Debi Hill	Al Pfeifer	Tom Gospodarczyk
Curt Devan		

Date: February 5, 2003

Subject: **Recommendation for Sabbatical Leave**

On February 5, 2003, the Sabbatical Leave Committee met in the Library Conference Room at 2:00 p.m.

In accordance with the sabbatical leave procedure as outlined in the faculty contract, the Sabbatical Leave Committee recommends that Robertus van der Wege be granted a sabbatical leave.

If you have questions, please don't hesitate to contact me.

Cc: Dr. Deborah Hecht
Patrick Kennedy
Mary Lou Kidder, President, SVCC Faculty Association



Sauk Valley Community College

November 19, 2002

Dr. Richard Behrendt & the Sabbatical Leave Committee
Sauk Valley Community College
173 IL Route #2
Dixon, IL 61021

Dear Richard:

Please regard this letter as my formal application for sabbatical leave. At the close of this academic year, I will have completed six consecutive full-time years of service at Sauk. It is my desire to take a sabbatical leave during the fall semester of 2003. During that period, I will be attending Northern Illinois University on a full-time basis.

Currently I am enrolled in the graduate studio arts program at N.I.U., where I have been completing one or two classes per semester. As the M.F.A. program is a 60 hour terminal degree, I would be using the sabbatical to complete 12 to 15 hours of course work that is usually scheduled at times that conflicts with my teaching schedule at Sauk. Without such a leave, it would be difficult for me to complete that degree within the six-year time limit required by N.I.U.

I now hold an M.A. degree in art history and a certificate in arts administration. I believe that an M.F.A. in studio art would give me additional skills that would enhance my teaching considerably. As I am the only full-time art faculty at Sauk, I believe that the diversification of my skills is critical to the art program's future. The specific classes that I would be taking would likely include drawing, design, computer design, ceramics, and photography.

In addition to my continuing to receive my full-time salary, I will be examining the possibility of scholarships and an assistantship at N.I.U. I will be doing so to adjust for the overload pay that I will not be receiving and the fact that Sauk's tuition reimbursements pays for less than half of my tuition, fees, and supplies expenses.

I hope that you will give my proposal your serious consideration. Please contact me if you require additional information.

Sincerely,

A handwritten signature in black ink that reads "Robertus J. van der Wege".

Robertus J. van der Wege
Assistant Professor of Art

For Board Meeting of
February 24, 2003

Agenda Item I-6

RESIGNATION

We have received a letter of resignation from Ronald Scarpinato effective at the end of the spring 2003 semester (May 23, 2003).

RECOMMENDATION: It is recommended that the Board accept the resignation of Ronald Scarpinato effective May 23, 2003.

Ronald G. Scarpinato
524 Roberts Lane
Sherrard, IL 61281

January 30, 2003

Dean Linley White
Sauk Valley Community College
173 IL Route 2
Dixon, IL 61021

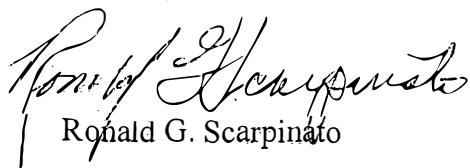
Dear Linley,

Please accept this letter as my formal notice of resignation as Assistant Instructor of Electronic Technology, effective May 23, 2003 (at the completion of the spring semester). I will not be returning in the fall of 2003.

This wasn't an easy decision to make because I am grateful for the rewarding employment I've had here. You and SVCC have been more than fair with me and I genuinely appreciate all your support. In addition, the associations I've made during my employment here will truly be memorable for years to come

I submit this notice at this time in hopes it will allow you sufficient time to find a replacement for me.

Sincerely,



Ronald G. Scarpinato

For Board Meeting of
February 24, 2003

Agenda Item J-3

BOARD POLICY 116.01 BOARD ETHICS
(FIRST READING)

Attached for First Reading is Board Policy 116.01 Board Ethics.

RECOMMENDATION: Approval of the above named policy for First Reading.

FIRST READING

116.01 Board Ethics

In support of the best interests of the College, all Trustees shall adhere to reasonable ethical standards, including the following principles:

1. **Authority.** Trustees have authority for official Board action only when acting in concert as a Board of Trustees legally in session. No member of the Board of Trustees has the power to act in the name of the Board unless authorized to do so by the Board of Trustees in legal session, with the exception of the Board Chair in case of an emergency. The Chair will report such emergency actions to the Board at the next scheduled meeting. Trustee relationships with staff, students, citizens and media representatives will be based on this fact.
2. **Conduct.** Trustees will demonstrate personal integrity and ethical behavior in word and action; work with other Trustees in a spirit of decency, harmony and cooperation despite personal differences of opinion that may arise; regularly attend and contribute to Board meetings; focus discussion and decisions on problem solving rather than blame-placing; avoid making public statements or acting in ways that would discredit the Board and undermine public confidence in the College or damage its reputation; and act consistently with the College's shared ethical values of Respect, Responsibility, Fairness, Integrity and Caring.
3. **Decision making.** Trustees will become informed to the extent necessary to be an effective Trustee and vote on issues based on correct information; review meeting packets, pose clarifying questions to College staff, and prepare for meetings in advance; welcome and encourage citizen input on the College, while remembering that final decisions are the responsibility of the Board based on input from the staff and recommendations from the President; place the best interests of the College and the District as the top priority in deciding votes; recognize that the primary function of the Board is to establish the policies by which the College is administered, but that the administration of the educational programs and the conduct of College business is the primary function of the President and the staff; and abide by and support majority decisions of the Board.
4. **Conflict of interest.** Trustees will not use their position to obtain personal or financial gain for themselves, for family or friends, or for other organizations or businesses with which they are affiliated. Trustees will not attempt to exercise undue influence over employment or purchasing decisions that are not ordinarily acted upon by the Board. Trustees will not make use of College property or services for personal financial gain, except as they would be reasonably available to other residents of the District.

5. **Confidentiality.** Trustees will maintain confidentiality of privileged information, including all information discussed in closed or executive session meetings and other communications, such as attorney-client privileged communications.
6. **Communications.** Trustees will recognize and respect proper channels for flow of information within the College, directing all communications through the Office of the President. Communications among Trustees shall comply with the Illinois Open Meetings Act.
7. **Compliance with law.** Trustees will abide by all laws relevant to their role at the College. Nothing in this policy will in any way restrict the application of or take precedence over any state statute or common law provision with respect to conflict of interest, malfeasance, misfeasance, or nonfeasance in office.

Current Policy

p. 123

116.01 Board Ethics

Board ethics are not intended to encompass the full responsibility and good judgement expected of a trustee; its intent is one of general direction.

1. Regular attendance is necessary. If one is unable to attend a meeting, the Chair should be notified. Trustees unable to attend meetings for an extended period are asked to consider resignation.
2. Packets are to be studied before the scheduled Board meeting.
 - a. Questions and comments are encouraged and each trustee has the responsibility to participate in discussion.
 - b. The agenda provides an opportunity for each trustee to pursue concerns and questions.
3. It is generally assumed that from time to time trustees will disagree on an issue. All discussion should take place at the meeting. When a consensus has been reached, the full board will accept the decision of the majority.
4. The Chair should be aware of the interest, concerns and talents of each trustee. Every attempt should be made to include them fully in the Board's activities.
5. All discussion in Closed Session is to remain confidential.
6. A trustee should be available and willing to listen to constituents and should not commit themselves to a particular action before Board discussion.
7. Trustees will not use their position nor make use of College property or services for personal financial gain.
8. Trustees shall honor the chain of command procedures as described in the current college organizational chart.
9. To promote orderly functioning of the Board of Trustees, all written communications to the Board shall be transmitted through the Office of the President.

2/12/87

3/23/87

7/22/02

For Board Meeting of
February 24, 2003

Agenda Item J-4

BOARD POLICY 306.01 ABATEMENT POLICY
(FIRST READING)

Attached for First Reading is a new Board Policy 306.01 Abatement Policy to replace the current policies 306.01 and 307.01.

RECOMMENDATION: Approval of the above named policy for First Reading.

FIRST READING

306.01 Abatement Policy

The College views the economic health of the District as a matter of great importance to the College. The Board will look favorably toward tax abatements when by virtue of a tax abatement, a significant benefit to the District in economic terms can be realized.

Abatement may be appropriate whether the need arises by virtue of expansion of an existing business, or for attraction of new business. The Board will be concerned with a net benefit in comparison with any short term detriment which the College may suffer as a result of the abatement as compared to non-abatement, and will be concerned also with other benefits which the College District may enjoy as a result of the expansion of new business.

Tax abatement requests must be submitted in writing to the Board of Trustees of Sauk Valley Community College, District 506. All such requests will be considered on an individual basis. Tax abatements will not be granted for a period of time in excess of ten years.

Applications for tax abatement shall include the following information:

1. Name, address, and telephone number of the applicant.
2. Name, title, address, and telephone number of representative making application (if different from applicant).
3. Name and address of owner of site (if different from applicant).
4. Description of applicant's business generally and at the location where abatement is requested.
5. Description (legal description and/or street address) of site.
6. Real estate tax code(s) for site.
7. Current equalized assessed valuation for site, and current taxes paid to Sauk.
8. Description of current business operations conducted on site (if any), including number of employees working full-time and part-time.
9. Description of projected future business operations to be conducted on site as a result of the project, including number of employees working full-time and part-time, and total estimated change in payroll from current operations.
10. Total estimated cost of the project.
11. Terms of abatement requested.
12. Estimated dollar amount of abatement being requested from Sauk.
13. Statement of why abatement is being requested.
14. Other additional information as may be requested.

Current Policy

p. 314

306.01 Abatement Policy

The College views the economic health of the District as a matter of great importance to the College. The Board will look favorably toward tax abatements when by virtue of a tax abatement, a significant benefit to the District in economic terms can be realized. Abatement may be appropriate whether the need arises by virtue of expansion of an existing business, or for attraction of new business. The Board will be concerned with a net benefit in comparison with any short term detriment which the College may suffer as a result of the abatement as compared to non-abatement, and will be concerned also with other benefits which the College District may enjoy as a result of the expansion of new business.

Tax abatement requests must be submitted in writing to the Board of Trustees of Sauk Valley Community College, District 506. All such requests will be considered on an individual basis. Tax abatements will not be granted for a period of time in excess of ten years.

Procedure

At the request of the Board of Trustees, the college president will appoint a committee from administration to consider an abatement request and develop a request recommendation to the Board. In developing its recommendation, any such committee shall take at least the following steps:

1. Meet with representatives of the firm or organization requesting the District #506 tax abatement, and review the policy of the Board, the annual dollar amount of the abatement, the number of years of abatement, and the total amount of the abatement.
2. Estimate the training programs or educational services available through the college the entity seeking abatement might utilize. The value, insofar as possible, of these services should be determined.
3. Consult with representatives of all other taxing bodies affected by the abatement request.
4. Review the nature of any claimed hardship and its validity.

The committee will establish procedures appropriate to permit it to make a recommendation to the Board and to maintain sufficient contact with the entity seeking abatement to determine whether the project is in fact proceeding.

Please note - 307.01 Abatement of Real Estate Taxes in Lee County

8/27/84

3/23/87

307.01 Abatement of Real Estate Taxes in Lee County

SECTION 1. POLICY - This Board shall abate real estate taxes in Lee County from time to time upon the terms and conditions set forth in this policy, but no abatement shall become effective until the Board of Trustees has, by Resolution, approved the application, established the terms of abatement, and directed the County Clerk of Lee County to abate taxes, all in accordance with the Illinois Revised Statutes and regulations.

SECTION 2. APPLICATIONS - Applications for tax abatement shall be verified and in writing to the President of the College and shall include the following information:

- A. Name, address, and telephone number of the applicant;
- B. Name, title, address, and telephone number of representative making application (if different from applicant);
- C. Statement describing applicant's business (1) generally and (2) at location where abatement is requested;
- D. Description (legal description and/or street address) of site;
- E. Real estate tax code(s) for site;
- F. Current equalized value for site (by parcel and total EAV), and current taxes paid (by parcel and total tax);
- G. Name and address of owner of site if different from applicant;
- H. Description of current business operations conducted on site, including number of employees working full-time and part-time;
- I. If applicant is a corporation, submit a photocopy of the certificate of incorporation if an Illinois corporation, or the certificate of authority if a foreign corporation, together with any amendments thereto, or certificates of good standing, and copies of the applicant's most recent annual corporate report to the Secretary of State of the incorporation;
- J. If applicant is not a corporation, name, address and primary occupation of all partners or individuals having an ownership interest, direct or indirect interest, greater than 10% in the business to be conducted on site for which the abatement is requested;

K. Statement of the total number of full-time and part-time employees to be 1) hired, 2) added, or 3) retained as a result of the location/expansion project, together with a brief description of the jobs anti-cohabited to be so created brief description of the jobs anti-cohabited to be so created or retained, total estimated payroll for each job category, and the combined estimated payroll for all job categories;

L. Total estimated cost of the expansion/location project;

M. Estimated market area for product manufactured or sold;

N. Terms of abatement requested;

O. Estimated dollar amount of abatement being requested (total aggregate amount and total annual amount for length of term requested); and

P. Such other additional information as may be requested from time to time by the taxing body.

SECTION 3. GUIDELINES - Guidelines for consideration of application for tax abatement shall be as follows:

A. The nature and extent of any abatement shall be determined by the potential economic and community development benefits to the general community including potential employment and other expenditures related to construction, potential increases in the community's work force and payroll, increases in assessed valuation, potential encouragement of further economic and community development, and the avoidance of work reductions or decreases in assessed values;

B. Abatements will apply only to projects which are reasonably expected to cost in excess of \$200,000.00 or are reasonably expected to result in the creation of ten or more jobs in the College District or retention of ten or more jobs in the College District, without causing loss of jobs from other employers located in the College District;

C. Any area within Lee County in the jurisdiction of the College District shall be eligible, subject to limitations and provisions of zoning and building codes;

D. The terms of any tax abatement shall not exceed the limitations of state laws, and the Board of Trustees may add such further restrictions, limitations and conditions as it considers necessary;

E. Applications for abatement may be considered on a priority basis which takes into account anticipated economic development benefits, the time of filing and the total aggregate of all outstanding abatements for applications for abatement in any one year;

F. Reference to commercial or industrial firms in this policy shall include any person or business entity that qualifies as an applicant for tax abatement under Chapter 120, Section 643, Illinois Revised Statutes as the same may hereinafter be amended; and

G. All projects may be commenced not less than ninety days following approval of the application.

SECTION 4. ABATEMENT TERMS - The total aggregate allowed any single applicant shall not exceed the statutory maximum applicable, and no ordinance adopted pursuant to this policy shall be construed to allow any excess abatement:

A. Amounts: firms that are qualified under Section 3 of this policy may be granted an abatement the amount which shall not exceed the following limits:

1. New Commercial or industrial firms locating within the College District in Lee County or existing firms expanding their facilities within the College District in Lee County, when such location or expansion is reasonably expected to result in an increase in the work force and an increase in the assessed valuation of the premises in question, may be granted an abatement up to 100% if the additional taxes which would otherwise arise as a result of the increase in the equalized assessed value. Minimum abatement of 50% shall be granted targeted industries.

2. Existing commercial or industrial firms expanding their facilities within the College District in Lee County, when such expansion is reasonably expected to result in an increase in the assessed value of the premises in question and no increase in the work force, but is expected to retain existing employees, may be granted an abatement up to 75% of the additional taxes which would otherwise arise as a result of the increase in the equalized assessed value. A minimum abatement of 25% shall be granted targeted industries.

3. Existing commercial or industrial firms expanding their facilities within the

College District in Lee County, when such expansion is reasonably expected to result in an increase of assessed value, but no increase in the work force and a reduction in the existing work force, may be granted an abatement up to 50% of the additional taxes which would otherwise arise as a result of the increase in the equalized assessed value.

B. Length: Firms that are qualified under Section 3 of this Policy may be granted an abatement the length of which shall not exceed the following limits:

1. New commercial or industrial firms located within the College District in Lee County or existing firms expanding their facilities within the College District in Lee County, when such location or expansion is reasonably expected to result in an increase in the work force and an increase in the assessed valuation of the premises in question may be granted an abatement for not more than ten years. A minimum abatement of five years shall be granted targeted industries.

2. Existing commercial or industrial firms expanding their facilities within the College District in Lee County, when such expansion is reasonably expected to result in an increase in the work force, but is expected to retain existing employees, may be granted an abatement for not more than seven years. A minimum abatement of three years shall be granted targeted industries.

3. Existing commercial or industrial firms expanding their facilities within the College District in Lee County, when such expansion is reasonably expected to result in an increase of assessed value, but no increase in work force, and a reduction in the existing work force, may be granted an abatement for not more than five years. A minimum abatement of one year shall be granted targeted industries.

C. Computation: Tax abatements shall be computed by 1) determining the current amount of taxes paid on the property in question, 2) estimating the increase in assessed value of the property as a result of the proposed development, 3) calculating the increase in taxes which would result from such increase in assessed value at current tax rates, and 4) applying the approved percentage and term (length) of abatement to determine the total approved abatement in dollars. The resolution adopting the abatement shall then establish the total abatement approved and, where applicable, the amount of each installment.

Example: Land currently paying \$1,000 annual tax. The \$1,000 is the base, unabated tax. A qualified project is estimated to increase equalized assessed value so as to result in \$3,000 in taxes annually. Tax abatement approved at 50% over 5 years. Total amount of abatement is \$5,000. (50% x \$2,000 increase x 5 years). Resolution will grant \$5,000 abatement in installments such as: 1) \$1,000 each year for 5 years; or 2) \$1,500 in years 1 and 2, \$2,000 in year 3, and \$500 in years 4 and 5. Installments could be flexible. Each year taxpayer will pay the full amount of the unabated tax (\$1,000 in the example), and receive a credit in the agreed amount towards the increase, if any, over the base, unabated tax.

D. Targeted Industries: By this resolution and from time to time by adoption of amendments hereto, certain industries shall be designated as "targeted industries" for the purpose of economic development. It is the legislative purpose of this Board of Trustees to determine and identify the types of industries which are critical to the area's economy and future growth. The general categories for such retention and growth activities are: food and kindred products; printing and publishing; cement and concrete products; blast furnaces and foundries; fabricated metal products and machinery; tourism; plastics; leather products; manufacture of retail products; insurance; and health care and social services. Applicants within such industries shall be encouraged by entitlement to minimum abatement. A complete schedule of targeted industries is attached to this resolution and made a part hereof.

E. Limitation: The actual amount and length of the abatement shall be considered on a firm by firm basis using the guidelines and other criteria established by the policy.

TARGETED INDUSTRIES FOR ECONOMIC DEVELOPMENT
(City of Dixon)
POLICY ON TAX ABATEMENT

*SIC reference is U.S. Standard Industries Code

TARGETED INDUSTRIES - GROWTH

● Food and Kindred Products

Sugar/Confectionery - *206
Fats and Oils - *206
Miscellaneous Food - *209

- Plastics, Leather and Concrete Products
 - Plastic Products - *307
 - Shoe Stock/Bindings - *313
 - Concrete and Plastic Products - *327
- Fabricated Metals and Machinery
 - Fabricated Metals Products - *344
 - Miscellaneous Fabricated Metals - *349
 - General Industries Machinery - *356
 - Miscellaneous Manufactures - *399
- Retail Products
 - Farm Products/Raw Materials - *515
 - Nondurable Goods - *641
- Insurance
 - Fire/Casualty Insurance - *633
 - Title Insurance - *636
 - Insurance Agents - *641
- Health Care and Social Services
 - Nursing Homes - *805
 - Outpatient Facilities - *808
 - Residential Care - *836
 - Social Services - *831
- Printing and Publishing
 - Newspapers - *271
- Tourism
 - Variety Stores - *533
 - General Merchandise Stores - *539
 - Clothing Stores - *539
 - Miscellaneous Personal Services - *729
 - Amusement/Recreation - *799

TARGETED INDUSTRIES - RETENTION

- Food and Kindred Products
 - Dairy Products - *202
 - Grain Mill Products - *204
- Printing and Publishing
 - Miscellaneous Converted Paper - *264
 - Commercial Printing - *275
- Cement, Concrete Products
 - Cement/Hydraulic - *324
- Blast Furnaces/Foundries
 - Blast Furnaces/Steel - *331
 - Iron/Steel Foundries - *332
- Fabricated Metal Products & Machinery
 - Cutlery, Tools, Hardware - *342
 - Screw Machine Products - *345
 - Miscellaneous Machinery, not elect. - *346
 - Motor Vehicles/Equipment - *371
 - Measuring/Control Devices - *382
- Tourism
 - Grocery Stores - *541
 - Women's Stores - *562
 - Shoe Stores - *566
 - Hotels/Motels - *701
 - Movie Theaters - *783

TARGETED INDUSTRIES - SUPPLIES

- Food and Kindred Products
 - Fabricated Metal Products

Glass Products
Livestock
Agricultural Products
Paperboard Containers
Truck Transportation
Business Services

- Fabricated Materials

Metalworking Machinery
Miscellaneous Machinery
Nonferrous Materials
Primary Iron and Steel
Miscellaneous Plastics
Business Services
General Industrial Machinery

- Insurance

Printing and Publishing
Communications
Real Estate
Business Services

- Printing/Publishing

Paperboard Products
Air Transportation
Communications
Business Services

- Plastics, Leather, Concrete

Miscellaneous Manufacturing
Fabricated Metals
Miscellaneous Plastics
Paperboard Products
Business Services
Truck Transportation
Inorganic Chemicals

- Retail Products
 - Glass Products
 - Electric Utilities
 - Radio and Television
 - Finance
 - Communications
 - Real Estate
- Health Care/Social Services
 - Drugs
 - Food and Kindred Products
 - Printing and Publishing
 - Electric Utilities
 - Finance
 - Communication
 - Business Services
- Tourism
 - Food and Kindred Products
 - Miscellaneous Manufactures
 - Printing and Publishing
 - Electric Utilities
 - Finance
 - Communications
 - Business Services

10/27/86
2/ 23/87

Sauk Valley Community College
Board of Trustees
February 24, 2003

<u>Summary of Bills Payable</u>	<u>Amount</u>
General Operating Funds	\$ 403,284.79
Restricted Fund	<u>\$ 378,486.07</u>
TOTAL	<u>\$ 781,770.86</u>

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY


PRESIDENT


SECRETARY
DATE 2-24-03

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Lyons, Calvin W.	01		Foundation Expense	Travel-AGB Leadership Forum 1/26-1/29/03	915.74
Norcare, Inc	01		Foundation Expense	Testing	225.00
State Universities Retirement	01		SURS Payable		27,486.49
State Universities Retirement	01		SURS Payable		27,965.83
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H - Select Employees Credit Union	11,312.24
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H -Select Employees Credit Union	11,312.24
SVCC Faculty Association	01		Faculty Association Payable		1,272.13
SVCC Faculty Association	01		Faculty Association Payable		1,272.13
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	302.40
Minnesota Child Support Paymen	01		Wage Garnishment Payable	GARNISHMENT	302.40
State Disbursement Unit	01		Wage Garnishment Payable	GARNISHMENT	45.98
United States Treasury	01		Wage Garnishment Payable	GARNISHMENT	250.00
Community Health Charities of	01		United Way Payable	ACCRUED W/H- Community Health Charities	19.00
Community Health Charities of	01		United Way Payable	ACCRUED W/HCommunity Health Charities	19.00
United Way of Dixon	01		United Way Payable		45.25
United Way of Dixon	01		United Way Payable		45.25
United Way of Sterling-Rock Fa	01		United Way Payable		52.29
United Way of Sterling-Rock Fa	01		United Way Payable		52.29
Trustmark Insurance	01		Optional Life Insurance		505.51
Trustmark Insurance	01		Optional Life Insurance		505.51
Illinois Mutual	01		Optional Disability Insurance		3.89
Illinois Mutual	01		Optional Disability Insurance		3.89
SVCC Foundation	01		Foundation Payable		118.00
SVCC Foundation	01		Foundation Payable		113.00
American Express Financial Adv	01		American Express		245.00

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American Express Financial Adv	01		American Express		245.00
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
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
Waddell & Reed, Inc	01		Waddell & Reed		285.00
Waddell & Reed, Inc	01		Waddell & Reed		285.00
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Capital Guardian Trust Company	01		Capital Guardian Trust		125.00
Ackeberg, Lora L.	01		Accounts Payable	Online Refund	57.40
Adams, Thomas J.	01		Accounts Payable	Stafford Ln	1,697.50
Anderson, Erica S.	01		Accounts Payable	Stafford Balance	354.98
Archer, Josh	01		Accounts Payable	Online Refund	49.00
Arteberry, Tara L.	01		Accounts Payable	Stafford Ln	1,697.50
Arteberry, Tara L.	01		Accounts Payable	Stafford Ln	1,697.50
Ashley, Shandra J.	01		Accounts Payable	Stafford	1,272.64
Austin, Alma P.	01		Accounts Payable	Online Refund	190.00
Barger, Timothy M.	01		Accounts Payable	Stafford	1,697.50
Barnabee, Theresa M.	01		Accounts Payable	Online Refund	162.00

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Bartels, Tim M.	01		Accounts Payable	Stafford Bal	1,174.47
Bartels, Tim M.	01		Accounts Payable	stafford bal	520.81
Batt, Cheryl M.	01		Accounts Payable	329784752	9.00
Batten, Jessica N.	01		Accounts Payable	Online Refund	3.00
Batten, Jessica N.	01		Accounts Payable	Online Refund	756.00
Becker, Jennifer L.	01		Accounts Payable	Online Refund	55.40
Becker, Matthew F.	01		Accounts Payable	Stafford Bal	62.46
Bertolozzi, Heather	01		Accounts Payable	Online Refund	162.00
Bivins, Emma K.	01		Accounts Payable	Online Refund	108.00
Blackburn, Christine M.	01		Accounts Payable	Stafford Ln	637.29
Blackert, Andrew J.	01		Accounts Payable	Online Refund	111.00
Boken, Ronda G.	01		Accounts Payable	Stafford	1,272.64
Borrelli, Brian A.	01		Accounts Payable	Online Refund	15.00
Branscum, Ryan W.	01		Accounts Payable	Stafford Bal	322.51
Breitzka, Rachael L.	01		Accounts Payable	Online Refund	177.00
Bryan, Rebecca A.	01		Accounts Payable	Stafford Ln	1,697.50
Burnett, Karla	01		Accounts Payable	Stafford Bal	319.56
Burt, Ale E.	01		Accounts Payable	Online Refund	1,272.64
Busche, Kirstyn M.	01		Accounts Payable	Stafford Bal	635.67
Bushman, Debra J.	01		Accounts Payable	Stafford Ln	1,091.25
Butler, Roberta E.	01		Accounts Payable	Stafford Ba;	1,371.28
Cady, Louis P.	01		Accounts Payable	PELL/EOG	1,732.00
Cain, Amy S.	01		Accounts Payable	Stafford Ln	1,519.02
Cain, Amy S.	01		Accounts Payable	Stafford Ln	1.519.02
Chaney, Nicole K.	01		Accounts Payable	Stafford Bal	278.99

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Chapman, Andrea	01		Accounts Payable	Stafford Bal	731.64
Charleston, Theresa B.	01		Accounts Payable	Online Refund	1,518.25
Clancy, Sarah L.	01		Accounts Payable	Online Refund	582.79
Coffman, Jaclyn J.	01		Accounts Payable	Stafford Ln	1,272.64
Coleman, Savannah M.	01		Accounts Payable	Stafford Ln	1,697.50
Conderman, Kristen M.	01		Accounts Payable	Stafford Ln	1,697.50
Couch, Laura B.	01		Accounts Payable	Stafford	1,272.64
Crump, Erica L.	01		Accounts Payable	Stafford	1,272.64
Cunningham, Florence M.	01		Accounts Payable	Stafford Ln	1,272.64
Dahler, Kurt P.	01		Accounts Payable	Stafford Ln	1,264.88
Dahler, Kurt P.	01		Accounts Payable	Stafford Ln	431.65
Davis, Kristina K.	01		Accounts Payable	Online Refund	226.00
Dawson, Douglas S.	01		Accounts Payable	Online Refund	67.60
DeBrock, Ryan L.	01		Accounts Payable	Online Refund	59.00
Devine, Mary E.	01		Accounts Payable	Online Refund	172.00
Dickson, Jacob J.	01		Accounts Payable	Online Refund	15.00
Dietz, Danielle P.	01		Accounts Payable	Stafford Bal	1,504.50
Dimond, Lindsay L.	01		Accounts Payable	Stafford Bal	67.50
Disher, Kayla J.	01		Accounts Payable	Online Refund	54.00
Douglas, Kasandra R.	01		Accounts Payable	Stafford Ln	1,272.64
Drallmeier-Cowan, Melody A	01		Accounts Payable	Online Refund	67.60
Dubois, Katie E.	01		Accounts Payable	Stafford	1,697.50
Durham, Joni M.	01		Accounts Payable	Stafford Bal	391.46
Dykstra, Susan L.	01		Accounts Payable	Online Refund	25.00
Eagle, Amber N.	01		Accounts Payable	Stafford Bal	148.75

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Eagle, Amber N.	01		Accounts Payable	WATH Refund	810.00
Eagle, Tia A.	01		Accounts Payable	Stafford Ln	1,272.64
Ebersole, Jeremy M.	01		Accounts Payable	Rec'd Crest OK	270.00
Eickert, Dawn M.	01		Accounts Payable	Stafford Bal	1,255.26
Eizenga, Maisie R.	01		Accounts Payable	Stafford Bal	614.64
Enright, Julia C.	01		Accounts Payable	Online Refund	129.60
Farley, Kenneth L.	01		Accounts Payable	Online Refund	48.00
Farris, Ronita L.	01		Accounts Payable	Stafford Ln	1,272.64
Fellows, Jennifer L.	01		Accounts Payable	Stafford Bal	129.25
Fisher, Nicole E.	01		Accounts Payable	Stafford Bal	584.02
Ford, Jacob T.	01		Accounts Payable	Stafford Bal	555.64
Frank, Derek L.	01		Accounts Payable	Online Refund	162.00
Frerichs, Bob L.	01		Accounts Payable	Stafford Ln	1,272.64
Frerichs, Nancy M.	01		Accounts Payable	Stafford Ln	1,248.39
Friederick, Robert D.	01		Accounts Payable	Stafford Bal	1,077.98
Garza, Adam A.	01		Accounts Payable	Stafford Ln	1,272.64
Garza, Mary A.	01		Accounts Payable	Stafford Ln	679.00
Garza, Tara M.	01		Accounts Payable	PELL	432.00
Gibler, Tyler J.	01		Accounts Payable	Online Refund	162.00
Goddard, Pamela K.	01		Accounts Payable	Online Refund	162.00
Goddard, Pamela K.	01		Accounts Payable	Online Refund	33.00
Gonigam, Pamela S	01		Accounts Payable	Online Refund	165.00
Goodman, Stephanie R.	01		Accounts Payable	Stafford Bal	985.18
Grace, Elliot S.	01		Accounts Payable	Online Refund	136.00
Graves, Mark A.	01		Accounts Payable	Stafford Ln	1,272.64

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Green, Charlene M.	01		Accounts Payable	Stafford Ln	1,272.64
Greenwalt, William E.	01		Accounts Payable	Stafford Ln	1,272.64
Grote, Carrie A.	01		Accounts Payable	Stafford ln	637.29
Grove, Jennifer L.	01		Accounts Payable	Online Refund	236.00
Hacker, Andrea C.	01		Accounts Payable	Online Refund	538.40
Hansen, Rodger A.	01		Accounts Payable	Stafford Ln	1,696.53
Hardin, Ashley N.	01		Accounts Payable	Online Refund	43.00
Harkins, Robert H.	01		Accounts Payable	Stafford Ln	1,272.64
Harris, Jermaine C.	01		Accounts Payable	Stafford Bal	773.22
Harrison, Dylan T.	01		Accounts Payable	Online Refund	63.20
Hay, Tyler J.	01		Accounts Payable	Stafford Bal	940.64
Hedgecock, Chi	01		Accounts Payable	Stafford Ln	1,697.50
Heidenreich, Sondra G.	01		Accounts Payable	Online Refund	226.00
Helfrich, Ryan J.	01		Accounts Payable	Online Refund	226.00
Helm, Katrina N.	01		Accounts Payable	Stafford Ln	680.94
Henson, Lynne M.	01		Accounts Payable	Stafford Bal	864.27
Herbert, T. Anne	01		Accounts Payable	Fall PELL	1,575.00
Hinners, Judith	01		Accounts Payable	Stafford Ln	1,272.64
Hofmaster, Casey W.	01		Accounts Payable	Online Refund	177.00
Hoggard, Danny L.	01		Accounts Payable	Stafford Ln	1,697.50
Hoggard, Danny L.	01		Accounts Payable	Stafford Ln	1,697.50
Hudson, Darcy L.	01		Accounts Payable	Stafford Ln	1,272.64
Hummel, Kelli A.	01		Accounts Payable	Stafford Ln	1,697.50
Jackley, Brandon S.	01		Accounts Payable	Stafford Ln	1,272.64
Janssen, Stacey K.	01		Accounts Payable	Online Refund	714.60

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Johnson, Charisse	01		Accounts Payable	Stafford Ln	1,697.50
Johnson, Charlotte M.	01		Accounts Payable	Online Refund	54.00
Kane, Christine E.	01		Accounts Payable	Online Refund	18.41
Kaplan, Jason R.	01		Accounts Payable	Stafford Bal	915.00
Kelly, Sally J.	01		Accounts Payable	Online Refund	141.60
Kibodeaux, Kelli L.	01		Accounts Payable	Stafford Ln	1,272.64
Klount, Bryan J.	01		Accounts Payable	Online Refund	162.00
Krueger, Carol L.	01		Accounts Payable	Online Refund	39.00
Krug, Tina R.	01		Accounts Payable	Online Refund	177.00
Law, Amber A.	01		Accounts Payable	Stafford Ln	1,272.64
Leamanczyk, Ranae C.	01		Accounts Payable	Stafford Bal	442.64
Lee, John R.	01		Accounts Payable	Online Refund	55.00
Lehman, Thomas T.	01		Accounts Payable	Online Refund	162.00
Lenington, Leanna M.	01		Accounts Payable	Stafford Ln	1,212.50
Leslie, Betty J.	01		Accounts Payable	Online Refund	393.00
Lewis, John E.	01		Accounts Payable	Stafford	1,697.50
Lutyens, Sarah E.	01		Accounts Payable	Online Refund	57.00
Malmberg, Logan S.	01		Accounts Payable	PELL	725.00
Marsili, Lisa M.	01		Accounts Payable	Stafford Ln	1,272.64
Maupin, Gayle A.	01		Accounts Payable	Online Refund	54.00
McGinn, Marcy A.	01		Accounts Payable	Online Refund	43.20
McVey, Elissa A.	01		Accounts Payable	Stafford Ln	1,697.50
Medina, Amber N.	01		Accounts Payable	Stafford Ln	1,272.64
Melchi, Stephanie A.	01		Accounts Payable	Online Refund	73.00
Melsness, Stacey L.	01		Accounts Payable	Online Refund	162.00

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Meridian, Julie K.	01		Accounts Payable	Stafford Ln	1,272.64
Merrill, Trisha L.	01		Accounts Payable	Stafford Bal	1,096.00
Messer, Ryan P.	01		Accounts Payable	Online Refund	444.00
Metzen, Lori L.	01		Accounts Payable	Stafford Ln	1,272.64
Mickelson, James R.	01		Accounts Payable	Stafford Bal	747.47
Milby, Amber L.	01		Accounts Payable	Online Refund	129.60
Miller, Donna J.	01		Accounts Payable	Online Refund	180.80
Miller, James B.	01		Accounts Payable	Stafford Bal	826.66
Millerschone, Matthew G.	01		Accounts Payable	Online Refund	18.00
Monier, Brenda M.	01		Accounts Payable	Stafford Ln	1,273.61
Monier, Brenda M.	01		Accounts Payable	Stafford Ln	1,272.64
Moore, Adrienne K.	01		Accounts Payable	FALL 02 PELL	369.00
Moore, Janet K.	01		Accounts Payable	Online Refund	48.00
Moore, Karen M.	01		Accounts Payable	Stafford Ln	1,272.64
Morgan, Cari L.	01		Accounts Payable	Stafford Ln	1,272.64
Morrissey, Kelly L.	01		Accounts Payable	Online Refund	162.00
Mosbach, Amanda M.	01		Accounts Payable	Stafford Ln	1,697.50
Moser, Denise R.	01		Accounts Payable	Stafford Ln	1,272.64
Moser, John P.	01		Accounts Payable	Stafford Ln	1,272.64
Nation, Scott D.	01		Accounts Payable	Online Refund	328.00
Neal, Justin E.	01		Accounts Payable	Stafford Bal	1,372.80
Nordhougen, Lori E.	01		Accounts Payable	Stafford Bal	792.59
Olds, Holly A.	01		Accounts Payable	Stafford Bal	142.43
Ortgiesen, Karrie K.	01		Accounts Payable	Stafford Bal	720.95
Owen, Aaron L.	01		Accounts Payable	Stafford Bal	1,069.00

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Palmer, Norma K.	01		Accounts Payable	Online Refund	1.00
Palmer, Robin A.	01		Accounts Payable	PELL	200.00
Palmer, Thomas J.	01		Accounts Payable	Online Refund	1.00
Patel, Shawn K.	01		Accounts Payable	Online Refund	52.00
Patten, Eva J.	01		Accounts Payable	Online Refund	80.00
Patterson, Jennifer M.	01		Accounts Payable	Online Refund	10.00
Phillips, Antonio	01		Accounts Payable	Online Refund	16.00
Porth, Andrew K.	01		Accounts Payable	Rec'd Act waiv	324.00
Reecher, Gina M.	01		Accounts Payable	Stafford Bal	628.26
Reed, Andrea R.	01		Accounts Payable	Stafford Bal	265.12
Regalado, Barbara J.	01		Accounts Payable	Stafford ln	1,272.64
Reglin, Erica L.	01		Accounts Payable	Online Refund	45.00
Reyes, Victoria M.	01		Accounts Payable	Stafford Bal	703.14
Richards, Wayne E.	01		Accounts Payable	Stafford Bal	190.92
Rittenhouse, Laura D.	01		Accounts Payable	Online Refund	3.00
Robison, Ashley C.	01		Accounts Payable	Stafford Bal	207.29
Rockwell, Kenneth L.	01		Accounts Payable	Online Refund	26.00
Royer, Margo L.	01		Accounts Payable	Stafford Loan	1,455.00
Rumley, John W.	01		Accounts Payable	Stafford ln	1,272.64
Saldivar, Norma E.	01		Accounts Payable	Stafford Bal	1,199.50
Sandusky, Christine A.	01		Accounts Payable	Stafford ln	1,697.50
Sandusky, Julene M.	01		Accounts Payable	Stafford ln	1,060.21
Scherer, Jason L.	01		Accounts Payable	Online Refund	180.80
Schier, Ruby A.	01		Accounts Payable	Stafford ln	637.29
Schilling, Mark I.	01		Accounts Payable	Online Refund	5.00

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Schneider, Jason L.	01		Accounts Payable	Online Refund	108.00
Schulte, Marisa A.	01		Accounts Payable	Stafford Bal	626.18
Segneri, Alex J.	01		Accounts Payable	Rec'd WATH	540.00
Seible, Ryan B.	01		Accounts Payable	Stafford Ln	1,272.64
Serafin, Justina J.	01		Accounts Payable	Online Refund	57.00
Serafin-Ward, Laura E.	01		Accounts Payable	Online Refund	57.00
Shipman, Arrianna K.	01		Accounts Payable	Online Refund	59.00
Shipman, Ashley D.	01		Accounts Payable	Stafford Bal	298.44
Shover, Angelica L.	01		Accounts Payable	Online Refund	15.00
Smith, Bethany F.	01		Accounts Payable	Stafford Ln	1,272.64
Smith, Samantha J.	01		Accounts Payable	Online Refund	141.60
Sofolo, Steven J.	01		Accounts Payable	Stafford Ln	1,272.64
Sowers, Mathew C.	01		Accounts Payable	Stafford Ln	473.36
Speicker, Tanya M.	01		Accounts Payable	Stafford Bal	559.90
Strader, Tanya M.	01		Accounts Payable	Stafford Ln	1,272.64
Stretz, Michele R.	01		Accounts Payable	Online Refund	28.33
Strode, Janessa E.	01		Accounts Payable	Stafford Bal	413.48
Stroud, Joshua J.	01		Accounts Payable	Stafford Bal	410.00
Sutton, Kerene M.	01		Accounts Payable	Stafford Bal	358.22
Swanson, Cole A.	01		Accounts Payable	Stafford Bal	109.89
Swanson, Randall E.	01		Accounts Payable	Online Refund	39.00
Tabor, Meagan C.	01		Accounts Payable	Online Refund	98.00
Tabor, Shelli A.	01		Accounts Payable	Stafford Bal	731.64
Todhunter, Lori A.	01		Accounts Payable	Stafford Ln	1,697.50
Toomsen, Alan M.	01		Accounts Payable	Stafford Ln	1,272.64

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Tracy III, James R.	01		Accounts Payable	PELL	1,725.00
Tucker, Michelle R.	01		Accounts Payable	Stafford Loan	848.75
Tucker, Paul R.	01		Accounts Payable	Stafford Ln	1,697.50
Unger, Mike E.	01		Accounts Payable	Stafford Ln	1,272.64
Van Weelden, Marvin H.	01		Accounts Payable	Stafford Bal	599.64
VanNatta, Christopher D.	01		Accounts Payable	Stafford Bal	185.80
Vanzuiden, Scott	01		Accounts Payable	Online Refund	172.80
Vos, Angie L.	01		Accounts Payable	Stafford Bal	950.50
Wagenecht, Abbi K.	01		Accounts Payable	Online Refund	259.20
Wagenecht, Abbi K.	01		Accounts Payable	Online Refund	64.00
Warren, Amanda J.	01		Accounts Payable	Stafford Bal	462.64
Webb, Austin W.	01		Accounts Payable	Online Refund	28.00
Weets, Brad M.	01		Accounts Payable	Stafford	1,273.61
Weets, Brad M.	01		Accounts Payable	Stafford	1,272.64
White, Connie L.	01		Accounts Payable	Stafford Ln	1,455.00
White, James T.	01		Accounts Payable	Stafford bal	168.56
Widolff, Daniel P.	01		Accounts Payable	WACE approved	81.00
Williams, Adrian R.	01		Accounts Payable	Stafford Ln	1,272.64
Woodin, Brett A.	01		Accounts Payable	Online Refund	314.40
Yater, Kristine E.	01		Accounts Payable	Online Refund	114.00
Yoeckel, Megan M.	01		Accounts Payable	Stafford Bal	79.50
Young, Efraim A.	01		Accounts Payable	Stafford Ln	1,261.00
Zuend, Jenna M.	01		Accounts Payable	Online Refund	59.00
Zuidema, Amy L.	01		Accounts Payable	PELL	319.00
Zulauf, Lori L.	01		Accounts Payable	Online Refund	162.00

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Consolidated Management Co	01		Cafeteria payable	Punch-A-Lunch Holds	6,240.00
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	General Legal Services for December	2,295.00
Ward, Murray, Pace, & Johnson,	01	Board of Trustees	Legal Services	Legal Services Jan 2003	1,282.50
Heckman Bindery, Inc	01	Board of Trustees	Office Supplies	Binding of Board Minutes	62.75
Sauk Valley Newspapers	01	Board of Trustees	Advertising	Legal Publication for 2002-2003	95.20
Singleton, Neal T.	01	Board of Trustees	Conference/Meeting Expense	Travel-ICCCTA Trustees Meeting 1/17/03	21.60
Follett Bookstore	01	President	Office Supplies	Bookstore Charges	7.99
Rotary Club of Sterling	01	President	Conference/Meeting Expense	Rotary Dues	72.00
Follett Bookstore	01	College Relations	Office Supplies	Bookstore Charges	25.59
Twin City Sunrise Rotary	01	College Relations	Publications and Dues	Second Quarter Dues Oct-Dec 2002	50.00
Carroll County Review	01	College Relations	Advertising	Advertising	90.00
Insight Media Advertising	01	College Relations	Advertising	December Advertising	150.00
Insight Media Advertising	01	College Relations	Advertising	Advertising	422.00
Insight Media Advertising	01	College Relations	Advertising	Advertising	150.00
KLJB TV	01	College Relations	Advertising	January Advertising	570.00
Ogle County Newspapers	01	College Relations	Advertising	January Advertising	108.00
Sauk Valley Newspapers	01	College Relations	Advertising	Advertising	470.00
WCCI-FM	01	College Relations	Advertising	January Advertising	39.80
WHTS FM	01	College Relations	Advertising	January Advertising	360.00
WIXN FM - WIXN AM	01	College Relations	Advertising	Holiday Package	850.00
WIXN FM - WIXN AM	01	College Relations	Advertising	January Advertising	495.00
WLLT	01	College Relations	Advertising	January Advertising	228.00
WNS Pub. News-Sentinel/The Rev	01	College Relations	Advertising	Advertising	120.00
WQRF TV	01	College Relations	Advertising	January Advertising	510.00
WTVO TV	01	College Relations	Advertising	Advertising-Registration	540.00

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WTVO TV	01	College Relations	Advertising	January Advertising for Registration	540.00
Walnut Leader	01	College Relations	Advertising	Advertising	53.00
Withers Broadcasting	01	College Relations	Advertising	January Advertising	846.67
Xerox Corporation	01	Printshop	Maintenance Services	Meter Usuage 9/02-1/1/03	1,963.51
ABDICK Multographics	01	Printshop	Purchases for Resale	9" Plates	778.79
ABDICK Multographics	01	Printshop	Purchases for Resale	Maintenance for Print Shop	2,021.37
Midland Paper	01	Printshop	Purchases for Resale	Paper Royal Fiber (Gray)	233.17
Xerox Corporation	01	Printshop	Purchases for Resale	Paper	1,912.00
Xerox Corporation	01	Printshop	Purchases for Resale	Staples for 555	172.00
SBM Business Equipment Center	01	Information Center	Maintenance Services	Copy Count Charge Information Center	30.20
SBM Business Equipment Center	01	Information Center	Office Supplies	AAG-E210-50 4-1/2x8 Appointment Calendar	23.16
Turnroth Sign Co, Inc	01	Information Center	Office Supplies	Black 10" Letters-10 Each of Letters A thru W and	631.35
SBM Business Equipment Center	01	Information Center	Instructional Supplies	Boston Rapid Deluxe Staples	35.85
Follett Bookstore	01	Information Center	Other Supplies	Bookstore Charges	17.92
Follett Bookstore	01	Grant, Planning, & Research	Office Supplies	Bookstore Charges	13.14
Market Access International	01	Grant, Planning, & Research	Conference/Meeting Expense	Conference Fee L Little Washington DC	445.00
Follett Bookstore	01	VP-Instructional Services	Office Supplies	Bookstore Charges	1.43
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Travel WIU Meeting 1/21/03	97.20
Hecht, Deborah J.	01	VP-Instructional Services	Conference/Meeting Expense	Travel 1/31/-2/5/03 Futures Assembly	150.00
Edelbach, David J.	01	Other Instructional	Tuition Reimbursement	Tuition Reimbursement Summer 02	40.00
SBM Business Equipment Center	01	Other Instructional	Maintenance Services	Copier Monthly Maintenance FY 03	46.38
Unique Computer	01	Other Instructional	Computer Software	Microsoft Office XP Licenses	690.00
Unique Computer	01	Other Instructional	Computer Software	Norton	140.00
Shaff, Steven J.	01	Other Instructional	Conference/Meeting Expense	Travel -Air and Conference Fee 4/9/03	604.50
South Suburban College	01	Other Instructional	Conference/Meeting Expense	Assesment Fair Registration 2/25/03	210.00

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Hook, Amanda J.	01	Art	Consultants	Art 213 & Art 214 1/22-29/03	67.50
Strange, Jennifer N.	01	Art	Consultants	Art Class 213 & 214	30.00
Strange, Jennifer N.	01	Art	Consultants	Art 213/214 -2/3/03	32.50
Xerox Corporation	01	Art	Consultants	Renewal Service Agreement/Art Department	799.00
Follett Bookstore	01	Art	Instructional Supplies	Bookstore Charges	34.95
Nicholson Hardware	01	Art	Instructional Supplies	Makita Belt Sander 1 1/8"x21" Variable Speed	209.00
Nicholson Hardware	01	Art	Instructional Supplies	80 Grit Sanding Belts	15.80
Nicholson Hardware	01	Art	Instructional Supplies	120 Grit Sanding Belts	17.90
Nicholson Hardware	01	Art	Instructional Supplies	180 Grit Sanding Belts	20.50
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56751	11.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56752	9.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56753	12.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56754	21.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #567855	13.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56756	10.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56757	12.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56758	18.95
Nicholson Hardware	01	Art	Instructional Supplies	Metabo Doublecut Carbide Bur w/1/4" Shank #56759	18.95
VanderWege, Robertus J.	01	Art	Instructional Supplies	Art Supplies	38.72
Follett Bookstore	01	English	Instructional Supplies	Bookstore Charges	197.64
Follett Bookstore	01	Humanities	Instructional Supplies	Bookstore Charges	5.19
Follett Bookstore	01	Music	Instructional Supplies	Bookstore Charges	13.60
Follett Bookstore	01	Speech	Instructional Supplies	Bookstore Charges	3.18
Aramark Uniform Services Inc	01	Physical Education	Other Contractual Services	Towel Services	484.56
American Red Cross	01	Physical Education	Instructional Supplies	Certificates	93.00

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American Red Cross	01	Physical Education	Instructional Supplies	Certificates	66.00
Cannon Sports	01	Physical Education	Instructional Supplies	Carlton Tournament Nylon 00291 (800W) 19.9/doz	296.34
Glamour	01	Fitness Center	Instructional Supplies	2 Year Subscription	24.00
Men's Health Magazine	01	Fitness Center	Instructional Supplies	1 year Subscription	25.97
Sauk Valley Newspapers	01	Fitness Center	Instructional Supplies	Fitness Center Advertising	229.50
Self	01	Fitness Center	Instructional Supplies	1 YEAR SUBSCRIPTION	16.00
Follett Bookstore	01	Human Services	Instructional Supplies	Bookstore Charges	3.37
Newsweek	01	Academic Skills	Instructional Supplies	Magazine Subscription	1,085.60
Kidder, Mary L.	01	Computer Information Systems	Instructional Supplies	CIS Supplies	24.96
SBM Business Equipment Center	01	Office & Administrative Services	Instructional Supplies	Monthly Service Contract Sharp AR201 Copier	42.74
Airgas North Central	01	HVAC	Instructional Supplies	Acetylene, Hazmat Charge, Nitrogen	19.28
Boettner Heating & Air Conditi	01	HVAC	Instructional Supplies	Door Switch	7.08
Johnstone Supply	01	HVAC	Instructional Supplies	1/4 ' Tubing	237.21
Edelbach, David J.	01	Manufacturing Technology	Instructional Supplies	Display Case	191.93
Follett Bookstore	01	Mechanical Design	Instructional Supplies	Bookstore Charges	12.35
Fountain, William B.	01	Mechanical Design	Instructional Supplies	Mechanical Design Supplies 1/16/03	107.23
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies (see Attached List)	61.40
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies (see Attached List)	21.90
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies (see Attached List)	40.40
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Magnetic Centromeres	41.98
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Emporase	61.21
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Soy Broth	74.78
Carolina Biological Supply Co	01	Biology	Instructional Supplies	Biology Supplies (see Attached List)	105.00
Follett Bookstore	01	Biology	Instructional Supplies	Bookstore Charges	195.84
Triarch Inc	01	Biology	Instructional Supplies	18-0 Flower Bud c.s. floral diagram	37.60

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Wood, Therese L.	01	Biology	Instructional Supplies	Biology Supplies1	87.98
Flinn Scientific	01	Chemistry	Instructional Supplies	A0263 Aluminum Chloride Anhydrous Reagent 25 G	85.46
Follett Bookstore	01	Mathematics	Instructional Supplies	Bookstore Charges	95.27
Follett Bookstore	01	Business Occupational	Instructional Supplies	Bookstore Charges	7.99
KSB Hospital	01	Health Occupational	Instructional Supplies	Instructional Supplies for First Aid/CPR at DCC	41.25
Gospodarczyk, Thomas J.	01	Technical Occupational-Community	Advertising	AVA Certificate Frames	16.98
SBM Business Equipment Center	01	Director of Health Careers Ed	Maintenance Services	Maintenance Agreement for AR-164 Copier	24.08
Follett Bookstore	01	Director of Health Careers Ed	Office Supplies	Bookstore Charges	-19.95
NCSBN	01	Director of Health Careers Ed	Publications and Dues	Subscription-Analysis Update	93.00
Tuft's University	01	Director of Health Careers Ed	Publications and Dues	Subscription Renewal FY 03	28.00
Careertrack Seminars	01	Director of Health Careers Ed	Conference/Meeting Expense	Seminar-MicroSoft Office	59.00
KSB Hospital	01	Health Careers Education	Instructional Supplies	IVAC Med Pump 90/month Need For 2 Months	90.00
Follett Bookstore	01	Associate Degree Nursing	Office Supplies	Bookstore Charges	25.94
Mueller Audio Visual	01	Associate Degree Nursing	Instructional Supplies	Manfrotto Tripod Dolly (Portable) #3137	160.00
CGH Medical Center	01	Licensed Practical Nursing	Instructional Supplies	BAXTER Interlink System Con't Flo Sol'n #2C6537	117.98
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Open P.O. 2002-03	227.65
Northern Illinois Home Medical	01	Licensed Practical Nursing	Instructional Supplies	BAXTER Interlink System Con't Flo Sol'n #2C6537	117.98
Diagnostic Imaging Inc	01	Radiologic Technology	Maintenance Services	Monthly Maintenance Fee FY 2002-2003	16.51
Diagnostic Imaging Inc	01	Radiologic Technology	Maintenance Services	Instructional Supplies FY 2002-2003	76.04
CGH Medical Center	01	Radiologic Technology	Instructional Supplies	Case of Plaster Cast	17.00
Diagnostic Imaging Inc	01	Radiologic Technology	Instructional Supplies	Monthly Maintenance Fee FY 2002-2003	48.49
Diagnostic Imaging Inc	01	Radiologic Technology	Instructional Supplies	Instructional Supplies FY 2002-2003	223.35
Northern Illinois Home Medical	01	Radiologic Technology	Instructional Supplies	Case of Plaster Cast	17.00
Francisco, Cassandra	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Visits thru 1/29/03	132.84
Follett Bookstore	01	Learning Resource Center	Library Supplies	Bookstore Charges	33.80

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Xerox Corporation	01	Learning Resource Center	Library Supplies	Print Charges for December	78.07
ABC-CLIO Inc	01	Learning Resource Center	Books and Binding Costs	Books	38.88
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	113.40
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	199.20
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	38.21
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	29.88
Baker & Taylor	01	Learning Resource Center	Books and Binding Costs	Books	70.60
JSTOR	01	Learning Resource Center	Other Materials and Supplies	Books	3,500.00
Beinhoff, Lisa A.	01	Learning Resource Center	Conference/Meeting Expense	Travel ALA Meeting 1/24-1/27/03	470.82
Hewlett-Packard	01	Computing & Instruct Tech	Maintenance Services	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	138.00
Unique Computer	01	Computing & Instruct Tech	Instructional Supplies	Labor on HPLJ 11000XI	20.00
Follett Bookstore	01	Instructional Technology Center	Instructional Technology Materia	Bookstore Charges	86.39
Illini Trophy	01	Instructional Technology Center	Instructional Technology Materia	Name Badge	6.00
Klaus Companies	01	Instructional Technology Center	Instructional Technology Materia	Maxell T-120 Blank Video Tapes	535.44
Mueller Audio Visual	01	Instructional Technology Center	Instructional Technology Materia	AC Adapter for AG188 Camcorder	200.00
Pratt Audio-Visual & Video Cor	01	Instructional Technology Center	Instructional Technology Materia	Epson Lamp	413.59
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	Drum Kit for LJ4500	88.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	ZIP w/Cable	95.00
Unique Computer	01	Instructional Technology Center	Instructional Technology Materia	Y Cables	104.00
SCT Software & Resource Mgmt C	01	Administrative Data Processing	Consultants	Consulting Services	8,000.00
Hewlett-Packard	01	Administrative Data Processing	Maintenance Services	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	2,059.00
Follett Bookstore	01	Administrative Data Processing	Office Supplies	Bookstore Charges	3.19
Frana, David J.	01	Administrative Data Processing	Office Supplies	HP ENVIZEK X TERMINAL	45.00
Graybar Electric Company Inc.	01	Administrative Data Processing	Office Supplies	10' Allentel Cat 5 Patch Cord	190.06
McFarland Office Products & Bu	01	Administrative Data Processing	Office Supplies	Post-its, Rack, Laser Labels	82.15

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Toner Tech Plus	01	Administrative Data Processing	Office Supplies	Toner Refurbish	1,069.10
Unique Computer	01	Administrative Data Processing	Office Supplies	Ink Cartridges	216.00
Unique Computer	01	Administrative Data Processing	Office Supplies	Ink Cartridges	255.00
Unique Computer	01	Administrative Data Processing	Office Supplies	Zip Disks	200.00
Brown Bear Software	01	Administrative Data Processing	Computer Software	Upgrade 3.8 ICAL	95.00
SBM Business Equipment Center	01	VP- Student Services	Office Supplies	Return Labels	-6.98
Illinois Community College Chi	01	VP- Student Services	Conference/Meeting Expense	Conference fee-Kerber 2/20/03	45.00
Kerber, Joan E.	01	VP- Student Services	Conference/Meeting Expense	Travel-IBHE Evanston, IL	53.04
Kerber, Joan E.	01	VP- Student Services	Conference/Meeting Expense	Travel-Springfield 2/6-2/7/03 ICCSSO Meeting	279.42
Adcraft Printwear Co.	01	Student Recruitment	Other Supplies	Med. White T-Shirts	325.00
Follett Bookstore	01	Admissions, Records & Placement	Office Supplies	Bookstore Charges	29.40
Office Supply Company	01	Admissions, Records & Placement	Office Supplies	Shedder Gear	45.78
Quill Corporation	01	Admissions, Records & Placement	Office Supplies	Electric Powerhouse Pencil Sharpener	267.53
SBM Business Equipment Center	01	Admissions, Records & Placement	Office Supplies	Address Stamp	35.60
Unique Computer	01	Admissions, Records & Placement	Office Supplies	Fuser for Printers	203.00
Unique Computer	01	Admissions, Records & Placement	Office Supplies	Credit for Core Assembly	-65.00
Follett Bookstore	01	Financial Aid & Veterans Affairs	Office Supplies	Bookstore Charges	15.98
ILASFAA	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Conference Fee - Workshop 2/18/03	250.00
Par A Dice Hotel	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Hotel-ILASFAA Workshop 2/18/03	173.16
SBM Business Equipment Center	01	Counseling	Maintenance Services	Copy Machine Charges December 02	67.39
Quill Corporation	01	Counseling	Office Supplies	Standard Bond Copy Paper,Calendar Refills & Pens	183.83
Breed, Thomas	01	Counseling	Conference/Meeting Expense	Travel Chicago 1/30/03 INS-SEVIS Meeting	92.95
Daly, Ann C.	01	Counseling	Conference/Meeting Expense	Travel UIUC Articulation Conference	128.00
Matheney, Janet I.	01	Counseling	Conference/Meeting Expense	Travel-NIU Education Meeting 1/31/03	49.88
Corporate Office City	01	VP- Administrative Services	Office Supplies	Tax Credit	-.09

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SBM Business Equipment Center	01	VP- Administrative Services	Office Supplies	OKI-56116901 Drum Kit for Okifax Fax Machine	214.97
Chronicle of Higher Education	01	VP- Administrative Services	Publications and Dues	Renewal Subscription	82.50
Illinois ASBO	01	VP- Administrative Services	Publications and Dues	Renewal of Membership in IASBO for 2003	225.00
Notaries Association of Illino	01	VP- Administrative Services	Publications and Dues	Renewal of Membership 2003	8.00
Weight Watchers	01	Education Fund	Resident Tuition	Weight Watchers Spring 03	384.48
Weight Watchers	01	Education Fund	Course Fees	Weight Watchers Spring 03	464.00
Pitney Bowes	01	Other Institutional	Postage	Repair Postage Machine	205.00
US Postmaster	01	Other Institutional	Postage	Refil Permit 243	700.00
US Postmaster	01	Other Institutional	Postage	Business Reply Permit/Accounting Fee	625.00
US Postmaster	01	Other Institutional	Postage	Postage Meter Refill	3,500.00
Mailer's Guide Company	01	Other Institutional	Publications and Dues	Annual Subscription	87.00
Journal Standard	01	Other Institutional	Recruitment	Ad-Small Business Coordinator	911.25
Rockford Register Star	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	438.10
Sauk Valley Newspapers	01	Other Institutional	Recruitment	Recruitment FY03 Open PO	449.55
Credit Management Services	01	Other Institutional	Financial Charges & Adjustments	Collections -Students CMS	97.50
SBM Business Equipment Center	01	Business Office	Maintenance Services	Maintenance Copier Charges FY03	25.50
Daytimers, Inc	01	Business Office	Office Supplies	Calendar Refill	33.98
Follett Bookstore	01	Business Office	Office Supplies	Bookstore Charges	7.12
Transworld Systems, Inc	01	Business Office	Office Supplies	Transworld Forms-Collection	1,195.00
Visible Computer Supply	01	Business Office	Office Supplies	V2245-2003 W-4 Card (25/pk)	73.63
Welch Systems	01	Business Office	Office Supplies	ATM Supplies	11.57
Carl Sandberg College	01	Tuition Chargeback	Tuition Chargeback	Chargeback for Fall 3003 Semester	4,565.68
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Birthday Refreshments & Winner's Cards	94.00
Knott, Matthew	010110	Corp Serv Professional Developme	Consultants	Annual Refresher Course /Spill Team CGH Medical Ct	400.00
American Management Associatio	010110	Corp Serv Professional Developme	Instructional Supplies	Books- "How to make Teams Work" ISBN 0761213767	53.40

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American Management Associatio	010110	Corp Serv Professional Developme	Instructional Supplies	Books- "How to make Teams Work" ISBN 0761213767	2,226.22
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	Credit for Pads and Post-its	-5.24
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	037-7-40022 Canary Legal Pads	111.60
Quill Corporation	010110	Corporate Services Admin.	Office Supplies	037-7-40022 Canary Legal Pads	5.24
Thomson Chamber	010110	Corporate Services Admin.	Publications and Dues	Annual Chamber Dues	30.00
Downtown Sports	010110	Corporate Services Admin.	Advertising	Shirts for Rayovac Meeting	78.71
Consolidated Management Co	010110	Corporate Services Admin.	Conference/Meeting Expense	Rayovac Meeting 1/13/03	20.95
Gericke, Thomas H.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel Area Sites thru 1/31/03	27.72
Gospodarczyk, Thomas J.	010110	Corporate Services Admin.	Conference/Meeting Expense	Travel thru 1/15/03 -Area Meetings	141.48
Ginn, Janet L	010120	Leisure	Consultants	Candy Making CCS 1/22/03	75.00
Ginn, Janet L	010120	Leisure	Consultants	Quilting 2/1/03	160.00
Slain, Verna	010120	Leisure	Consultants	Quilting 2/1/03	160.00
Quill Corporation	010120	Youth Programs	Office Supplies	Credit for Pads and Post-its	-5.24
Quill Corporation	010120	Community Service Administration	Office Supplies	037-7-40022 Canary Legal Pads	111.60
Quill Corporation	010120	Community Service Administration	Office Supplies	037-7-40022 Canary Legal Pads	5.24
Daehler, Deborah	010120	Computers	Consultants	Intro to Computer-Fulton HS	135.00
Education To Go	010120	Computers	Consultants	December 2002 Ed 2 Go Classes	165.00
Education To Go	010120	Computers	Consultants	Jan 2003 Ed to Go Classes	1,186.00
Kooi, Audrey	010120	Health & Personal Development	Consultants	Morrison Fitness Session 1	204.00
Kelleghan, Kevin	010120	Professional Development	Consultants	Power Communication Skills 1/29/03	300.00
Weight Watchers	02	Operations & Maintenance	Resident Tuition	Weight Watchers Spring 03	47.52
Division Management Services	02	Maintenance	Maintenance Services	License	120.00
ECOLAB	02	Maintenance	Maintenance Services	Monthly Service	186.50
Fyr-Fyter Inc	02	Maintenance	Maintenance Services	Check Kitchen Extinguishers	202.50
Kone, Inc	02	Maintenance	Maintenance Services	Repair Elevator Floor	202.18

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ONDEO Nalco Company	02	Maintenance	Maintenance Services	Quarterly Payments for Annual Contract	3,750.00
PDC Laboratories, Inc	02	Maintenance	Maintenance Services	Water Test	240.00
Ron's Automotive Machine Shop	02	Maintenance	Maintenance Services	Repair Chiller 3 Plate	90.00
Ag View FS, Inc.	02	Maintenance	Maintenance Supplies	Water Softener Salt Blocks	199.50
Fastenal Company	02	Maintenance	Maintenance Supplies	Open Purchase Order for Maintenance Supplies	290.96
Follett Bookstore	02	Maintenance	Maintenance Supplies	Bookstore Charges	47.86
General Binding Corp.	02	Maintenance	Maintenance Supplies	Paper Guides-Shredder	45.54
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	78.00
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	43.93
Grainger	02	Maintenance	Maintenance Supplies	First Aid Refills, Coveralls	89.95
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	83.76
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	232.10
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	44.00
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	19.18
Grainger	02	Maintenance	Maintenance Supplies	Maintenance Supplies FY 03 -Open Purchase Order	110.80
Grummerts Do It Best Hardware	02	Maintenance	Maintenance Supplies	Bleach	32.16
Grummerts Do It Best Hardware	02	Maintenance	Maintenance Supplies	Return Ultra Bleach	-8.40
H F Wilson	02	Maintenance	Maintenance Supplies	Lamps/Fixtures	498.86
Johnstone Supply	02	Maintenance	Maintenance Supplies	KRC-1 Manual	35.91
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	51.55
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	33.52
Menards	02	Maintenance	Maintenance Supplies	Heaters, Thermostat for Grounds	89.72
Menards	02	Maintenance	Maintenance Supplies	Bulbs, Batteries, Drill Bits	58.96
Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	87.90
Menards	02	Maintenance	Maintenance Supplies	Plate, Outlet	9.98

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Menards	02	Maintenance	Maintenance Supplies	Maintenance Supplies	35.50
Menards	02	Maintenance	Maintenance Supplies	Supplies-C Shelley Area	29.10
Schimberg Company	02	Maintenance	Maintenance Supplies	F & T Steam Trap 3/4 -50926	385.28
Schmall, Rex G.	02	Maintenance	Maintenance Supplies	Hammers	29.19
Sexauer Inc	02	Maintenance	Maintenance Supplies	Female Outlet	36.79
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	48.39
Sexauer Inc	02	Maintenance	Maintenance Supplies	Plumbing Parts	23.10
Sherwin-Williams	02	Maintenance	Maintenance Supplies	Paint	174.02
Sherwin-Williams	02	Maintenance	Maintenance Supplies	paint	141.68
USA Bluebook	02	Maintenance	Maintenance Supplies	#76009 LMI Water Pump Model A141-353B1	575.06
USA Bluebook	02	Maintenance	Maintenance Supplies	#TU-VRK-005 1/2" Spears Repair Kit	59.75
USA Bluebook	02	Maintenance	Maintenance Supplies	Degassing Valve	55.00
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	119.10
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service 1/23/03	107.89
Morgan Services Inc.	02	Custodial	Maintenance Services	Towel Service	107.89
Cleaning Management Institute	02	Custodial	Maintenance Supplies	Annual Subscription	129.00
Specialty Floors, Inc	02	Custodial	Maintenance Supplies	Trial Package: Speed Mop System	240.00
Vaaland	02	Custodial	Maintenance Supplies	Vacuums	396.00
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	1,835.84
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	89.69
Vonachen Service & Supply	02	Custodial	Maintenance Supplies	Open Purchase Order for Custodial Supplies	16.29
Harden's Auto & Truck Repair	02	Grounds	Maintenance Services	Repair Ford 8000	668.66
Ace Hardware	02	Grounds	Maintenance Supplies	RSTP Spray	14.97
Ace Hardware	02	Grounds	Maintenance Supplies	Telescopic brush	28.97
Ace Hardware	02	Grounds	Maintenance Supplies	Utility Knives-Caulk	36.84

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Ace Hardware	02	Grounds	Maintenance Supplies	Wrenches & Tools	12.68
Bonnell Industries	02	Grounds	Maintenance Supplies	Maintenance Supplies	81.14
Bonnell Industries	02	Grounds	Maintenance Supplies	Strut Posts	91.41
Harden's Auto & Truck Repair	02	Grounds	Maintenance Supplies	Grounds Parts	98.32
Interstate Batteries	02	Grounds	Maintenance Supplies	Battery	143.90
Menards	02	Grounds	Maintenance Supplies	Maintenance Supplies	125.20
Menards	02	Grounds	Maintenance Supplies	Maintenance Supplies	76.50
Menards	02	Grounds	Maintenance Supplies	Batting Cage Supplies	72.83
Mezo's Repair & Outdoor Equipm	02	Grounds	Maintenance Supplies	Parts	103.35
Mike's Repair Service	02	Grounds	Maintenance Supplies	Battery	50.36
Mike's Repair Service	02	Grounds	Maintenance Supplies	Filter, Pre-Cleaner	14.53
Napa Auto Parts	02	Grounds	Maintenance Supplies	Maintenance Supplies	21.96
Napa Auto Parts	02	Grounds	Maintenance Supplies	Maintenance Supplies	36.85
Newstripe Inc.	02	Grounds	Maintenance Supplies	Striper Supplies	136.86
S J Smith Welding Supply	02	Grounds	Maintenance Supplies	Acetylene, Oxygen	35.05
S J Smith Welding Supply	02	Grounds	Maintenance Supplies	Oxygen	3.13
Wisconsin Turf Equipment Corpo	02	Grounds	Maintenance Supplies	Link, Shear Bolt	27.10
Nicor Gas	02	Utilities	Gas	Monthly Charges	101.13
Nicor Gas	02	Utilities	Gas	Monthly Charges 12/23/02-1/23/03	251.81
Nicor Gas	02	Utilities	Gas	Monthly Charges 12/23/02-1/23/03	772.00
Nicor Gas	02	Utilities	Gas	Monthly Charge 12/23-1/23	17.52
Nicor Gas	02	Utilities	Gas	Monthly Charges 12/23/02-01/23/03	96.45
Commonwealth Edison	02	Utilities	Electricity	Monthly Service	19.12
Commonwealth Edison	02	Utilities	Electricity	Monthly Service 12/27-1/29-/03	109.85
Commonwealth Edison	02	Utilities	Electricity	Monthly Services 12/4/02-1/7/03	8,400.85

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Commonwealth Edison	02	Utilities	Electricity	Monthly Service 12/30-1/30	36.04
AT & T	02	Utilities	Telephone	Monthly Telephone Charges	970.57
AT & T	02	Utilities	Telephone	Fax - Financial Aid	3.82
Cox, Terry J.	02	Utilities	Telephone	Phone Card	46.41
Gallatin River Communications	02	Utilities	Telephone	Monthly Telephone Charges	2,914.25
Verizon Wireless	02	Utilities	Telephone	Dr. Behrendt Cell Phone	42.78
Rock Valley Disposal	02	Utilities	Refuse Disposal	Monthly Trash Service for February	376.50
Caterpillar Inc.	02	Utilities	Other Utilities	Monthly Engine Testing	444.33
Corporate Office City	02	Building and Grounds Administrat	Consultants	Maintenance Contract-Office Copier	395.00
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Copier Toner	86.37
Bertel Peterson Company	02	Building and Grounds Administrat	Building Remodeling	Perform work per your proposal #02-656 install	3,230.00
Clark Engineers MW Inc	03	Operations & Maintenance- Restri	Building Remodeling	Engineering Services/LUST	5,547.73
Boss Carpet	03	ICCB Deferred Maintenance Grant	Maintenance Services	Install Approx 155 SY of Carpet-Same as previously	3,082.00
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	78.99
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies 1/27/03	74.22
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	54.58
Drane, Paula E.	050500	Child Care Center	Other Supplies	Child Care Supplies	24.09
Follett Bookstore	050500	Child Care Center	Other Supplies	Bookstore Charges	10.19
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	MBB Game 2/6/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	MBB 2/11/03	15.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	MBB Game 2/18/03	15.00
Brady, Dale	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/6/03	85.00
Brady, Don	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/11/03	85.00
Brown, Shane B.	050600	Men's Basketball	Other Contractual Services	Trainer Basketball Game 2/6/03	80.00
Buck, Danny L	050600	Men's Basketball	Other Contractual Services	Book Official for Games 1/7-1/9-1/21/03	35.00

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Buum, Ben	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/11/03	85.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	Filmed MBB Games 1/21-1/23-1/25/03	45.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	MBB Game 2/6/03	15.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	MBB Game 2/11/03	15.00
Damhoff, Lindsay A.	050600	Men's Basketball	Other Contractual Services	Basketball Games 2/4/03	30.00
Feldner, Bryan M.	050600	Men's Basketball	Other Contractual Services	Filming BB Games 1/14 & 1/16/03	30.00
Firebaugh, Rich	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/18/03	85.00
Hainline, Charlie	050600	Men's Basketball	Other Contractual Services	Refereec MBB 2/6/03	85.00
Hainline, Charlie	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/18/03	85.00
Johnson, Stacie	050600	Men's Basketball	Other Contractual Services	Trainer Basketball Game 2/11/03	50.00
Johnson, Stacie	050600	Men's Basketball	Other Contractual Services	Trainer MBB Game 2/18/03	50.00
Lamps, Darryl	050600	Men's Basketball	Other Contractual Services	MBB 2/18/03	85.00
Rayford, Gene	050600	Men's Basketball	Other Contractual Services	Referee MBB 2/11/03	85.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	MBB Game 2/6/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	MBB Game 2/11/03	15.00
Strating, James A	050600	Men's Basketball	Other Contractual Services	MBB Game 2/18/03	15.00
Trone, Chris	050600	Men's Basketball	Other Contractual Services	Referee 2/6/03	85.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	MBB Game 2/6/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	MBB Game 2/11/03	15.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	MBB Game 2/18/02	15.00
Championship Books & Video	050600	Men's Basketball	Instructional Supplies	Tape (Flex for Success)	48.90
KSB Medical Group	050600	Men's Basketball	Instructional Supplies	Deductiable B Feldner	100.00
Overlord Sales	050600	Men's Basketball	Instructional Supplies	Basketballs	100.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Basketball Trvl 1/14/03	84.00
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Basketball Travel 1/16/03	90.00

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Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Game Travel 1/23-1/25/03	278.08
Damhoff, Russ K.	050600	Men's Basketball	Other Conference & Meeting	Travel Games 1/30 & 2/4/03	170.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Men & Women BB Game at IL Valley 1/16/03	200.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Men & Women BB Game at Blackhawk 1/23/03	200.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Men & Women BB Game 1/14/03 to Moline	200.00
Scenic Stage Line, Inc	050600	Men's Basketball	Other Conference & Meeting	Basketball Game Freeport 1/30/03	200.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Nike Air Diamond	42.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Nike Air Clipper Anniv	62.50
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Nike Air Diamond Train	42.00
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Pine Tar (Bottles)	3.50
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Rosin Bag	1.75
Temple's Sporting Goods	050600	Men's Baseball	Instructional Supplies	Catcher's Equipment	402.34
Cox, Terry J.	050600	Men's Baseball	Other Conference & Meeting	Team Meeting 12/12/02	47.68
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03	15.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Blackburn, Jan	050600	Women's Basketball	Other Contractual Services	WBB Game 2/18/03	15.00
Carle, Bill	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/18/03	85.00
Carlson, Robert	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/18/03	85.00
Clark, Randy	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/1/03	85.00
Clark, Randy	050600	Women's Basketball	Other Contractual Services	Referee 2/11/03	85.00
Gerlach, Jeremy	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/6/03	85.00
Gerlach, Jeremy	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/18/03	85.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game 1/30/03	15.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03 Stats	15.00

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Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	Camera WBB Game 2/4/03	15.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Holthaus, Ann K.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/13/03	15.00
Johnson, Karl	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/6/03	85.00
Johnson, Stacie	050600	Women's Basketball	Other Contractual Services	Trainer 1/25/03	50.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game 1/30/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Lancaster, Kyle A	050600	Women's Basketball	Other Contractual Services	wbb 2/13/03	15.00
Luckey, Rich	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/1/03	85.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	Women's Basketball Game 1/30/03	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03 Stats	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	Stats WBB 2/4/03	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Lund, Sarah E.	050600	Women's Basketball	Other Contractual Services	WBB Game 2/13/03	15.00
Shippert, Brian W.	050600	Women's Basketball	Other Contractual Services	Referee	85.00
Simpson, Michael	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/1/03	85.00
Simpson, Michael	050600	Women's Basketball	Other Contractual Services	Referee WBB 2/11/03	85.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Strating, James A	050600	Women's Basketball	Other Contractual Services	WBB Game 2/18/03	15.00

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Walling, Mike	050600	Women's Basketball	Other Contractual Services	Referee WBB Game 2/11/03	85.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	WBB Game 2/1/03	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	WBB Game 2/6/03	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	WBB Game 2/11/03	15.00
Worthington, Patrick	050600	Women's Basketball	Other Contractual Services	WBB Game 2/18/03	15.00
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Basketball Travel thru 1/19/03	336.36
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Game Travel 1/23-1/25/03	178.68
Leseman, Jolene K.	050600	Women's Basketball	Other Conference & Meeting	Travel-Games thru 2/4/03	341.50
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Men & Women BB Game at IL Valley 1/16/03	200.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Men & Women BB Game at Blackhawk 1/23/03	200.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Men & Women BB Game 1/14/03 to Moline	200.00
Scenic Stage Line, Inc	050600	Women's Basketball	Other Conference & Meeting	Basketball Game Freeport 1/30/03	200.00
Team Connections	050600	Women's Tennis	Instructional Supplies	ARWT2108 Hydro Move Court Sport Dress L 141 (wh/r)	223.72
Peoria Journal Star	050600	General Athletics	Publications and Dues	8 Week Subscription	29.20
Alexander, Kim	050600	General Athletics	Other Materials and Supplies	Trainer Basketball Game 2/1/03	50.00
Consolidated Management Co	050600	Student Activities	Consultants	Coffee for Recruitment 1/2/3	6.00
Entertainment Group	050600	Student Activities	Other Contractual Services	Deposit on Performance 4/11/03	300.00
Sauk Valley Newspapers	050600	Student Activities	Other Contractual Services	Entertainment Guide for Terry Shropshire	100.00
Shropshire, Terry	050600	Student Activities	Other Contractual Services	Performance 2/7/03	1,000.00
Organized Executive	050600	Student Activities	Publications and Dues	1 year Subscription	97.00
Consolidated Management Co	050600	Student Activities	Other Materials and Supplies	Popcorn & Bags	25.29
Film for the Humanities & Scie	050600	Student Activities	Other Materials and Supplies	Film Series-Tuskegee	83.00
Gramco School Supplies	050600	Student Activities	Other Materials and Supplies	Colored Kraft Supplies	179.73
Singleton, Neal T.	050600	Student Activities	Conference/Meeting Expense	Travel-ICCCTA Trustees Meeting 1/17/03	7.20
Scantron	050600	Student Government	Other Materials and Supplies	pkg/500 Form #100-B 100 Candidates 4-1/4x11 2 Side	52.87

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Follett Bookstore	050600	Drama	Other Materials and Supplies	Bookstore Charges	1.11
Allison, Jay	050600	Speech & Readers Theater	Other Conference & Meeting	Fall 02 Lodging Fees-Balance Due	390.00
BMI	050600	Music	Other Contractual Services	BMI License Fee-2003	374.61
Follett Bookstore	050600	Global Awareness	Other Supplies	Bookstore Charges	17.67
Sterling Ford-Lincoln-Mercury	050800	Transportation	Maintenance Services	Repairs for College Minivan	77.54
Kerber, Joan E.	050800	Transportation	Vehicle Supplies	Gas for College Van 2/4/03	16.50
Shell Oil Company	050800	Transportation	Vehicle Supplies	Gas for College Vans	12.00
Professional Benefit Administratr	051000	Medical Insurance	Individual Stop Loss		10,578.42
Professional Benefit Administratr	051000	Medical Insurance	Dependent Stop Loss		7,265.25
Professional Benefit Administratr	051000	Medical Insurance	Precertification		382.50
Cobra Manager	051000	Medical Insurance	Cobra Conversion	Cobra Charges for December 2002	65.00
Professional Benefit Administratr	051000	Medical Insurance	Administrative		2,772.25
Professional Benefit Administratr	051000	Medical Insurance	Life & AD&D		2,213.82
Eagle, Tia A.	051400		Student Loans	Student Loan Due 5/9/03	200.00
Ellis, Dena L.	051400		Student Loans	Student Loan Due 5/9/03	550.00
Greenwalt, William E.	051400		Student Loans	Student Loan Due 5/9/03	300.00
Karn, Malisa L.	051400		Student Loans	Student Loan Due 5/9/03	295.00
Ortgiesen, Sheri R.	051400		Student Loans	Student Loan Due 5/9/03	150.00
Smith, Ramona D.	051400		Student Loans	Student Loan Due 5/9/03	300.00
Wise, Kristin	051400		Student Loans	Student Loan 1/24/03	300.00
Follett Bookstore	062010	Special Populations Grant	Instructional Supplies	Bookstore Charges	105.00
Unique Computer	062022	WFP- Education to Careers Grant	Capital Supplies	NEC LCD Panels-LCD 1550VBK	5,325.00
Unique Computer	062022	WFP- Education to Careers Grant	Capital Supplies	NEC LCD Panels-LCD1550VBK	351.00
Unique Computer	062022	WFP- Education to Careers Grant	Capital Supplies	NEC LCD Panels-LCD1550VBK	351.00
Unique Computer	062022	WFP- Education to Careers Grant	Capital Supplies	512 M Registered DIMM for IBM xserver 240-series	285.00

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Career Game	062022	WFP- Ed to Careers	Other Materials and Supplies	Career Game Workbook	600.00
SVCC Educational Fund	062024		I/F Payable	Interfund Payments	940.01
Williamson, Michael E.	062024	WFP- Welfare to Work	Conference/Meeting Expense	Travel MBTI Training 1/31/03	828.07
Clevenger, Walter	062032	Adv Tech- Technology Support Gra	Consultants	Consulting Services	1,000.00
Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Computer Software	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	144.00
Hewlett-Packard	062032	Adv Tech- Technology Support Gra	Computer Software	7000 Sauk 210 Agreement 2646A8241 Billed Monthly	870.00
Pfeifer, Alan	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	TRAVEL -ION Tech 1/24/03	18.00
SCT Summit 03	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Conference Registration	750.00
Shelley, Chris	062041	ICCB Tech Skills Enhancement Gra	Conference/Meeting Expense	Travel ION tech 1/24/03	144.00
SVCC Educational Fund	062050		I/F Payable	Interfund Payments	1,247.97
State Universities Retirement	062050	SBDC Grant	Allocated Employee Benefits	Matching Funds 1/31/03 Payroll	35.22
Hughes, Glen S.	062050	SBDC Grant	Consultants	Consulting Services 2/4/03	50.00
Illinois Small Business Develo	062050	SBDC Grant	Office Supplies	Annual Dues 2003	125.00
Insight Media Advertising	062050	SBDC Grant	Advertising	SBDC Ads	495.00
Sauk Valley Newspapers	062050	SBDC Grant	Advertising	SBDC Ads	1,695.00
Sauk Valley Newspapers	062050	SBDC Grant	Advertising	SBDC Ads	705.00
WSDR-AM	062050	SBDC Grant	Advertising	SBDC Ads	144.00
WSSQ-FM	062050	SBDC Grant	Advertising	SBDC Ads	144.00
Gallatin River Communications	062050	SBDC Grant	Telephone	Monthly Telephone Charges SBDC	33.70
Follett Bookstore	062056	ICCB Adult Ed-Federal Basic	Office Supplies	Bookstore Charges	31.99
Deem, Craig A	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	January 2003 Cleaning	25.00
Marruffo, Kerrie M.	062056	ICCB Adult Ed-Federal Basic	Instructional Supplies	Supplies Wallace Center	14.54
Fiorini, Anthony D.	062056	ICCB Adult Ed-Federal Basic	Other Supplies	Travel Wallace School thru 1/29/03	30.24
Stevens, Shirley A.	062057	ICCB Adult Ed-Public Aid -Instru	Conference/Meeting Expense	Travel Area thru 1/31/03	133.92
SVCC Educational Fund	062060		I/F Payable	Interfund Payments	24,199.41

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Follett Bookstore	062060	SOS VITAL Grant	Office Supplies	Bookstore Charges	2.38
SVCC Educational Fund	062062		I/F Payable	Interfund Payments	10,777.22
Hispanic Magazine	062062	IBHE PLACE Grant	Instructional Supplies	Subscription Renewal	36.00
Creative Printing	062062	IBHE PLACE Grant	Postage	Business Cards for Ana Salgado	40.00
McFarland Office Products & Bu	062062	IBHE PLACE Grant	Postage	UNV-53102 Side Load Desk Trays- (black)	11.88
Salgado, Ana S.	062062	IBHE PLACE Grant	Postage	Alas Supplies	4.78
Northern Illinois University	062062	IBHE PLACE Grant	Conference/Meeting Expense	Rooms for Conference 2/14/03	297.48
Northern Illinois University	062062	IBHE PLACE Grant	Conference/Meeting Expense	Conference Registration 2/14/03	420.00
Salgado, Ana S.	062062	IBHE PLACE Grant	Conference/Meeting Expense	Travel area sites 10/28/02-1/5/03	108.36
Salgado, Ana S.	062062	IBHE PLACE Grant	Other Conference & Meeting	Alas Supplies	23.36
Salgado, Ana S.	062062	IBHE PLACE Grant	Other Conference & Meeting	ALAS Meeting	24.78
Sterling Coliseum	062062	IBHE PLACE Grant	Rental- Facilities	Deposit Auditorium Rental 5/9/03	110.00
SVCC Educational Fund	062073		I/F Payable	Interfund Payments	1,060.23
Follett Bookstore	062073	ISBE Voc Ed- Tech Prep Grant	Instructional Supplies	Bookstore Charges	12.20
Career Game	062073	ISBE Voc Ed- Tech Prep Grant	Computer Software	Career Game Workbook	857.78
Ashton High School	062073	ISBE Voc Ed- Tech Prep Grant	Other	Tech Prep Supplies Claim 7	129.95
Rock Falls High School	062073	ISBE Voc Ed- Tech Prep Grant	Other	Tech Prep Claims 1-4	4,103.64
SVCC Educational Fund	062140		I/F Payable	Inter-Fund Payment	1,799.84
SVCC Educational Fund	062150		I/F Payable	Interfund Payments	61,443.50
SVCC Educational Fund	062150		I/F Payable	Inter-Fund Payment	11,975.50
Heller, Dr. Steven	062220	Illinois Arts Council Grant	Consultants	Honorarium-Illinois Arts 10/7/02	400.00
SVCC Educational Fund	063011		I/F Payable	Interfund Payments	33,499.64
SVCC Educational Fund	063011		I/F Payable	Inter-Fund Payment	2,167.87
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds 1/31/03 Payroll	653.26
State Universities Retirement	063011	Student Support Services Grant	Allocated Employee Benefits	Matching Funds 2/15/03 Payroll	653.26

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SBM Business Equipment Center	063011	Student Support Services Grant	Maintenance Services	Copy Machine Charges December 02	67.39
Follett Bookstore	063011	Student Support Services Grant	Office Supplies	Bookstore Charges	6.38
Quill Corporation	063011	Student Support Services Grant	Office Supplies	Motivitational Desk PAD	18.43
Reliable	063011	Student Support Services Grant	Office Supplies	Quick Notes Flip-A-Week	11.16
SVCC Educational Fund	063012		I/F Payable	Interfund Payments	53,373.18
Consolidated Management Co	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	Workforce Council Meeting	90.00
Consolidated Management Co	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	WACC Meeting	34.45
Illinois State University	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	Conference Registration White/McMahon	330.00
Sileven, Larry L.	063020	Perkins IIc -Acad Staff Developm	Conference/Meeting Expense	Travel-Chicago 1/29/03	33.82
State Universities Retirement	063030	Perkins IIIE Tech Prep	Allocated Employee Benefits	Matching Funds 1/31/03 Payroll	102.75
State Universities Retirement	063030	Perkins IIIE Tech Prep	Allocated Employee Benefits	Matching Funds 2/15/03 Payroll	102.75
Johnson, Virginia	063030	Perkins IIIE Tech Prep	Consultants	Travel Area Sites/Bloomington thru 2/4/03	137.16
Lee Wayne	063030	Perkins IIIE Tech Prep	Printing	Tango Pens	531.19
Consolidated Management Co	063030	Perkins IIIE Tech Prep	Conference/Meeting Expense	Tech Prep meeting 12/17/02	44.90
SVCC Educational Fund	063071		I/F Payable	Interfund Payments	13,458.84
SVCC Educational Fund	063071		I/F Payable	Inter-Fund Payment	8,510.37
SVCC Educational Fund	063075		I/F Payable	Inter-Fund Payment	66,339.62
Willis Corroon Administrative	063075	IDHS AmeriCorps - Member Activit	Medical Insurance	February Members Health Insurance	1,150.32
Department of Natural Resource	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Deposit Pavilion Reservation 5/31/03	40.00
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds 1/31/03 Payroll	280.30
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	Allocated Employee Benefits	Matching Funds 2/15/03 Payroll	280.30
Staples	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	#603555 Black Toner Cartridge	170.64
Staples	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	HP D145 Office 4-in-1 Multifunction Machine	499.98
Staples	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	8-1/2x11 White Paper	16.99
Unique Computer	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	IBM Netvista M41-6792 512 M RAM 40 G HD	2,780.00

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White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Supplies	459.82
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	UPS-Staples	59.99
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Office Supplies	Wal-Mart Supplies	199.33
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel-American Red Cross Romeoville 1/15/03	92.88
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel Bloomington 1/17 & 1/24/03	214.76
White, Rebecca	063075	IDHS AmeriCorps- Nonmember Activ	Conference/Meeting Expense	Travel Area Sites thru 2/5/03	23.40
Unique Computer	064030	Restricted Fund-GOD Certificates	Other Supplies	HP Office Jet D155-As Quoted on 12/19/02	725.00
Unique Computer	064030	Restricted Fund-GOD Certificates	Capital Supplies	IBM NVM41 P4-1.8/40G/512/48x/ZIP/XPP	7,630.00
Xerox Corporation	064030	Restricted Fund-GOD Certificates	Capital Supplies	Xerox WCP 412 Copy/Print/Scan/Fax as per quote	1,970.00
SBM Business Equipment Center	064030	Restricted Fund-GOD Certificates	Capital Supplies	38294L Hon 36x72 Desk, Med Oak w/Black Base	882.00
R-Graphics	064030	Restricted Fund-GOD Certificates	Capital Supplies	Baum Ultrafold 714XE Friction	3,645.00
Boss Carpet	064030	Restricted Fund-GOD Certificates	Capital Supplies	Carpet-Mohawk Multiple Choice Lockback	32,736.00
Unique Computer	064040	SBC Excelerator	Capital Supplies	Printer Cartridges	178.00
Arch Vending Inc	101010	Booster Club	Other Contractual Services	Pop Costs for Antiques Show	63.70
Consolidated Management Co	101010	Booster Club	Other	Food Costs for Antiques Show	159.76
Jeff Steele Signs	101010	Booster Club	Other	Basketball Lettering 300 Game R Damhoff	50.00
Sauk Valley Newspapers	101010	Booster Club	Other	Antique Show Advertising-2003	288.00
Burke, Jeanie L	101140	Phi Theta Kappa Club	Other	Speaker 1/22/03	175.00
Bellini, James A.	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00
Head, Jared T.	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00
Megill, Kevin M.	101258	Math Club	Other	Reimbursement Argonne Conf	35.00
Salazar, Don	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00
Shaff, Steven J.	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00
Sierra, Angel R.	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00
Wiseman, Katrina R.	101258	Math Club	Other	Reimbursement Argonne Conf 02	35.00

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Yocum, Denton M.	101258	Math Club	Other	Reimbursement Argonne 02	35.00
Gallatin River Communications	12	Risk Management	Telephone	911 Cama Trunk Lines	89.48
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	65.29
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security W/E 1/4-1/11/03 Holiday	2,032.64
Stewart & Associates	12	Public Safety	Other Contractual Services	Contract Security W/E 1/18-1/25/03 Holiday	1,254.08
Grainger	12	Public Safety	Other Supplies	First Aid Refills, Coveralls	38.43
				BANK ACCOUNT 1 TOTAL:	403,284.79
				BANK ACCOUNT 2 TOTAL:	378,486.07
				ALL ACCOUNTS TOTAL:	781,770.86